



CAMPBELL UNION HIGH SCHOOL DISTRICT BOARD OF TRUSTEES

July 20, 2017
Regular Board Meeting Minutes

1. OPEN SESSION

1A. Call to Order

The regular meeting of the Board of Trustees of the Campbell Union High School District was called to order at 4:33 PM in the Board Room of the district office by L. Goytia, Board President.

1B. Roll Call

Board Members: Linda Goytia, President
Stacey Brown, Clerk
Matthew Dean, Alt. Board Clerk—ABSENT (arrived 4:45 PM)
Kalen Gallagher, Member
Kristiina Arrasmith, Provisional Board Member Appointee

1C. Adoption of Agenda of Closed Session Agenda

President L. Goytia stated that for Item 2E and 2F the Labor Negotiator was Maggy Athanasious from Littler Mendelson Law Firm. Motion to adopt Closed Session agenda with the amendments to Item 2E and 2F. Passed with a motion by S. Brown, seconded by M. Dean.

Yes	L. Goytia
Yes	S. Brown
Absent	M. Dean
Yes	K. Gallagher
Yes	K. Arrasmith

1D. Identify Closed Session Items & Public Comments

President L. Goytia identified items to be covered in Closed Session and noted there was one speaker, a parent of a student being considered under closed session for a stipulated expulsion agreement. The parent spoke on behalf of her student who completed a county program that she said was a different program than the one recommended by the court system. She requested that the Board accept the county program as fulfilling the terms of the program and readmit her student.

1E. Adjourn to Closed Session

The Board of Trustees of the Campbell Union High School District adjourned into Closed Session at 4:40 PM. Closed Session was held in the Superintendent's Office.

2. CLOSED SESSION

2A. Expulsions

2B. ReAdmits

2C. Personnel Matters (Government Code 54957)

2D. Conference with Labor Negotiators

- 2E. **Labor Negotiations with Unrepresented Employees; Contract Negotiations for Assistant Superintendent of Business Services/Chief Business Officer**
- 2F. **Labor Negotiations with Unrepresented Employees; Contract Negotiations for Chief Human Resources Officer**
- 2G. **Conference with Real Property Negotiators (Govt. Code section 54956.8) (Agency Negotiators: Dr. Robert Bravo, Nancy Pfeiffer, Eric Wassinger and Attorney Sam Santana of Dannis, Woliver & Kelley) (Negotiating Parties: Harker Educational Foundation) (Property: 3800 Blackford Avenue, San Jose, CA 95117) Under negotiation: Board will provide instruction to negotiating team regarding price and terms for existing lease agreement and potential new lease agreement.**
- 2H. **Conference with Real Property Negotiators (Govt. Code section 54956.8) (Agency Negotiators: Robert Bravo, Ed.D., Superintendent, Nancy Torres Pfeiffer, Assistant Superintendent of Business Services, and Scott Sheldon of Terra Realty Advisors, Inc.) The Board will conference with the following negotiating parties in regard to the property located at 3235 Union Avenue, San Jose, CA 95124 and 3800 Blackford Ave, San Jose, CA 95117. Under Negotiations: Price and terms.**
- 2I. **Conference with Legal Counsel-Anticipated Litigation**
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of 54956.9: One potential case. Santa Clara Civil Grand Jury Report regarding exemptions from District parcel tax.

3. RESUME OPEN SESSION

The Board adjourned Closed Session and reconvened to Open Session at 6:35 PM.

3A. Pledge of Allegiance/Moment of Silence

President L. Goytia led the flag salute followed by a moment of silence.

3B. Report Action Taken in Closed Session

President L. Goytia reported that the Board of Trustees took no action in Closed Session.

3C. Adoption of Agenda

Motion Passed: Motion to adopt the agenda as presented. Passed with a motion by M. Dean, seconded by K. Arrasmith.

- Yes L. Goytia
- Yes S. Brown
- Yes M. Dean
- Yes K. Gallagher
- Yes K. Arrasmith

4. PUBLIC COMMENTS (Non Agenda Items)

President L. Goytia reported there was one public comment from Prospect High School parent, Toriano Donald. Mr. Donald addressed concerns with the way History, in particular Black History is taught at high schools. He said that black history is a part of world history and she be taught throughout the year, and not just focused on during black history month. He encouraged the Board and staff to contact him to talk more about his concerns.

5. COMMENTS FROM ASSOCIATION (CHSTA, CSEA, SEIU)

CHSTA representatives introduced themselves as the new leadership team for the upcoming year. Kim McCarthy said she is the CHSTA President and Liz Tanner is the Vice-President. She said they have concerns regarding ongoing payroll issues with teachers not getting paid in a timely manner for a number of issues. She said a letter has been sent to the district addressing the concerns.

6. RECOGNITIONS/PRESENTATIONS

6A. Facilities Presentation

Assistant Superintendent of Business, Nancy Torres Pfeiffer, provided an update on seismic retrofit funding, shared the upcoming proposed changes to the high school sites using Measure AA Bond funds. She also shared bond communication materials. She reviewed the wish lists and construction budget for each site. She said the bond will fund projects to ensure student and staff safety by retrofitting buildings, addressing health and safety concerns, and setting aside resources to enlarge classrooms where possible.

The bond will fund projects to ensure student and staff safety by retrofitting buildings, improving access to facilities, increasing lighting at schools, and upgrading the emergency notification system across sites. The draft plan proposes to address health and safety issues by upgrading kitchens, cafeteria spaces, swimming pools, and fire alarm systems. The draft plan recommends that resources be allocated to enlarge classrooms where possible which will provide more space for students and learning. The plan also addresses Title IX concerns. Prospect High School's kitchen and cafeteria will serve as the model for all campus kitchens.

She said that each school site is being provided the buildings and the principals have the authority to decide what classes to place in the new classrooms, depending on their need. Branham High School Principal, Cheryl Lawton, said that she has an immediate need for additional classrooms due to her school's growing population. Ms. Torres Pfeiffer said that Districtwide, before construction there is 152 undersized classrooms and after construction there will be 111 undersized classrooms.

Board Trustee K. Gallagher said that there needs to be another facilities Board workshop to discuss how funds are allocated and the projects at each site. The Board agreed and requested a Facilities Board workshop for the fall.

Amanda Clifford from Clifford Moss discussed the post bond communication campaign that will launch in the upcoming months. She said the goal is to share with the community what is happening with the bond money at the local high schools and to ask the community for their feedback. A five high school postcard mailer will be sent out to 116,000 households in early August and they will also reach out to parents at Back to School Nights for feedback. The mailer message will include the projects at the school sites with photos. Board Trustee S. Brown requested more information on establishing a measure AA website that would provide updates on the bond construction progress to the public.

6B. Performance Management and Evaluation Presentation

Chief Humans Resources Officer, Meredyth Hudson, presented an overview on how to redesign performance evaluation systems for CUHSD employees. She said a main priority for the district is to get, grow, and keep talent. She said that the process will include the restructuring of various human resource systems including: recruitment, selection, induction, professional development, compensation, and career progression.

She said that CUHSD's HR department gathered input from staff during the 2016-17 school year with the help of the Campbell High School Teachers Association (CHSTA) site representatives. She said that instructional staff shared that they would like more frequent observations and feedback, improved consistency in the evaluation process, and more perspectives in the evaluation process which include student and peer input. HR will first pilot a program with Cabinet before launching it to management and then larger groups of employees over a three-year period.

The Board said they like the idea of rolling the new process out over several years and that the new evaluation process will be a collaborative process.

7. SUPERINTENDENT’S REPORT

Superintendent Bravo thanked Assistant Superintendent of Business Services for her Facilities presentation. He said a lot of work went into the presentation including a team from facilities visiting all of the sites to measure the rooms. He also thanked Board President L. Goytia for her input on the Evaluation presentation. He welcomed the new CHSTA leadership team to the 2017-18 school year.

8. CONSENT CALENDAR

Motion Passed: It was moved to approve consent items #8C through #8Z, with exception of Items #8B, #8C, #8S, #8U, and #8X which were held for discussion. President Goytia removed item #8A from the agenda. Passed with a motion by M. Dean and a second by S. Brown.

- Yes L. Goytia
- Yes S. Brown
- Yes M. Dean
- Yes K. Gallagher
- Yes K. Arrasmith

8A. Expulsions

I) 3.5052

- EC 48900(c)
- EC 48915 (a)(3)

Item #8A removed from agenda by Board President L. Goytia.

8B. Re-Admissions/Admissions

President L. Goytia said the motion needs to be changed to reflect that the cases refer to cases R. 6.5075, R6.5076, and R 6.5075.

Motion Passed: Passed with a motion by M. Dean, seconded by S. Brown.

- Yes L. Goytia
- Yes S. Brown
- Yes M. Dean
- Yes K. Gallagher
- Yes K. Arrasmith

8C. Approve Board Meeting Minutes: June 29 and June 30, 2017 Special Board Meeting Minutes

President Goytia pointed out the amended dates on the agenda for the Board Meeting Minutes, from July 29 and 30 to June 29 and 30, 2017.

Motion Passed: It was moved to approve the June 29 and June 30, 2017 Special Board Meeting Minutes. Passed with a motion by M. Dean, seconded by K. Arrasmith.

- Yes L. Goytia
- Yes S. Brown
- Yes M. Dean
- Yes K. Gallagher
- Yes K. Arrasmith

8D. Declare Items Obsolete

8E. Financial Summary Report for June 2017

- 8F. Commercial Warrants for Month of June 2017**
- 8G. Ratify Contracts under \$30,000**
- 8H. Approve Omnibus Amendment to Master Agreement for Architectural/Engineering Services between Campbell Union High School District and Bartos Architecture for purposes of documenting projects for which Bartos Architecture provided services**
- 8I. Approve contract between Campbell Union High School District and Anaya & Sons to provide Construction Services for Interim Housing Project at Branham High School at a cost not to exceed \$174,400.00**
- 8J. Approve contract between Campbell Union High School District and High-End AV to provide Low Voltage Services for the Interim Housing Project at Branham High School at a cost not to exceed \$154,426.25**
- 8K. Approve contract between Campbell Union High School District and Aram Electric, Inc to provide Electrical Services for Phase A of the Interim Housing Project at Branham High School at a cost not to exceed \$135,000.00**
- 8L. Approve contract between Campbell Union High School District and El Camino Electric, Inc. to provide Electrical Services for Phase B of the Interim Housing Project at Branham High School at a cost not to exceed \$179,877.50**
- 8M. Approve contract between Campbell Union High School District and JT Plumbing to provide Plumbing Services for the Interim Housing Project at Branham High School at a cost not to exceed \$111,235.40**
- 8N. Approve contract between Campbell Union High School District and Elco Electric to provide Low Voltage Fire System Services for the Interim Housing Project at Branham High School at a cost not to exceed \$138,576.18**
- 8O. Approve Purchase Agreement between Campbell Union High School District and Palace Business Solutions to provide classroom furniture for the Interim Housing Project at Branham High School at a cost not to exceed \$147,018.00**
- 8P. Approve contract between Campbell Union High School District and California Roofing Co., to provide Roofing Repair Services at the Camden Campus High School at a cost not to exceed \$65,380.00**
- 8Q. Approve contract between Campbell Union High School District and Anaya & Sons Construction to provide Construction Services for the Agricultural Farm Improvement Project at Westmont High School at a cost not to exceed \$168,500.00**
- 8R. Approve “Agreement, Mutual Release and Covenant Not to Sue” with Calstate Construction, Inc. regarding former Westmont High School Ag Farm Project**
- 8S. Approve contract between Campbell Union High School District and Speed Boy Painting to provide painting services for the exterior painting project at Prospect High School at a cost not to exceed \$489,000.00**

Board Trustee S. Brown requested information on the District’s bidding process.

Director of Facilities, Construction, Modernization and Safety, Eric Wasinger said that the call for bid was advertised in the local newspaper and bid house. Interested bidders participated in a bidwalk before submitting formal bids.

Motion Passed: Passed with a motion by S. Brown, seconded by M. Dean.

Yes L. Goytia
Yes S. Brown
Yes M. Dean
Yes K. Gallagher
Yes K. Arrasmith

8T. Approve contract between Campbell Union High School District and SportsPlus for athletic trainer services for an amount not to exceed \$119,463.00

8U. Approval of Purchase Agreement with Odysseyware at an Amount not to Exceed \$303,750

Board Trustee K. Gallagher asked if the Odysseyware software includes credit recovery. Assistant Superintendent of Educational Services, German Cerda said that Odysseyware is a replacement for Plato and will save CUHSD \$90,000. Director of Instructional Technology and Student Assessment, Rick Alva said that the teachers evaluated the Odysseyware system and that the system is widely used.

Motion Passed: Passed with a motion by K. Gallagher, seconded by S. Brown.

Yes L. Goytia
Yes S. Brown
Yes M. Dean
Yes K. Gallagher
Yes K. Arrasmith

8V. Williams Quarterly Report-Uniform Complaints (Ed Code 35186)

8W. Ratify California School Employees Association (CSEA) Settlement Agreement

8X. Approve Supplemental Pay Rates: Certificated and Classified

President L. Goytia made a motion to pass item #8X with the amendment to the student workers rates which needs to be adjusted to San Jose's new minimum wage of \$12 per hour, which became effective July 1, 2017.

Motion Passed: Passed with a motion by K. Gallagher, seconded by M. Dean.

Yes L. Goytia
Yes S. Brown
Yes M. Dean
Yes K. Gallagher
Yes K. Arrasmith

8Y. Personnel Report

8Z. Personnel Addendum

9. ACTION ITEMS

9A. Approve contract between the Campbell Union High School District and Sugimura Finney Architects to provide architectural services for the Kitchen Upgrade and Cafeteria Transformation Projects at each of the comprehensive high schools at a cost not to exceed \$3,203,658.00

Board Trustee S. Brown requested information on the process in how contractors are chosen. Assistant Superintendent of Business Services, Nancy Torres Pfeiffer said that architects were notified to submit proposals and that site visits would be done by CUHSD staff. Architects were requested to showcase their work and to also do a presentation. Staff from CUHSD's facilities and food services departments conducted the site visits. Sugimura Finney Architects recruited the largest architect firm in the nation as their subcontractor and submitted a bid nearly \$1 million less than the next bidder.

Board Trustee S. Brown said she has concerns regarding the process used to select the architect because the advisory committee selected a different architect. She said the advisory committee should receive feedback of the progress and decision that was made.

Board Trustee K. Gallagher said the he liked the process because it included multiple presentations and visits before a decision was reached.

Motion Passed: Passed with a motion by M. Dean, seconded by K. Gallagher.

Yes	L. Goytia
No	S. Brown
Yes	M. Dean
Yes	K. Gallagher
Yes	K. Arrasmith

9B. Ratify Contract Change Order No. 1 for the Athletic Fields Turf and Track Replacement Project

Motion Passed: Passed with a motion by M. Dean, seconded by K. Gallagher.

Yes	L. Goytia
Yes	S. Brown
Yes	M. Dean
Yes	K. Gallagher
Yes	K. Arrasmith

9C. Approve Contract Addendum for Assistant Superintendent of Business Services

President L. Goytia stated that the Board is approving the addendum of the contract for the Assistant Superintendent of Business Services, Nancy Torres Pfeiffer, which includes a three percent increase, retroactive to the 2016-2017 school year. All other terms remain unchanged.

Motion Passed: Passed with a motion by K. Gallagher, seconded by M. Dean.

Yes	L. Goytia
Yes	S. Brown
Yes	M. Dean
Yes	K. Gallagher
Yes	K. Arrasmith

9D. Approve Contract Addendum for Chief Human Resources Officer

President L. Goytia stated that the Board is approving the addendum of the contract for the Chief Human Resources, Meredyth Hudson, which includes a three percent increase, retroactive to the 2016-2017 school year. All other terms remain unchanged.

Motion Passed: Passed with a motion by K. Gallagher, seconded by M. Dean.

Yes L. Goytia
Yes S. Brown
Yes M. Dean
Yes K. Gallagher
Yes K. Arrasmith

9E. First Reading: Board Policy 1312. 1 Uniform Complaint Process

Board Trustee said the changes are part of new laws.

9F. First Reading: Board Policy 4030 Nondiscrimination in Employment

Board Trustee said the changes are part of new laws.

9G. First Reading: Board Policy 4119.11 Sexual Harassment

Board Clerk S. Brown said she appreciated the policy includes non-retaliation language.

9H. Second Reading: Board Policy/Administrative Regulation 5141.52: Suicide Prevention

Director of Student Services, Abra Evanoff said that the goal is to provide wrap around services that include prevention/intervention/postvention.

Motion Passed: Passed with a motion by K. Gallaher, seconded by M. Dean.

Yes L. Goytia
Yes S. Brown
Yes M. Dean
Yes K. Gallagher
Yes K. Arrasmith

9I. Second Reading: Board Policy 1330, Use of School Facilities

The Board requested to review AR 1330 and the fee schedule before approving changes to BP 1330.

Item Tabled to August 17, 2017 Board Meeting: Motion made by President L. Goytia and seconded by M. Dean to table Board Policy 1330, Use of School Facilities to the August 17, 2017 Board Meeting.

Yes L. Goytia
Yes S. Brown
Yes M. Dean
Yes K. Gallagher
Yes K. Arrasmith

10. BOARD REPORTS AND COMMUNICATIONS

10A. Metropolitan Education District/Silicon Valley Career Technical Education

Board President L. Goytia Said that MetroED is holding a Strategic Planning meeting on July 31.

10B. Board Comments

Board Trustee K. Gallagher said he recently toured the Center for Employment Training.

Board Trustee K. Arrasmith said that at her workplace, she has been serving as site administrator for summer school.

Board Clerk S. Brown met with Silicon Valley Leadership Group and San Jose Silicon Valley Leadership Group leaders. She said she also visited Westmont High School and the manufacturing classrooms. Board Trustee M. Dean said he has been monitoring Governor Brown's budget and the impact on education.

President L. Goytia had no report.

11. FUTURE PLANNING

The Board had no additional requests to add to the future planning calendar.

12. BOARD CALENDAR

SCCOE Board Meeting	Wednesday, August 2, 2017	SCCOE	5:00 PM
MetroED Board Meeting	Wednesday, August 9, 2017	MetroED	6:00 PM
Regular Board Meeting	Thursday, August 17, 2017	Closed Session	4:30 PM
<i>Summer Graduation</i>	Regular Session		6:00 PM

13. RESUMPTION OF CLOSED SESSION

The Board of Trustees of the Campbell Union High School District resumed Closed Session at 9:19 PM. Closed Session was held in the Superintendent's Office.

13. REPORT ACTION TAKEN IN CLOSED SESSION

President Goytia reported that the Board of Trustees took no action in Closed Session.

14. ADJOURNMENT

It was moved to adjourn the meeting at 9:32 PM by K. Arrasmith, seconded by M. Dean.

Yes	L. Goytia
Yes	S. Brown
Yes	M. Dean
Yes	K. Gallagher
Yes	K. Arrasmith

I, Stacey Brown, Clerk of the Board, hereby certify that the foregoing is a full, true and correct copy of minutes from a regular meeting thereof held at its regular place of meeting on the date shown above which is on file in the office of said Board.



Stacey Brown