

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

January 15, 2020

Loma Prieta Elementary School Forum

BOARD MEMBERS:

Deana Arnold
Kerrie Mills
Ben Abeln
Ron Bourque
Alex Hall

BOARD MEMBERS ABSENT: None

SECRETARY PRESENT: Lisa Fraser

ROLL CALL TO ORDER: 6:02 p.m.

Approval of Agenda

Approved 5-0

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

Public Concerns – None

Recess to Closed Session

CONVENE REGULAR SESSION – 7:01 p.m.

Written Correspondence – None

Public Comment – Ms. Bourque thanked the Trustees for going above and beyond without a stipend or any form of compensation, and for hiring the wonderful superintendent. She thanked them for all the big and little things they do that the public is unaware of. Ms. Bourque thanked Ms. Fraser for holding the Superintendent’s Chat on January 9th and communicating all of the accomplishments since the March 2018 walkout. She assumes positive intent and hopes the issue is behind us.

Closed Session Report – Ms. Arnold reported at the December 11, 2019 regular board meeting, the Board discussed LPTA negotiations with the District negotiator, Ms. Fraser, and an anticipated litigation item. No action was taken.

Closed Session Report – Ms. Arnold reported at the January 15, 2020 regular board meeting, the Board discussed the mid-year performance evaluation of Superintendent Fraser. No action was taken.

CONSENT ITEMS

Approved 4-1

7.5 encl. #13

A **MOTION** was made by Ms. Mills and seconded by Mr. Abeln to approve the consent items including approve Personnel Report #01/15/20; approve warrants for the month of December in the amount of \$472,075.69; approve open purchase orders from July 1, 2019 through December 31, 2019, in the encumbered amount of \$1,632,844.40, liquidated amount of \$737665.50, with a balance of \$895,178.90; approve 2019-20 budget revisions; ratify 2019-20 master contract for the Miri Center; accept donations of 1 Apple Mac Mini and LCD display from Tim Farley and 32 Apple MacBook Pro computers from the California School for the Deaf; and ratify change order #1 to EMCOR Mesa Energy Systems for Thermostats in the amount of \$10,000 which will be paid for by the special reserve for facilities projects.

RECOGNITION

Spelling Bee Finalists: Eli Asheghian, Cyrus Feinstein, Noah Meshenberg, Grace Murray, Aleida Nunn; and Spelling Bee Facilitator: Nicole Fichthorn

Ms. Fraser stated the finals of the Spelling Bee were held earlier in the day, but the victors of the semi-finals were known before the December break. Ms. Fraser acknowledged the five finalists and reigning champions. She expressed her appreciation for the courageousness it takes to stand up in front of family and peers, speak into the microphone, and spell correctly. She stated she admires their leadership in academic endeavors and recognized the courage needed to step into the game and graciously accept defeat based on one little sound or letter. Ms. Fraser wished those who are moving on in the competition the best of luck and shared that she is certain that those who are not continuing with this competition will continue to be good spellers. Grace Murray and Eli Asheghian will continue to the next level of spelling competition.

REPORTS

Board of Trustees – Mr. Abeln reported the LPEF golf tournament planning is on track with 15 sponsors signed-up and hundreds of donation letters in the mail. He stated ticket sales may begin at the end of the month. Mr. Bourque reported his attendance at the recent School Site Council meeting where the observational safety survey was discussed. Ms. Hall reported her attendance at a two-day CSBA training for new and first-term board members. She enjoyed the small group in attendance, met trustees from varied districts, and has an increased understanding of the different challenges faced by different school districts.

Superintendent (Ms. Fraser) – Ms. Fraser reported no complaints pursuant to the Williams Settlement Act during the previous reporting quarter. She stated during closed session earlier in the evening where her mid-year evaluation was discussed, when she presented her accomplishments to the Trustees, she used “I” statements, yet she feels they should be “we” statements. She is evaluated on 24 goals in six focus areas. She reported she has met with cabinet members to review the goals and thanked those members for their support of the established goals. Ms. Fraser acknowledged Mr. Burton, Mr. Harville and Ms. Bevans-Franks for supporting the task of crosswalk monitor while the pedestrian bridge was being reworked. She stated she enjoyed the task as she enjoys being with the students. Ms. Fraser reported her attendance at the recent LPEF meeting where a new slate of officers was adopted. Ms. Tosetti has been named president of LPEF. She reported LPEF is committed to meeting their financial goals for this year. Ms. Fraser stated she is encouraged by this very good group of people. Ms. Fraser announced the

results of the election of members to the Santa Clara County Committee on District Organization stating Mr. Bob Benevento was reelected to represent supervisorial district #1. Ms. Fraser reported the new policy and practice for private vehicles for after school athletics transportation is in use. She gave a shoutout to Ms. Lanovaz for her time and effort spent putting the new practice into service. Ms. Fraser thanked all who set up and/or supported the Superintendent's Chat of January 9th. She expressed her gratefulness to move out of social media and on to a person-to-person platform to share what we can do and where we are. She stated it was her goal to get questions answered. Her door is open to any future questions.

Principal (Ms. Zook) – Ms. Zook reported on a very successful spelling bee at Loma. She reported the Student Council is presenting “playground rules” themed skits to help first graders learn the rules of the playground. Super vilian is the theme for the upcoming Friday spirit day. She reported that at CT, eighth graders will tour Los Gatos High School at the end of the month. A new semester is underway and the sixth graders will experience a new elective; Ms. Dudley is teaching a creative writing course. Second semester ASB elections will be held during the week. School Site Council is preparing to host the viewing of two movies: Screenagers 2 and Screenagers on March 5th and 19th respectively. She reported a survey will be sent to parents and ninth grade students to ask about their transition to high school. Teachers attended interim assessment training earlier in the day. The CT sixth grade boys basketball team had a great turn out. Nineteen of 28 sixth grade boys are playing on the team.

CBO (Ms. Vance) – Ms. Vance reported her attendance at a training offered by the Santa Clara County Office of Education on the new template for the LCAP, which was approved by the State Board of Education earlier in the week. She stated it does appear that the new template will produce a report about half the length of the previous versions. Ms. Vance stated the Governor's budget proposal has been released. She will attend a budget workshop in the very near future to participate in an in-depth review of the proposed budget. She stated there is no relief for STRS/PERS pension liability for school districts at this iteration of the proposed budget.

Director of Facilities and Maintenance (Mr. Harville) – Mr. Harville reported he is meeting with various security camera companies to find a good application and create a plan for security spots on District facilities. Mr. Harville reported Maggiora Brothers has pulled their well drilling rig onto the site and is preparing for a well drill this week. He stated the track and field project is moving along on schedule. Currently, the design is under review with the DSA and front-end document preparation is underway.

LPTA (Ms. Ray) – No report.

CSEA (Ms. Fulton) – Ms. Bourque stated a meeting is scheduled to occur in one and one half weeks.

LPEF (Mr. Riese) – No report.

Building Blocks Preschool (Ms. Gomez) – Ms. Gomez reported enrollment increased in the last month. She stated the toddler class is full and they're working to increase enrollment in the 4/5 year olds' class.

DISCUSSION/ACTION ITEMS

Update to Post-Fire Restoration Project

Mr. Harville stated all of the construction on the project is complete. All documentation is with the DSA for certification.

To Mr. Bourque's question, Ms. Vance stated she has had some productive conversations with insurers over the December break and feels the District and the insurance company are very close to closing the claim. Ms. Vance suggested to the adjuster that they may want to propose a dollar amount to the District to split the difference between what the District has presented for reimbursement by insurance funds and what the insurance company believes they are responsible to fund. She stated the cost of the underground utilities was not brought up in her conversations over the break. Ms. Vance stated she will report the final costs of full recovery once the figures have been agreed upon. Ms. Hall suggested it would be very informative if a report to the community was included in an issue of the Mountain Network News.

Discuss/Accept the 2018-19 Audit Report

Approved 5-0

Mr. Kyle Montgomery of Christy White presented the 2018-19 audit report. Once accepted, the report will be posted on the business department section of the district website. He provided a summary stating the opinion issued by the firm is an unmodified opinion, which is the best opinion that can be issued. Two findings were noted on pages 65 and 66. The finding related to classroom salaries has been addressed with a waiver already approved by the Santa Clara County Office of Education. The finding related to the unduplicated LCFF pupil count had to do with eight of thirteen students classified as EL that didn't have the proper documentation to be classified as such. The District will assign a teacher on adjunct duty to administer the test to identify EL students. A part-time secretary has been hired to support the testing and data collection.

To Mr. Bourque's question, Ms. Vance stated this has been a problem in the past, but it was minimal. In 2018, the window of opportunity to correct the data had closed. She stated a new process will be put in place that is expected to result in accurate reporting.

To Ms. Arnold's question, Ms. Vance stated some of the students should have been classified EL and others should have been exited. She stated she will circle back in the 2019-20 year to ensure corrective action has been implemented as designed.

Mr. Bourque expressed his concern about PERS and STRS expenses and the District's liability. Mr. Montgomery stated all the District can do is meet those statutory requirements. The only impact the District might feel is if there is any change in the required contribution as set by the State. The District has no choice but to pay what is required by the State.

To Mr. Bourque's question regarding timing of the audit report, Mr. Montgomery stated it has been his experience while working with districts and county offices of education that most don't close the year until mid-September, which is when the auditor can begin to audit. The State requires auditors to complete their audits by mid-December. Once completed, the auditors have one month to report to the governing board of those agencies. Once they close the year, they're almost into First Interim season. It would be a huge challenge to try to speed it up much. Mr. Montgomery stated he hasn't seen any districts who could close earlier. Ms. Vance stated she will work with the auditing team to see if there is anything that can be done to speed up the audit.

Ms. Hall thanked Ms. Vance for obtaining an audit that has basically no findings.

A **MOTION** was made by Ms. Hall and seconded by Mr. Bourque to accept the 2018-19 audit report as presented.

Update on Long-Range Fiscal Planning

Ms. Fraser provided an update stating she met with the endowment committee (LPFF) before the holidays to discuss materials planning. They had a successful first donor event

in November. The committee set some timelines for January through June to hold a 2nd donor event. The fund has received pledges for \$225,000. Ms. Fraser stated she reached out to the greater Loma Prieta community in December requesting members to her budget advisory committee (BAC) as she recognizes the critical need to have a group to look at the future budget for the District. January 27th is the first BAC committee meeting. Ms. Fraser stated she and Ms. Vance organized a request for proposal for polling services for a parcel tax election. Only one RFP has been returned to date, so Ms. Vance will circle back with other vendors to encourage them to respond. Ms. Fraser stated she will provide an update at the February board meeting. She stated she has a conference call scheduled with School Services of California in the coming week to discuss the special education program study, which will be presented to the Board at the February meeting. Ms. Fraser expects to receive some information from the study that will help with long range fiscal planning in that arena.

Discuss/Approve NatureBridge Student Study Overnight Trip

Approved 5-0

Ms. Fraser thanked Ms. Biagini, Ms. Smrt, Ms. Carino and the CT English Home and School Club for their efforts to provide the seventh grade students with this opportunity. She stated that in the Fall when the District determined they could not support the trip, Ms. Biagini approached her to see if the trip could be hosted by the CT English Home and School Club. Ms. Biagini worked hard with Ms. Smrt and Ms. Vance to look at what would be involved. It seemed all bases were covered then a glitch was discovered with insurance coverage for the students while riding the school bus on a non-school trip. The Naturbridge contract had already been signed, so the request was made for this year's trip to be school sponsored. The request applies to this year's trip only. Ms. Vance looked at the policy for any vulnerabilities and saw none. The request is made with full acceptance that approval of this request will not set a precedent.

A **MOTION** was made by Mr. Abeln and seconded by Ms. Mills to approve endorsement of the NatureBridge Yosemite trip as a school sponsored trip so that students can go on the Yosemite study trip in February.

Discuss/Approve Update to Transportation Safety Plan

Approved 5-0

Ms. Smrt provided the education code language defining the requirement of a Transportation Safety Plan. The Plan was updated to reflect the revision of Board Policy 6153 and Administrative Regulation 3541.1.

A **MOTION** was made by Mr. Bourque and seconded by Ms. Hall to approve the update to the Transportation Safety Plan as presented.

Discuss/Approve CSEA Salary Range Clasification for Youth Leader 1 and 2

Positions

Approved 5-0

Ms. Fraser provided background stating some years ago the District had a yard duty job description. Prior to Ms. Fraser joining the District, CSEA recommended the yard duty position be moved into the union. This was done and an appendix salary schedule was created. While looking at middle school student support needs this year, modifications to the yard duty position were required. The need to create job descriptions for Youth Leader 1 and Youth Leader 2 was identified. The Youth Leader 2 position is more leadership based to meet middle school student needs. Ms. Fraser held a phone meeting with the CSEA negotiating team to establish a range for those two positions on the CSEA salary schedule.

To Mr. Bourque's question, Ms. Fraser stated AB 5 is expected to have an impact on the District. The topic will be discussed in detail at a later date.

A **MOTION** was made by Ms. Hall and seconded by Ms. Mills to approve the CSEA salary range classification for Youth Leader 1 and Youth Leader 2 as presented.

Discuss/Adopt Loma Prieta Elementary School 2018-19 School Accountability Report Card **Approved 5-0**

A **MOTION** was made by Ms. Mills and seconded by Ms. Mills to adopt the Loma Prieta Elementary School SARC as presented.

Discuss/Adopt CT English Middle School 2018-19 School Accountability Report Card **Approved 5-0**

A **MOTION** was made by Ms. Mills and seconded by Ms. Mills to adopt the CT English Middle School SARC as presented.

Discuss/Adopt Res. # 20-XIII

Following thorough discussion, the Trustees did not take action on the resolution.

Discuss Comparative Financial Report

Ms. Vance presented the Comparative Financial Report stating the report looks at cash flow through December 2019 and compares to cash flow projections approved at First Interim. The report also looks at actuals to date through December 2019 as compared to the annual budget. She pointed out the variances in column 13, which is due to the 2% salary schedule increases approved in December for LPTA and management. Ms. Vance also stated Santa Cruz County property taxes were received in December rather than in January as she'd forecast.

To Ms. Arnold's question, Ms. Vance stated Santa Cruz County did get all the parcels that they are supposed to include into our database.

To Mr. Bourque's question, Ms. Vance stated the District could have borrowed a bit less money from the TRANS based on the unexpected timing of funds from Santa Cruz County, but the funds cannot be paid back early in an effort to save on interest.

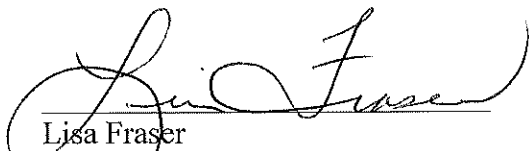
Ms. Vance pointed out the debt service on the property lease loan is paid through a transfer of monies from facilities rental and developer fees, which wasn't done before the end of December.

To Mr. Bourque's question, Ms. Vance stated the discretionary budget is accurate except for the salary as a result of the recent salary increases.

To Mr. Bourque's question, Ms. Vance stated the 4% increase on certificated salaries will not move the District any closer to meeting the 60% of budget spent on salaries for classroom teachers requirement, but AB5 might change that.

ADJOURNMENT – 8:33 p.m.

Submitted by:


Lisa Fraser
02/2020