



UNION SCHOOL DISTRICT

Board of Trustees Minutes – Regular Meeting

Date: May 8, 2017

Place: Union School District
5175 Union Avenue
San Jose, California 95124

Time: 5:00 P.M.

Board Present: Janice Hector, President
Sheila Billings, Vice President
Jennifer Petroff
Vickie Brown
Thomas Rossmeissl

Staff Present: Denise Clay, Superintendent
Mary Berkey, Assistant Superintendent
Andrew Schwab, Assoc. Superintendent
Rita Sohal, Assistant Superintendent

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| 1. | CALL TO ORDER / STUDY SESSION (5:00 p.m.) Board President Janice Hector called the meeting to order at 5:00 p.m. The Board members and staff met in a board study session to discuss Measure J Bond and construction projects. | 5:00 – 6:04 Call to order/ Board Study Session |
| 2. | CLOSED SESSION The closed session was not held. | 6:04 – 6:04 No Closed Session |
| 3. | RECONVENE/FLAG SALUTE/ATHENOUR SCHOOL PRESENTATION President Janice Hector reconvened the meeting at 6:04 p.m. The flag salute was led by Athenour Principal Danielle Metz. Athenour transitional kindergarten students, led by their teacher, Rachel Schaffer, demonstrated the use of the Seesaw app, a digital portfolio for students to independently document what they are learning at school. Athenour preschool teacher, Laura Better-Henry, shared an iMovie of her students using the green screen to make videos. | 6:04 – 6:25 Athenour Student Presentation |
| 4. | BOARD RECOGNITION The Board of Trustees recognized Athenour Early Childhood Education Center staff members for their service to the District and the Athenour community. | 6:25 – 6:32 Board Recognition for Athenour Staff |
| 5. | 2017 VOLUNTEER RECOGNITION The “2017 Volunteers of the Year” from each school were introduced by their principals and recognized for their many contributions and commitment to our schools. School principals shared attributes of each volunteer and board members presented the volunteers with an appreciation gift and a framed certificate. The volunteers honored were: Stacey Proffitt, Alta Vista; Kimberlee Joseph, Athenour; Maureen Currie Carlton; Mitch Matlow, Dartmouth; Mindy Carpenter, Guadalupe; Kelli Martines, Lietz; Mary Ostrowski, Noddin; Dina Rabago, Oster; and Rama Nemani from Union Middle School. | 6:32 – 6:54 2017 Volunteer Recognition |

Superintendent Denise Clay announced Rama Nemani as the 2017 District Volunteer of the Year and she will be invited to be honored at the West Valley Association of California School Administrators Volunteer of the Year Recognition Reception event on Thursday, May 25 at the Moreland Community Center.

RECESS

6:54 – 6:59
Recess

6. APPROVAL OF AGENDA AND MINUTES

6:59 – 7:00
Approved
agenda and
minutes

Board member Thomas Rossmeissl moved to approve the agenda and minutes. Board member Vickie Brown seconded the motion and the Board members approved the agenda and minutes as follows:

6.1 The agenda was approved.

6.2 The minutes of the regular meeting of April 10, 2017 were approved.

Ayes: Billings, Brown, Hector, Petroff, Rossmeissl
Noes: None
Abstain: None
Absent: None

7. COMMUNITY COMMENTS

7:00 – 7:00
Community
Comments

There were no community comments.

8. REPORTS FROM THE BOARD AND SUPERINTENDENT

7:00 – 7:05
Reports from
Board and
Superintendent

Board members Thomas Rossmeissl, Vickie Brown, Jennifer Petroff, Sheila Billings, Board President Janice Hector and Superintendent Denise Clay shared their recent visits to school and district events. Superintendent Denise Clay gave a special thank you to our middle school principals for their work on the Gold Ribbon applications.

9. APPROVAL OF CONSENT ITEMS

7:05– 7:06
Approved
Consent
Items

Board member Vickie Brown moved for the approval of the consent items, seconded by board member Sheila Billings. The Board members approved the consent items by the following roll call vote:

Ayes: Billings, Brown, Hector, Petroff, Rossmeissl
Noes: None
Abstain: Billings for agenda item 9.6 and Petroff for agenda item 9.7
Absent: None

9.1 The Board members approved the personnel report.

9.2 The Board members approved the warrant list.

9.3 The Board members approved the budget transfers and revisions.

- 9.4 The Board members approved the declaration of surplus property for private sale or discard.
- 9.5 The Board members approved the 2017-18 Regular Board Meeting dates. The first board meeting in August will be on August 28, 2017.
- 9.6 The Board members adopted Resolution No. 16-17-18, Compensation for member of the Governing Board for Absence Due to Illness for Sheila Billings.
- 9.7 The Board members adopted Resolution No. 16-17-19, Compensation for member of the Governing Board for Absence Due to Illness for Jennifer Petroff.
- 9.8 The Board members accepted a donation from the Intel Corporation for Dartmouth Middle Schools.
- 9.9 The Board members accepted a donation from the Benevity Community Impact Fund for Union Middle School.
- 9.10 The Board members accepted a donation from the JustGive Organization for Union Middle School.
- 9.11 The Board members approved and ratified change orders for the Oster Makerspace project.
- 9.12 The Board approved and ratified professional services fees for Makerspaces construction at Carlton, Guadalupe and Carlton Elementary Schools; pre-construction for the track and field at Union Middle School and pre-construction for the solar project at Carlton, Dartmouth, Lietz, Guadalupe, Noddin, Oster and Union.
- 9.13 The Board members approved the 2017-18 General Fund revenue and expenditure assumptions.
- 9.14 The Board approved the piggyback contract with American Modular Systems to purchase one modular building for Oster Elementary School.
- 9.15 The Board approved and ratified the agreement with Titan School Solutions.
- 9.16 The Board approved the third amendment to Lease Agreement with Little Oak Preschool for a portion of the DeVoss School site.
- 9.17 The Board approved and ratified the award of a roofing repair contract at Carlton Elementary to Western Roofing.
- 9.18 The Board approved and ratified a contract for Dartmouth Middle School covered walkway project to National Carport Industries.
- 9.19 The Board adopted Resolution No.16-17-20, procedures and guidelines for the selection of a lease-leaseback contractor (Ed. Code § 17406).
- 9.20 The Board adopted Resolution No.16-17-21, contractor pre-qualification procedure and rating system (Public Contract Code § 20111.6).

- 9.21 The Board members filed the notice of exemption for the Union Middle School track and field renovation project.
- 9.22 The Board members approved filing the notice of exemption for the Union School District solar photovoltaic design-build project.
- 9.23 The Board members authorized to bid the Union Middle School track and field lease-leaseback project.
- 9.24 The Board members approved an overnight field trip for Union Middle School 8th grade Leadership Class to Santa Clara University.
- 9.25 The Board members approved the certificated job descriptions for a Board Certified Assistant Behavior Analyst, a Board Certified Behavior Analyst and for a Teacher on Special Assignment – Instructional Support.
- 9.26 The Board members approved the salary schedule for CSEA to reflect a position and title change for the accountant position.

Following the approval of the consent items, Superintendent Denise Clay read biographies for newly appointment employees Lauren van Herk, Kate Adams and Heather Haggerty.

7:06- 7:09
Biographies

10. ACTION ITEMS

7:09 – 7:11

10.1 Assistant Superintendent Berkey presented the Declaration of Need for Fully Qualified Educators document for approval. Board member Thomas Rossmeissl moved to approve the Declaration of Need for Fully Qualified Educators in order to comply with the Commission on Teacher Credentialing Policy and Title 5 Regulations. Board member Jennifer Petroff seconded the motion and the board members approved the declaration by a 5 – 0 vote.

Approved
Declaration
of need for
Fully Qualified
Educators

Ayes: Billings, Brown, Hector, Petroff, Rossmeissl
 Noes: None
 Abstain: None
 Absent: None

10.2 Associate Superintendent Andrew Schwab presented the 2017 Summer School and Extended School Year programs for approval. Mr. Schwab said summer school will be housed at Lietz Elementary with all of our own teachers and classroom aides. Board member Jennifer Petroff moved for approval of the 2017 Summer School programs, seconded by Board member Vickie Brown. The Board members approved the summer school programs by the following vote:

7:11 – 7:19
Approved
2017 Summer
School and
Extended
School Year

Ayes: Billings, Brown, Hector, Petroff, Rossmeissl
 Noes: None
 Abstain: None
 Absent: None

11. DISCUSSION/INFORMATION ITEMS

- 11.1 District financial consultant, Timothy Carty, presented a report of our General Obligation Bonds, Series C, Series C-1 and Series D. As a result of a change in the law, a report of final sale must be reported to the board. Mr. Carty said Union School District has the second highest credit rating category available to school districts. Under the new law, our payment ratio must be 4 to 1. USD borrowed 30-year money at 3.83 percent during a historically low interest rate environment. The overview of the bonds were presented along with the bond repayment schedule. 7:19 – 7:41
Report of
Final Sale for
Election of 2014
General
Obligation
Bonds

- 11.2 Assistant Superintendent Mary Berkey presented the process for the District Uniform Complaint Procedures. Mrs. Berkey noted our process is on the District website and in our Parent Rights Booklet. 7:41 – 7:44
Uniform
Complaint
Procedures
Process

- 11.3 Assistant Superintendent Rita Sohal stated the proposals declared for the Corporation Yard Property Development and long-term ground lease were: Belmont Village, Advocacy Development Partners, Sand Hill Property Company and Summerhill Apartment Communities. At the May 22, 2017 special board meeting, the board will interview the short list of proposals. 7:44 – 7:45
Declare
Proposals for
Corporation
Yard
Property

12. REPORTS OF ASSOCIATIONS

- 12.1 There was no UDEA report. 7:45 – 7:46
No UDEA
Report

- 12.2 There was no CSEA report. No CSEA
Report

13. REVIEW BOARD AGENDA CALENDAR/FUTURE AGENDA ITEMS

The Board reviewed the Board Agenda Calendar. There were no changes or additions to the calendar. At the May 22, 2017 special board meeting at 5:00 p.m., the District selection panel will interview developers responding to the Request for Proposal (RFP) for the Union School District Corporation Yard Property long-term ground lease. 7:46 – 7:47
Reviewed
Board Agenda
Calendar

14. RECONVENE CLOSED SESSION

The Board members met with labor negotiators Superintendent Denise Clay, Assistant Superintendent Mary Berkey, Assistant Superintendent Rita Sohal and Associate Superintendent Andrew Schwab to discuss Classified School Employees Association (CSEA) and Union District Educators Association (UDEA) labor negotiations (Govt. Code § 54957.6). 7:47 – 9:02
Closed
Session

Superintendent Denise Clay, Assistant Superintendent Mary Berkey, Assistant Superintendent Rita Sohal and Associate Superintendent Andrew Schwab met in closed session regarding public employee discipline/dismissal/release (Govt. Code § 54957).

15. REPORT OF ACTION TAKEN IN CLOSED SESSION

There was no action taken in closed session.

9:02 – 9:02
Report from
Closed
Session

16. ADJOURNMENT

Board member Sheila Billings moved to adjourn the meeting at 9:02 p.m. Board member Jennifer Petroff seconded the motion and the board members unanimously approved. The next regularly scheduled meeting is June 5, 2017.

9:02 p.m.
Adjourned

Respectfully submitted,

Denise Clay, Secretary

Approved by Board Action:

Clerk