

**Board of Education Regular Meeting**

January 17, 2019 7:00 PM

7810 Arroyo Circle

Gilroy, CA 95020

Closed Session: 5:30 p.m. / Regular Meeting: 7:00 p.m.

**Attendance Taken at 5:30 PM:**

Present:

Enrique Diaz

B C Doyle

Tuyen Fiack

Mark Good

Anisha Munshi

James Pace

Linda Piceno

**1. CALL TO ORDER (5:30 PM)**

PUBLIC COMMENT ON CLOSED SESSION: Notice is hereby given that a closed session of the Board of Education will be held under the general provisions of Govt. Code Section 54957. This opportunity is provided to allow the public to comment prior to the Board's consideration (Govt. Code Section 54954.3).

**2. ADJOURN TO CLOSED SESSION**

**a. REMOVAL/SUSPENSION/EXPULSION OF A STUDENT (Education Code 428912; 20 U.S.C. Section 1232g) Number of Cases: 4**

**b. READMISSION OF STUDENTS TO SCHOOLS MAINTAINED BY THE DISTRICT: Number of Cases: 3**

**c. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (Government Code Section 54957[b])**

**d. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION (Government Code Section 54956.9(b)) Number of Cases: 1**

**e. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (Government Code Section 54956.9(d(1)) Number of Cases:1**

**f. CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957[a])**

**g. PUBLIC EMPLOYEE PERFORMANCE EVALUATION [Government Code Section 54957 (b)]**

**3. REGULAR SESSION (7:00 PM)**

The Board convened to regular session at 7:05 PM

**a. Pledge of Allegiance: Antonio Del Buono Elementary (Velia Codiga, Principal)**

Principal Velia Codiga, introduced a group of students that led us the meeting in the pledge of allegiance.

**b. Approval of Agenda**

**Motion Passed:** Passed with a motion by Mark Good and a second by B C Doyle.

Yes Enrique Diaz

Yes B C Doyle

Yes Tuyen Fiack

Yes Mark Good

Yes Anisha Munshi

Yes James Pace

Yes Linda Piceno

**c. General Public Comment**

Students, Emily Liberatore & Sabine Yoder-Schrock addressed the board regarding the Christopher High School Senior Play, Arsenic and Old Lace. Invited all to attend the upcoming event.

#### **d. Report of Action Taken in Closed Session**

**Item 2b:** Trustee Good made a motion - all student failed to meet their rehabilitation plan and deny the request for readmission. Trustee Munshi seconded the motion. Motion carried unanimously by all seven trustees:

- Case # 2018-09
- Case # 2018-12
- Case # 2018-18

**Item 2d:** Trustee Good moved to approve a settlement for compensatory education for a student for anticipated litigation. Trustee Doyle seconded the motion. Motion carried unanimously by all seven trustees.

**Item 2a:** Removal/Suspension/Expulsion of students:

Case # 2019-05

Case # 2019-07

Case # 2019-08

Trustee Good made a motion to expel the student. Trustee Doyle seconded the motion.

Trustee Piceno made a motion to suspend the expulsion; Trustee Munshi seconded the motion, for Case # 2019-11. Motion carried to suspend expulsion.

Yes Enrique Diaz

No B C Doyle

Yes Tuyen Fiack

No Mark Good

Yes Anisha Munshi

Yes James Pace

Yes Linda Piceno

#### **4. REPORT TO THE BOARD**

##### **a. STUDENT BOARD REPRESENTATIVE'S REPORT - Daisy Zarate Osorio, Dr. TJ Owens Gilroy Early College Academy**

Daisy Zarate was unable to attend tonight's meeting. Student, Gabriel Kong presented on her behalf.

Dr. TJ Owens GECA:

November/December

- Rock The Mock
- GECA Info/Recruitment Night
- Winter Formal
- Finals Week & Poetry Out Loud Competition
- PTSA Fundraisers
- Holiday Bake Sale @ Gilroy Christmas Parade
- Gift Wrapping Fundraiser at Outlets

January:

- Mindful Monday
- Week of Kindness
- Spirit Week & National School Choice Week
- Regular Session Classes

Coming Up:

- Incoming Freshmen Interviews
- Sadie Hawkins Dance
- WASC March 10-13, 2019
- CHS Impact Week

Eliot Elementary:

- PBIS Implementation
- Academic Instruction
- Coding Lessons
- SEAL Program
- Student Council

## **b. SUPERINTENDENT'S REPORT**

Superintendent Dr. Deborah Flores reported on the following:

### *District Office Holiday Luncheon 12/20:*

- Incredible success this month, theme was Winter Wonderland
- Sponsored by Cabinet and Superintendent every year
- Uses the opportunity to reports to the District office employees about what is happening in GUSD

### *Interviews for Potential Contractors for Brownell Middle School 12/21:*

- A number of us participated in interviews for potential contractors for the Brownell Modernization project
- Will be hearing more about that

### *Superintendent County Monthly Meeting 1/9*

### *Santa Clara County Superintendent Association New Board Member Training 1/12:*

- Participated for the Superintendent Panel for the annual training for new board members.
- Trustee Enrique Diaz attended this event
- Very informative
- Interesting perspective shared by board members and Superintendent's panel

### *Safe Routes to School Task Force:*

- Quarterly meetings
- Trustee Linda Piceno, and Trustee BC Doyle are part of that
- Working closely with the County Public Health on creating safe routes to school
- City Engineers try to come up with ideas of how to have students walk and bike to school more.

### *APS Visits:*

- Visits school sites, with Ed Services
- Instruments created many years ago and has been modified by sites
- Use the APS instrument to guide the walk through
- Since our last board meeting have been to Brownell, Rucker, Rod Kelley Luigi, Las Animas
- Coming up we will be visiting GPS, El Roble, Eliot and ADB

### *Coming Up:*

- Cal Soap Board Retreat 1/23
- Staff Development 1/25
- Superintendent's Advisory Committee on Closing Schools Meeting 1/25
- Gilroy High School Miscalls 1/25 & 1/26
- ACSA Superintendents Symposium 1/30-2/1
- Gilroy Chamber of Commerce Spice of Life Awards 2/2
- Read Across America 3/1
- Future Chefs Competition 3/6
- GUSD Run For Fitness 3/16

## **5. CONSENT AGENDA**

**Motion Passed:** Passed with a motion by Linda Piceno and a second by B C Doyle.

Yes Enrique Diaz  
Yes B C Doyle  
Yes Tuyen Fiack  
Yes Mark Good  
Yes Anisha Munshi  
Yes James Pace  
Yes Linda Piceno

### **a. Personnel Items**

### **b. Approval of Board Meeting Minutes: December 13, 2018 Meeting**

### **c. Resolution # 18/19-25 Excusing A Board Member's Absence**

### **d. NEW Professional Services Agreement between Gilroy Unified School District and Monterey County Office of Education (MCOE) to provide Professional Development for Science Symposium in June 2019 (not to exceed \$1,300)**

**e. Overnight/Out of Town field trip - Christopher High Track Team to attend Arcadia Track Invitational in Arcadia, CA**

**f. NEW Service Agreement with Center for Social Dynamics (CSD) for 2018-2019 school year (not to exceed \$23,520)**

**g. NEW Service Agreement with Sutcliffe Development & Behavioral Pediatrics for 2018-2019 (not to exceed \$5,500)**

**h. NEW Service Agreement with Planned Parenthood Mar Monte (PPMM) (not to exceed \$17,280)**

**i. NEW Service Agreement with Therapy Zone 4 Kidz for 2018-2019 school year (not to exceed \$1,000)**

**j. NEW Service Agreement with Morgan Hill Speech for 2018-2019 school year (not to exceed \$ 3,000)**

**k. Annual Grants/Donations Report for January-December 2018**

**l. Donations to the district -- January 2019 report**

**m. Declaration of Surplus or Obsolete Equipment**

## **6. ACTION/INFORMATION ITEMS**

### **a. Accept the 2017-18 Audit Report**

Kimberly Smith introduced James Marta, CPA, CGMA, ARPM who presented the item:

The audit process is a process of accountability from the staff to the Board and from the Board to the Public. We do not only look at the accounting, reporting and compliance, we also look at management operations for comparability to similar districts and opportunities for improvement.

*Mr. Marta* touched on a couple of things, opinion (unmodified), Mr. Meza does a very nice job, management discussion analysis is not supposed to be written by an outside auditor, it is done internally and the idea is so you can look at it and get a better perspective. Sometimes the district net revenue funds go up and sometimes spend in another, we have many different projects going on because of that; this is a great place to look at what is happening in the district's finances.

Government wide financial put everything all together, because it bunches everything up and that is not good to tell how it is operating. This includes debt obligations, that are not the district's debt obligation but is required to put on books. Here are the financial results:

-Government wide decreased by \$17.5 million in 2018

-Government fund revenues are up 1.8% from last year - \$149.5 million in 2017

-General fund balance is down 8.8% from prior year, \$24 million this year vs. \$22 million the year before.

-Combined fund balance is down by \$17.9 million from \$108.2 million as of year-end 6/30/17

-The District maintains a general fund reserve for economic uncertainties of \$8.9 million; this is after other restricted funds. The economic downturn does and state does not fund you fully, and that absorb those funds.

The statement of activities does show negative; it has certain debt obligations here. In general, most of the funding from our district comes from the local control funding formula (LCFF). Done school district audits for more than 30 years, many of those years the districts are fully funded and we are now. The local control funding for this coming year is being funded fully and that is early and that is because the economic condition of state has improved - that is 84% of our funding. The rest is other state revenue, federal and local fund. The State has been funding mandated cost reimbursement, if the state says we have to do something extra they will pay for that.

Our expenditures, most of it is salaries and benefits, this slide show the breakout (books and supplies) this has changed a lot and the character of those expenses has changed a lot over the years. All assets you have and then have liability, other assets (\$133 million) is buildings, next number restricted fund, those are funds that we have that we can only spend on certain things, it is -\$140 million, the reason why it is a negative is because they have us put on our books the general obligation bonds. General obligation bonds of \$241 million we do not have to pay that the

homeowners have to pay that. They did that because they want to show the obligation related to the assets that they have.

\$121 million, pension liability, page 49 (on the audit report) it has a note, showing pension liability it is a projection based on earning, liability is a lot more than that. They are assuming certain earnings. On the left it goes up, total liability is \$122 million, if it went up \$56 million almost 49% of earnings of CalPERS and CalSTRS does not do as well. If it went down by 1% in the assumptions over time, you would have to pay that much more important to know this will increase how much they charge you and it comes out of your budget. You need to remember that when figuring the future of your spending. Build that into your longer-term plans.

Page 67 in the audit report: the TRANS general fund balance is \$22 million and available reserves is \$13 million. Shows this year we have a loss of \$2.1 million it includes the accrual because retroactive pay increase to prior year. The projected revenue will be increased next year because of funding, but your cost are increasing too and you are looking at a change in fund balance of \$5.9 million. Therefore, the economic outlook the state is looking at funding things better. The funding Prop 98 of \$78.4 billion is spread across the whole state, this is good for schools.

The audit is a critical process, financing, internal control, do have a letter on state compliance and we have a qualified opinion on that. Have the School Accountability Report Card (SARC) one site tested, listed as good on condition on SARC and fair on there, the finding is that. Second thing is student body when out doing testing we notice they do not always deposit things timely. We do not have findings on federal programs, prior year funding's have some regarding foundation they have changed on how they were auditing and reporting to us, and that is fixed. They have to report to us if they change how they accounted for things and how they conducted the audit of plan and no disagreement for management, etc. The audit was conducted as planned. State funding has improved, thanks to staff because the audit is not an easy project.

Measure P & E Funds, do have to have accountability report for those funds, operate under the district audit financial statement and compliance. Went out for bonds, got money to spend on certain building needs to ensure they are spent only on those projects, look at performance to see how they are used. Have a system in place to allocate, separate funds, and good accountability. Pull samples and look at invoices, financial audit look at control and contracts.

Measure P was for the CHS modernization authorized in 2008, \$150 million. That money largely expended and there is \$3 million left. Measure E is the new bond issued to improve leaky roofs, basic repairs and to construct a new elementary school. Began with \$51.5 million and spent \$6.5 million of that, will take number of years to do. Look at project audit across the bonds this is a report we have to provide for the Citizens Oversight Committee to meet these requirements. No issues to report.

**Motion Passed:** It is recommended that the Board accept the 2017-18 audit reports. Passed with a motion by Enrique Diaz and a second by B C Doyle.

Yes Enrique Diaz

Yes B C Doyle

Yes Tuyen Fiack

Yes Mark Good

Yes Anisha Munshi

Yes James Pace

Yes Linda Piceno

#### **b. Enrollment Forecast Update**

Assistant Superintendent of Business Services, Alvaro Meza along with Demographer, Tom Williams provided an update to the Enrollment Forecast. Mr. Williams has been with the District since 2001. Typically he does the 10 year forecast:

Many Districts went down by thousands of kids; a lot of this has to do with the cost of living. This year's enrollment came out below what Mr. Williams projected significantly. The total enrollment in GUSD has declined by more than was forecasted from October 2017-October 2018. ( The main cause of this was due to unexpected delays in new home occupations, especially in Alexander Station apartments, which did not start to be occupied until November as of last December when

he did the last study, the City was certain they would be occupied by early September. Updated forecast has a combination of two major factors - getting many students from the new housing (aside from the Alexander Station comment just made) and we are getting a lot of enrollment decline with existing housing; homes are 20+ year old declining kinder numbers on average. Overall numbers do not change a lot. Aggregate still talking about a net change of about student 267 decline in the next five years, that could be optimistic if we have a major recession it will go down a lot more.

Significances by grade level: some gained by next fall, gained in the middle school, none of the grade levels had a huge change forecast for the next 5 years. Five years out our two biggest classes will be 10<sup>th</sup> and 12<sup>th</sup> grade. Beyond 2023, there will be more decline especially at the high school level. There could be a significant decline after 2023. Rucker, Luigi Aprea, Rod Kelley and Glen View all are expected to lose between 55-93 students in the next 3 years alone. South Valley and Brownell also going to lose between 55-93 students as well. Each of these attendance areas do not have a lot of new housing. The attendance areas that have a lot of new housing mainly Las Animas, Eliot, Solorzano and Gilroy High, there are projected gains.

Shared presentation: (in pink) Districts enrollment did go down by over 400 students in the last five years. That was not unexpected; we had declining birth, even though birth rates are flattening decline shifts to middle school and high school to some extent. (In blue) Loss of 29 students in elementary schools, gained 83 students in middle school and a loss of 29 student in high school.

We have almost 400 below market rate apartments coming to this community between October 2019 and October 2019 that has not happened in the last 20 years and it will not happen again in the next 20 years. The second building other than Alexander Station is Harvest Park since October and Cannery Apartments going in right now.

Shared comparison to other districts, most districts peaked out 2010-2013 in TK-8 grade, and most district peaked out at high school level later as the bubble moved up. Every district has a similar pattern going on. Price of housing broke us we went from many families being able to afford to families not being able to afford to live here or in this county. TK-8 annual average 2010-2013 growing to 41 students then 2013-2017 we lost 82 students and last year we lost 163.

Comparison of Student trends between all areas of existing housing and new housing: Areas with no new housing since 2012, in TK-12, we lost 881. In new housing added since 2012 gained 455. The district as a whole is having more decline than growth.

### **c. Update on Governor's Budget Proposal for 2019-20**

Mr. Alvaro Meza, Assistant Superintendent, Business Services presented this item:

The stock market has been a 10-year long expansion, in March it will tie longest expansion in economic history. The new Government released his January funding proposal exactly a week ago today, we needed the time to gather information, and there is an insert that was provided to the Board and copies for the public as well.

The January budget proposal is the first step in the State budget development process. The economy is showing signs of distress, volatility in the stock market, and that is important to us because our tax system relies upon those. The last recession the state could not afford, the obligation hit with big cuts. The next process between now and May is that Governor Newsom will share some proposals, he will be negotiating with the legislator, also be checked by the legislator analyst office who then looks at the department of finance. Will bring a May revision update after that the process is that it is all state level. A bill is presented to the Governor, which is very likely signed in to law by June 15<sup>th</sup>. There is a statue penalizing and withholding pay here in CA, If they do not sign by this date.

Recap of Funding Prop 98: The breakout is 89% K-12 and about 11% for community colleges. Back in 2013-14 the first year of LCFF, Prop 98 started about \$58 billion and then rose to repaying us back for all the cuts. 2019-20 proposing \$80.7 billion funds COLA apart from that not a whole lot more within Prop 98 and has various proposals.

*What is in the budget proposal:*

- Increase Prop 98 by \$2.8 billion
- \$3 billion one-time non-Prop 98 funds to help with STRS pension obligations

- Early Childhood education
- An increase in the State's Rainy Day fund from \$13.5 to \$15.3 billion
- \$576 million for Special Education
- \$1.3 billion one time funds for housing development
- \$10 million in one time (non-Prop 98) funding to plan for an intersegmental student data system
- Proposed to extend Paid Family Leave Program
- \$200 million to Cal Fire
- \$1.5 billion in Facilities Funding, sale of Prop 51 bonds for new construction, modernization, CTE & Charter School Facilities
- \$750 million one-time (non-Prop 98) to fund Full Day Kinder

*What is not in the Budget Proposal?*

- GUSD took \$13 million worth of cuts between 2007-2013, targeted foster pupils youths. We are 41<sup>st</sup> in pupil funding in the Nation. While California is fifth or sixth largest economy in the world. We are now putting it towards early education proposal.
- Financial impact, higher cost of living adjustment, the additional revenue has been incorporated into the one-time \$700 million, have acquainted it, this will reduce the expense chair. This has not been incorporated. We are waiting to hear from Santa Clara County Office of Education as to whether to include these or not.

*Trustee Mark Good:* With Government, proposal to add \$3 million to STRS does any go to PERS?

*Alvaro Meza:* No, only STRS

*Mr. Good:* Chart showed us we had a peak of 98%

*Mr. Meza:* CalPERS rate for classified staff does goes beyond 20% unlike STRS rate the CalPERS board can take action any given time to decrease or increase, with the STRS rate the board has to approve and legislature has to turn it in to law. By March, we should know.

The \$700 million is part of \$3 billion; just do not know the future of that rate.

AB1200 oversight changes, automatic triggers, before the latest changes now, it is an automatic trigger that that says they may just come, according to state auto trigger to come knock on the door.

The County Office approves the budget, we are positive we can bring in FCMAT to do a full fiscal health risk analysis. Lack of going concern designation means they are concerned about fiscal health of district. *Shared the MYP:* Will just get to the most important things, the reserves remain unchanged. With \$3 million worth of cuts, are at 9.5, fluctuations can happen of course, contributions are not increasing by \$1 million, good reason to not stay at the minimum level a lot of uncertainty in enrollment forecast projections, and it is good cause and volatility of economics. It is inevitable we will have a recession just do not know when. The average USD reserve level is 16% for districts; we are well below the average.

The Government does not seem to look at volatility or risk at economics. The Capital Gains Taxes top 1.5% earners will have an impact on state budget, the next steps for GUSD here look at the LCAP review and survey and action on cuts, we need to make \$3 million in cuts next year. We will have to make ground of students that we lost; this is \$3.7 million worth of funding.

*Trustee Linda Piceno:* Thanked Mr. Meza, said he continues to present the budget in a way that is understandable, would like to reiterate comments about funding, last week saw statistic that said CA on average spends \$9,600 a year per pupil (this was from 2016) and average in the US is over \$11,000 not even to average, the longer she is on the board the more frustrated she becomes with people looking at the Board of Ed. Instead of Sacramento. We need to do something at State levels, our funding from Sacramento need to increase massively.

#### **d. Local Control Accountability Plan (LCAP) Survey Results**

Kathleen Biermann, Director of Education Services (Elementary), Alvaro Meza, Assistant Superintendent Business Services, and Jonathan Bass, GTA President presented this item:

They have done a full review of the results of the LCAP survey. Will come back next month to present the mid-year review of the LCAP plan.

This year they asked for input from our stakeholders on the budget side and the good news is that it aligned on budget with how the District is spending money. Next month we will talk about how the site will conduct more stakeholder meetings to engage in deeper review of the data.

Collaborating with all stakeholders is in the best interest and essential. Better equipped to meet the needs of our students accordingly. As a result of collaboration, all outreach; principal's work, staff work, staff participation, we do see increases. It is important to know we still do have underrepresented groups.

*Jonathan Bass:* We are still looking at the highest priority where money should go, high quality teachers. The students also gave the highest priority to hiring quality teachers. One of the lower priorities was attendance and intervention for academics, looking at teachers, District Office staff and other staff. Most likely to want high quality teachers, support for students reaching high levels of attendance is the lowest.

*Alvaro Meza:* Based on recent board action to approve to increase teacher salary, we did not fill vacancy for admin in charge of student attendance. (Shared implemented cuts for 2018-2019, draft & preliminary list of budget cuts slides) a lot of these related to declining enrollment, most \$1.2 million from the list would take place of affecting staff. These cuts affect the rest of the budget. Proposed cuts for 2021 for the potential of school closure by year 2021. Net savings estimate, Superintendent Advisory Committee is meeting next Friday (1/25). We are in the process of evaluating elementary schools.

*Kermit Schrock:* We are putting into context all suggestions with requirements we have. One thing is the requirements with student engagement, which is attendance, still have requirements to meet those needs.

*Ms. Padilla:* Having stakeholder groups with parent groups. They take the feedback and put it into comments on how we develop the SPSA.

*Ms. Biermann:* There were some differences in the survey responses depending on subgroups, many principals will tell us part for Spanish speaking parent is much more meaningful if they are engaged, they get richer dialogue as oppose to some of the survey takers. Those stakeholder groups are very important as well as staff. During this process, what we want is to keep in mind this is a requirement to meet for the LCAP goals.

*Trustee Anisha Munshi:* She saw how the people responded to the survey and ranked everything, some priorities she understands as far as compensating teachers and how we evaluate. What she found disturbing was something ranked last was "Support for all students to reach a higher potential". How did we engage parents and families who do not typically participate. What is our plan to engage those families to develop our goals?

*Ms. Biermann:* She does feel over the course of the last several years, parents are much more knowledgeable, and think for them trying to translate that what it looks like for students. Last year parents were not aware of services being offered, and we offer a lot they are not aware of what is available for their child. We need to do a better job of making parents aware and do more outreach.

*Ms. Padilla:* The outreach for this year is slightly different, last year the option was given for parents, and this year we received many more responses. Tried to have survey window at the same time we had elementary parent teacher conferences to make sure they are taking it. It was offered in Spanish and English, it helped but not enough. Many parents were under represented do not want to fill out want to talk face to face. Melanie Corona, PIO got the survey out through every channel possible. We will continue to work on that and try to get it out earlier.

*Mrs. Munshi:* Ms. Biermann is right parents do not often know, she wanted to congratulate the group, she is happy to see the collaborative effort.

*Mr. Bass:* Acknowledge the district's responsiveness to staff requests to change the LCAP process and to get more input and make it more inclusive.

*Trustee Linda Piceno:* Hopes to see CSEA here next year, she believes that link needs to be strong. Thanked Jonathan for his commitment - secondly she is disturbed at the fact that the attendance is so low, we cannot teach if they are not there, and this is how we receive our funds, and this is part of the LCAP. Thinks this is an area everyone thinks is not as high a priority; however, it is a high priority for her.

*Ms. Padilla:* We have those state mandates to meet, need to do a better job to communicate with stakeholders, will use intervention and credit recovery, had a high rate of middle school students and they may not understand.

*Trustee Tuyen Fiack:* Why the decrease in student participation this year vs last year?



*Ms. Biermann:* We open at grades five and up, some schools do this as part of a class assignment, those are the students we really want to hear from at the high school level. For the comp data that would be important also. We will have to push that more next year.

*Mr. Bass:* Assuming that GTA is also an area we need to improve; they push their own members but do not push for student's room for growth.

*Trustee Enrique Diaz:* Thanked everyone for presenting the data, 50%+ all graphs, all positive for student's point of view. Believes the attendance might be a bias in there people who are responding are not concerned about attendance. Students exp. entry is empty, a good one. Interesting to have that same question about parents that voted kind of low, how the children learn best.

#### **e. Agreement between Gilroy Unified School District and iSchool Initiative**

Deborah Padilla, Director of Education Services (Secondary) presented this item:

We have been working with iSchool over a year, intensive time over the last 6 months, and we have grant money we can use.

Couple of highlights she would like to share. Did see in the survey that parents and students say they wanted to have more of a voice, SLED Team is a student leadership in education. Problem based learning is why we can use college readiness grant. To make choices both in college and if they go in to our career getting ready for steps. Also, to problem solve with advisor and create a plan of action. This is a tech-based program; want to show a couple of options with the SLED program. "Escape the Bus" This a week-long training, three days for middle school and three days for high school. First group representatives from school will have an intensive 3-day training where they are working with iSchool, while they are doing that they talk about different roles of teams.

*Trustee Linda Piceno* asked about the participation of the high school levels, and not having GECA or Mt. Madonna at this point, we are always looking at ways to include them. The program has to have 3-5 teachers and will look at ways to do this. Five teacher advisors per school? This escape experience is really about project based learning.

*Trustee Mark Good:* Where are the 20 teachers are coming from.

*Ms. Padilla:* Christopher and Gilroy High

The Escape the bus experience is a small problem based learning, it is about the direction we are going in, what iSchool has is a bus that they bring on campus, we have a group of 90 teachers, students per school that will be going through this experience, they have about 45 minutes to be able to go through all stations and escape the bus, shows what can happen and how structures it is.

*Trustee Tuyen Fiack:* What is the ultimate goal of program?

*Ms. Padilla :* Said we have a 5-year plan

*Kay Guenther:* When iSchool originally joined us with the Think Tank we worked together to create goals with school districts within technology innovation. The point of continuing the program with iSchool is to reach some of those goals, to create open-ended learning for students. Students that will be selected will go through an application process, looking for people from across the board, we want high achieving students, but we also want students getting D's and F's but have the potential to be a leader.

*Dr. Flores:* She would send this information in the weekly report (goals), about 25 of them spent a day with Travis Allen, which is why we want to collaborate with them; they have done a very good job to create a vision. She emphasized this is not out of general fund, we are proposing first segment out of CTIG funds and college readiness funds that have to be spent by June 30<sup>th</sup> and align the guidelines, we have been talking for a long time about having a technology vision.

*Trustee Enrique Diaz:* 60 students at a time accommodated - is that the goal?

*Ms. Padilla:* 60-75 students

*Mr. Diaz:* Students should be kept by level (middle school, high school)

*Ms. Padilla :* The application that iSchool provides does go through that process about ownership they want them by grade levels.

**Motion Passed:** Passed with a motion by Enrique Diaz and a second by Anisha Munshi.

Yes Enrique Diaz

Yes B C Doyle

Yes Tuyen Fiack

Yes Mark Good  
Yes Anisha Munshi  
Yes James Pace  
Yes Linda Piceno

#### **f. Monthly District Cash Flow Update**

Kimberly Smith presented this item:

Beginning cash balance is \$13,832,750 and cash inflow is over \$17,426,685, a little over \$10.0 million in net increase. The ending cash balance with a TRAN is \$22,348,820, without a TRAN it is \$17,393,820. Of the total expenditure cash flow (\$10,159,125), \$8,856,742 is all of the total employee compensation. Will have updated revenue and expenses during the month of March presentation.

***\*\*Board President made a motion to move the Action/Information regarding Facilities item following this presentation:***

**Motion Passed:** To re-order the agenda and place Section # 7 before the continued items on section # 6. Passed with a motion by Mark Good and a second by Linda Piceno

Yes Enrique Diaz  
Yes B C Doyle  
Yes Tuyen Fiack  
Yes Mark Good  
Yes Anisha Munshi  
Yes James Pace  
Yes Linda Piceno

### **7. ACTION/INFORMATION ITEMS REGARDING FACILITIES AND MAINTENANCE/OPERATIONS**

#### **a. Approve Proposal from Flint Builders for the Brownell Modernization Project**

Paul Nadeau, Facilities & Construction Director presented this item:

This is for Flint Builders for the Brownell Middle School Modernization project. Back in March of 2018, it was decided to modernize Brownell MS with the Bond Measure E funds instead of building the new elementary school, since that time we have engaged in the services of Aedis Architects and have gone through the process. We are now at a point where we put the design out for bid; we have interviewed and solicited bids for all pre-qualified contractors. We received five bids and interviewed the top three out of the culminated scores, we chose Flint Builders to move forward with that project. Board members present that are also part of the Facilities Subcommittee said they support the recommendation.

The agreement is submitted for review, this is an agreement to go in to pre-construction work on this project.

There was a few items that need to be changed/added on the original agreement, which the board/public has (the agreement that went to Flint show the following corrections):

Page 1, the date is preamble and is not filled in; it should be 1/17/19

Page 11, section 5.4.1 will cover expense amounts that was not filled in, that was agreed to go to amount no more than \$500, we would need approval in writing to have any expenses.

*Trustee Mark Good:* It also says in the same paragraph, "The following will not be reimbursed in this agreement:" and it is blank

*Mr. Nadeau:* We don't foresee any expenses

*Mr. Good:* Explain why pre-construction contract is necessary, why don't we have a contract to do the construction

*Mr. Nadeau:* Great question, he may not be the best to answer this, and he does know some firms will hire a construction company or a consultancy for the pre-construction work and will go to labor, or prefer a different construction company for the actual labor, in the lease-leaseback process.

*Alvaro Meza:* The \$700,000 is part of the overall pre-construction process, it is a massive contract, our legal counsel has a draft that they are still reviewing, this will buy us a month of action, that has to be necessary for these services, we are just not losing that month of planning.

*Mr. Good:* We have a bid from Flint, is that bid going to include \$700,000 or is it going to be in additional?

*Mr. Meza:* It is part of it

*Superintendent Dr. Deborah Flores:* She has made it very clear, they will not be spending more than the budgeted amount.

*Mr. Good:* This is going to need to be in the master contract, that the \$700,000 is part of this process.

*Mr. Meza:* This is a timing issue; we certainly want to get this going

*Mr. Nadeau:* There are two more changes - Page 13 section 5.5.4 it should read "Brownell Middle School" instead of "El Rancho High School". Lastly, on the last page (D-1), it specifies Exhibit A, and there is no Exhibit A. The project description is included in the packet to the agenda item.

*Dr. Flores:* asked if there should be a reference to that.

*Mr. Good:* The attachment-listed proposal is more of a PowerPoint presentation

*Mr. Nadeau:* It should just be the summary, it is a complete proposal

*Mr. Good:* That is what he understood that Exhibit A is not a PowerPoint.

*Mr. Meza:* Starting right after the logistic plan phase 1A outlines the phasing of phase 1 construction piece; this has a lot of detail in here that is spelled out on page # 16.

If the Board will allow to substitute Exhibit A with the Logistic Plan page.

Mr. Good said this seems light for him for a \$40 million dollar project.

Mr. Meza said there were responses to our initial bid; the final design is not there yet. In terms of preconstruction, it would be okay to have more detail on Ex. A.

*John Diffenderfer,* from Aedis said the preconstruction phase is where Flint Builders will collaborate with AEDIS and the School District, for the larger construction that will come to the Board in February, and will be more complete.

*Trustee Linda Piceno:* The recommended motion is to approve the selection of Flint Builders for the Brownell Modernization Project, and what she hears Trustee Good saying is that we do not have the entire detail, what we have is the detail for preconstruction agreement.

*Dr. Flores:* The motion needs to be something as if we have selected them for the pre-construction services.

*Mr. Good:* Should read, "Entered into Agreement for Preconstruction Services with Flint Builders"

*Dr. Flores:* Suggested this might be cleaner if it comes back in February, and when we bring it back in February it needs to have the detail Trustee Good is requesting.

**Motion Passed:** Approve the selection of Flint Builders for the Brownell Project.

***Title to be changed to "Approval to enter into Agreement for Pre-Construction Services with Flint Builders"*** Passed with a motion by Mark Good and a second by B C Doyle.

Yes Enrique Diaz

Yes B C Doyle

Yes Tuyen Fiack

Yes Mark Good

Yes Anisha Munshi

Yes James Pace

Yes Linda Piceno

#### **b. Approval of Agreement #A 1819-17 with Enviro Science, Inc.**

**Motion Passed:** Passed with a motion by Linda Piceno and a second by Mark Good.

Yes Enrique Diaz

Yes B C Doyle

Yes Tuyen Fiack

Yes Mark Good

Yes Anisha Munshi

Yes James Pace

Yes Linda Piceno

#### **c. Approval of Contract with Weatherproofing Technologies Inc., for the purchase of materials for the Luigi Aprea Elementary Roof Repair**

**Motion Passed:** It is recommended that the board approve the purchase of these materials from Weatherproofing Technologies, Inc. Passed with a motion by Linda Piceno and a second by Mark Good.

Yes Enrique Diaz

Yes B C Doyle

Yes Tuyen Fiack  
Yes Mark Good  
Yes Anisha Munshi  
Yes James Pace  
Yes Linda Piceno

**d. Approval for the Agreement #A 1819-16 with Brazos Urethane Inc. for Luigi Aprea Elementary Roof Repair**

**Motion Passed:** It is recommended that the board approve the contract with Brazos Erathane Inc. Passed with a motion by Linda Piceno and a second by Mark Good.

Yes Enrique Diaz  
Yes B C Doyle  
Yes Tuyen Fiack  
Yes Mark Good  
Yes Anisha Munshi  
Yes James Pace  
Yes Linda Piceno

**e. Approval of purchase from CDW-G for two interactive monitors for the GECA Science Lab**

**Motion Passed:** It is recommended that the board approve the purchase of two interactive monitors and stands from CDW-G. Passed with a motion by Linda Piceno and a second by Mark Good.

Yes Enrique Diaz  
Yes B C Doyle  
Yes Tuyen Fiack  
Yes Mark Good  
Yes Anisha Munshi  
Yes James Pace  
Yes Linda Piceno

**f. Ratification of Contract with Office Depot for furniture purchase for the GECA Science Lab**

**Motion Passed:** It is recommended that the board ratify the purchase of the furniture from Office Depot for the GECA new science lab. Passed with a motion by Linda Piceno and a second by Mark Good.

Yes Enrique Diaz  
Yes B C Doyle  
Yes Tuyen Fiack  
Yes Mark Good  
Yes Anisha Munshi  
Yes James Pace  
Yes Linda Piceno

**g. Information on Possible Implementation of Colbi Technologies**

Paul Nadeau, Director Facilities & Construction presented this item:

He has been investigating the possibilities of using Colbi to help the Facilities Department improve the department's paperwork process and project management. There is three core components of Colbi Technologies, he knows they have been here before and have presented to the Facilities Subcommittee.

This is an online software, first piece is accountability-it interacts between the Facilities Department and Business Services, it keeps bond in check as far as budget, process between reporting out to the Citizens Oversight Committee (COC), it helps generate regulatory report like to send to COC and the Board of Education as well as to accounting. At one time, there was two Project Managers and an Administrative Assistant, and a Director. Currently there is a Director and one Project Manager. The department relies heavily on Anna, the Fiscal Services Controller. This particular software allows us to work better on that workflow; in many cases as the law changes, the software will update us.

The second piece is that it will help automate the workflow; it will enable us to help our own process back and forth. It prequalifies all contractors that want to work for our District to make sure we are hiring qualified bidders. This is a good process at keeping our prequalification process in line and keeping vendors up to date.

*Trustee Mark Good:* How are we getting the value for \$100,000 of service and who will enter the data?

*Mr. Nadeau:* The implementation is taking \$30,000 of the \$90,000, the upfront covers all implementations and the input is done by Colbi Technologies and then they come back and train the staff. Subsequently this is only about \$60,000 per year.

*Mr. Good:* What data is entered for \$30,000

*Mr. Nadeau:* Our projects, our templates, documents, they can put anything customized

*Mr. Good:* Who would enter the data of our other projects.

*Mr. Nadeau:* Once we have handed over the templates to them they could update that information and all future projects as well. The templates are the same and if we update the documents and send them over to Colbi, we can assign a workflow.

*Mr. Good:* If the \$30,000 would cover the Brownell Modernization and the Gilroy High School Pool projects.

*Mr. Nadeau:* It would cover our workflow

*Trustee James Pace:* Is this is a digitization?

*Mr. Nadeau:* Generating a current workflow, once the project is done it will archive it, it is archived in their servers and then we can download it.

*Mr. Good:* We do this and do a couple projects and we no longer need their service

*Mr. Nadeau:* Once you load it you could download it multiple times, when the bond ends, you can cut the contract and download all data, and archive in pdf and excel formats.

*Mr. Good:* Asked if anyone in this department have experience using the software and will they come in and train the staff. What if the staff member trained gets a better opportunity and leaves another person will have to be trained.

*Mr. Pace:* He recalls there was a problem with close out.

*Mr. Good:* Previous people that were there did close out all these projects

*Dr. Flores:* It costs money and we paid a series of people to get those done, hoping that moving forward we can digitize it and have part of the system go forward in a proper manner.

*Mr. Nadeau:* Out of 78 projects, currently 38-39 are waiting to be closed.

*Mr. Meza:* This is an efficiency software, with the cost of the former account clerk it was \$76,000, this gives us the ability to be more efficient.

*Mr. Good:* How many users from our District this would allow.

*Mr. Nadeau:* Four, two facilities people, Anna O'Connor and Alvaro Meza

#### **h. Resolution #18/19-24 to approve new "Office of School Construction" representative.**

**Motion Passed:** It is recommended to the board to approve a resolution updating the district representative for the Office of Public School Construction from James Bombaci to Paul Nadeau. Passed with a motion by Mark Good and a second by Linda Piceno.

Yes Enrique Diaz

Yes B C Doyle

Yes Tuyen Fiack

Yes Mark Good

Yes Anisha Munshi

Yes James Pace

Yes Linda Piceno

#### **g. Certification of Election Results - November 6, 2018**

**Motion Passed:** It is recommended the Board accept the November 6, 2018 election results as provided by the Santa Clara County Registrar of Voters. Passed with a motion by Mark Good and a second by B C Doyle.

Yes Enrique Diaz

Yes B C Doyle

Yes Tuyen Fiack

Yes Mark Good

Yes Anisha Munshi  
Yes James Pace  
Yes Linda Piceno

#### **h. Approval of Certificated Substitute Rate Increase**

Paul Winslow, Assistant Superintendent of Human Resources presented this item:

On October 18, 2018 the board passed the pay increase, there are other workers in the district who are called unrepresented workers and do not belong to a bargaining unit. Only one change is it is the zero period going from \$35 to \$37, other than that no other proposal?

**Motion Passed:** Board approval is recommended of the Certificate Substitute rate increase from \$35/hour to \$37/hour. Passed with a motion by Linda Piceno and a second by B C Doyle.

Yes Enrique Diaz  
Yes B C Doyle  
Yes Tuyen Fiack  
Yes Mark Good  
Yes Anisha Munshi  
Yes James Pace  
Yes Linda Piceno

#### **i. Approval of Adult Education and Credit Recovery Hourly Rate Increase**

Paul Winslow, Assistant Superintendent of Human Resources presented this item:

On October 18, 2018 the board passed the pay increase, there are other workers in the district who are called unrepresented workers and do not belong to a bargaining unit.

This is corresponding instruction and non-instructional.

Trustee Linda Piceno asked how many teachers are in Adult Education

Mr. Winslow replied that there are six teachers

**Motion Passed:** Board approval is recommended of the increase from \$35/hour to \$37/hour for Adult Education and Credit Recovery. Passed with a motion by Linda Piceno and a second by B C Doyle.

Yes Enrique Diaz  
Yes B C Doyle  
Yes Tuyen Fiack  
Yes Mark Good  
Yes Anisha Munshi  
Yes James Pace  
Yes Linda Piceno

#### **j. 2019 Board Member Committee and School Assignments**

**Motion Passed:** Approval of the board assignments is requested. Passed with a motion by B C Doyle and a second by Tuyen Fiack.

Yes Enrique Diaz  
Yes B C Doyle  
Yes Tuyen Fiack  
Yes Mark Good  
Yes Anisha Munshi  
Yes James Pace  
Yes Linda Piceno

#### **k. Board Policies Revision (October 2018): First Reading**

Superintendent Dr. Deborah A. Flores explained that we pay the California School Board Association (CSBA) to update our board policies 4-5 times a year. CSBA has an entire team that makes 2-300 changes to board policies due to legislations alone, in addition they have a legal team and they propose board policy revisions every 2-3 months, they send us those revisions and we review them and once we have reviewed them we bring them to the Board of Education for the first reading, include some of the rational as to why the revisions are being proposed. This is the BOE's opportunity to ask questions, raise concerns and the following board meeting the board policies are brought again for the second reading and they take action.

It had not been updated for years, out of compliance in many areas, out of compliance in a lot of areas, we had CSBA come to the District, and the Board President and Cabinet met for three consecutive days.

*Trustee Enrique Diaz:* What is the cost is for the consultation?

*Dr. Flores:* She would provide them that information in the weekly report, as she did not have that information readily available. Every year there are so many changes to the laws they are incorporating those changes in to our board policies.

*Trustee Mark Good:* Suggested to the members to see the different options or alternates as they may have some input on those, staff may pre-select one that the members do not have an opinion on.

## **8. BOARD MEMBERS' REPORTS**

*Trustee Enrique Diaz* reported that he attended the play Arsenic and Old Lace, which is being presented by the Drama students at Christopher High School.

*Trustee Tuyen Fiack* reported that both she and Trustee Anisha Munshi attended the workshop on Education Coalition on afterschool programs, which should be a mandatory thing as well as preschool to help the students, especially those that do not have experience with preschool, it helps those that are already behind and by middle school if not caught up.

*Trustee Anisha Munshi* reported that she attended ALearn and Silicon Valley Foundation, some programs like Step Up to Algebra and the summer programs, and some of the programs that they offer, which we already use some of those during summer, they had good ideas about extended time, and even how 300-400 hours a year, how it impacts student learning and options for them, and it was very interesting.

## **9. UPCOMING AND NEW/REFERRAL AGENDA ITEMS**

## **10. ANNOUNCEMENTS**

**a. The next REGULAR MEETING of the Board of Education will be held on Thursday, February 14, 2019 at 7810 Arroyo Circle, Gilroy. Closed Session will begin at 5:30 p.m., followed by the Regular Meeting at 7:00 p.m. The agenda will be available on the district's website by 5:00 p.m. Friday, February 8, 2019.**

**b. The Board of Education will hold a BOARD RETREAT on Saturday, February 9, 2019 beginning at 8:00 a.m. at 7810 Arroyo Circle, Gilroy.**

**c. If necessary, the Board will adjourn to closed session to continue discussion of items in Section 2 above.**

## **11. ADJOURNMENT**

Meeting was adjourned at 10:20 P.M

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Superintendent