



Board of Education
Minutes of Regular Board Meeting
May 10, 2016
(ADOPTED: 05/24/16)

Open Session

1. CALL MEETING TO ORDER

Board Vice-President Bob Nuñez called the meeting to order at 6:30 p.m.

2. ROLL CALL

Present were Board Vice-President Robert Nuñez, Board Clerk Dan Bobay, Board members Danny Lau and Chris Norwood and Student Board Representative Alan Pham.

Absent: Board President Gunawan Alisantosa

Also present were Superintendent Cary Matsuoka, Deputy Superintendent Cheryl Jordan, Assistant Superintendents Matt Duffy and Wendy Zhang and Executive Assistant Charito Cabantac .

3. APPROVAL OF THE AGENDA

Motion: Approve the agenda for the May 10, 2016 Board meeting
M/S Lau/Bobay Vote: 4-0

4. COMMENTS FROM THE PUBLIC

None.

Closed Session

5. ADJOURN MEETING TO CLOSED SESSION

The Board moved to closed session at 6:31 p.m. to discuss/take action on the items listed on the closed session agenda.

Open Session

6. FLAG SALUTE

The Board reconvened in open session at 7:00 p.m. Mr. Norwood led the Flag Salute.

7. REPORT OF ACTION(S) TAKEN IN CLOSED SESSION.

The Board voted 4-0 to accept the Superintendent's recommendation for the position of Elementary Bilingual Assistant Principal at Randall Elementary School

The Board voted 4-0 to accept the Superintendent's recommendation for the position of Interim Director, Business Services.

8. COMMENTS FROM THE PUBLIC

Community member Aude Jensen made two requests: First, for the district to consider helping to cover the cost of the college and career center teacher's salary at MHS and second, set aside money in next year's budget to take care of the students in CASSY's waiting list that was discussed at last meeting's CASSY presentation. She said that

emotional counseling is a part of the education process, as it affects a student's ability to learn.

CSEA president Machele Kessinger inquired about CSEA employees' students that have been denied CASSY counseling services on campus because of confidentiality. She felt that those needing these necessary services should be able to get it.

CASSY Board member Marsha Grilli addressed Ms. Kessinger's concern. She said that it was a CASSY policy that has been looked at, and next year the situation shared by Ms. Kessinger will no longer be the case.

9. BOARD GROUP AGREEMENTS

The Board Group Agreements was on the agenda for easy reference for members of the Board.

10. SUPERINTENDENT'S REPORT

The Superintendent introduced Olivia Contreras, the just appointed Bilingual Assistant Principal at Randall Elementary School.

11. REPORTS

A. PARCEL TAX OVERSIGHT COMMITTEE (PTOC) ANNUAL REPORT

On June 8, 2010, Milpitas voters passed Measure B to support academic programs and to retain teachers in local Milpitas public schools. The parcel tax was renewed in June 2014 ensuring the stability of this local funding source through June 2023.

The Parcel Tax Oversight Committee is comprised of volunteer members from a cross section of the Milpitas Community. Committee chair Yinzhi Angie Yuan presented PTOC's report on how the money collected was spent by the District in 2014-15 and 2015-16. In this current year 2015-16, Ms. Yuan said total Parcel Tax revenue is estimated at \$1,478,585. This was distributed proportionately to school sites to spend on science, math, engineering and English programs.

B. CALIFORNIA CLASSIFIED SCHOOL EMPLOYEES WEEK

Each year the Board recognizes employee groups during the week that the California legislature designates in their honor. This year the State has designated May 15-21, 2016 as *Classified School Employee Week*. Last year CSEA gave special recognition to MUSD management and Chapter 281 for our collaborative and supportive relationship by awarding us with their *Appreciating Classified Employee (ACE)* event sponsorship. The day was such a success in bringing together classified staff and managers that it was

decided to plan our own MUSD ACE day on May 19, 2016 where administrators will walk in the shoes of our classified staff members by spending time alongside them doing the work they do to provide the infrastructure we all rely on in meeting the needs of students.

CSEA, Chapter 281 President, Machel Kessinger shared with the Board and community the events of ACE 2015, and presented the Board with a plaque from CSEA in honor of that day.

C. ENGLISH LANGUAGE LEARNER – GROWTH INDEX DATA

Staff have been searching for an annual metric to monitor the outcomes of the District's English Language Learner program and have come up with its own local analytic called an "EL growth index." The growth index measures the progress on the annual CELDT test that is given to all EL students. With the help of slides, Literacy/Intervention Coordinator Venus Cenizal explained the algorithm behind the growth index number.

Currently staff use state and local measurements to monitor EL program: reclassification rates, success toward A-G course completions, and post-secondary destinations. This EL growth index will be an annual marker that staff can use to accelerate the acquisition of academic English, focus on long-term EL students, and evaluate program decisions such as SEAL, Pathways to Proficiency, and targeted supports in our secondary schools.

Ms. Cenizal and Assistant Superintendent of Educational Services, Matt Duffy, answered Board members' questions after the presentation.

D. REPORT ON 2016 iREADY SUMMARY GROWTH AND PERFORMANCE

The Milpitas Unified School District uses iReady as the benchmark tool to monitor student academic achievement. This tool measures both student academic performance and growth towards meeting the MUSD target of 1.5 years growth in Reading and Mathematics. Students in grades K-8 take a total of 3 benchmarks.

Educational Services Director Norma Rodriguez highlighted in her report both growth and performance. The growth report shows the students' progress towards attaining the MUSD target of 1.5 years growth. Growth acceleration leads to closing the gap and achieving grade level proficiencies. The Performance report highlights the percentage of students who have already achieved on or above grade level proficiencies.

Ms. Rodriguez and Mr. Duffy answered Board members' questions after the presentation.

E. UPDATE ON THE NEW ELEMENTARY SCHOOL ON McCANDLESS DRIVE

Superintendent Matsuoka and Joe Flatley updated the Board on two critical pathways towards breaking ground and completion of the new elementary school on McCandless,

closing of escrow on the property, and the design of the new school.

Closing of Escrow with the City of Milpitas

There are two major hurdles that need to be cleared for escrow to close on the purchase and sale of the land. The first is completion of a joint use contract with the City of Milpitas over shared resources. The City has completed a preliminary design of the park amenities that will help both parties identify areas that will be shared. So far, staff have identified four areas that will be under a joint use agreement:

1. Parking lot and drop-off lane
2. The large soccer field area
3. The two outdoor basketball courts
4. The playground areas directly adjacent to our school buildings

Assistant Superintendent, Wendy Zhang, and Director of Facilities and Modernization, Joe Flatley are working with city staff to complete a joint use contract for consideration by the school board and city council. The district's legal counsel, Kathy McKee, is working on the contract with the city attorney.

The second major hurdle that needs to be completed is approval of the site as a future elementary school by the California Department of Education. Staff is in constant communication with CDE about the information and forms needed to submit to receive their final approval. The change to a phased construction approach has required a pause in the district's dialogue with CDE. Staff is working on a revised site plan that shows the construction of the school over three phases.

Design of the New School

Staff is meeting weekly with consultants from IBI Architects, Blach Construction, and other key consultants including staff from the City of Milpitas. The goal is to bring a completed site plan, phased construction plan, and cost model for building the school over three phases, to the May 24, 2016 Board meeting. The Board will have the opportunity to provide input to the site plan, the learning community model, ask questions, and provide direction to move into the detailed design phase with IBI. The goal is to bring contracts for IBI as the architectural design firm and Blach Construction as the construction management firm to the June 28th board meeting. Staff shared a timeline for design and construction of phase one of the school with the goal of opening in August 2018.

F. FUTURE JOINT MEETING BETWEEN THE MUSD BOARD OF EDUCATION AND THE MILPITAS CITY COUNCIL

Mr. Nuñez said that the Superintendent had been asked to attend the last two City Council meetings to answer questions about enrollment projections, need for facilities and more. Listening to City Council discussions about school finances, Mr. Nuñez said he sees a need for the two elected bodies to meet to clear the air and to help Milpitas City Council better understand why MUSD does not have enough money from developer fees

to build new schools. Mr. Nuñez said that there is a sense among some City officials that the school district is not doing enough and should be planning its finances better. He believes that the City and the district are both representing the same community, and they should be going through this process together. Mr. Nuñez feels that there need to be a true dialogue between the School Board and City Council elected officials that is televised to make everyone in the community understand the district's situation. It would also be interesting to hear how the City uses its tax dollars. Mr. Nuñez noted that other cities and school districts successfully have this kind of partnership that benefit the community. Mr. Nuñez said he knows of two Milpitas City Council members who are willing to have the joint meeting.

Board members Lau and Bobay expressed support for a joint meeting. It was the Board's consensus to have the School Board president contact the mayor to see whether the City Council would be open to this suggestion.

12. ACTION/DISCUSSION ITEMS

A. MAY 11, 2016 - DAY OF THE TEACHER

Every year in the State of California, a day is set aside to honor teachers for the important work that they do. The proposed resolution 2016.30 commends teachers for their invaluable contribution to children's education.

Motion: **Adopt Resolution 2016.30 declaring May 11, 2016
as Day of the Teacher in the Milpitas Unified School
District**

M/S Lau/Bobay Vote: 4-0

B. MAY 15-21, 2016 - CLASSIFIED EMPLOYEES WEEK

Every year in the State of California, a week is set aside to honor classified employees for the work that they do to serve their educational communities. The proposed resolution 2016.31 commends classified employees of the district for their invaluable contributions.

Motion: **Adopt Resolution 2016.31 declaring the week of May 15-21,
2016 as Classified Employees Week**

M/S Lau/Norwood Vote: 4-0

C. NEW SPECIAL ED. AND STUDENT SERVICES CONFIGURATION WITH NEW POSITIONS

The Board was asked asked to approve the following new positions:

Special Education Program Manager
Student and Family Services Secretary
Teacher (ED Classroom)
Behavior Technician (ED Classroom)

CSEA president Mabelle Kessinger asked that this item be tabled until the full Board is present. She said she is in agreement with the suggestion that the present department be split but, after having observed the strain of the tremendous workload on the classified staff in that department, she feels that the one (1) additional secretarial position that is being proposed is insufficient, even without splitting the department. Board member Norwood asked why he is only now hearing about this "observation" as a job reclassification method. Deputy Superintendent Cheryl Jordan explained that this is in accordance with the MOU between the district and CSEA, which provides for a different way of doing job reclassification. In the side letter of agreement, they agreed on a 3-year study – in the first year, CSEA would observe clerical staff to determine if their current duties match their job description; if not, is it because they had taken on new duties that require more skills or just different tools. Ms. Jordan indicated that CSEA is coming back to them with a report summarizing their findings and recommendations. It will be reviewed by her and the Superintendent, and then submitted to the Board for its consideration.

Matt Duffy said that the 2016-2017 Plan would create two distinct departments to better target and serve the specific needs of students and families. The first department will be called Special Education. The second department will be called Student Services. While there is much overlap between these departments, physical space and staff will be separate. Mr. Duffy outlined the planned responsibilities for these two departments and outlined the staffing configuration for 2016-17. The new positions that would be created is that of the program manager (1 FTE) for Special Ed. and (1 FTE) secretary for Student Services. Rozina Kapadia explained the difference in the responsibilities between a coordinator and a program manager.

Mr. Duffy and Ms. Kapadia also discussed the plan to build an ED (emotionally disturbed) program for high school students to open in 2016-17. This is a "resource" support program for students attending General Education classes, and not a self-contained classroom. It is a program that creates a "therapeutic setting" for students who need the service to be able to access it during the day, and through current mental health funding, a teacher and a behavior therapist would be added.

Motion: Approve the new Spec. Ed. and Student Services configurations

M/S Lau/Norwood Vote: 4-0

**Motion: Approve the ED (emotionally disturbed) program for
high school students attending general education
classes**

M/S Lau/Bobay Vote: 4-0

It was noted that staff would hold off on filling the Program Manager position in Special Ed. and one additional secretarial position in Student Services until after Ms. Jordan's presentation at the next Board meeting.

D. MUSD BRANDING/LOGO REDESIGN

Deputy Superintendent Cheryl Jordan stated that the MUSD Logo Committee met several times from November 2015 through March 2016 to provide input on the design of MUSD's new logo, also known as *branding*. The committee was comprised of a board member, parents, and staff (classified, management, and certificated) representing those who have been in MUSD for 20+ years as former students and/or staff, as well as those recently joining the MUSD family. When Cheryl Isaacson, Creative Director of Lincoln Street Studios, first met with the committee, the group discussed with her what MUSD means to us and what our logo should reflect:

- Pioneer/Innovation/Evolution/Growth;
- Hills as a symbol of our city's rural past and the constant of the present and future;
- M is significant for Milpitas;
- Book to symbolize learning and knowledge; and
- Electronic tablet symbolizing the current and future of learning in MUSD

We are pioneers, not just in the history of settlement in Milpitas, but also in the sense of being the first in making effective changes for kids and the school community such as:

- MUSD was one of the first districts in our area to adopt the middle school concept and interdisciplinary teams;
- One of the first to adopt AVID 7-12th grades;
- Leader in creating literature units for use throughout the county;
- Solar energy installed at all sites; and
- Our current path towards personalized learning.

The new MUSD branding was shared in small group settings and via email to the entire MUSD staff, and generally elicited favorable responses such as, Wow! Looks great! and Nice! There were two critical responses, one suggesting that the font is too stiff and another suggesting there not be a space between the page and the tablet.

We are evolving and leading the way for the future, our new logo represents that and can be used in different formats such as online, social media, print, and fabric.

Board members liked the new logo designed and thanked the group for its work.

**Motion: Approve the MUSD branding/logo redesign
as presented**

M/S Nuñez/Norwood Vote: 4-0

**E. REDESIGNATE NEW HOME DEVELOPMENT AREAS FROM RANDALL TO
ROSE ATTENDANCE BOUNDARY**

On September 24, 2013 the Board designated Randall Elementary School for the boundary areas around the following housing developments:

Tract No. 10138

Momentum & Velocity at Pace, 134 Detached & Condo Units

Montague Expressway and Trade Zone, Milpitas

Tract No. 1006

Palazzo Townhomes, 94 Units

1200 Piper Drive, Milpitas

APN No. 086-28-041 & 086-39-003

80 lots

31 S. Milpitas Boulevard

Deputy Superintendent Cheryl Jordan explained that starting with the 2016-17 school year, Randall's educational program is designated as a Spanish language dual immersion program. These residential areas are projected for enrollment at the future new elementary school targeted for opening in the fall of 2018. Given that the new school will be much closer to the residents in these new developments, it is expected that the parents of future students living in those areas will elect to enroll their students in the new school rather than maintain their attendance at Randall. Therefore, staff recommends that the interim boundary be re-designated for Rose Elementary attendance instead of Randall Elementary School. In addition to those tracts listed above, the interim boundary would include any future residential developments located within the areas designated on the map Ms. Jordan shared with the Board as follows:

1. Northeast of Great Mall Pkwy. to South Milpitas Blvd. (Refer to section A on the attached map)
2. East of South Main St. to Great Mall Pkwy. and Montague Expy. (Refer to section B on the attached map)
3. East of Trade Zone Blvd. and South of Montague Expy. to Tempo Lane (Refer to section C on the attached map)

Current Randall students residing in these areas will be allowed to stay at Randall through 6th grade.

Developers will be notified via US Postal Service of Boundary Changes after Board approval.

Motion: **Redesignate new home development areas from Randall Elementary School to Rose Elementary School's attendance boundary**

M/S **Bobay/Norwood** **Vote: 4-0**

13. CONSENT ITEMS

Motion: **Adopt the entire Consent Calendar with the exception of Items 13.10 (Changes to Classified and Certificated Salary Schedules) and 13.11 (Agreement with Sunesys, LLC), thereby approving the following items:**

M/S **Lau/Bobay** **Vote: 4-0**

1. Adopt the regular Board meeting minutes of April 26, 2016
2. Approve the Personnel Report of May 10, 2016
3. Approve the District's Purchase Order Report of May 10, 2016
4. Approve the Lease Amendment with the Regents of the University of California for the Calaveras Hills 4-H Club
5. Approve the MHS Career Technical Education (CTE) Course Articulation Agreements with Mission College
6. Authorize staff to enter into a contract with San Jose District of Department of Rehabilitation (DOR) Vocational Rehabilitation Program

7. Approve the lease amendment with Nobel Learning Communities, Inc. and Milpitas Montessori
8. Approve the field trip request from Burnett Elementary School for 99 students to visit the Exploratorium in San Francisco on May 19, 2016
9. Approve continued funding from CDE by accepting Letters of Intent for MHS Partnership Academies for 2016-17
10. **ITEM PULLED FOR DISCUSSION.** Proposed changes to Classified Management and Certificated Management Salary Schedules
11. **ITEM PULLED FOR DISCUSSION.** Agreement with Sunesys, LLC for Telecommunications Services
12. Approve Course & Textbook Proposals for Milpitas High School Hospitality Marketing Class and Big Ideas Integrated Math Textbooks
13. Approve the Side Letter between MUSD and MTA: Response to Statewide Teacher Shortage and AB 375/Ed Code 44977.5
14. Approve the Memorandum of Understanding between MUSD and MTA: Unit Modification in Recognition Clause

14. PROPOSED CHANGES TO THE CLASSIFIED MANAGEMENT AND CERTIFICATED MANAGEMENT SALARY SCHEDULE

Board member Bobay asked for this item to be pulled so that he may get clarification on the affected positions.

Cheryl Jordan explained the reason for the proposed changes affecting the positions of MOT Supervisor of Maintenance/Transportation/Grounds; MOT Supervisor of Custodial/Locks/Painting; Purchasing/Contracts/Bond Budget Manager; Deputy Superintendent; Personnel Analyst III and Labor Relations Assistant I. The purpose of this proposal is to correct an inequity in the classified management salary schedule. The increases between steps for each classification are not uniform as they are in the classified and certificated salary schedules. For example the classified salary schedule is standardized at 5% between columns and the certificated salary schedule is standardized at 5.4%. The classified management schedule has a variance of 2.5% to 4.5% between steps, which has caused a decrease in salary within three groups of managers; schedule no. 40-21, 40-20, and 40-17.

For example: over a 3 year span, a total of \$53k in schedule 40-17 classification salaries (2.5%) were lost in annual accrual as compared to other classifications (5%) which

accrued at a higher percentage rate. This classification loses \$3K, half of the increase others receive annually because they are not accruing at the same rate.

The impact is that some classifications on the classified salary schedule are surpassing the annual salary of some classified managers due to the inconsistency and imbalance of step percentages. Staff proposed that the classifications on the management salary schedule listed with these schedule numbers be adjusted with a 4.2% increase between steps to bring them inline with the other management classifications. It was noted that the recently approved MOU with CSEA, Chapter 281 transferring the classification of Payroll Specialist III from Confidential Employee status to CSEA includes language to make the same adjustment for that classification Range 50.

Additionally, the difference between salary schedules for Deputy Superintendent and Assistant Superintendent has been inflated due to increases in salary for all staff over the last two years. At Step 5 for example, there is a difference of \$30,333, it is recommended that this difference be decreased to approximately \$14,000.

The proposed changes would be effective July 1, 2016 for all incumbents.

Motion: Approve the classified management and certificated management salary schedule, as proposed

M/S Bobay/Norwood Vote: 4-0

15. AGREEMENT WITH SUNESYS, LLC

Board member Bobay asked for this item to be pulled so he could ask the question on the need to switch from Comcast to Sunesys? Mr. Duffy and Mr. Matsuoka said they believe it is purely for cost reasons. The fibers are already laid on the ground and companies such as Comcast and Sunesys are buying part of the fiberoptic line.

Motion: Approve the agreement with Sunesys, LLC for telecommunications services

M/S Lau/Norwood Vote: 4-0

16. BOARD COMMUNICATIONS/REQUESTS

Student Board representative Alan Pham reported on school and student activities at Milpitas High School. It is AP exams at the high school and students are planning end of the year rally and end of the year dance.

Board member Norwood hosted a fireside chat at Stanford Educational Research about equity in making and creating using technology and facilitated the chat with a number of educators, parents and other professional.

Board member Lau reported participating in the high school golf fundraising on April 30th; Cal Hills student awards night; several open houses at Rose and Sinnott; and the Latino Sr. Awards night.

Board member Bobay reported attending MetroEd's WASC exit review; the Santa Clara Valley Athletic League Swim finals in Milpitas; the Secretaries dinner; helped out at the Milpitas Cares event at Burnett; helped at the golf fund raising tournament; attended the Milpitas City Council meeting; and sat in on the Library Council meeting at MHS. He also attended the Cal Hills Awards ceremony; the Board's CSBA workshop; Pomeroy's School Site Council and PTA meeting and a well-attended Russell HS College Forum. He was at the Ohlone Playwright Festival to watch his son perform.

Board member Bob Nuñez shared that he has completed his CSBA Masters in Governance Program.

17. DATES OF FUTURE BOARD MEETINGS/ADJOURNMENT

After reading the dates of future meetings, Vice-President Nuñez adjourned the meeting at 10:30 p.m.

Respectfully submitted,



Cary Matsuoka
Superintendent and Board Secretary
Minutes prepared by Charito Cabantac

Attested:



Clerk of the Board
