

**LOMA PRIETA JOINT UNION ELEMENTARY SCHOOL DISTRICT  
REGULAR BOARD MEETING  
February 10, 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.

**Public Concerns** – None

**Recess to Closed Session**

**CONVENE REGULAR SESSION** – 7:04 p.m.

Fourth grade student, Cody Watson, led the flag salute.

**Closed Session Report** – Ms. Lopp reported discussion of potential labor negotiations with LPTA/CTA occurred. No action was taken.

**Written Correspondence** – Ms. Arnold read a letter from Sugimura Finney Architects (SFA) written to make the Board of Trustees aware that their correspondence with the DSA to address restoration of the community center included a statement indicating buildings “DSA Application Number Unknown”. SFA recommended the Board seek guidance to understand any possible liability of Board Members if in fact the buildings are not DSA approved.

Ms. Arnold summarized a letter from the Santa Clara County Office of Education (SCCOE) indicating the District First Interim Report and certification of financial solvency had been reviewed. The SCCOE concurred with the positive certification. The SCCOE also recommended the District proceed with caution in light of the potential enhancements and risks from the Local Control Funding Formula. The letter is attached.

**Public Comment** – None.

*6.2 encl. #11*

## **PRESENTATION**

Ms. Nefian presented “LearnStorm” and Geometry: two of the middle school enrichment offerings. Ms. Lanovaz presented the sixth grade Leadership class “Say Something” campaign and elementary school students’ “Brainology” program. Ms. Lelake and middle school students impressed attendees with their Taiko drumming demonstration.

## **REPORTS**

**Board of Trustees** – Ms. Lacey reported her attendance at a recent Loma Home and School Club meeting where Jogathon planning is well underway, the recent movie night was a successful event, and the members are very motivated to provide more upcoming activities. Ms. Hickok reported her attendance at a recent School Site Council meeting where discussion of the development and distribution of a periodic newsletter occurred. A School Site Council survey indicated fourth through eighth grade students are volunteering once or more each month. The Council encourages attendance at their final meeting of the year on April 27, when goal setting will be the focus. She thanked Ms. Bourque and Ms. Kidwell for their support of eighth graders’ transition to high school. She recognized the middle school teachers for their support as the students consider their freshman schedules. Ms. Arnold reported her attendance at a recent Superintendent’s Coordinating Council meeting where Ms. Grasty, Los Gatos High School Principal, and Mr. Mistele, Los Gatos Saratoga High School District Superintendent presented information regarding programs and climate in their district schools. Ms. Arnold attended a Santa Clara County School Boards Association meeting where a report on small school district consolidation was reviewed. The report to inform pros and cons of consolidation was found to be poorly done. It was recommended any consolidation should begin at the local level as a result of a need. Ms. Arnold expressed her appreciation for the cast and crew of the Charlie Brown play. Ms. Lopp reported the recent LPEF and CT Home and School Club meetings were cancelled. She discussed a focus of the high school district. “Turning the Tide: Inspiring Concern for Others and the Common Good through College Admissions” is a report with concrete recommendations to reshape the college admissions process and promote greater ethical engagement among aspiring students, reduce excessive achievement pressure, and level the playing field for economically disadvantaged students. She expressed her appreciation for the character education work done to create a healthy environment for children in the Loma Prieta district.

**Superintendent/Principal (Ms. Kidwell)** – Ms. Kidwell expressed her appreciation for the cast and crew of the Charlie Brown production and recognized their effort to create an amazing and enriching experience for the students. Ms. Kidwell reported her attendance at the Los Gatos High School senior night basketball game where CT English alumni continue to care for and support each other. She reported her attendance at the Superintendents’ Symposium where networking is always informative. During the Symposium, she met the newly appointed interim superintendent of the Lakeside School District; Lisa Gonzales. Ms. Kidwell stated Lakeside will hold two town hall style meetings to receive public input on the current and future financial health of the district.

**Assistant Principal/Curriculum Coordinator (Ms. Carino)** – Ms. Carino was unable to attend the meeting.

**CBO (Ms. Vance)** – Ms. Vance reported attendance at a property tax meeting at the Santa Clara County Assessors Office where a 2.5% increase is projected. Monthly updates will be provided.

**Director of Facilities and Maintenance (Mr. Levenhagen)** – Mr. Levenhagen reported there continue to be no leaks in the roof at Loma Prieta Elementary following the repair work done in the Fall.

**Chief Information Officer (Mr. Kanavel)** – Mr. Kanavel reported completion of the email migration to Office 365. Email is now archived and backed up. Two terabits of information was migrated in the transition. The estimated cost of the email migration is \$2300. Office 365 is provided at no cost to the District. Mr. Kanavel reported the Comcast gigabit fiber is installed to communicate from the District to the Santa Clara County Office of Education (SCCOE). The SCCOE is establishing the service on their end. The estimated first day of use is February 19. He reported the next step will be to remove the existing T1 line between the District and the SCCOE followed with installation of a DSL line for use as a secondary/backup Internet service for the District. Removal of the T1 line represents a cost savings which will more than pay for the Comcast and DSL service. Appreciation to Mr. Farley, Mr. (TJ) Levenhagen, and Mr. Lundahl for their support of these transitions was shared.

**LPTA (Ms. Ray)** – Ms. Ray reported her attendance at a January CTA meeting where membership engagement and identification of core values of teachers were the focus. She reported her attendance at the CTA state conference early February. Discussions addressed the evaluation of students and teachers and assessment tests.

**CSEA (Ms. Fulton)** – No report.

**LPEF (Ms. Thomas)** – Ms. Thomas reported the launch of this year's KEEP Campaign scheduled on March 1. Survey responses and discussion with the Superintendent informed the priority tiers for KEEP fundraising. "Fore the Kids" golf tournament will be held May 20.

## **DISCUSSION/ACTION ITEMS**

### **Construction Projects Update**

Mr. Levenhagen provided an update to the North Campus project stating the PG&E electrical upgrade was complete. He reported receipt of the California Geological Survey Engineering Geology and Seismology Review. Their report requests further geological testing by the District geological consultant, Cleary Consultants, Inc. Mr. Levenhagen provided a bit of historical information stating the DSA conducted the geological review of Cleary Consultants' engineering geology and seismology "soils" report in 2002 when preparation for the placement of the portable was underway. At that time, the Cleary "soils" report was accepted by the DSA. The job was never closed with the DSA. The project was not completed due to a lack of district funds. Since 2002, the responsibility for geological review has been shifted from the DSA to the California Geological Survey (CGS). DSA now identifies this as a new project with the requirement of a new "soils" report, hence the recent work by Cleary Consultants, Inc. Similar to the work done in 2002, Cleary Consultants used core samples in the recent soils report. The California Geological Survey has requested that trench type evaluation is conducted to respond to

their request for further information. Trenching is more expensive and time consuming than core sample type. Cleary Consultants is generating a proposal to CGS responding to the requests for additional information using data from the core samples report. Mr. Levenhagen reported his follow up with Cleary on the topic. In addition, Mr. Levenhagen is working with DSA to verify the requirements for a "Field Act" certified building. Although he believes this level of DSA approval may not be necessary as the buildings will be used for daycare and community activities, it would be his preference to obtain the highest certification where feasible. To Ms. Lopp's question, Mr. Levenhagen didn't have a sense of the amount of time DSA might require to decide whether "Field Act" approval was necessary. Mr. Levenhagen stated he would forego "Field Act" certification if it was not necessary for occupancy and would create extensive delays for completion of the project. Ms. Hickok suggested a community letter writing campaign. Ms. Kidwell would like to talk with Mr. Ray-Lynch of WLC Architects for suggestions to move the project forward. Ms. Lacey commented care and due diligence are needed. Mr. Bourque expressed his concern recognizing a \$20,000 cost increase with each month the project is delayed.

With regard to the post-fire interim housing project:

Phase I - Mr. Levenhagen reported receipt of beneficial occupancy in the PE and music instruction portable classrooms. Receipt of beneficial occupancy is expected in the art instruction portable classroom following the February Recess. The kitchen portable buildings are accessible. An inspection by the county health department is due mid-month. Before the project can be closed, installation of an ADA wheelchair ramp in front of Loma Prieta Elementary is necessary.

Phase II - Mr. Levenhagen reported the gym restoration project plans have been received from DSA with comments. The architect is addressing those comments and expects to respond to each and return the documentation to the DSA within one week. The project is returned to DSA bin time for back check.

Phase III -- Mr. Levenhagen reported first steps in the rebuilding of the burned section of the community center project include addressing DSA records which reflect the original project was not closed. DSA has advised the close out cannot occur as a result of the damage the building has sustained due to the fire. However, DSA has concluded the District can move forward with repairs with the recognition those repairs do not mean the project is closed out. Mr. Levenhagen stated he expects the rebuilding of the burned area of the community center to be treated as a new project by the DSA. An earthquake fault line is known to run under the south end of the building. Seismic upgrade to the building occurred in 2006. DSA will not allow building within 50 feet of a fault line. As a result, the District may not be able to rebuild in the footprint of the existing building. WLC Architects will work with the DSA to get planning questions answered and ensure funds are spent on a building that the DSA will allow the District to use. The pedestrian overcrossing, community center, and north campus portable building are open projects with the DSA.

**Approve 2015-16 Certificated Seniority List**

**Approved 5-0**

A **MOTION** was made by Ms. Lacey and seconded by Mr. Bourque to approve the 2015-16 certificated seniority list as presented.

**Adopt Res. #16-XVII – Establishment of Criteria for Order of Certificated Layoff**

**Approved 5-0**

A **MOTION** was made by Mr. Bourque and seconded by Ms. Lacey to adopt resolution #16-XVII as presented.

**Discuss/Adopt Revision of the Management, Confidential and Supervisory Salary Schedule** **Approved 5-0**

A **MOTION** was made by Ms. Lacey and seconded by Ms. Arnold to adopt the revision to the Management, Confidential, and Supervisory Salary Schedule as presented.

**Discuss/Adopt Revision to CTA Salary Schedule** **Approved 5-0**

A **MOTION** was made by Ms. Arnold and seconded by Mr. Bourque to adopt the revision to the CTA Salary Schedule as presented.

**Discuss/Adopt Revision to CSEA Salary Schedule** **Approved 5-0**

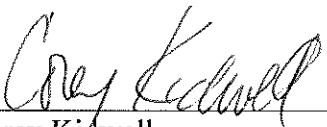
A **MOTION** was made by Ms. Hickok and seconded by Ms. Arnold to adopt the revision to the CSEA Salary Schedule as presented.

**CONSENT ITEMS** **Approved 5-0**

A **MOTION** was made by Ms. Lacey and seconded by Ms. Arnold to approve the Consent items including Personnel Report 02/10/16; meeting minutes of January 13, 2016, January warrants in the amount of \$175,085.55; open purchase orders from July 2015 through January 2016 in an encumbered amount of \$1,731,953.08, liquidated amount of \$290,265.11, and balance of 1,441,687.97; a donation of musical instruments from Ms. Margaretta Dollard, a refrigerator from Mr. and Mrs. Kevin Arnold, a cash donation of \$150 in memory of fellow classmates Linda Supernaw, Mike Davis, and Jeff Yontz from Loma Prieta/CT English alumni, a cash donation of \$250 from the United Way Silicon Valley, a \$500 cash donation from the Lavrenov family, and a \$68,000 cash Donation from LPEF/Top Hat; adoption of resolution #16-XVIII; approval of the fourth Grade overnight study trip; and ratification of a construction contract in the amount of \$1,800 with Carroll Engineering, which will be paid by the District insurance carrier.

**ADJOURNMENT – 9:00 p.m.**

Submitted by:

  
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Corey Kidwell  
01/16



## Santa Clara County Office of Education

Jon R. Gundry  
County Superintendent of Schools

January 14, 2016

Ms. Rachelle Lopp, Board President  
Loma Prieta Joint Union Elementary  
23800 Summit Road  
Los Gatos, CA 95033

Dear Board President Lopp,

In accordance with the provisions of Education Code (EC) Section 42131, a review of the Loma Prieta Joint Union Elementary School District's (District) 2015-16 First Interim Report and the accompanying certification of financial solvency were completed by the Santa Clara County Superintendent of Schools. The District has submitted a **positive** certification, which means that the District projects to meet its financial obligations for the current fiscal year and the two subsequent years. Based on our review and analysis of the data provided, we concur with this certification at this time and offer the following comments.

### **Deficit Spending**

We note that the District is projecting an operating deficit in the general fund of **\$754,334** in fiscal year 2015-16, **\$98,690** in fiscal year 2016-17 and **\$131,110** in fiscal year 2017-18. Although the District projects to maintain the state required designation for economic uncertainty (REU) of 3% in each year, deficit spending reduces the District's available fund balance and its ability to respond to emergencies, unanticipated revenue reductions, or unanticipated expenditures and cost increases. School districts with several consecutive years of operating deficits are more likely to experience fiscal distress. This is particularly the case when districts run deficits during good economic times, as these districts will have a smaller cushion to deal with unanticipated cost increases or funding reductions during an economic downturn. We encourage the district to make ongoing expenditure reductions to minimize deficit spending in future years.

### **Other Reports**

EC Sections 42127 and 42127.6 require districts to submit to the County Office of Education any studies, reports, evaluations, or audits of the district that contain evidence that the district is showing fiscal distress. The County Office of Education is required to incorporate the information contained in these reports into its analysis of the District's budgets and interim reports. We request that the District submit any such documents to our office (e.g., reports done by the Fiscal Crisis and Management Assistance Team) any time they are received by your District.

### **Concluding Comments**

While the Local Control Funding Formula (LCFF) brings about enhancements for most districts, there are still many risks to consider. There is a public perception that LCFF brings new revenue increases to school districts. While the misconceived "increases" are intended to restore districts' base funding to 2007-08 levels (adjusted for inflation), basic aid districts are guaranteed to receive only as much total categorical aid as they received in 2012-13, net of fair share reduction. Since growth in revenues for basic aid districts rely mainly on the increase in assessed value of their unique geographical areas, increase in revenues will likely be more modest in comparison with high LCFF-revenue districts. We recommend the District closely monitor the assessor office's report to ensure the accuracy of revenue projection. As in the past, we continue to encourage districts to utilize a conservative and cautious approach to multiyear forecasting.

County Board of Education: Michael Chang, Joseph Di Salvo, Darcie Green, Rosemary Kamei, Grace H. Mah, Claudia Rossi, Anna Song  
1290 Ridder Park Drive, San Jose, CA 95131-2304 (408) 453-6500 [www.sccoe.org](http://www.sccoe.org)

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Committed to serving, inspiring and promoting student and public school success

Board President  
January 14, 2016  
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We want to thank the District for the timely submission of the First Interim Report. Should you have any questions concerning this review, please do not hesitate to contact me at (408) 453-6510.

Sincerely,

A handwritten signature in black ink, appearing to read "Yen Lam", with a long, sweeping underline.

Yen Lam, Advisor  
District Business and Advisory Services

cc: Members of the Board, Loma Prieta Joint Union Elementary  
Ms. Corey Kidwell, Superintendent, Loma Prieta Joint Union Elementary  
Ms. Cathy Vance, Chief Business Officer, Loma Prieta Joint Union Elementary  
Mr. Jon Gundry, Superintendent, Santa Clara County Office of Education (SCCOE)  
Dr. Mark Skvarna, Chief Business Officer, SCCOE  
Ms. Judy Lee Kershaw, Director-DBAS, SCCOE