



**Moreland School District  
Board of Trustee Meeting Minutes  
January 24, 2017**

**1. CALL MEETING TO ORDER**

**Minutes:**

Board President, Heather Sutton called the meeting to order at 4:30 PM.

**2. ROLL CALL**

**Minutes:**

Present: Heather Sutton, Robert Varich, Brian Penzel, Karen Whipple, and Julie Reynolds-Grabbe

Absent: Julie Reynolds- Grabbe left at the conclusion of Closed Session

**3. COMMENTS FROM THE PUBLIC**

**Minutes:**

There were no comments from the public.

**4. GOVERNANCE MEETING**

**Minutes:**

The Board of Trustees met to discuss Board Governance and the District strategic plan.

**5. CLOSED SESSION**

**A. PUBLIC EMPLOYEE DISCIPLINE/DISSMISSAL/RELEASE AND/OR REASSIGNMENT  
(Government Code Section 54957.6)**

**B. STUDENT DISCIPLINE: Recommendation for Expulsion: Case Number 16.17.01; Violation of  
Educational Code 48900 (c), 48900 (k), 48900 (d), 48915(a)(1)(B)**

**C. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
(Government Code Section 54957)  
Position Title: Mid-year Superintendent**

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

**Minutes:**

The meeting was called back to order at 7:06 PM.

**7. FLAG SALUTE**

**Minutes:**

Baker students led the flag salute and answered questions from Board Members.

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

**Minutes:**

**Motion:** Approve stipulated expulsion which will supersede the previous decision of the Board on January 10, 2017 regarding student discipline case number 16.17.01

<b>Motion/Second:</b>	Whipple/Varich	<b>Vote:</b>	<b>5/0</b>
	Heather Sutton, President		YES
	Brian Penzel, Clerk		YES
	Julie Reynolds-Grabbe, Trustee		YES
	Robert Varich, Trustee		YES
	Karen Whipple, Trustee		YES

**Note:** Board member, Julie Reynolds-Grabbe left at the conclusion of Closed Session.

**9. APPROVE THE AGENDA**

**Minutes:**

**Motion:** Approve the Board Agenda

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

*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.*

**10. COMMENTS FROM THE PUBLIC**

**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:**

- Jazz Workshop Video (can see on District website)
- Congratulated Baker School for 2017 Caring School Climate Award through Project Cornerstone
- Commended Patti Ernsberger, Assistant Superintendent of Business & Support Services, for doing a wonderful job with the Safety Committee to get consistency and rigor of school site safety plan.

- Community mailer was sent out last week (Board Member, Karen Whipple had 3 neighbors comment that they liked receiving it.)
- All AEDs are installed and the District held three training sessions. The sessions were voluntary and had over 140 staff members attend.
- “Kindness Week” kicked off at the District Office and at school sites this week.

#### 14. BOARD MEMBERS COMMUNICATION

##### Minutes:

Robert Varich:

- AED was a good training.
- Attended Spelling Bee at MMS

Heather Sutton:

- All of our music teachers are incredibly accomplished. Musicians are a tight group and I recognized some of the professional musicians. Thanks to MiM for supporting it.

#### 15. REPORTS

##### **A. Audit Report** (*Assistant Superintendent, Business and Support Services*)

##### Minutes:

A representative from the Audit company presented the audit report and stressed that the most important page is page 95 - the summary. There were no audit adjustments nor findings. There were no significant deficiencies identified. They audited all awards from federal funds related to Special Education (SPED) and the Free/Reduced Lunch program. This year Special Education (SPED) was audited and they did not have any compliance issues. The Report was consistent with last year’s report. Board member, Robert Varich asked what other districts do to prepare for PERS increases? Audit company representative stated that she didn’t know for certain about other districts that they audit actual spendings, and that the budget requires a lot of speculation.

Board member, Heather Sutton stated that this is the first time a firm reached out to the board president via email instead of a face to face. She was told that audit companies have the option if you want to talk or have a concern, that they will do a face-to-face interview. Heather gave feedback that as a board member she would have found it valuable to meet face to face since board members don’t always know where to look for information.

##### **B. Update on State Budget & Budget Report** (*Assistant Superintendent, Business and Support Services*)

##### Minutes:

This is the first snapshot of the upcoming budget. The Governor has gone in a more conservative direction than normal because state revenues are down. At this point, the District will offer transitional Kindergarten next year. Per the report, CalPERS is expected to increase significantly after 2017/18.

##### **C. Transportation Update** (*Assistant Superintendent, Business and Support Services*)

##### Minutes:

Currently, students are transported via six bus routes. The fleet contains buses from 1995. Eventually, the District is going to have to do something about updating the fleet. Based on current staffing and an aging fleet, the Department is getting close to the edge where they can’t deliver transportation services. There are programs coming in 2017 where districts can apply for grants to purchase newer vehicles, The District has not been able to

do so in the past. If the Board decided to have this discussion as a future agenda item, they would want to know the cost of an alternative transportation option.

**16. ACTION/DISCUSSION ITEMS**

**A. Approve Audit Report** (*Assistant Superintendent, Business and Support Services*)

**Minutes:**

Assistant Superintendent, Patti Ernberger publicly acknowledged everyone at the school sites and the business department. "To have an audit with no findings is a huge accomplishment".

**Motion:** Accept and approve the audit report

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

**B. Approve 2017-2018 School Calendar** (*Assistant Superintendent, Human Resources*)

**Minutes:**

**Motion:** Approve the the 2017-2018 School Calendar

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

**C. Approve Resolution 11-2016/2017: Award Lease/Leaseback Pre-construction Services Contract to BHM Construction for the Latimer Phase III Project. This portion of the project includes the music building conversion, added locker rooms, portable relocation and site work** (*Assistant Superintendent, Business and Support Services*)

**Minutes:**

**Motion:** Approve Resolution 11-2016/2017: Award Lease/Leaseback Pre-construction Services Contract to BHM Construction for the Latimer Phase III Project.

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

**17. CONSENT ITEMS**

Minutes:

**Motion:** Approve consent agenda

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

**A. Approve Classified, Certificated, Management/Confidential Personnel Nominations, Resignations, Retirements, Leave of Absence, Changes and Limited -Term Employment Assignments** (*Assistant Superintendent, Human Resources*)

**B. Approve Regular Board Meeting Minutes from January 10, 2017** (*Superintendent*)

**C. Approve Contracts and Consultants \$125,000 and Under** (*Assistant Superintendent, Business and Support Services*)

**D. Approve Warrant Report for December 2016** (*Assistant Superintendent, Business and Support Services*)

**E. Approve Board and Superintendent Purchase Orders for December 2016** (*Assistant Superintendent, Business and Support Services*)

**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.**

February 14, 2017	March 14, 2017	March 28, 2017	April 18, 2017
May 9, 2017	May 23, 2017	June 13, 2017	June 27, 2017

**19. ANNOUNCEMENTS/REMINDERS/REQUEST**

Minutes:

- March 24th - Project Cornerstone Asset Champions Breakfast - District will reserve two seats for Board members. (Heather Sutton is available and Brian Penzel will check availability.) Need to check interest/availability of Julie Reynolds-Grabbe.
- Board member, Robert Varich will not be at April 18th Board meeting.
- Superintendent, Mary Kay Going thanked Tanya De La Cruz for substituting for Laurie Huffman.
- Board member, Karen Whipple reported that she met with Dr.Bravo, Supt. of CUHSD. She reported that he was “delightful and interested in hearing about experience”. He is interested in hearing from other Board Members if they want to reach out.
- Board member, Heather Sutton is sitting down with new CUHSD Board Member next week.

**20. ADJOURNMENT**

**Minutes:**

The meeting was adjourned at 8:40 PM.

**Respectfully submitted:**

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Mary Kay Going, Superintendent and  
Secretary to the Board

**Attested:**

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Brian Penzel, Clerk  
Board of Trustees