

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

May 7, 2014

Loma Prieta Elementary School Forum

BOARD MEMBERS: Shannon Hickok, President
Jennifer Straw, Vice President
Deana Arnold, Member
Paula Lacey, Member
Rachelle Lopp, Member

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. Straw and seconded by Ms. Lacey to modify the agenda moving Consent item 8.6 to the action section of the agenda. A **MOTION** was made by Ms. Lacey and seconded by Ms. Lopp to approve the agenda as modified.

Public Concerns – None

Recess to closed session

CONVENE REGULAR SESSION – 7:05 p.m.

Dominic Orlando led the flag salute.

Closed Session Report – Ms. Hickok reported discussion of LPTA and CSEA labor negotiations occurred. The performance evaluation of the superintendent was discussed. No action was taken.

Written Correspondence – Ms. Hickok acknowledged receipt of a letter from LPTA. Ms. Straw read correspondence from Ms. Sanders as follows:

In reviewing the agenda for your May 7th meeting, I see that you are considering a salary increase for teachers in agreement with the Teachers' Union. Please know that I am one of many parents in the community that fully support attracting and retaining the very best and I am in full agreement with the proposed increase. As a long time parent in the district, I know that the teachers have not received a raise in many years and I appreciate that the Board is looking at all aspects of school leadership.

Thank you,

Susan Sanders

Loma & CT Parent

School Site Council Vice President

Public Comment – None

Approve Consent Items

Approved 5-0

A **MOTION** was made by Ms. Straw and seconded by Ms. Lopp to approve the consent items which include Personnel Report #05/07/14, board meeting minutes of April 16, 2014, April warrants in the amount of \$244,758.09, and open purchase orders from July through April in the encumbered amount of \$126,161.20, liquidated amount of \$92,372.14 and remaining balance of \$33,789.06.

RECOGNITION

The Board of Trustees expressed their deep appreciation for the volunteerism supporting the district. The Board recognized the contributions Ms. Leslie O'Malley, CT Home and School Club volunteer of the year; Ms. Laurie Orlando, School Site Council volunteer of the year; Ms. Nora Kim, Loma Public Education Fund volunteer of the year; and Ms. Christina Schwabecher, District volunteer of the year. In addition, members of the Board recognized the value of election of employees of the year by their colleagues and expressed their sincere appreciation for Ms. Kris Denues, teacher of the year, and Ms. Eileen Bennett, classified employee of the year.

REPORTS

Board of Trustees – Ms. Arnold attended a recent Loma Home and School Club meeting where members are busy with year-end events including the Jog-A-Thon. She and Ms. Lopp are assisting with the development of the Board of Trustees section of the new website.

Superintendent (Ms. Kidwell) – Ms. Kidwell reported receipt of a letter from the CHP certifying the roadworthiness of the new bus and commending Ms. Smrt for a job well done. Ms. Kidwell stated Smarter Balanced testing is complete and expressed her appreciation for the large efforts and flexibility of staff.

Assistant Principal/Curriculum Coordinator (Ms. Carino) – Ms. Carino thanked Ms. Ammirati and Ms. Fichthorn for their assistance with the Smarter Balanced testing and stated 2014-15 planning is well underway. Ms. Carino introduced Ms. Cobain, new elementary teacher for the 2014-15 year stating Ms. Cobain has 17 years of teaching, utilizes project-based learning, has a generous spirit and will be a nice addition to the team.

CBO (Ms. Vance) – Ms. Vance stated the Governor's May Revise will be released soon.

School Services (Mr. Levenhagen) – Mr. Levenhagen reported his on his interview with a KSBW reporter investigating water theft in the Summit area.

Mountain Schools Matter (Ms. Schwabecher) – Ms. Schwabecher reported on her work in the development of a new way of communicating via a revived website that is scheduled to launch on July 1. Ms. Schwabecher stated she will participate in phone banking on May 15th to contact likely yes voters in the community requesting their support of Los Gatos-Saratoga High School District Measure E.

LPTA (Ms. Ray) – Ms. Ray reported the unit ratified the current settlement with the District at a recent meeting. Ms. Ray read correspondence to the Board of Trustees from LPTA members (attached).

CSEA (Ms. Fulton) – No report.

LPEF (Ms. Thomas) – Sip For Our Schools was well attended with just under \$6,000 raised. The KEEP Campaign is just under 40% of the way to reach the goal. A donation

day will be held on May 14th. Jog-A-Thon tee-shirt sponsorship was a great success. Plans for the golf tournament are moving along well. The event is 2/3 full of participants for the May 16th tournament.

PUBLIC HEARING

Public Disclosure of Settlement Agreements with Loma Prieta Teachers Association, CTA/NEA in Accordance with AB 1200

The public hearing opened at 7:38 p.m.

Ms. Kidwell explained that LPTA and the District have negotiated an increase in the health benefits cap to \$8487 retroactive to January 1, 2014, an off-the-schedule salary payment equivalent to 1% retroactive to July 1, 2013 and an increase to the salary schedule by 1% effective July 1, 2014. Ms. Kidwell explained the District has seen an improvement in base revenue received through property taxes collected by both counties. No Measure H funds will be used to pay these benefits.

There were no public comments.

The public hearing closed at 7:39 p.m.

DISCUSSION/ACTION ITEMS

Ratify Tentative Agreements with Loma Prieta Teachers' Association, CTA/NEA

Approved 5-0

A **MOTION** was made by Ms. Lacey and seconded by Ms. Lopp to ratify the tentative agreements with CTA/NEA as presented. Ms. Hickok stated one Board goal is to retain and attract qualified teachers to the District. She expressed her appreciation to the teachers for all that they do for the District and recognized the positive relationship shared by the Board, Administration and Teachers. Ms. Kidwell expressed her appreciation recognizing the teachers did not ask for a compensation increase when the District finances were unhealthy.

Enrollment Update

Ms. Kidwell presented the following 2014-15 enrollment projections and staffing plan:

If school opened today...

- TK 3 (Lakeside)
- Kinder 40
- First 40
- Second 59
- Third 58
- Fourth 56
- Fifth 59
- Sixth 59 (44 Loma + 15 Lakeside)
- Seventh 66 (57 Loma + 9 Lakeside)
- Eighth 70 (55 Loma + 15 Lakeside)

Staff with current enrollment:

- Kinder 20 20 (assumes Lakeside TK)
- TK/Kinder 5/17 23 (assumes TK @ Loma)
- First 25 15/10 (first/second combo)
- Second 25 24
- Third 29 29
- Fourth 28 28
- Fifth 29 30
- Sixth 29 30
- Seventh 33 33
- Eighth 35 35 (mitigation in math/sci.)

Compared to current enrollment:

- Kinder 20 20 (no combo)
- TK/Kinder 5/17 23 (return to younger students included)
- First 25 15/10 (combo and similar size)
- Second 25 24 (lower)
- Third 29 29 (slightly higher)
- Fourth 28 28 (slightly lower)
- Fifth 29 30 (much higher, was at 22)
- Sixth 29 30 (lower)
- Seventh 33 33 (slightly lower)
- Eighth 35 35 (higher)

Lakeside Partnership:

- Lakeside School District is a wonderful partner.
- Transitional Kindergarten at Lakeside a success story.
- 100% of Lakeside middle school families choosing CT.
- Our challenge is to find ways to grow and strengthen all mountain schools.
- Lakeside middle school enrollment growing.
- Expect 9 student increase for 14-15. +\$60,000 new revenue.
- Lakeside enrollment bubble in Kinder
- Class size max is 25. 3 or 4 TK's will probably be fine.

Trends and Recommendations:

- Real estate demand remain high. Lower inventory.
- Real estate market is a little softer than this time last year.
 - 20 sales compared to 26
- Home prices up. Median price \$850K compared to \$758.
- Currently 14 active listings compared to 21 last year.
- No exact numbers, expect some increase. 20% are major renovation with no expected residents soon.
- We must stay flexible!
- Continue to invest EPA funds in class size mitigation.
- Consider investing additional Lakeside revenues to be targeted for CT class size mitigation.

Discuss Expenditure of the Education Protection Account Funds

Ms. Kidwell presented the following comparison:

Education Protection Account 2013-14 School Year	Education Protection Account 2014-15 School Year
Math and Language Arts in-class intervention for 1 st , 2 nd , 3 rd , 4 th , 6 th , 7 th and 8 th grades	Similar services as the 2013-14 school year
Reprographics support at Loma	Reduce class sizes in 8 th grade math and science
Afterschool tutorial support at CT English	Teacher recommended instructional supports in math, reading and Language Arts - K-5 and at CT English as needed
Additional text books as needed	LCAP identified activities to support English Language Learners

Ms. Kidwell stated the large class size mitigation funded by EPA funds in the 2013-14 was very successful and asked for Board direction to continue to use EPA funds to provide support for large class sizes in the 2014-15 year. Ms. Kidwell stated she will revisit enrollment numbers in August and may need to make adjustments to the information shown above based on enrollment. Ms. Kidwell will keep the Board apprised of the enrollment figures throughout the summer.

Discuss/Approve Authorization to Pursue Financial Options for North Campus Renovation

Ms. Vance presented the following information:

3,100 sq ft multi-use facility \$300,000-\$400,000

Funding Sources:

Unrestricted General Fund	\$100,000
Borrow	\$200,000-\$300,000

Typical Borrowing Options for Public Schools:

GO Bonds

Certificates of Participation

our loan amount too small

Lease-Leaseback Construction

Municipal Base Lease

Current base lease of \$550,000 at 4.38% for 10 years has annual payments of \$68,512. The last payment is due in November, 2015. Payments have been funded by facilities use fees, developer fees and the unrestricted general fund. The land is already encumbered. Restructuring this lease is time consuming and expensive.

Equipment Lease

- buses or other assets as collateral
- District retains title to the buses
- no costly title search on land required

Fees (approximate)

- legal counsel \$5,000-\$7,500
- placement agent \$7,500

Banks contacted estimated rates at 2.7% - 4.0% for a 5-8 year payback.

Scenario:

Borrow \$200,000 for building and \$15,000 for fees for 8 years at 3% interest rate would result in annual payments of \$30,000 per year.

	Debt Service Without New Equipment Lease	With New Equipment Lease
2014-15	\$68,512	\$98,512
2015-16	\$34,256	\$64,256
2016-17	\$0	\$30,000
2017-18	\$0	\$30,000

It is difficult for a small district to borrow small amounts of money (under \$500,000). The fees are primarily a fixed dollar amount and not a percentage of the amount borrowed. Would we also consider bundling other projects into this opportunity to borrow money?

Consider -

- Asbestos Removal in Old IHS Buildings
- Removal of Old IHS Buildings
- Replace/add fencing around District property

Time Line for Equipment Lease:

- June Board Meeting: determine the amount of the lease
- June – July: disclosure to the public and County Office of Education
- August Board Meeting: Resolution to obtain lease
- Early September: Lease funded
- Early September: Project begins

Following discussion, this item was tabled pending further conversation on the north campus renovation project: item 7.5.

Update to North Campus Multiuse Facility Renovation

Mr. Levenhagen reported the architect is prepared to move forward on the renovation project. Tours of daycare facilities designed by the architectural firm will be toured on May 15th. Input from stakeholders as to the use of the facilities was presented:

Immediate Uses

Before and After School Daycare (ages 5–14)

Inside/Outside Secure Play Space
Inside Study Space
Food Service
Computers
Arts & Crafts
Office Space
Storage Space

Community Meetings (ages 5+)

Scouts
Seniors
Clubs

Adult Education Programs (ages 18+)

Art
Cooking
Computers
Yoga/Meditation
Music

Possible Future Uses

Pre School (ages 3–5)

Same needs as Daycare

Transitional Kindergarten (ages 3–5)

Same needs as Daycare

Special Education Programs (ages 5–14)

Small Group
1:1
SDC

Discussion regarding uses, current condition of the buildings and estimated costs occurred. Geotechnical evaluation of the site has been approved. A deadline for completion was discussed. Mr. Levenhagen stated he will inform the architect of the Board's desired August 2015 completion date for incorporation into the project timeline. DSA approval of the design is expected by the end of August 2014.

Return to: Discuss/Approve Authorization to Pursue Financial Options for North Campus Renovation

Following discussion, Ms. Vance will add one month to her funding timeline. Mr. Levenhagen will get a revision on asbestos work. Community input on use options will be considered while moving forward on the project.

Update to LED Lighting Proposal

Mr. Levenhagen stated he continues to work with the consultant to generate a final list of fixtures for this project. He remains optimistic the work will be done this summer.

Overview of School Services Department Planned Summer Projects

Mr. Levenhagen presented a list of projects to be completed no later than August 18, 2014:

- Loma stucco project
- Rep-model of Loma Computer Lab
- Daycare multiuse project design phase
- Gymnasium LED project
- Repair of leaking underground pipe in bus loading area in front of Loma
- New basketball backstops on CT blacktop
- Re-organization of 4 district storage areas
- First phase of Loma field leveling after gopher abatement
- Roll out of new websites
- All typical routine summer cleaning, maintenance and IT projects

Mr. Levenhagen also presented a list of second priority projects in process not critical to school opening:

- Barn electrical system upgrade
- Parking lot and exterior LED upgrades
- Water system filtration & control system
- Data network infrastructure re-designs
- Continuing research on big kids playground replacement
- Continuing research on qualifying well #1 for drinking water system
- Continuing research on bottle filling stations
- Repair of CT tennis backboard

Mr. Levenhagen stated all school functions scheduled to occur over the summer break will occur on the CT campus. Ms. Hickok expressed her sensitivity to the need for timely completion of the playground renovation as parent donated funds have been received and are waiting to be put to use on this project. Ms. Lacey suggested playground renovation on a piecemeal basis.

Discuss/Adopt Res. #14-XXiV – Resolution Ordering Election, Requesting County Elections to Conduct the Election, Requesting Consolidation of the Election, and Specifications of the Election Order. **Approved 5-0**

A MOTION was made by Ms. Arnold and seconded by Ms. Lopp to adopt resolution #14-XXIV calling for an election of three seats on our Governing Board.

Discuss/Approve Additional Meeting to 2014 Board Meeting Schedule **Approved 5-0**

A MOTION was made by Ms. Lopp and seconded by Ms. Arnold to add July 31, 2014 to the 2014 board meeting schedule for a Board governance retreat.

Adopt Revised Board Policies 4112.42, 4212.42, 4312.42, and 5030

A MOTION was made by Ms. Lacey and seconded by Ms. Lopp to adopt revised board policies as presented. **Approved 5-0**

Adopt Revised and New Administrative Regulations 4112.42, 4212.42, 4312.42, 4161.11, 4261.11, 4361.11 and 3554

A MOTION was made by Ms. Lopp and seconded by Ms. Arnold to adopt revised and new administrative regulations as presented. **Approved 5-0**

Ms. Straw read a summary of the proposed revisions to board policies and administrative regulations presented for first reading.
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First Reading of Revised Board Policy and Administrative Regulation 5113.1 – Chronic Absence and Truancy

Ms. Straw read a summary. This draft is available for viewing in the district office.

First Reading of Revised Administrative Regulation 5125 – Student Records

Ms. Straw read a summary. This draft is available for viewing in the district office.

First Reading of Administrative Regulation 3554 – Other Food Sales

Ms. Straw read a summary of Administrative Regulation 3554. This draft is available for viewing in the district office.

Approve Fourth Grade Overnight Field Trip **Approved 5-0**

A MOTION was made by Ms. Straw and seconded by Ms. Arnold to approve the fourth

grade overnight field trip on May 29 – 30, 2014.

ADJOURNMENT – 9:40 p.m.

Submitted by:

Corey Kidwell
06/14