



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

December 7, 2017

1. OPEN SESSION

Open Session

1.1 Call to Order

The president called the Governing Board of Trustees Closed Session to order in the Cambrian Professional Development Center at 6:30 p.m.

1.2 Public Comments for Closed Session Items

There were no comments from the public.

2. CLOSED SESSION AGENDA

Closed Session

The Board convened in Closed Session to discuss the following:

- 2.1 Potential Litigation (Govt Code 54956.9(a))-one case
- 2.2 Public Employee Discipline/Dismissal/Release (Govt Code 54957)
- 2.3 Collective Bargaining Session (Govt Code 3549.1 (d)): Cambrian District Teachers Association
- 2.4 Public Employee Performance Evaluation, Superintendent (Govt Code 54957)
- 2.5 Personnel, Unrepresented management, Supervisory and Confidential Employees (Govt Code 54957)

3. REGULAR SESSION CALL TO ORDER

Regular Session

- 3.1 The president called the regular meeting of the Governing Board of Trustees to order in the Cambrian Professional Development Center at 7:44 p.m.

MEMBERS PRESENT:

Mr. Randy Scofield, President
Mr. Doron Aronson, Member
Mrs. Aletta Godden, Member
Mrs. Carol Presunka, Clerk

STAFF MEMBERS PRESENT:

Dr. Carrie Andrews, Superintendent
Ms. Carlena Grandey, Admin. Asst. to Superintendent
Mr. Mujtaba Rauf, Director of Information Technology
Mrs. Lesa Nieri, Asst. Supt., Personnel
Mr. Linh Nguyen, Asst. Supt., Educational Services
Mr. Jason Vann, Chief Financial Officer

- 3.2 Report out of Closed Session

On a motion by Mrs. Godden, the Board approved to modify the classified Chief Financial Officer's salary to include the Third (3rd) phase of the approved total compensation study package. Motion **CARRIED** 4-0

ACTION

Aronson-Yes
Godden-Yes
Presunka-Yes
Scofield-Yes

CAMBRIAN SCHOOL DISTRICT GOVERNING BOARD OF TRUSTEES
MINUTES OF REGULAR BOARD MEETING
December 7, 2017

On a motion by Mrs. Presunka, the Board approved a settlement for \$27,000. Motion **CARRIED** 4-0

Aronson-Yes
Godden-Yes
Presunka-Yes
Scofield-Yes

ACTION

4. PLEDGE OF ALLEGIANCE

The president of the Board led the Pledge of Allegiance.

5. ADOPTION OF AGENDA

On a motion by Mrs. Godden, seconded by Mr. Aronson, the Board adopted the December 7, 2017, agenda. Motion **CARRIED** 4-0

Aronson-Yes
Godden-Yes
Presunka-Yes
Scofield-Yes

Adoption of Agenda

ACTION

6. CONSENT AGENDA

On a motion by Mrs. Presunka, seconded by Mr. Aronson, the Board:

- 6.1 Adopted of Consent Agenda Items as follows:
 - 6.2 Approved the Personnel Report for December 7, 2017
 - 6.3 Ratified the Change Orders: Bagby Multi Use Room Project #2A totaling a credit of \$3,266 from BMI and #3C for \$5,675 from Preston Pipelines
 - 6.4 Approved the Resolution 17-18-09: Establishing Associated Student Body and Related Bank Account for Steindorf S.T.E.A.M School
 - 6.5 Accepted the Wells Fargo Advisors Statement for October 2017
 - 6.6 Accepted the Donation from MC Construction for \$500
- Motion **CARRIED** 4-0

Aronson-Yes
Godden-Yes
Presunka-Yes
Scofield-Yes

Consent Agenda

7. ANNOUNCEMENTS

- 7.1 Mr. Scofield announced to the Board that all schools sites will be closed for winter break beginning Friday, December 22 through Friday, January 5, 2018. Classes will resume for students on Monday, January 8, 2018.
- 7.2 Dr. Andrews had the opportunity to partake in Parcel Tax phone banking with other staff and parents. Over the past two weeks, staff and volunteers have been calling voters within the Cambrian School District to determine whether they would support a potential Parcel Tax in the amount of \$84 dollars for Cambrian School District programs and people. Dr. Andrews thanked the staff and volunteers for donating their time.

Dr. Andrews thanked Ms. Jackie Smith, Coordinator of Educational Technology for coordinating our District wide Digital Safety Parent Education Night last Thursday night. District Attorney Angela Alvarado who presented did a phenomenal job. Dr. Andrews looks forwards to District Attorney Angela Alvarado coming back to present to our Middle School students at Price and Steindorf in the near future.

Announcements

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

December 7, 2017

Dr. Andrews had the honor of spending the entire day at our school sites. She spent the morning at Price where she was able to visit many classrooms with Principal Gioco. She posted some of the pictures on our district twitter feed of Mrs. Lyons-Lao's art classes. While at Fammatre, Dr. Andrews walked classrooms with Principal MacFarland and Mrs. Darlene Norman, our Director of Student Services. The day ended where she was at Bagby Elementary School with Principal Murphy. Dr. Andrews thanked all of the staff for their dedication and commitment to students. It is always a pleasure and highlight for Dr. Andrews to be at the campuses with the staff and students.

8. RECOGNITIONS

Recognitions

8.1 Good Apple:

Individuals who have gone "the extra mile" for the students of our District were recognized by the Board for their hard work and dedication. Mr. Scofield presented them with Good Apple Awards and lapel pins while Dr. Andrews shared with the audience why the individuals were receiving the Good Apple award and thanked them for the support they have provided to our students and district. The recipients were:

Brian and Kady Ferraro, Farnham Elementary School
Lisa Hilldoerfer, Bagby Elementary School
Seema Shete, Bagby Elementary School

Students of the Month:

Students of the Month were recognized for being exemplary students. Dr. Andrews read commendations from each student's teacher and Board members presented certificates to their buddy school students. The Students of the Month were:

Lauren Quimby, Bagby School	Iris Noll, Steindorf STEAM
Madeline Chen, Fammatre School	Chaitanya Paranjape, Price School
Cameron Tabor, Farnham School	Rayleen Franceschini, Price School
Sean Gwin, Sartorette School	

9. PUBLIC COMMENTS

Public Comments

Mr. Thom Stephens, Price Teacher, asked the Board to come and visit Price Middle School. He encouraged the Board members to get to know him, the other teachers and staff.

Ms. Janet Gillis, Sartorette Teacher, addressed the Board in the regards to the 20% budget cut at Sartorette Elementary School. She feels that the mid-year cuts are irresponsible and directly impact student learning.

10. INFORMATION AND STUDY ITEMS

Information/Study

10.1 Measure I and Other Project Updates [Bagby Multi-use and Metzler]:

Mr. Pat Maravelias from Kramer Project Development Company, provided an update regarding the Measure I Projects. The Bagby Multi-Use Room is currently on schedule and ready to be painted. The project is scheduled to be completed in mid-February. He shared with the Board the advantages of purchasing the shade structure through the manufacture directly and reviewed the Measure I Program financial summary. Mr. Maravelias, also provided an update regarding the Non-Measure I Projects such as the Metzler Fire Alarm system that has started and is scheduled to be completed in mid-January.

**Measure I &
Non-Measure I**

10.2 Annual Measure I Financial Report and Performance Audit:

Mr. Ahmad Gharaibeh from of Vavrink, Trine, Day & Co., presented the Measure I Financial Report and Performance Audit. The financial report and performance audit expresses the financial statements and all respects related to Bond Measure I only. In the auditors opinion the financial statements are fairly presented in all material respects and the District has properly accounted for the expenditures held in the 2014 Measure I Fund and that such expenditures were made for authorized Bond projects.

**Measure I Financial
Report & Audit**

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

December 7, 2017

	<p>On a motion by Mr. Aronson, seconded by Mrs. Godden, the Board approved the reports as presented, and to allow staff to make the reports available to the public for review. Motion CARRIED 4-0</p>	<p>ACTION</p>
	<p>Aronson-Yes Godden-Yes Presunka-Yes Scofield-Yes</p>	
10.3	<p><u>Resolution 17-18-08: Bagby-DSA Shade Structures - Declaring Cambrian School District's Membership in the National Purchasing Partners, LLC and Authorization to Enter into Contract; NSP3 Contract:</u></p>	<p>Res. 17-18-18</p>
	<p>Mr. Jason Vann, Chief Financial Officer presented Resolution 17-18-08: Declaring the District's Membership in the National Purchasing Partners, LLC and Authorization to enter into contract in order to purchase the Shade Structure for the Bagby Multiuse Room.</p>	
	<p>On a motion by Mr. Aronson, seconded by Mrs. Godden, the Board approved Resolution 17-18-08: Declaring the District a member of the NPP, to allow staff to complete documents to become a member of the NPP and approved the NSP3 cost proposal not to exceed \$98,096.25. Motion CARRIED 4-0</p>	<p>ACTION</p>
	<p>Aronson-Yes Godden-Yes Presunka-Yes Scofield-Yes</p>	
10.4	<p><u>2016-17 Audit Report:</u></p>	<p>Audit Report</p>
	<p>Mr. Vann, Chief Financial Officer reported that Educational Code 41020.3 requires each school district Governing Board to review the annual audit at a regular public meeting. Mr. Ahmad Gharaibeh, Vavrink, Trine, Day & Co., reviewed the 2016-17 annual audit for the Governing Board and declared there are no instances or exceptions that require action.</p>	
	<p>On a motion by Mrs. Presunka, seconded by Mr. Aronson, the Board approved to accept the report and directed staff to file the report with the Santa Clara County Superintendent of Schools in accordance with Education Code 41020. Motion CARRIED 4-0</p>	<p>ACTION</p>
	<p>Aronson-Yes Godden-Yes Presunka-Yes Scofield-Yes</p>	
10.5	<p><u>First Interim Report for 2017-18:</u></p>	<p>1st Interim Report</p>
	<p>Mr. Vann, Chief Financial Officer, presented the first interim report. Education Code Sections 35015 and 35035 (g) requires certification by the Board. Certification requires the Board to review the budget and approve the District's First Interim report as of 10-31-17 and approve the District will be able to meet its financial obligations through 2021. Mr. Vann shared that the District will have to reduce ongoing expenditures by \$1.5 million starting in 2018-19 school year in order to meet the 3% required reserve in 2021. The reductions will need to be identified by the Board. Some areas of revenue possibilities to offset could be the potential Parcel and PARS program that will come back to the Board in February for decision.</p>	
	<p>On a motion by Mrs. Godden, seconded by Mrs. Presunka, the Board approved the First Interim Report. Motion CARRIED 4-0</p>	<p>ACTION</p>
	<p>Aronson-Yes Godden-Yes Presunka-Yes Scofield-Yes</p>	

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

December 7, 2017

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| 10.6 <u>Transfer of Funds from Fund 40 - Special Reserve Fund For Capital Outlay Projects and Fund 21 - Building Fund to Fund 10 - General Fund to Meet State Requirement for Routine Repairs and Maintenance Contribution:</u>
The Board and staff had an opportunity to discuss transferring funds from Fund 40 and Fund 21 to Fund 10. The Board and staff will review the 5 Year Facilities Maintenance Plan at a future Board meeting to prioritize repairs and reallocate funds to meet the State requirement for routine repairs and maintenance contribution. | Transferring Funds |
| 10.7 <u>Organizational Meeting: Board Calendar:</u>
Dr. Andrews stated that the Board must determine the dates and times for regular Board meetings in 2018. The Cambrian School District conducts meetings every month except for the month of July and presented the Board with four calendar options.

On a motion by Mrs. Presunka, seconded by Mr. Aronson, the Board approved the option D calendar for the first half of 2018 and the 2018-19 Board of Trustees meetings. Motion CARRIED 4-0

Aronson-Yes
Godden-Yes
Presunka-Yes
Scofield-Yes | 2018-19 Board Calendar

ACTION |
| 10.8 <u>Organizational Meeting: Election of Board President (Cambrian Board Policy 9120 and 9313):</u>

On a motion by Mr. Aronson, seconded by Mrs. Presunka, the Board elected Mr. Middleton as President of the Board of Trustees for the year 2018. Motion CARRIED 4-0

Aronson-Yes
Godden-Yes
Presunka-Yes
Scofield-Yes | Board President

ACTION |
| 10.9 <u>Organizational Meeting: Election of Board Vice President (Cambrian Board Policy 9120 and 9313):</u>

On a motion by Mrs. Godden, seconded by Mr. Aronson, the Board elected Mrs. Presunka as Vice President of the Board of Trustees for the year 2018. Motion CARRIED 4-0

Aronson-Yes
Godden-Yes
Presunka-Yes
Scofield-Yes | Vice President

ACTION |
| 10.10 <u>Organizational Meeting: Election of Board Clerk (Cambrian Board Policy 9120 and 9313):</u>

On a motion by Mrs. Presunka, seconded by Mr. Aronson, the Board elected Mrs. Godden as of the Board of Trustees for the year 2018. Motion CARRIED 4-0

Aronson-Yes
Godden-Yes
Presunka-Yes
Scofield-Yes | Clerk

ACTION |
| 10.11 <u>Organizational Meeting: Election of a Representative to the Santa Clara County Committee School District Organization:</u>

On a motion by Mr. Aronson, seconded by Mrs. Godden, the Board elected Mr. Middleton to serve as the Representative to the Santa Clara County Committee for School District Organization for the year 2018. Motion CARRIED 4-0 | SCCC Representative

ACTION |

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

December 7, 2017

Aronson-Yes
Godden-Yes
Presunka-Yes
Scofield-Yes

10.12 Call for Nominations for California School Board Association's (CSBA) Delegate Assembly:

Dr. Andrews stated that the Delegate Assembly is a vital link in the association's governance structure and sets the general policy direction for the association. Delegates ensure that the association promotes the interests of school districts and county offices of education throughout the state.

On a motion by Mr. Scofield, seconded by Mrs. Godden, the Board nominated Mrs. Presunka for the California School Board Association's Delegate Assembly. Motion **CARRIED** 4-0

Aronson-Yes
Godden-Yes
Presunka-Yes
Scofield-Yes

**CSBA Delegate
Nominations**

ACTION

11. COMMUNICATIONS

Mrs. Presunka enjoyed attending the Annual California School Board Association Conference with the Cambrian Board of Trustees. She felt the sessions were very informative and valuable.

Mr. Scofield also enjoyed the Annual California School Board Association Conference. He felt that there was a lot of good information and worth the time and effort.

Communication

12. CLOSED SESSION

No resumption of closed session.

Closed Session

13. ADJOURNMENT

There being no further business, the December 7, 2017, regular meeting of the Governing Board of Trustees was adjourned at 10:11 p.m. on a motion by Mrs. Presunka, and seconded by Mr. Godden. Motion **CARRIED** 4-0

Adjournment

Aronson-Yes
Godden-Yes
Presunka-Yes
Scofield-Yes

Respectfully submitted,

Carrie Andrews, Ph.D.
Secretary to the Governing Board

Approved and ordered entered into the proceedings of the Cambrian School District on February 1, 2018.

Governing Board of Trustees