

**LOMA PRIETA JOINT UNION ELEMENTARY SCHOOL DISTRICT
REGULAR BOARD MEETING**

January 13, 2016

Loma Prieta Elementary School Forum

BOARD MEMBERS: Rachelle Lopp
 Deana Arnold
 Ron Bourque
 Shannon Hickok
 Paula Lacey

BOARD MEMBERS ABSENT: None

SECRETARY PRESENT: Corey Kidwell

ROLL CALL TO ORDER: 6:00 p.m.

Approval of Agenda

Approved 5-0

A **MOTION** was made by Ms. Lacey and seconded by Mr. Bourque to approve the agenda as presented.

Written Correspondence - None

Public Comment – None.

CONVENE REGULAR SESSION – 7:04 p.m.

REPORTS

Board of Trustees – Ms. Lopp reported the Board discussed a revision to the Transportation Supervisor position and the Management, Confidential and Supervisory Salary Schedule and the performance evaluation of the Superintendent/Principal. No action was taken.

Ms. Lacey reported her attendance at the recent Loma Prieta Home and School Club meeting where discussion of their upcoming events occurred. Those events include Movie Night, Jog-A-Thon, and Family Dance. Ms. Lacey also reported the Los Gatos Saratoga High School District Schedule Advisory Committee has recommended changes to the bell schedules at Los Gatos and Saratoga High Schools. The changes are to be implemented at the start of the 2016-17 year. Ms. Arnold reported her attendance at a State budget workshop for review of the Governor’s proposed 2016-17 budget. Ms. Arnold reported the budget provides for additional per student funding. Discussion of the “Every Students Succeeds Act” and determination of student success measurements occurred.

Superintendent/Principal (Ms. Kidwell) – Ms. Kidwell reported Los Gatos Saratoga High School District Superintendent Bob Mistele and LGHS Principal Grasty will be guests at a January 14, 2016, meeting in CT English classroom #11 at 4:00. All are welcome to attend. Mr. Mistele will discuss the upcoming parcel tax renewal election.

b. 2 encl. #7

Ms. Grasty will answer questions regarding Los Gatos High. Ms. Kidwell reported her attendance at the January 4 LPEF meeting. Ms. Kidwell expressed her good fortune to lead the District with such strong partnerships. She stated LPEF has done incredible things. They are a small but determined group of volunteers. Ms. Kidwell reported the instructional team met earlier in the day to review the first half of the school year. Ms. Kidwell expressed her pride in the team. She stated the impact of the fire is delaying and impacting the instructional process, but the team is still doing great things for our students. Post fire, everyone is working at 110%.

Assistant Principal/Curriculum Coordinator (Ms. Carino) – Ms. Carino reported her focus during the week has been working with teachers of grades 3-5 and 6 to get students logged on to the SBAC system in advance of the testing window. During the staff development day on January 19, teachers will look at samples of student work in an interim block for formative data. The teachers can use the data to determine how the students are doing, whether there is a need to expand in particular areas, etc.

CBO (Ms. Vance) – Ms. Vance reported her attendance at a Governor’s budget workshop provided by School Services of California. Ms. Vance reported the proposed budget plans an increase in gap funding and is expected to fund up to 95% of the LCFF. The last 5% isn’t expected until 2021. She reported the Santa Clara County Assessor’s tax rolls are to be updated by February 1. Ms. Vance working with the information received to provide data at the February Study Session. Ms. Vance provided an insurance update stating the insurance company has paid up front for the building leases. A January 20 meeting is schedule with representatives from the insurance companies, architect, project manager and District staff.

Director of Facilities and Maintenance (Mr. Levenhagen) – Mr. Levenhagen was ill and did not attend the meeting.

Chief Information Officer (Mr. Kanavel) – Mr. Kanavel was not in attendance.

LPTA (Ms. Ray) – Ms. Ray was not in attendance.

CSEA (Ms. Fulton) – No report.

LPEF (Ms. Thomas) – Ms. Grosjean reported the fundraising goal established for 2016-17 is \$370,000. In the current year, the Gala raised over \$200,000 and Top Hat raised \$68,800. The KEEP Campaign begins in March. LPEF will conduct a parent survey prior to the start of the KEEP Campaign to establish funding tiers.

DISCUSSION/ACTION ITEMS

Discuss/Accept 2014-15 Audit Report

Approved 5-0

Ms. Sarah Fiehler of Christy White presented the 2014-15 Audit Report for discussion and acceptance. She noted the strengths and findings of the audit, and thanked staff for their support through the process. To Mr. Bourque’s question, Ms. Vance explained an additional step has been added to the reporting process to avoid future errors in reporting of ELL students. To Mr. Bourque’s question regarding the use of a projected rate that is higher than the growth rate in the pension liabilities formula, Ms. Vance and Ms. Fiehler will work to provide detail to the formula and report back to the Board. To Mr. Bourque’s question regarding “outgo” of \$40,000, Ms. Fiehler will research the definition of “outgo” and report back to the Board.

A **MOTION** was made by Ms. Lacey and seconded by Ms. Arnold to accept the 2014-15 Audit Report as presented.

With the attendance of audience members who'd traveled a distance or had children at home awaiting their arrival, the Board tabled items 5.2, 5.3, 5.5, and 5.6 until later in the meeting.

Adopt Recommended District Funding Priorities for the Loma Public Education Fund

Approved 5-0

Ms. Kidwell presented the following information:

KEEP Priorities 2016-17

KEEP Priority #1

Preserve our existing instructional program supports

- ✦ Loma Developmental PE
- ✦ CTE & Loma Library Services
- ✦ K-8 Student Support Services and Counseling
- ✦ Additional .2 elective options at CT

KEEP Priority # 2

Keep increased programmatic options at both schools

- ✦ .4 Increase in electives at CT
- ✦ Art in action, music, Yosemite, 6th grade transition, etc.
 - ✦ K-5 Music
 - ✦ Excellent teacher!

KEEP Priority # 3

Continue to grow expanding opportunities for students

- ✦ Technology Instructional Support - Educational Technology Specialist
 - ✦ Inclusive enrichment grades 4-8
- ✦ coordinated activities such as performing arts, speech and debate, writing anthologies, math and science STEM or STEAM, grade level trips such as the Yosemite Institute, science camp, living history experiences, etc.

Ms. Kidwell explained the process whereby the Board adopts the priorities, the LPEF survey establishes interested areas, LPEF builds the tiers for KEEP Campaign funding steps. Ms. Hickok requested feedback on the success of the elective classes in the middle school at some point in the future.

A **MOTION** was made by Ms. Hickok and seconded by Mr. Bourque to adopt the recommended district funding priorities for the Loma Public Education Fund as presented.

Approve Selection of Facilities Master Plan Vendor

Approved 5-0

WLC proposed a contract valued at \$22,700 to provide the master facilities plan services outlined in the District RFP. Mr. Leo Ray Lynch, Principle, and Lisa Ricker, State Agency Advocate, were in attendance. They explained the Loma Prieta Community Center, 21st Century knowledge when considering classrooms, and solar eligibility will be included in their service.

A **MOTION** was made by Ms. Arnold and seconded by Ms. Lacey to approve the

contract for services with WLC as presented.

Construction Project Update

Ms. Kidwell stated the north campus project is in bin time with the DSA. The demolition of the damaged gym wall and repair of the gym roof project is in bin time with the DSA. The PE portable is in use. The Art and Music classroom portables are in place. Final requirements including communication and fire alarm systems are being installed. Beneficial occupancy is expected within one week. The office portable partitions are to be installed on January 14. Ms. Kidwell explained once out of bin time, the gym wall and roof project will be underway. At that time, staff will address the status of the DSA building closure and certification. Once certified, discussion of options for restoration among the Board and the community can begin. Areas to be discussed could include desired building configuration, cost, and affordability. Ms. Kidwell continued if the District is told by the DSA that we cannot rebuild on the existing footprint due to seismic instability, discussion with the insurer will occur. District staff is and will continue working in concert with agencies and contractors to recover following the fire. The Facilities Master Plan will address what is desired while the architect and DSA work on certification of the community center building. To Mr. Bourque's question regarding payment of increased costs due to delays, Ms. Vance stated the insurance company will pay the restoration project costs. Ms. Kidwell stated the escalation costs to "put back" the building will be paid by the insurer as long as the cost escalations are not created by District-caused delays. To Mr. Bourque's question, Ms. Kidwell responded the Facilities Master Plan may inform the question of need for more resources to remain on schedule with the community center projects. Ms. Kidwell stated that when the District staff knows what is needed, the Board may elect to use funds already set aside to obtain more help on the projects. Ms. Vance has created a cost center to account for fire restoration expenses. Ms. Hickok stated parking and traffic continue to be an issue and requested shared communication clarifying the process.

Discuss Progress on District Goals and Mid-year Adjustments

The Board revisited goals established during their summer governance workshop to consider the need for any adjustments. No documented course corrections were suggested. Ms. Arnold stated she recognized progress in every area. Ms. Lacey and Ms. Lopp agreed. Mr. Bourque requested more transparency on financial reporting. Ms. Kidwell assured Mr. Bourque increased transparency was the focus of she and Ms. Vance with a target of June 2016 to implement his suggested financial reporting changes.

Discuss/Adopt Revision to Transportation Supervisor Salary **Approved 5-0**

Ms. Kidwell explained the Transportation Supervisor salary was not commensurate with the duties performed by Ms. Smrt. Ms. Kidwell recommended the addition of a new and separate category to the Management, Confidential and Supervisory Salary Schedule, entitled "Director of Transportation" and build a salary schedule for the new category with a 17% increase as compared to the Transportation Supervisor salary.

A **MOTION** was made by Ms. Lacey and seconded by Mr. Bourque to adopt a revision to the Management, Confidential, and Supervisory Salary Schedule to include a new category for the position of Director of Transportation.

Discuss/Adopt Revision of the Management, Confidential and Supervisory Salary Schedule

Discussion highlighted the adopted addition to the schedule as a result of item 5.5. The

Board requested presentation for action a new revised salary schedule that includes the addition of Director of Transportation at the February 10, 2016, meeting. No action was taken.

Discuss/Adopt Loma Prieta Elementary School 2014-15 School Accountability Report Card

Approved 5-0

A **MOTION** was made by Mr. Bourque and seconded by Ms. Arnold to adopt the Loma Prieta Elementary School 2014-15 SARC with direction to staff to continue to work with the State template to improve the appearance of the report.

Discuss/Adopt CT English Middle School 2014-15 School Accountability Report Card

Approved 5-0

A **MOTION** was made by Ms. Arnold and seconded by Mr. Bourque to adopt the CT English Middle School 2014-15 SARC with direction to staff to continue to work with the State template to improve the appearance of the report.

CONSENT ITEMS

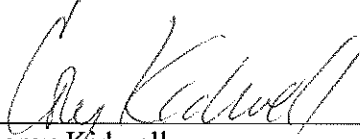
Approved 5-0

A **MOTION** was made by Ms. Lacey and seconded by Ms. Hickok to approve the Consent items including Personnel Report 01/18/16; meeting minutes of December 9, 2015, December warrants in the amount of \$143,897.01; open purchase orders from July 2015 through December 2015 in an encumbered amount of \$1,734,301.12, liquidated amount of \$253,429.13, and balance of 1,480,871.99; ratification of a construction contract in the amount of \$212,446 with Beals Martin, which will be paid by the District insurance carrier; ratification of a construction contract in the amount of \$392,733 with General Lighting Services which will be paid by the District insurance carrier; and cash donations of \$576 from Ms. Norma Liversidge, and \$1000 from the Loma Prieta Club.

Mr. Bourque would like to accelerate the audit process for a few reasons.

ADJOURNMENT – 8:47 p.m.

Submitted by:



Corey Kidwell
01/16