



**Moreland School District  
Board of Trustee Meeting Minutes  
March 28, 2017**

**1. CALL MEETING TO ORDER**

**Minutes:**

Board President Heather Sutton called the meeting to order at 6:30 PM.

**2. ROLL CALL**

**Minutes:**

Present: Heather Sutton, Robert Varich, Brian Penzel, Julie Reynolds-Grabbe and Karen Whipple (*Closed Session*)

Absent: Karen Whipple (*Open Session*)

**3. COMMENTS FROM THE PUBLIC AT MORELAND SCHOOL DISTRICT BOARD ROOM,  
4711 CAMPBELL AVENUE, SAN JOSE, CA 95130**

**Minutes:**

There were no comments from the public.

**COMMENTS FROM THE PUBLIC AT 1766 STANLEY DOLLAR DRIVE, WALNUT CREEK, CA**

**Minutes:**

There were no comments from the public.

**4. CLOSED SESSION**

**A. CONFERENCE WITH LABOR NEGOTIATOR**

(Government Code Section 54957.6)

Agency Designated Representatives: Mary Kay Going, Colette Zea, Patti Ernsberger, and Richard Noack (Hopkins & Carley)

Employee Organizations: Moreland Chapter 198, California School Employees Association, Moreland Teachers Association, Colette Zea

Management: Mary Kay Going

**B. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE AND/OR REASSIGNMENT**

(Government Code Section 54957.6)

**5. CALL MEETING BACK TO ORDER IN OPEN SESSION**

**Minutes:**

The meeting was called back to order at 7:04 P.M.

**6. FLAG SALUTE**

**Minutes:**



Two middle school students from Latimer School led the flag salute.

**7. REPORT OUT ACTION TAKEN IN CLOSED SESSION**

Minutes:

No action taken in closed session.

**8. APPROVE THE AGENDA**

Minutes:

**Motion:** Approve the Board Agenda

<b>Motion/Second:</b>	Penzel/Reynolds-Grabbe	<b>Vote:</b> 4/0
	Heather Sutton, President	YES
	Brian Penzel, Clerk	YES
	Julie Reynolds-Grabbe, Trustee	YES
	Robert Varich, Trustee	YES
	Karen Whipple, Trustee	ABSENT

*The Board may delete items from its posted agenda, and may also add items to its posted Agenda (pursuant to Govt. Code 54954.2), if such items to be added arise out of "Emergency Situations," as defined under Government Code §54956.5.*

**9. COMMENTS FROM THE PUBLIC AT MORELAND SCHOOL DISTRICT BOARD ROOM, 4711 CAMPBELL AVENUE, SAN JOSE, CA 95130**

Minutes:

There were no comments from the public.

**10. COMMENTS FROM THE PUBLIC AT 1766 STANLEY DOLLAR DRIVE, WALNUT CREEK, CA 94595**

Minutes:

There were no comments from the public.

**11. CREATING AND SUSTAINING A POSITIVE GOVERNANCE TEAM CULTURE – GOVERNANCE NORMS – Remains on agenda for Board Members reference.**

**12. STRATEGIC PLAN 2016-2023 – Remains on the agenda for Board Members reference**

**13. SUPERINTENDENT’S REPORT**

Minutes:

- Presented the PSA spot made by teachers, Superintendent, and students involved in Project Lead the Way (PLTW)
- Tomorrow night, March 29th, the Latimer Construction Meeting with the community/neighbors begins at 6:30PM. Board members Robert Varich and Julie Reynolds-Grabbe stated that they will be attending.
- Baker Family Math Night will also be in the evening of March 29th. Board President Heather Sutton stated that she will be attending.
- Video presented of Baker and their award for Project Cornerstone Asset Champions



- Reported on the Project Cornerstone Asset Champions breakfast/celebration. The Superintendent noted that the keynote speaker, Ruby Bridges, was very enjoyable. Also, noted that Tanya's daughter's Girl Scout troop made the awards presented at the program.
- Thursday, March 30th will be the annual MMS Science Expo. The program starts at 6:30 PM and Heather Sutton will be attending.
- Attended recent Shakespeare performance at MMS
- EDS Renaissance Faire will be Thursday, March 30th.
- Attended Colonial Day today at Payne and Country Lane had Colonial Day last week.

#### 14. **BOARD MEMBERS' COMMUNICATION**

##### Minutes:

Julie Reynolds-Grabbe

- Attended recent CCSBA meeting where it was reported that a Milpitas board member passed away with services planned for April 2nd.
- Attended Future Chefs competition and thought it was a great experience!
- Attended Project Cornerstone Breakfast. Was very impressed with the keynote speaker, Ruby Bridges.

Robert Varich

- Attended Colonial Day at Payne and was impressed with the number of parents and grandparents in attendance.
- Attended Silicon Valley Leadership meeting and spoke with Tom Torlakson.

Heather Sutton

- Attended recent Asset Champions Breakfast and was amazed by keynote speaker, Ruby Bridges speech,
- Congratulated Baker on their Assets Champions Award.
- Also attended the Museum of Tolerance trip with Moreland staff members.

#### 15. **REPORTS**

##### **A. Museum of Tolerance Report**

##### Minutes:

The Superintendent shared a video created by Tanya De La Cruz (District PIO) of the trip and the participants' experience. She is asking each principal to share the video at an upcoming staff meeting and have staff who attended talk about their experience. Considering having one of the Museum of Tolerance trainers come in and do some professional development with administrators. Board President, Heather Sutton shared that the trip was such an emotional experience and how the power of everyday people to either engage or not engage can allow something like the Holocaust happen. The staff members who attended found great value in the trip. Heather reported that many of the attendees thanked her and the Board for allowing them to attend. Heather also thanked Mary Kay for her work to make this event happen.

##### **B. Safety Update**

##### Minutes:

Assistant Superintendent of Business & Support Services presented the District's current Safety Plan. She reported that the Safety Committee now holds monthly meetings, is reviewing current plans and procedures, as well as reviewing site safety plans. Plans and minutes from Safety Committee meetings are posted on the District website. The Committee is looking to standardize evacuation/lockdown procedures at all sites. Staff members from the Maintenance & Operations Department are receiving additional training now scheduled quarterly. The Committee is also working on the parent communication component to let them know about the plan and what their role would be in the event of an emergency.



**C. Summer Facilities Report**

Minutes:

Director of Maintenance & Operations, Kevin Baker reported on the District’s facilities and their maintenance during the summer break. Projects include: cleaning, groundwork, pest control, painting, HVAC work, sewer maintenance, among other routine items. Staff members are learning new skills via additional training. There may be possible tree removal at some sites due to tree “illness” or because roots have been cut out due to encroachment into sidewalks. Reviewed a list of specific projects by site. The Department’s goal is to complete projects by summer’s end to minimize impact in the classroom. Board members thanked Kevin for his work and attention to detail.

**16. ACTION/DISCUSSION ITEMS**

**A. Approve Resolution No. 14-2016/2017 to Authorize the Submittal of Grant Applications to the Bay Area Air Quality Management District (BAAQMD)**

Minutes:

**Motion:** Approve Resolution No. 14-2016/2017 to Authorize the Submittal of Grant Applications to the Bay Area Air Quality Management District (BAAQMD)

<b>Motion/Second:</b>	Penzel/Reynolds-Grabbe	<b>Vote:</b> 4/0
	Heather Sutton, President	YES
	Brian Penzel, Clerk	YES
	Julie Reynolds-Grabbe, Trustee	YES
	Robert Varich, Trustee	YES
	Karen Whipple, Trustee	ABSENT

**B. Approve Contract Amendment #3 with Sodexo America, LLC for the 2017-2018 School Year**

Minutes:

**Motion:** Approve Contract Amendment #3 with Sodexo America, LLC for the 2017-2018 School Year

<b>Motion/Second:</b>	Varich/Reynolds-Grabbe	<b>Vote:</b> 4/0
	Heather Sutton, President	YES
	Brian Penzel, Clerk	YES
	Julie Reynolds-Grabbe, Trustee	YES
	Robert Varich, Trustee	YES
	Karen Whipple, Trustee	ABSENT

**17. CONSENT ITEMS**

Minutes:

**Motion:** Approve Consent Agenda

<b>Motion/Second:</b>	Reynolds-Grabbe/Penzel	<b>Vote:</b> 4/0
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**MORELAND  
SCHOOL DISTRICT**

Heather Sutton, President	YES
Brian Penzel, Clerk	YES
Julie Reynolds-Grabbe, Trustee	YES
Robert Varich, Trustee	YES
Karen Whipple, Trustee	ABSENT

- A. **Approve Classified, Certificated, Management/Confidential Personnel Nominations, Resignations, Retirements, Leave of Absence, Changes and Limited -Term Employment Assignments**
  - B. **Approve Regular Board Meeting Minutes from March 14, 2017**
  - C. **Approve Contracts and Consultants \$125,000 and Under**
  - D. **Approve Warrant Report for February 2017**
18. **FUTURE MEETING DATES – Open Session will begin at 7:00 P.M. unless otherwise stated. The Board will convene for Closed Session prior to Open Session as needed. Please see posted agenda for Open and Closed Session times. All meetings, unless stated otherwise, will be held in the Board Room at the Moreland School District Office at 4711 Campbell Ave, San Jose, CA 95130.**

April 18, 2017  
 May 9, 2017      **5:30 PM Start Time**  
 May 30, 2017    **5:00 PM Start Time**  
 June 13, 2017  
 June 27, 2017

19. **ANNOUNCEMENTS/REMINDERS/REQUEST**

**Minutes:**

- The Superintendent might be arriving late to the May 9th Board meeting due to an appointment. Assistant Superintendent Colette Zea will be in charge until she arrives.
- At the June 27th Board meeting, Colette will be subbing for Mary Kay.
- April 13th is the West Side Boards meeting
- Heather Sutton shared that she was asked by parents about the Resolution decision from the March 14th Board meeting. Also shared that the Campbell Union High School District (CUHSD) had passed the resolution.
- Heather expressed her desire to discuss ways to inform more District staff members about Board activities and help understanding the agenda, etc.
- Heather will get to work on governance manual in the next couple of weeks - asked that member please forward any suggestions. She would like to add on a piece about legislation. Plans to add to Board governance agenda as an item for discussion.

20. **ADJOURNMENT**

**Minutes:**

The meeting was adjourned at 9:00 PM.

**Respectfully submitted:**

**Attested:**

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 Mary Kay Going, Superintendent and  
 Secretary to the Board

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 Brian Penzel, Clerk  
 Board of Trustees