



# UNION SCHOOL DISTRICT

## Board of Trustees Minutes – Regular Meeting

Date: August 20, 2018

Place: District Administration Building  
5175 Union Avenue  
San Jose, California 95124

Time: 6:00 P.M.

Board Present: Sheila Billings, President  
Vickie Brown, Vice President  
Jennifer Petroff, Clerk  
Doug Evans  
Thomas E. Rossmeissl

Staff Present: Denise Coleman, Superintendent  
Steve Burrell, Assistant Superintendent  
Andrew Schwab, Assoc. Superintendent  
Rita Sohal, Assistant Superintendent

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| <p>1. CALL TO ORDER/FLAG SALUTE (6:00 P.M.)</p> <p>Board of Trustee President Sheila Billings called the meeting to order at 6:00 p.m. Superintendent Denise Coleman led the flag salute.</p>   | <p>6:00 – 6:01<br/>Call to order/<br/>Flag Salute</p>      |
| <p>2. APPROVAL OF AGENDA AND MINUTES</p> <p>Board of Trustee member Vickie Brown moved for approval of the agenda and minutes, seconded by Board of Trustee Jennifer Petroff as follows:</p> <p>2.1 The agenda was adopted as presented.</p> <p>2.2 The Board of Trustees approved the regular Board meeting minutes of June 11, 2018.</p> <p>Ayes: Billings, Brown, Evans, Petroff, Rossmeissl<br/>Noes: None<br/>Abstain: None<br/>Absent: None</p> | <p>6:01 – 6:02<br/>Approved<br/>Agenda and<br/>Minutes</p> |
| <p>3. COMMUNITY COMMENTS /COMMUNICATIONS</p> <p>There were no community comments.</p>   | <p>6:02 – 6:02<br/>No Community<br/>Comments</p>           |
| <p>4. REPORTS FROM THE BOARD AND SUPERINTENDENT</p> <p>Board of Trustee members shared their recent attendance at school and district events.</p>   | <p>6:02 – 6:10<br/>Reports from<br/>the Board and</p>      |
| <p>5. APPROVAL OF CONSENT ITEMS</p> <p>Board of Trustee Doug Evans moved for approval of the consent items and Board of Trustee Thomas Rossmeissl seconded the motion. The Board of Trustees</p>  | <p>6:10 – 6:11<br/>Approved<br/>Consent items</p>          |

approved the consent items by the following roll call vote:

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

- 5.1 The Board of Trustees approved the Personnel Report.
- 5.2 The Board of Trustees approved the warrant list.
- 5.3 The Board of Trustees approved the budget transfers and revisions for the period of July 1 – 31, 2018.
- 5.4 The Board of Trustees approved the declaration of surplus property for private sale or discard.
- 5.5 The Board of Trustees adopted Resolution No. 18-19-01, Education Code 44256 (b) Assignment Option.
- 5.6 The Board of Trustees approved the Data Sharing Agreement between The Campbell Union High School District and Union School District for disclosure of education records.
- 5.7 The Board of Trustees approved the Cooperative Purchasing Method for ground maintenance equipment.
- 5.8 The Board of Trustees approved and ratified change orders for the De Voss roofing retrofit.
- 5.9 The Board of Trustees approved and ratified change orders for the Bond Program media centers alterations at Alta Vista, Carlton, Lietz and Oster Elementary schools.
- 5.10 The Board of Trustees approved and ratified professional services fees for the Bond Program.
- 5.11 The Board of Trustees approved a two-year student teaching agreement with California Polytechnic State University, San Luis Obispo.
- 5.12 The Board of Trustees approved a three-year student teaching agreement with the University of California, Santa Cruz.
- 5.13 The Board of Trustees approved a three-year student teaching agreement with San Jose State University.
- 5.14 The Board of Trustees approved a classified job description for Instructional Assistant Special Education and Student Services – ABA (Applied Behavior Analysis).
- 5.15 The Board of Trustees approved the classified job description for System Administrator.
- 5.16 The Board of Trustees approved a reclassification for a classified position –

System Administrator.

- 5.17 The Board of Trustees approved the reclassification of a classified position – Library Media and Tech Specialist.

6. ACTION ITEMS

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| <p>6.1 Superintendent Denise Coleman presented Resolution <u>No.18-19-02</u>, Adopting a Conflict of Interest Code. The resolution was revised to reflect position title changes. Following a question and answer session with the Board of Trustees, Board of Trustee Doug Evans moved for approval of the resolution and Board of Trustee Jennifer Petroff seconded the motion. The Board of Trustees approved Resolution <u>No.18-19-02</u> by the following roll call vote:</p> <p>Ayes: Billings, Brown, Evans, Petroff, Rossmeissl<br/>         Noes: None<br/>         Abstain: None<br/>         Absent: None</p> | <p>6:11 – 6:21<br/>         Adopted<br/>         Resolution<br/> <u>No. 18-19-02</u>,<br/>         Conflict of<br/>         Interest Code</p>   |
| <p>6.2 Assistant Superintendent Rita Sohal requested adoption of revised Board Policy 3551, Food Service Operations/Cafeteria Fund, as per suggested updates from CSBA to reflect new state and federal guidance. There were no suggested language changes from Board of Trustee members. Board of Trustee Vickie Brown moved for approval of the board policy. The motion was seconded by Board of Trustee Thomas Rossmeissl and adopted by the following 5-0 vote:</p> <p>Ayes: Billings, Brown, Evans, Petroff, Rossmeissl<br/>         Noes: None<br/>         Abstain: None<br/>         Absent: None</p>            | <p>6:21 – 6:22<br/>         Adopted<br/>         BP 3551<br/>         Food Service<br/>         Operations/<br/>         Cafeteria<br/>         Fund</p>  |
| <p>6.3 Rita Sohal, Assistant Superintendent, requested adoption of revised Board Policy 3553, Free and Reduced Meal Prices, as per updates from CSBA. There were no suggested language changes. Board of Trustee Thomas Rossmeissl moved for approval of the board policy. The motion was seconded by Board of Trustee Jennifer Petroff and was adopted by the following 5-0 vote:</p> <p>Ayes: Billings, Brown, Evans, Petroff, Rossmeissl<br/>         Noes: None<br/>         Abstain: None<br/>         Absent: None</p>  | <p>6:22 – 6:22<br/>         Adopted<br/>         BP 3553,<br/>         Free and<br/>         Reduced<br/>         Meal Prices</p>   |
| <p>6.4 Steve Burrell, Assistant Superintendent of Human Resources, requested Adoption of Resolution <u>No. 18-19-03</u>, regarding Reduction or Elimination of Services (Classified). It was necessary to eliminate a .3125 Instructional Assistant for Special Education M/S at Noddin due to a lack of work. Board of Trustee Vickie Brown motioned for adoption, seconded by Board of Trustee Doug Evans. The resolution was adopted unanimously.</p> <p>Ayes: Billings, Brown, Evans, Petroff, Rossmeissl<br/>         Noes: None<br/>         Abstain: None<br/>         Absent: None</p>                            | <p>6:23 – 6:23<br/>         Adopted<br/>         Resolution<br/> <u>No. 18-19-03</u>,<br/>         Reduction or<br/>         Elimination of<br/>         Services<br/>         (Classified)</p> |

7. DISCUSSION/INFORMATION ITEMS

6:23 – 6:42  
Bond Update

7.1 Joy Tatarka, TBWB Strategies Partner, has been working with the district and had discussed the possibility of going out for a bond in June of 2018. Due to the enactment of the AB195 requirement as it relates to the ballot summary 75 word statement, the district decided not to go out for the bond at this time. Ms. Tatarka stated that the Union School District community has a strong history of support for the district and local schools. Looking ahead, Ms. Tatarka stated opportunities would be to go out for a Parcel Tax in May or November of 2019 and for a General Obligation Bond in March or November of 2020.

7.2 The Board received as information the Quarterly Report on Williams Uniform Complaints from Assistant Superintendent Steve Burrell. It was noted that no complaints were filed with any school in the district during the period of April 1, 2018 through June 30, 2018.

6:42 – 6:42  
Williams  
Quarterly  
Report

7.3 Assistant Superintendent, Steve Burrell, presented an Enrollment Report stating that we now have 5,899 total students enrolled, an upward trend. In addition, Mr. Burrell said that Union elementary class sizes have remained at the 24:1 class size ratio in the TK-3<sup>rd</sup> grade levels. Following a question and answer session with the Board of Trustees, the presentation concluded.

6:42 – 6:48  
Enrollment  
Report

7.4 Rita Sohal, Assistant Superintendent, presented the 2018-19 State Adopted Budget update. Although there is a slight increase in the District's LCFF budget, there was a decrease in revenue for discretionary funds. The CalPERS and CalSTRS employer contribution rates continue to rise, costing the district an additional \$714,000 from 2017-18.

6:48 – 7:01  
State Adopted  
Budget Update

8. REPORTS OF ASSOCIATIONS

7:01 – 7:03  
CSEA Report

8.1 CSEA Chapter President Darby Young welcomed everyone back. President Young said that the Maintenance, Grounds and Custodians worked very hard over the summer to prepare for the 2018-19 school year and said the schools and clean and ready for the start of school. President Young said District Office staff also worked very hard to get ready for the students and staff. CSEA is looking forward to their negotiations and said that last year they implemented reclassification into their contract.

8.2 Julie Guglielmo, UDEA President, said everyone enjoyed the Welcome Back this year and thanked CSEA employees for getting the schools ready for the teachers. Many teachers attended district sponsored professional development over the summer. UDEA has contract reopeners to negotiate benefits and compensation this year and are looking forward to the process. President Guglielmo said it is good news that we have increasing enrollment.

7:03 – 7:05  
UDEA Report

9. REVIEW BOARD AGENDA CALENDAR/FUTURE AGENDA ITEMS

7:06 – 7:06

There were no additions or revisions to the Board agenda calendar. Board of Trustee Thomas Rossmeissl indicated he may not be able to attend the September 10, 2018 Board meeting.

Reviewed  
Board Agenda  
Calendar

10. CLOSED SESSION

7:06 – 8:04  
Closed  
Session

The Board of Trustees, Superintendent Denise Coleman, Assistant Superintendent Steve Burrell, Associate Superintendent Andrew Schwab, and Assistant Superintendent Rita Sohal met to conference price and terms for APN 421-20-010.

The Board of Trustees, Superintendent Denise Coleman, Assistant Superintendent Steve Burrell, Associate Superintendent Andrew Schwab, and Assistant Superintendent Rita Sohal met to discuss Public Employee Discipline/Dismissal/Release/Reassignment (Govt. Code § 54957).

11. REPORT OF ACTION TAKEN IN CLOSED SESSION

8:04 – 8:05  
Report from  
Closed Session

There was no action taken in closed session.

12. ADJOURNMENT

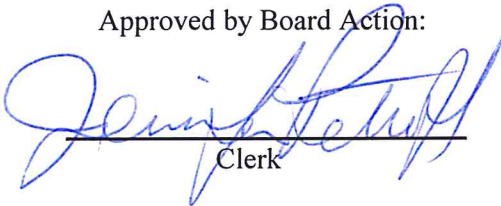
8:05 p.m.  
Adjourned

Board of Trustee Thomas Rossmeissl moved to adjourn the meeting, and the motion was seconded by Board of Trustee Vickie Brown. The meeting was adjourned at 8:05 p.m.

Respectfully submitted,

*Denise Coleman, Secretary*

Approved by Board Action:

  
Clerk

