



UNION SCHOOL DISTRICT

Board of Trustees Minutes – Regular Meeting

Date: March 13, 2017

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

Time: 6:00 P.M.

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

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

Prior to the commencement of the March Board meeting, a moment of silence was extended for the families of Union Middle School.

1. CALL TO ORDER/FLAG SALUTE/ OSTER PRESENTATION

Board President Janice Hector called the meeting to order at 6:01 p.m. Following the flag salute, Superintendent Denise Clay introduced Oster Principal Dianne McEntee. Principal McEntee introduced Teacher on Special Assignment, Kaitlin Klein, and three third graders from Ms. Smith's classroom. The students created life cycle projects and used dash robots to code throughout their project. All Oster teachers have adopted Science, Technology, Engineering, Art and Mathematics (STEAM) lessons in their own classrooms and work collaboratively with Ms. Klein.

6:01 – 6:25
Call to order/
Flag salute/
Oster student
Presentation

2. APPROVAL OF AGENDA AND MINUTES

Board member Sheila Billings moved to approve the agenda and minutes, seconded by Board member Vickie Brown. The agenda and minutes were unanimously approved as follows:

6:25 – 6:25
Approved
Agenda and
Minutes

2.1 The agenda was adopted as presented.

2.2 The minutes of the regular meeting of February 13, 2017 and the special board meetings of March 1 and March 6, 2017.

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

3. BOARD RECOGNITION

The Board members recognized Dartmouth Science, Technology, Engineering and Mathematics (STEM) teachers Tracy Brown and Pam Rissmann for their role in the successful STEM Fair held at Dartmouth Middle School on February 16, 2017.

6:25 – 6:29
Board
Recognition

4. COMMUNITY COMMENTS /COMMUNICATIONS

There were no community comments.

6:29 – 6:29
Community
Comments

5. REPORTS FROM THE BOARD AND SUPERINTENDENT

The Board members and Superintendent Denise Clay shared their recent visits to school and district events.

6:29 – 6:34
Reports from
Board and
Superintendent

6. APPROVAL OF CONSENT ITEMS

Board member Sheila Billings moved for approval of the consent items. Board member Jennifer Petroff seconded the motion and the Board approved the consent items by the following roll call vote:

6:34 – 6:36
Approved
Consent
Items

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

- 6.1 The Board members approved the personnel report.
- 6.2 The Board members approved the warrant list.
- 6.3 The Board members approved the budget transfers and revisions.
- 6.4 The Board members accepted a donation for Noddin Elementary School from General Mills.
- 6.5 The Board members approved and ratified change orders for Alta Vista, Lietz and Oster Maker Spaces.
- 6.6 The Board members approved the Measure J General Obligation Bond Audit Agreement with Chavan & Associates, LLP.
- 6.7 The Board members approved the audit agreement with Chavan & Associates, LLP.
- 6.8 The Board members approved an overnight field trip for the Dartmouth Middle School Symphonic Band.
- 6.9 The Board members approved an overnight field trip for the Union Middle School Symphonic Band, Jazz Band and Advanced Choir.
- 6.10 The Board members approved a Classified job description and Classified/Certificated Management job descriptions.
- 6.11 The Board members approved a Solar Photovoltaic Operation and Maintenance Agreement with Borrego Solar Systems, Inc.

7. ACTION ITEMS

7.1 Associate Superintendent Andrew Schwab presented the 2016-17 Single Plans for Student Achievement for approval. Mr. Schwab reported that the single plans are site based with site based goals. Board member Vickie Brown moved to approve the plans and Board member Thomas Rossmeissl seconded the motion. The Board members approved the plans by the following 5-0 vote:

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

6:36 – 6:40
 Approval of
 Single Plans
 for Student
 Achievement

7.2 The Board members considered the candidates from Region 20 who wish to serve on the 2017 California School Board Association (CSBA) Delegate Assembly. Following a brief discussion, the Board members cast their ballot for Danielle Cohen, Bonnie Mace, Jodi Muirhead and Carol Presunka. Board member Vickie Brown moved to approve the Board’s selections for the CSBA Delegate Assembly, seconded by Board member Jennifer Petroff.

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

6:40 – 6:46
 2017 CSBA
 Delegate
 Assembly
 Election

7.3 Assistant Superintendent Mary Berkey presented information on Resolution No.16-17-16, Day of the Employee, to recognize the contributions of Union School District employees. Board member Sheila Billings moved for approval, seconded by Board member Vickie Brown and the board members approved Resolution No.16-17-16 by the following roll call vote:

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

6:46 – 6:51
 Resolution
No. 16-17-16,
 Day of the
 Employee

7.4 Rita Sohal, Assistant Superintendent for Business Services, requested approval for new committee member, Mark Little, to serve on the Measure J Independent Citizens’ Bond Oversight Committee. The vacancy occurred when Thomas E. Rossmeissl was selected as a Union School District Board of Trustee member. Board member Vickie Brown moved to approve Mark Little as the new committee member, seconded by Board member Jennifer Petroff. The Board members unanimously approved the appointment.

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

6:51 – 6:52
 Approval of
 Measure J
 Independent
 Citizens’
 Oversight
 Committee
 Member

7.5 Rita Sohal, Assistant Superintendent, introduced Sheldon Chavan of Chavan & Associates, LLP who reviewed the 2015-16 Audit Report for the Measure J Bond. Mr. Chavan reported there were no findings, no material weaknesses or disagreements with management in the audit.

6:52 – 7:03
 Approval of
 2015-16
 Measure J
 Bond Audit

Board member Thomas Rossmeissl moved to approve the Measure J Bond Audit for 2015-16 and Board member Jennifer Petroff seconded the motion. The Board members approved the Measure J Bond audit by the following vote:

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

- 7.6 Associate Superintendent Andrew Schwab presented revised Board Policy 5141.31, Immunizations, for adoption. Following a question and answer session with Board members, Board member Vickie Brown moved for approval of the Board policy. Board member Sheila Billings seconded the motion and the Board members unanimously adopted revised BP 5141.31, Immunizations.

7:03 – 7:09
 Adopted
 Revised
 BP 5141.31,
 Immunizations

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

- 7.7 Rita Sohal, Assistant Superintendent, presented the Second Interim Report as of January 31, 2017 to report the financial condition of the district. Ms. Sohal stated the district reports the financial condition of the district four times per year. Following questions from the Board members, Ms. Sohal requested approval of the Second Interim Report. Board member Sheila Billings moved for approval, seconded by Board member Vickie Brown. The Board members approved the Second Interim Report as of January 31, 2017.

7:09 – 7:20
 Approved
 Second
 Interim Report
 as of January
 31, 2017

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

8. DISCUSSION/INFORMATION ITEMS

- 8.1 Associate Superintendent Andrew Schwab introduced the District’s Science, Technology, Engineering, Art and Mathematics (STEAM) Teachers on Special Assignment (ToSAs). The ToSAs work with elementary teachers to provide STEAM lessons for our teachers. An iMovie was shared documenting weekly lessons that students have received.

7:20 – 7:37
 STEAM
 Presentation

- 8.2 Andrew Schwab, Associate Superintendent, reported on the Local Control and Accountability Plan (LCAP). Mr. Schwab said the LCAP is California’s new funding model introduced in 2013 for equitable distribution of funds and is a continuous improvement model. He also stated the three-year plan is district-level with an annual update process including the district’s key goals for students, as well as actions to be taken. Associate Superintendent Andrew Schwab said he will bring the LCAP to the Board for approval at a later date.

7:37 – 7:58
 LCAP
 Presentation

- 8.3 Mary Berkey, Assistant Superintendent of Human Resources, shared the district will host an Employee Recognition Reception at Dartmouth Middle School’s gymnasium on May 10, 2017 at 3:00 p.m. The event will recognize Employees that have completed 5, 10, 15, 20, 25, and 30 years of service

7:58 – 7:59
 Employee
 Recognition
 Reception

with the district and will honor each site's Teacher of the Year, Classified Employee of the Year, and retiring employees.

9. REPORTS OF ASSOCIATIONS

7:59 – 7:59
No UDEA
Report

9.1 There was no UDEA report.

9.2 CSEA President Darby Young reported that CSEA is not sun shining this month, but will next month. Ms. Young introduced members of the CSEA Executive Board that were present including: Jenny Torres, Secretary; and Denise Goodhart who serves as CSEA's Webmaster. President Young also commented on the STEAM presentation this evening and said that hands-on learning is amazing and gave kudos to our teachers.

7:59 - 8:00
CSEA Report

10. REVIEW BOARD AGENDA CALENDAR/FUTURE AGENDA ITEMS

8:00 – 8:02
Reviewed
Board Agenda
Calendar

The Board reviewed the Board agenda calendar and there were no changes or additions. There was no final date for the Westside Board, as per Board member Jennifer Petroff.

11. CLOSED SESSION

8:02 – 10:15
Closed
Session

The Board members, Superintendent Denise Clay, Assistant Superintendent Mary Berkey, Assistant Superintendent Rita Sohal and Associate Superintendent Andrew Schwab met to discuss the Union District Classified School Employees (CSEA) and Union District Educators Association (UDEA) labor negotiations (Govt. Code §54957.6).

12. REPORT OF ACTION TAKEN IN CLOSED SESSION

10:15 – 10:15
Report
From Closed
Session

There was no action taken in closed session.

13. ADJOURNMENT

10:15 p.m.
Adjourned

Board member Jennifer Petroff moved to adjourn the meeting at 10:15 p.m. Board member Sheila Billings seconded the motion and the Board members unanimously approved. The next regularly scheduled Board meeting is on April 10, 2017.

Respectfully submitted,

Denise Clay, Secretary

Approved by Board Action:

Clerk