



**CAMBRIAN SCHOOL DISTRICT GOVERNING BOARD OF TRUSTEES  
MINUTES OF REGULAR BOARD MEETING**

November 21, 2013

**1. CLOSED SESSION AGENDA**

The Board convened in Closed Session at 6:35 p.m. to discuss the following:

- 1.1 Public Employee Evaluation – Superintendent (Govt Code 54957)
- 1.2 Personnel (Govt Code 54957)

**Closed Session**

**2. REGULAR SESSION**

The president called the regular meeting of the Governing Board of Trustees to order in the boardroom at the district office at 7:30 p.m. Mr. Scofield informed the audience that no action was taken in closed session.

**Regular Session**

**CALL TO ORDER**

**Call to Order**

**MEMBERS PRESENT:**

Mr. Randy Scofield, President  
Mrs. Stacey Brown, Vice President  
Mr. Doron Aronson, Clerk  
Mr. Alan Baker, Member  
Mrs. Jeneva Sneed, Member

**STAFF MEMBERS PRESENT:**

Dr. Deborah Blow, Superintendent  
Mrs. Lani Potts, Asst. Supt., Educational Services  
Mr. Jason Vann, Chief Financial Officer  
Mrs. Wendy Corkery, Admin. Asst. to Superintendent  
Mr. Kirby Fell, Dir., Educational Technology

**3. PLEDGE OF ALLEGIANCE**

The president of the Board led the Pledge of Allegiance.

**Pledge of Allegiance**

**4. ADOPTION OF AGENDA**

On a motion by Mr. Aronson, seconded by Mrs. Sneed and carried unanimously the Board adopted the November 21, 2013, agenda.

**Adopt Agenda**

**5. CONSENT AGENDA**

On a motion by Mrs. Brown, seconded by Mr. Baker and carried unanimously the Board shall:

- 5.1 Adopt Consent Agenda items as follows:
- 5.2 Approve the minutes of the October 30 special and November 7, 2013, regular Board meetings
- 5.3 Accept the Wells Fargo Statement for October 2013
- 5.4 Accept the Board Warrant List for October 2013

**Consent Agenda**

**6. ANNOUNCEMENTS**

- 6.1 Mr. Scofield informed the audience that all schools would be closed on Mon., November 25 through Friday, Nov. 29 for Thanksgiving Break. Classes will resume on Monday, Dec. 2.

**Announcements**

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- 6.2 Dr. Blow was pleased to announce that two Bagby teachers, Mrs. McConnell and Mrs. O'Donnell, recently received national recognition from Edmodo, an educational social media network. She also learned that Price science teacher, Mr. Stephens, received an award from RAFT for his innovative hands-on teaching approach.

**7. PUBLIC COMMENTS**

There were no comments from the audience.

**8. INFORMATION AND STUDY ITEMS**

- 8.1 Mr. Kramer of Kramer Project Development reviewed the bond timeline. We will conduct polling in early December as part of the bond feasibility study. If the Board gives approval to move forward, we must formally file for a bond measure before March 6, 2014. Each site Safety Plan was then reviewed. The approximate cost of the safety projects for the Master Plan is \$1.8 million. Plans for the safety projects will be submitted to the state for approval next month. We could start construction on the safety portion of the Master Facilities plan as early as April 2014 if the Board authorizes financing prior to the bond election. The risk here is that we will still have to fund the project even if the bond does not pass. There was consensus among the Board to move forward with the security fencing at each site so completion of this project will be finished by the start of the 2014-15 school year. They also reached consensus around beginning preliminary planning on the solar and growth projects.

- 8.2 Mr. Tom Shannon of Enshallah, Inc. discussed potential revenue enhancement options for the district's currently leased properties. He commented that he worked with our district on the sale of the property adjacent to the district office a number of years ago. He reviewed options for both the Curtner property – a former fire station, and the Metzler School site. Due to the triangular shaped lot and parking requirements, the Curtner property is particularly challenging.

- 8.3 Mr. Fell gave an update on the Educational Technology projects in the district. He commented that several Schoolwires training sessions have already taken place and more are planned. We currently have over 40 teachers with websites. The third iPad Academy was recently launched, and a special education cohort was launched during the summer with eight teachers participating. We have distributed over 700 iPad devices to date and have 29 teachers using them in their classes. The Digital Media Academy kicked off year three this month, with a total of 26 teachers who have participated in this cohort. The culminating event of the Academy is the Film Festival which is scheduled for May 29, 2014. Mrs. Sandy McConnell provided examples of the work her students are doing using technology. We are currently looking at technology needs to ensure that we have the capability to administer the new Smarter Balance Assessments as part of the Common Core State Standards Initiative.

- 8.4 Mr. Vann reported that Vavrink, Trine, Day and Co. conducted the district's audit. Joyce Peters, CPA and partner summarized the audit report for the Board. The report indicates a clean audit with no adjustment recommendations and no findings. The areas of child nutrition and special education were audited this year and both received clean audits. Ms. Peters thanked the business department for their prompt response to requested materials.

On a motion by Mrs. Brown, seconded by Mrs. Sneed and carried unanimously the Board of Trustees, having reviewed the report of the annual audit of the Cambrian School District for fiscal year 2012-13, prepared by the Vavrink, Trine, Day & Co. accounting firm, accepts the report and directs staff to file the report with the Santa Clara County Superintendent of Schools in accordance with Education Code 41020

**Public Comments**

**Information/Study**

**Facilities Master Plan**

**Leased Property**

**Tech Update**

**Audit Rpt**

**ACTION**

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8.5 Mr. Scofield stated that we are required to establish a date for the Board's annual organizational meeting. Following Education Code our first meeting in December is the appropriate date to conduct the organizational meeting.

**Annual Org Mtg**

On a motion by Mrs. Brown, seconded by Mr. Baker and carried unanimously, the Board approved Tues., December 3, 2013, as the date of their annual organizational meeting.

**ACTION**

Mr. Vann recapped the recommendations he made for the use of Fund 17 at the last board meeting. He recommended using the monies to fund the technology purchases for the Strategic Plan and as an additional cushion for other needs. Monies from other funds can be transferred into Fund 17 as needed. This fund would help us separate out the various components of the Strategic Plan expenditures.

**Fund 17 Sp Reserve**

On a motion by Mr. Baker, seconded by Mr. Aronson and carried unanimously the Board approved the designation of Special Reserve Fund 17 for our Strategic Plan initiatives.

**ACTION**

**9. COMMUNICATIONS**

**Communications**

No communications were offered.

**10. CLOSED SESSION**

**Closed Session**

There was no further closed session.

**11. ADJOURNMENT**

**Adjournment**

There being no further business, the November 21, 2013, regular meeting of the Governing Board of Trustees was adjourned at 10:47 p.m. on a motion by Mrs. Sneed, seconded by Mrs. Brown and carried unanimously.

Respectfully submitted,

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Deborah L. Blow, Ed.D.  
Secretary to the Governing Board

Approved and ordered entered into  
the proceedings of the Cambrian  
School District on December 3, 2013

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Governing Board of Trustees