

**MINUTE RECORD of Madera Unified School District Board of Education
REGULAR BOARD MEETING HELD ON THE 17TH DAY OF NOVEMBER, 2015**

The Board of Education of the Madera Unified School District convened in a **Regular Board Meeting** in the Madera Unified School District Boardroom, 1902 Howard Road, Madera, California on **Tuesday, November 17, 2015**, at 5:00 p.m.

ROLL CALL

Maria Velarde-Garcia, President
Robert E. Garibay, Clerk

Ricardo Arredondo, Trustee
Brent Fernandes, Trustee
Al Galvez, Trustee
Ed McIntyre, Trustee

Absent

Ray Seibert, Trustee

Edward C. González, Superintendent
Victor Villar, Associate Superintendent of Educational Services
Sandon Schwartz, Assistant Superintendent Administrative and Support Services
Kent Albertson, Chief Human Resources Officer
Adele Nikkel, Chief Financial Officer
Elizabeth Runyon, Chief Academic Officer
Todd Lile, Chief Academic Officer
Babatunde Ilori, Director of Performance Management and Internal Communications
Gladys A. Wilson, Senior Administrative Assistant to the Superintendent and Board of Trustees

Frank Guillen, Information System Specialist
Karina Vasquez, Interpreter
Joe Zamilpa, Safety Officer

Steven Alexander, Director of Technology
Brian Chiarito, Director of Child Nutrition
Rosalind Cox, Director of Facilities, Planning & Construction Management
Susan Harautuneian, Director of Purchasing
Katie White, Director, Transportation
Marty Bitter, Director of District Athletics
Janet Grossnicklaus, Director of Curriculum, Instruction and Assessment
Dr. Rebecca Malmo, Director of Instructional Technology
Sheril Sisil, Director of College and Career Readiness
Dr. Marcheta Williams, Director of Visual and Performing Arts
Dr. Michael Mueller, Director of Student Services

Linda Monreal, Principal, Lincoln Elementary
Marvin Baker, Principal, Desmond Middle School
Alan Hollman, Principal, Madera High School
Oracio Rodriguez, Principal, Madera South High School

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David Holder, MUTA President

There were approximately 70 visitors/District employees in attendance.

1. Call to Order of Public Meeting – Closed Session Immediately Convened

President Velarde-Garcia called the Public Session of the Board of Education to order at 5:00 p.m. President Velarde-Garcia opened the floor to public comment on any item listed on the Closed Session Agenda.

Amanda Vela, CSEA Vice President, informed the Board CSEA has appointed Lynn Cogdill as a Commissioner for a second term.

Seeing no others come forward, President Velarde-Garcia adjourned to Closed Session pursuant to Government Code Sections 54957, 54957.1, and 54957.6, and Education Code Sections 35146, 44951, 48900, and 48918.

2. Reconvene Public Session/Call to Order Regular Meeting

3. Roll Call, Pledge of Allegiance, Opening, Acknowledgement of Visitors and Media, and Invocation

President Velarde-Garcia adjourned the Closed Session at 6:26 p.m. and reconvened the Regular Meeting by calling the Public Session to order at 6:32 p.m. President Velarde-Garcia asked Ms. Wilson to call the Roll of Trustees. President Velarde-Garcia welcomed the visitors and the media and asked Trustee McIntyre to lead the flag salute. President Velarde-Garcia asked Pastor Barry Benard from Westside Church to lead the invocation. President Velarde-Garcia explained the rules governing the Board meeting. The meeting was recorded on Audio File No. 16-2015/16.

4. Closed Session Reportable Actions (Government Code Section 54957.1)

Superintendent González announced there no reportable actions from Closed Session.

5. Adoption of Agenda – Motion No. 74-2015/16

President Velarde-Garcia stated that if the Board and/or Administration determined they wished to add to the Agenda under Miscellaneous Items, this would be the appropriate time.

The Board Agenda was modified as follows:

The Board Meeting Minutes of October 27, 2015 had incorrectly listed Trustee Seibert as Acting Clerk. Clerk Garibay was in attendance at this meeting. Additional language was also added to section 10A – Old Business.

Item No. 9C – Field Trip – The third field trip on the list, under Name and Field Trip - # of Students, was revised to read: *“Delgadillo/Garcia - MSHS Varsity Soccer Team to Varsity Soccer Tournament, 23-3 adults.”*

Item No. 9B1- The Staffing List was revised.

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Item No. 10H – Agreement with ValleyPBS on page 226 was revised. The agreement stated “*four elementary schools.*” It should read “*six elementary schools.*”

The following agenda items were removed from the Consent Agenda for a separate discussion.

Item No. 9A6

Item No. 9A13

Item No. 9A16

Item No. 9B3

It was moved by Trustee Fernandes, seconded by Clerk Garibay, and carried by majority to adopt the Agenda with the modifications mentioned above.

Ayes: Trustees Arredondo, Fernandes, Galvez, McIntyre, Clerk Garibay, and President Velarde-Garcia

Noes: None

Absent: Trustee Seibert

Abstained: None

6. Student Board Representative Report

Rabia Qaiser, Student Board Representative for Madera High School and David Vargas, Student Board Representative for Madera South High, each presented highlights of activities at their respective school sites.

7. Communications

A. Student and Staff Recognition

- Acknowledgement of students that provided entertainment before the Board meeting - Mrs. Howery's 3rd grade music class at Lincoln Elementary School performed with Orff Instruments.

Superintendent González thanked the students and Mrs. Howery for providing music entertainment before the Board meeting.

- The Madera Minute
A one-minute video which highlighted the latest students and staff activities in our district was presented to the Board.
- JBT Check Presentation – Pat Gordon, JBT Food Tech
George Gomez, representative of JBT Food Tech presented Madera Unified School District a check in the amount of \$10,000. The proceeds of this money came from their annual Golf Tournament. Monies fundraised have been assigned to classroom teachers Mini Grants and students scholarships.

- B. Public Hearing for visitors who wish to speak on a subject not on the Board agenda.**
Fifteen minutes of this portion of the meeting are reserved for members of the public to address the Board on items not listed on the agenda and within the jurisdiction of the School Board. Speakers are limited to three (3) minutes. If the subject is an item on the Agenda, the

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Board President has the option of asking the speaker to hold the comment until that item is called. Comments on items listed as a Public Hearing on the Agenda should be held until the hearing is opened. The School Board is prohibited by law from taking action on matters discussed that are not on the Agenda, and no adverse conclusions should be drawn if the School Board does not respond to public comment at this time. If you wish to address the Board, come to the microphone and state your name and city of residence.

Seeing no one come forward, President Velarde-Garcia closed public comment.

8. Information and Reports

A. Educational Services

- **Williams Report**

Dianna Marsh, Director of Regional Leadership Services, Madera County Office of Education presented the 2015 Annual Report: Williams Site Visitations. The report included the findings at our school sites after their visitations.

Site visitations require verification of sufficiency of textbooks and instructional materials; the adequacy, health and safety of school facilities; appropriate posting of the uniform complaint procedures [UCP]; review of School Accountability Report Cards [SARC]; and information relative to teacher credentialing, vacancies, and assignments.

B. Support Services

- **Naming of Schools**

Sandon Schwartz, Assistant Superintendent of Administrative and Support Services and Rosalind Cox, Director of Facilities Planning and Construction Management gave a presentation titled "Naming of New School Facilities."

The presentation included the process and timeline for naming a new school, a proposed flyer, and review of Board Policy 7310.

Trustees provided feedback on the proposed process and timeline. Trustees asked that publications on the newspaper be spread out over a longer period of time. Trustees requested that the timeline for the public to submit their choice be extended from the one presented tonight.

Staff will bring this item back with a revised timeline.

C. Union Time

David Holder, MUTA President addressed the Board on the following items:

- Requested MUSD hold a Veterans Day celebration in 2016 to honor veterans in the school district and the community.
- Informed about a video put by Dixieland staff which highlighted activities at this school site.
- Attended the AMAE conference earlier in the month. Mr. Holder reported it was a great event.
- Requested confirmation of attendance to the CA-LMI convening in December.

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- Thanked Trustees for visiting schools.
Danny Grimaldo, teacher, addressed student issues in the classrooms.

9. **Approval of Consent Agenda – Motions No. 75-2015/16, No. 76-2015/16, No. 77-2015/16, No. 78-2015/16, No. 79-2015/16**
Document Numbers 170-2015/16 through 187-2015/16
Resolutions No. 33-2015/16 and No. 35-2015/16
Staffing Changes, Exhibit B
Field Trips, Exhibit C

President Velarde-Garcia opened the floor for public comment. Seeing no one come forward President Velarde-Garcia closed public comments and brought the item to the Board for questions and comments.

It was moved by Clerk Garibay, seconded by Trustee McIntyre, and carried by majority to approve the Consent Agenda.

Ayes: Trustees Arredondo, Fernandes, Galvez, McIntyre, Clerk Garibay, and President Velarde-Garcia
Noes: None
Absent: Trustee Seibert
Abstained: None

9A. **Routine Business Transactions, Annual Renewal of Programs, Bids, Agreements, Notices of Public Hearings, and Proclamations:**

1. Approval of Regular Board Meeting Minutes of October 27, 2015
2. Adoption of Resolution No. 33-2015-16: September 30, 2015 Budget and Expense Transfer Reports

Ayes: Trustees Arredondo, Fernandes, Galvez, McIntyre, Clerk Garibay, and President Velarde-Garcia
Noes: None
Absent: Trustee Seibert
Abstained: None

RESOLUTION NO. 33-2015/16

3. Adoption of Resolution No. 35-2015/16 Regarding Authorized Signatures on Designated Madera Unified School District Accounts/Documents

Ayes: Trustees Arredondo, Fernandes, Galvez, McIntyre, Clerk Garibay, and President Velarde-Garcia
Noes: None
Absent: Trustee Seibert
Abstained: None

RESOLUTION NO. 35-2015/16

4. Approval of the 2015-16 Parent and Booster Club's Request for Recognition
DOCUMENT NO. 170-2015/16

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5. Ratification of Miscellaneous Donations

DOCUMENT NO. 171-2015/16

6. Approval of Amendment to Lease Agreement between Madera Unified School District and East Denair, LLC c/u The Matthew A. Bruno and Barbara Bruno Family Trust to lease additional meeting room space

Trustee Fernandes requested more information on the utilization of the facility.

Assistant Superintendent of Administrative and Support Services addressed questions from the Board on the usage of this facility. Dr. Malmo, Director of Instructional Technology informed the Board this facility will be used for technology training of the district staff but will be available for other meeting uses.

President Velarde-Garcia opened the item for public comment. Seeing no one come forward, President Velarde-Garcia closed public comment and brought the item back to the Board for questions and comments.

It was moved by Trustee Galvez, seconded by Clerk Garibay, and carried by majority to approve the Amendment to Lease Agreement between Madera Unified School District and East Denair, LLC c/u The Matthew A. Bruno and Barbara Bruno Family Trust to lease additional meeting room space.

Ayes: Trustees Arredondo, Fernandes, Galvez, McIntyre, Clerk Garibay, and President Velarde-Garcia

Noes: None

Absent: Trustee Seibert

Abstained: None

MOTION NO. 762015/16
DOCUMENT NO. 172-2015/16

7. The Governing Board is requested to adopt the findings, conclusions and recommendations related to the possible expulsion or readmission of pupils as these are presented to the board in one or more of the following forms of documentation:

- Report(s) of Administrative hearing Panel(s)
- Expulsion Status Review Report(s) by the Superintendent's Designee
- Stipulated Expulsion Agreement(s)

The Governing Board is also requested to issue orders consistent with the above referenced findings, conclusions and recommendations related to the possible expulsion or readmission of pupils in the cases of the following students, herein identified by their district-assigned identification numbers: 12241, 1013356, 401452, 2621, 3207, 1013320, 3427, 602569, 504031, 11372, 303861, 501961, 401140 and 503866.

CONFIDENTIAL DOCUMENT NO. 173-2015/16

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8. Approval for submittal of 2016-17 Continued Funding application to Early Education and Support Division, California Department of Education
DOCUMENT NO. 174-2015/16
9. Approval of Agreement between Madera Unified School District and Community Action Partnership of Madera County/Victim Services Department to provide assistance for crime victims effective November 18, 2015 through June 30, 2017
DOCUMENT NO. 175-2015/16
10. Approval of Consultant Services Agreement between Madera Unified School District, Madera High School and The leadership and Learning Center, Houghton Mifflin Harcourt to provide Professional Development for staff development from November 18, 2015 to June 30, 2016.
DOCUMENT NO. 176-2015/16
11. Approval of Madera Unified School District Work Experience Education Plan
DOCUMENT NO. 177-2015/16
12. Approval of the California Career Technical Education Incentive Grant Application (CTEIG)
DOCUMENT NO. 178-2015/16
13. Ratification to apply for the Greenfields Outdoor Fitness Grant program focused on providing equipment for equity reasons at the alternative education site, Ripperdan Community Day School and both high schools, Madera High School and Madera South High School effective 2015-16 school year.

Trustee Arredondo requested clarification on the grant.

Director of Athletics, Marty Bitter addressed questions from the Board and gave an overview of the grant and the plans for the PE equipment implementation at the high schools.

President Velarde-Garcia opened the item for public comment. Seeing no one come forward, President Velarde-Garcia closed public comment and brought the item back to the Board for questions and comments.

It was moved by Trustee Arredondo, seconded by Trustee Fernandes, and carried by majority to approve the ratification to apply for the Greenfields Outdoor Fitness Grant program focused on providing equipment for equity reasons at the alternative education site, Ripperdan Community Day School and both high schools, Madera High School and Madera South High School effective 2015-16 school year.

Ayes: Trustees Arredondo, Fernandes, Galvez, McIntyre, Clerk Garibay, and President Velarde-Garcia

Noes: None

Absent: Trustee Seibert

Abstained: None

MOTION NO. 77-2015/16

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DOCUMENT NO. 179-2015/16

14. Approval of October 2015 Payroll Payment Order

DOCUMENT NO. 180-2015/16

15. Approval of September 30, 2015 Financial Report

DOCUMENT NO. 181-2015/16

16. Approval of August 31, 2015 Student Body Statement of Club Trust Accounts

Clerk Garibay requested clarification on the non deposited funds at Madera High School and Madera South High School.

Chief Financial Officer, Adele Nikkel answered questions regarding the non deposited monies.

President Velarde-Garcia opened the item for public comment. Seeing no one come forward, President Velarde-Garcia closed public comment and brought the item back to the Board for questions and comments.

It was moved by Clerk Garibay, seconded by Trustee McIntyre, and carried by majority to approve the August 31, 2015 Student Body Statement of Club Trust Accounts.

Ayes: Trustees Arredondo, Fernandes, Galvez, McIntyre, Clerk Garibay, and President Velarde-Garcia
Noes: None
Absent: Trustee Seibert
Abstained: None

**MOTION NO. 78-2015/16
DOCUMENT NO. 182-2015/16**

17. Approval of September 30, 2015 Student Body Statement of Club Trust Accounts

DOCUMENT NO. 183-2015/16

9B. Human Resources Items

1. Staffing List 11-17-15

DOCUMENT NO. 184-2015/16

2. Approval of Agreement between Nation and Badilla Investigations and the Madera Unified School District

DOCUMENT NO. 185-2015/16

3. Approval of revised Job Description for the position of Database Administrator

Trustee Galvez asked staff whether there were changes to the draft version of the job description included in the agenda packet.

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Chief Human Resources Officer answered questions from the Board and informed there were no changes made to the version submitted to Personnel Commission.

President Velarde-Garcia opened the item for public comment. Seeing no one come forward, President Velarde-Garcia closed public comment and brought the item back to the Board for questions and comments.

It was moved by Trustee Galvez, seconded by Trustee McIntyre, and carried by majority to approve the revised Job Description for the position of Database Administrator.

Ayes: Trustees Arredondo, Fernandes, Galvez, McIntyre, Clerk Garibay, and President Velarde-Garcia

Noes: None

Absent: Trustee Seibert

Abstained: None

**MOTION NO. 79-2015/16
DOCUMENT NO. 186-2015/16**

9C. Field Trip/Employee Conference Requests

1. Field Trips 11/17/15

DOCUMENT NO. 187-2015/16

10. New Business

A. First Reading of Revised Board Policy 0200 - Goals For The School District

Superintendent González presented the item to the Board.

B. First Reading of Revised Administrative Regulation 0460– Local Control and Accountability Plan, and Board Policy 0500 – Accountability

Superintendent González presented this item to the Board.

C. First Reading of Revised Board Policies and Administrative Regulations for Administrative & Support Services

Trustee Galvez asked staff to provide clarification on AR 3512 and AR 3311.

Director of Purchasing, Susan Harautuneian and Interim Director of Categoricals, Marisa DiMauro answered questions from the Board.

D. First Reading of Revised Board Policy for Fiscal Services

Adele Nikkel, Chief Financial Officer presented the item to the Board.

Trustee McIntyre asked the Board review district policies together to gain transparency. Trustee McIntyre asked the Board establish a Board committee, with

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input from district administration, to review policies listed under 10A, 10B, and 10D to align with the district LCAP goals.

- E. First Reading of revised Board Policy and Administrative Regulations – Human Resources

Superintendent González presented the item to the Board.

- F. Discussion of Governing Board Self-Evaluation Pursuant to Board Bylaw 9400

Trustee McIntyre addressed importance of evaluation process for the Board. Trustee McIntyre requested this evaluation is done annually.

Trustee Arredondo advocated for at least two Board Workshops to understand the roles and responsibilities of the Board and a review of the current bylaw to address the Board concerns.

President Velarde-Garcia recommended a quarterly training for Board members. President Velarde-Garcia recommended the Board invite Allan Rasmussen, independent consultant with Atkinson, Loya, Ruud and Romo law firm who provides assistance in Board/Superintendent relations.

Trustees discussed possible dates and consultants for these Workshops.

Superintendent González suggested the Board invite Mr. Rasmussen to the next Board meeting to provide more information and start services in January, 2016.

- G. Review and discuss Parents As Mentors Program Agreement– Improving the LCAP Engagement Process

Babatunde Ilori, Director of Performance Management and Internal Communications presented the item to the Board.

Marcy Lopez and Ms. Chavez, representatives from the Madera County Coalition for Justice (MCCJ) addressed the Board on behalf of the partnership of MCCJ with MUSD and provided information on the Parents as Mentors Program.

This item will be presented to the Board for approval at a future meeting.

- H. Approval of Agreement between Madera Unified School District and ValleyPBS to provide parent education classes to MUSD parents from February 1, to June 30, 2016.

David Hernandez, Director of Parent Resource Centers presented the item to the Board. The Ready to Learn Parent Education program will be implemented at six elementary schools.

President Velarde-Garcia opened the item for public comment. Seeing no one come forward, President Velarde-Garcia closed public comment and brought the item back to the Board for questions and comments.

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It was moved by Trustee Galvez, seconded by Clerk Garibay, and carried by majority to approve the Agreement between Madera Unified School District and ValleyPBS to provide parent education classes to MUSD parents from February 1, to June 30, 2016.

Ayes: Trustees Arredondo, Fernandes, Galvez, McIntyre, Clerk Garibay, and President Velarde-Garcia
Noes: None
Absent: Trustee Seibert
Abstained: None

**MOTION NO. 80-2015/16
DOCUMENT NO. 188-2015/16**

- I. Approval to purchase replacement vehicles for Maintenance and Operation and Security Vehicles utilizing CMAS Contracts

Sandon Schwartz, Assistant Superintendent of Administrative and Support Services presented the item to the Board.

Superintendent González recommended approval.

President Velarde-Garcia opened the item for public comment. Seeing no one come forward, President Velarde-Garcia closed public comment and brought the item back to the Board for questions and comments.

It was moved by Trustee Arredondo, seconded by Trustee Fernandes, and carried by majority to approve to purchase replacement vehicles for Maintenance and Operation and Security Vehicles utilizing CMAS Contracts

Ayes: Trustees Arredondo, Fernandes, Galvez, McIntyre, Clerk Garibay, and President Velarde-Garcia
Noes: None
Absent: Trustee Seibert
Abstained: None

**MOTION NO. 81-2015/16
DOCUMENT NO. 189-2015/16**

- 10J. **Approval of Commercial Warrant Listing**
Exhibit A, Motion No. 82-2015/16, Document No. 190-2015/16

Clerk Garibay requested to be recused from voting on this item.

President Velarde-Garcia opened the item for public comment. Seeing no one come forward, President Velarde-Garcia closed public comment and brought the item back to the Board for questions and comments.

It was moved by Trustee Fernandes, seconded by Trustee McIntyre, and carried by majority to approve the Commercial Warrant Listing.

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Ayes: Trustees Arredondo, Fernandes, Galvez, McIntyre, and President Velarde-Garcia
Noes: None
Absent: Trustee Seibert
Abstained: None
Recused: Clerk Garibay

12. Superintendent's Time

Alternative Education

Superintendent González addressed Alternative Education and the proposed configuration of Adult Education, Independent Study Program and Continuation High School. Superintendent González indicated staff is looking at the current configuration of Alternative Education programs and the possible relocation of Adult Education to a different facility to free up classrooms at Furman High School facility. Superintendent González informed that staff is looking into a possible inclusion of a third CalSAFE program to serve students at MSHS.

President Velarde-Garcia asked to be included in future conversations.

This item will be presented to the Board at the January, 2016 Board meeting.

13. Announcements

Superintendent González made the following announcements:

School Site visitations to the following school sites:

MLK on Thursday, November 19 at 8:30 a.m.

Ezequiel Tafoya Alvarado Academy on Friday, November 20 at 8:30 a.m.

Nishimoto on Friday, November 20 at 10:30 a.m.

Furman High School/Adult Ed on Tuesday, December 1st at 9:00 a.m.

The Board was invited to join Superintendent González on these visitations.

Attendance to the Google Leadership Academy on Wednesday, November 18th in Mountain View.

Schools closed the week of Monday November 23rd. Students and school staff will return on Monday, November 30.

Attendance to the annual CSBA Education Conference in San Diego from December 3-5.

Citizens Bond Oversight Committee meeting to take place on Thursday, December 10 at 6:00 p.m. in the MUSD Boardroom.

Superintendent González informed the Board the Madera County building has a new mosaic in their main lobby that was put together by our Madera High School class. Superintendent González invited Board members to stop by to see this great work.

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14. Miscellaneous

A. Board Member Committee and Information Reports

Trustee Arredondo informed he attended the district CTE committee meeting held earlier this month. Trustee Arredondo saw the consensus of the attendees is that this program is moving in the right direction.

Trustee McIntyre informed he attended the DELAC meeting on November 12 and observed good leadership at the meeting.

President Velarde-Garcia informed she attended the AMAE Conference and workshops last weekend. President Velarde-Garcia informed she attended the athletic fundraising event which was a very successful event.

Superintendent González informed the Board that MSHS and MHS will be competing on Thursday, November 19 at Woodward Park for the Central Section Cross Country Championship.

15. Advanced Planning

President Velarde-Garcia made the following announcements:

Next Regular Board Meeting

Tuesday, December 8, 2015 at 6:30 p.m.

Madera Unified School District Boardroom - 1902 Howard Road, Madera, CA 93637

16. Suggested Future Agenda Items

Trustee McIntyre would like to have Board working groups to review items 10A, 10B and 10D with district leadership.

Trustee Arredondo requested a Board Workshop to review the roles and responsibilities of the Board and reflection in January, 2016.

17. Adjournment - Motion No. 83-2015/16

President Velarde-Garcia adjourned the Public Session at 9:57 p.m.



Gladys Wilson, Senior Administrative Assistant
to the Superintendent and Board of Trustees

Dated: November 17, 2015