

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

December 9, 2015

Loma Prieta Elementary School Forum

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

BOARD MEMBERS ABSENT: Rachelle Lopp
Deana Arnold arrived late

SECRETARY PRESENT: Corey Kidwell

ROLL CALL TO ORDER: 7:00 p.m.

Ms. Lopp was ill and unable to attend the meeting. Ms. Hickok presided over the opening of the meeting in Ms. Lopp's absence.

Approval of Agenda

Approved 4-0-1

A **MOTION** was made by Ms. Lacey and seconded by Mr. Bourque to modify the agenda moving items 7.8 and 7.9 to the Consent Session.

A **MOTION** was made by Ms. Lacey and seconded by Mr. Bourque to approve the agenda as modified. **Approved 4-0-1**

Written Correspondence - None

Public Comment – None.

CONVENE ANNUAL ORGANIZATIONAL MEETING ELECTION

Ms. Kidwell expressed her appreciation for the presence of the Board members and their diligence. Ms. Kidwell expressed her regret that she was unable to share her appreciation with Ms. Lopp. Ms. Kidwell presided over the election of officers of the Board of Trustees.

A **MOTION** to nominate **Ms. Lopp** to the office of 2016 President of the Board of Trustees was made by Ms. Lacey and seconded by Mr. Bourque. **Approved 4-0-1**

A **MOTION** to nominate **Ms. Arnold** to the office of 2016 Vice President of the Board of Trustees was made by Ms. Hickok and seconded by Ms. Lacey. **Approved 4-0-1**

A **MOTION** to appoint **Ms. Kidwell** to Secretary of the Board of Trustees was made by Ms. Hickok and seconded by Ms. Arnold. **Approved 4-0-1**

A **MOTION** to elect **Ms. Arnold** to represent the Board of Trustees on the Santa Clara County School Boards Association was made by Ms. Hickok and seconded by Mr. Bourque. **Approved 4-0-1**

6.2 encl. #7

A **MOTION** to elect **Ms. Lacey** to represent the votes of the Trustees for candidates on the Santa Clara County Committee on District Organization was made by Ms. Hickok and seconded by Ms. Arnold. **Approved 4-0-1**
Ms. Kidwell reported 2015 liaison positions as follows: CT Home and School Club - Ms. Lopp (and she will need help to fulfill the responsibility in the next school year), Loma Home and School Club – Ms. Lacey, Loma Public Education Fund – Ms. Lopp, School Site Council – Ms. Hickok, Loma Prieta Community Foundation/Theater in the Mountains – Mr. Bourque, and a rotation among all board members to the Superintendent’s Coordinating Council.

REPORTS

Board of Trustees – Ms. Lacey reported her attendance at a recent School Site Council meeting where student involvement and community service opportunities were the focus of conversation. Parameters for involvement and inclusion of students from lower grades was discussed.

Superintendent/Principal (Ms. Kidwell) – Ms. Kidwell reported the federal NCLB policy has been officially put to rest. Ms. Kidwell reported on her attendance to the Santa Clara County Superintendents meeting. She expressed her appreciation for the positive relationships she shares with Loma Prieta members of LPTA and CSEA.

Assistant Principal/Curriculum Coordinator (Ms. Carino) – Ms. Carino reported the challenges staff are facing with student health due to a contagious virus circulating on the campuses. Ms. Carino stated SBAC and CASSPP planning for the 2016 test season has begun. Formative assessments are being considered as part of the preparation for testing at both schools. Ms. Carino explained that formative assessments are the tools used to assess the students during the year.

CBO (Ms. Vance) – No report.

Director of Facilities and Maintenance (Mr. Levenhagen) – Mr. Levenhagen reported the items identified for completion during the Thanksgiving break were successfully addressed. His staff returned from the weekend to a broken water pipe and sewer back up. Both of these items have been repaired. He stated the roof repairs at Loma appear to be successful. No leaks have occurred during the last rainstorms. Mr. Levenhagen reported he is working on a list of items for completion during the December Recess.

LPTA (Ms. Ray) – Ms. Ray reported the faculty reviewed the draft 2016-17 calendar and list of LPEF priorities. Their input was shared with Ms. Kidwell during a recent Instructional Cabinet meeting. Ms. Ray thanked the Loma Home and School Club for providing awesome treats. Ms. Ray has shared with the faculty some valuable upcoming workshops. Ms. Ray also thanked the maintenance staff for their hard work to keep things functioning at the schools.

CSEA (Ms. Fulton) – No report.

LPEF (Ms. Thomas) – No report.

PRESENTATION

Mr. Randy Barnard, father of a seventh grade student, presented his perspective as a volunteer chaperone on the Yosemite trip. Mr. Barnard explained he is a doctor and teacher at Valley Medical Hospital and has an appreciation for the learning that occurs away from the desk. He saw this type of learning among the students on the Yosemite

trip. Mr. Barnard shared photos of the trip and talked of the lessons learned including team building, self-reliance, time management, and problem solving. Mr. Barnard asked to present to the Board in order to provide the opportunity to know the values of the experience for the students and expressed his hope that the Board will continue to fund the opportunity for each seventh grade class.

PUBLIC HEARING

Accounting of Development Fees for 2014-15 Fiscal Year and Five Year Report in Fund 25 – Developer Fees and Capital Facilities

The public hearing opened at 7:35 p.m.

Ms. Vance explained the scenario where the fees are assessed and the fee per square foot. Ms. Vance explained the fee received is shared with the Los Gatos Saratoga High School District. She stated the fund balance at the end of the 2014-15 year was \$9.50. The funds collected in developer fees are spent on lease payments.

The public hearing closed at 7:40.

DISCUSSION/ACTION ITEMS

Accept Measure H Citizens' Oversight Committee Report **Approved 4-0-1**

Ms. Rasmussen thanked Ms. Vance for her insight and answers to the questions raised by members of the oversight committee. The report is attached.

A **MOTION** was made by Ms. Hickok and seconded by Mr. Bourque to accept the Measure H Citizens' Oversight Committee Report as presented.

Construction Projects Update

Mr. Levenhagen reported the North Campus project has passed fire and life safety aspects of the DSA review. Two more reviews are required: structural and geological survey. Mr. Levenhagen stated the project has been returned to staff who had previously reviewed it. Mr. Levenhagen stated the project is on track. Mr. Levenhagen addressed the interim housing project stating the DSA approved the plans in the morning of December 9 and provided their usual approval for two years with the option for one additional year if needed. Occupancy of the interim housing portables is planned for January 4, 2016. Four bids for the necessary construction to support the interim housing were received. Two of the lowest bids were accepted. Contracts are in process.

Delivery of the kitchen units is expected on or around January 14, 2016. Installation of the kitchen units does not require DSA approval. Without DSA approval, students and teachers cannot occupy the kitchen units. To Ms. Lacey's question addressing requests for community input on the community center rebuild, Ms. Kidwell stated she believes the Facilities Master Plan conversations will begin the input opportunity. Ms. Kidwell stated the insurance company will fund returning the building to its pre-1989 status, but ~~nothing more. Any changes to the community center may require many conversations~~ from insurance coverage to OPSC help. DSA certification of the building must come first. Mr. Levenhagen stated plans for demolition and partial remodel of the community center are expected within one month. He will share more information on this phase at the January 13th board meeting.

Approve Contract for Services – Kramer Project Development Company, Inc.

Approved 4-0-1

The details of Exhibit B were provided through a handout. The total value of the contract

with Kramer Project Development Company is \$77,762. Insurance will pay for the expense. The "General Conditions" statement in the Kramer contract refer to items required in any public contract. As project manager, Mr. Kramer will ensure certifications, warranties, and contractual obligations are met and managed.

To Mr. Bourque's question, Mr. Levenhagen stated the term of the contract runs until June of 2016 to allow time to complete the paperwork that frequently trails behind the physical job. Mr. Levenhagen expects the construction to be complete before June.

To Mr. Bourque's question, Mr. Levenhagen stated there is no fixed schedule for move in to interim housing. He stated the desired move in date is January 4. Liquidated damages penalties are difficult to assert due to the holidays and stated he didn't anticipate the schedule to slip. Mr. Levenhagen stated the project is a finely choreographed dance put together by Mr. Kramer. To Ms. Arnold's question, Mr. Kramer will be able to use an office or conference room on campus as needed to fulfill his responsibilities and services specified in the contract.

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

Approve First Interim Budget Report

Approved 4-0-1

A **MOTION** was made by Mr. Bourque and seconded by Ms. Hickok to approve the First Interim report as presented. Ms. Vance explained the First Interim report provides the opportunity to view the impact of budget changes that have occurred since its adoption. Ms. Vance stated Santa Cruz County property tax revenues are 7% above last year and Santa Clara County property tax revenues are 5.5% above last year. These increases are larger than the base increase projected in the Board's final adopted budget for the 2015-16 year. As a result, the contingency language negotiated by both collective bargaining units whereby a 2% increase is added to the existing salary schedule retroactive to July 1, 2015. Ms. Vance stated revised salary schedules reflecting this negotiated 2% increase will be presented for adoption in January. Mr. Bourque expressed his concern that the amount of funds being set aside for deferred maintenance is low. He wondered what the cost of insurance would be that provides coverage for code upgrades. Ms. Vance agreed the District may need to borrow cash for a short term in the 2016-17 year.

Discuss District Funding Priorities for the Loma Public Education Fund

Existing priorities were reviewed in Instructional Cabinet and Cabinet meetings. There were no priorities suggested for removal. Based on successes, Ms. Kidwell recommended the Board keep the priorities as presented in the past several years. Specifically, the recommended priorities, which are not listed in ranked order, are:

- Preserve our existing instructional program supports
- Keep increased programmatic options at both schools
- Continue to grow expanding opportunities for students

Discuss/Adopt 2016-17 District Calendar

Approved 4-0-1

Ms. Kidwell provided comparative truancy levels in the 2014-15 year and 2015-16 year during the Thanksgiving break which indicated a 16.7% improvement due to a full week of non-school days during the 2015 Thanksgiving break. Ms. Kidwell recommended the 2016-17 District calendar reflect a full week off at Thanksgiving because of improvement in the absence rate. Discussion addressing the existing high school calendar, daycare needs and schedules, December Recess timeframe, certificated workdays, and the last day

of school occurred. Ms. Riccomini and Ms. Zook, Teacher Leaders, shared their understanding of teachers' calendar interests expressed during their recent CTA meeting stating the preference is an August 12, 2016 workday with a first day of school on August 17, 2016 and a December 23, 2016 start to the December Recess.

A **MOTION** was made by Ms. Arnold and seconded by Ms. Hickok **Approved 4-0-1** to adopt the 2016-17 District calendar as adjusted reflecting the first certificated workday of August 12, the first day of instruction on August 17, the first day of December Recess on December 23 and the last day of instruction on June 8.

Approve Educator Effectiveness Funds Expenditure Plan **Approved 4-0-1**

A **MOTION** was made by Ms. Hickok and seconded by Mr. Bourque to approve the Educator Effectiveness Funds Expenditure Plan as presented.

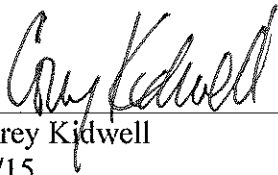
CONSENT ITEMS

Approved 4-0-1

A **MOTION** was made by Ms. Lacey and seconded by Ms. Hickok to approve the consent items including meeting minutes of November 18, 2015; November warrants in the amount of \$236,518.19; open purchase orders from July 2015 through November 2015 in an encumbered amount of \$1,068,764.22, liquidated amount of \$160,660.43, and balance of \$908,103.79; adoption of resolutions 16-XV – Account of Developer Fees, and 16-XVI – Authorizing Waiver Request to the 2016-17 District calendar, and Personnel Report 12/09/15.

ADJOURNMENT – 9:06 p.m.

Submitted by:



Corey Kidwell
12/15

November 17, 2015

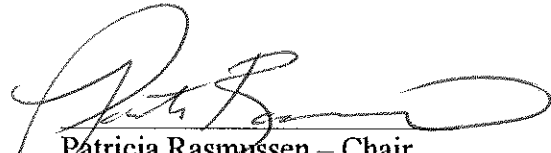
MEASURE H - CITIZENS' OVERSIGHT COMMITTEE REPORT

The Measure H Citizens' Oversight Committee met on November 12, 2015. Seven voting members and three Ex-Officio staff members were present. Due to Ron Bourque's resignation, we appointed a new Delegate to the Budget Study Sessions. Ylka van Bommel Reiss will be the Delegate and Jenny Yamate will be her backup.

Cathy Vance, CBO, gave a quick review of the background of Measure H.

The committee reviewed the Actual Expenditures for 2014-15, the current Budget Report, and the Expenditure Plan for 2015-16.

It was unanimously voted that the Actual Expenditures for 2014-15 and the Expenditure Plan for 2015-16 (attached as presented) are in compliance with the stated purposes of the Measure H Parcel Tax.



Patricia Rasmussen – Chair
Measure H Citizens' Oversight Committee

Expenditures 2014-15 Measure H

	Budget		Actuals
Loma Teachers	\$164,801	3.0 FTE	\$163,654
Loma Benefits/Burdens	\$44,585		\$45,318
CT Teachers	\$78,339	1.2 FTE	\$78,339
CT Benefits/Burdens	\$19,275		\$19,689
Total	\$307,000		\$307,000
Revenues	\$307,000		\$334,608
Ending Balance			\$27,608

Expenditures Plan Measure H 2015-16

	Budget	
Beginning Balance	\$27,608	
Loma Teachers	\$180,651	3.0 FTE
Loma Benefits/Burdens	\$50,662	
CT Teachers	\$81,712	1.2 FTE
CT Benefits/Burdens	\$21,583	
Total	\$334,608	
Revenues	\$334,608	
Ending Balance	\$27,608	