

**Monterey Peninsula Unified School District
Minutes
Regular Board Meeting**

July 21, 2003

The Board of Education of the Monterey Peninsula Unified School District met in regular session at 5:40 p.m., on the above date at the Instructional Materials Center, 540 Canyon Del Rey, Monterey, California.

The meeting was called to order by President Troutman.

Board Members Present: Robert Eggers (arrived at 6:29 p.m.)
Resa Foss
Regena Lauterbach
Shanda LeBoeuf (arrived at 5:52 p.m.)
Marjorie Troutman
Daniel Villa (arrived at 6:02 p.m.)

Board Member Absent : Carlos E. Noriega

Staff Members Present: Jim Burnis
Daniel Callahan
John Lamb

DLIFLC/POM/NPS Representative Present: Ron Graddy

The President declared that a quorum was present and the Board proceeded with the order of business.

No public comments were made at this time.

The Board adjourned to closed session at 5:42 p.m. and reconvened at 7:21 p.m. to take the following action:

The Pledge of Allegiance to the Flag of the United States of America was led by President Troutman.

No reportable actions were taken in closed session.

No additional items were added to the agenda.

PRESENTATION OF CERTIFICATES/AWARDS/RECOGNITION

Monterey Information Technologies
- Fiber Project at La Mesa School

Network Administrator Mary Kipinger acknowledged the donations and support from Monterey Information Technologies (MIT) to MPUSD schools/sites to include the wiring of fiber optics to connect Seaside High School, Colton Middle School, and the Instructional Materials Center to the Internet with high-speed access; donation of five computers to Marina del Mar School; and donation of materials and labor to install fiber from the Naval Postgraduate School "head-in" building to La Mesa School.

MIT Project Manager Bob McGuire was presented with a certificate of appreciation and commended by the Board for their continued contributions and partnerships with MPUSD schools.

CORRESPONDENCE

President Troutman acknowledged correspondence from the California School Boards Association (CSBA) regarding the Superintendent's Challenge and CSBA's Healthy Food Policy Resource Guide, and asked if the Board would like to discuss nutritional health and the development of policies of healthy eating for all students at a future meeting.

It was noted that nutrition in the schools is a topic of discussion by the Board Policy Subcommittee. It was the consensus that the item be brought forward to the Board at a later date.

SUGGESTIONS AND COMMENTS FROM MEMBERS AND OFFICERS OF THE BOARD

Mr. Eggers reported on a City of Marina planning commission meeting.

Ms. Foss reported on the last Fort Ord Reuse Authority (FORA) meeting and discussions about affordable housing and workforce housing. She noted that MPUSD is a non-voting FORA member. Ms. Foss suggested that housing be discussed and a resolution adopted by the Board indicating support or non-support of the impact of affordable housing and workforce housing for the District.

Dr. Callahan said the item can be agendaized at the next Peninsula Governance Collaborative and that it will be agendaized at the next Board meeting for discussion.

President Troutman referred to the Monterey Peninsula Chamber of Commerce *ChamberLink* section in the Monterey County Herald and an article on First Day of School, a national program to improve education. She asked Del Rey Woods School Principal Laura Caldwell to comment on the program.

Mrs. Caldwell provided an overview of the introduction of First Day of School that has grown from 11 schools to over 4,000 schools throughout the country, and shared her school's upcoming activities for their First Day Celebration.

SUGGESTIONS AND COMMENTS FROM VISITORS - NON-AGENDA MATTERS

Mrs. Caldwell thanked Board members who hosted a barbeque for management staff on their first week back to work, and said it was nice to have an opportunity to spend social time with Board members and their families.

ACTION ITEMS

Approve Administrative Appointments

Dr. Callahan announced the administrative appointments for the positions of Director Support Services and Monte Vista School Principal, as well as the interim administrative appointments for Fitch Middle School Principal, Fitch Middle School Assistant Principal, and Seaside High School Assistant Principal. Mr. Villa motioned and Mr. Eggers seconded to approve the administrative appointments as presented. After a brief discussion regarding the Director Support Services appointment, Mr. Villa and Mr. Eggers withdrew their motions and the following action was taken:

*MSC Villa, Eggers

RESOLVED that the following administrative appointments be approved for the 2003-2004 school year, effective July 1, 2003:

<u>Name/Position</u>	<u>School</u>
Martin Enriquez, Interim Principal	Fitch Middle School
Linda Pinkham, Interim Assistant Principal	Fitch Middle School
Tom Shively, Interim Assistant Principal	Seaside High School

AYES: 6

MSC Villa, LeBoeuf

Mrs. Lauterbach said she didn't have any reservations about the quality of the candidate for Director of Support Services, but noted there was no current job description for the position.

Ms. Foss expressed concern that added job responsibilities were assigned to remaining administrators during the budget cuts, and expressed frustration over the lack of a current job description.

Mr. Villa said he appreciated Mrs. Lauterbach's and Ms. Foss' concern and said the job description is a technicality. He said many of the duties associated with the position have been spread out, some of the duties are in flux, and the work is there and won't go away. Mr. Villa said the talent has been identified and he didn't feel uncomfortable about the lack of a current job description. He said it is in the best interest of the District to continue moving forward.

Mr. Eggers concurred with Mr. Villa and said job descriptions have been being revised in the last few years. He said staff is dealing with the critical needs and felt comfortable in hiring Ms. Garrison for the position. Mr. Eggers said he didn't want the position to be put on hold because of a job description and find out that she accepted another job offer.

Mrs. LeBoeuf said the Board would be doing themselves a disservice if they hold a lack of a current job description against the District. She said the feelings about an updated job description have been made known, and it is in the best interest of the District to act on the appointment.

RESOLVED that the following administrative appointment be approved for the 2003-2004 school year, effective July 1, 2003:

<u>Name</u>	<u>Position</u>
Shelby Garrison	Director Support Services

AYES: 4

NOES: 2 (Foss, Lauterbach)

MSC Troutman, Eggers

RESOLVED that the following administrative appointment be approved for the 2003-2004 school year, effective July 1, 2003:

<u>Name/Position</u>	<u>School</u>
Annette Le Tourneau, Principal	Monte Vista School

AYES : 6

Ms. Le Tourneau thanked the Board and provided background information about her educational experiences.

MSC Villa, LeBoeuf

Approve Budget Revision #1

Chief Business Officer Jim Burnis reviewed Budget Revision #1 and clarified questions from Board members. He said revisions include additional rent revenues not included in the Adopted Budget, corrections to the District Revenue Limit calculations based on Charter School average daily attendance for the prior year, corrections to the Athletics Budget that was overstated in the Adopted Budget, and a number of other expenditure corrections and adjustments to indirect support charges between programs and funds.

RESOLVED that Budget Revision #1 be approved as presented.

AYES: 6

MSC LeBoeuf, Villa

Approve Larkin Lease Extension with City of Monterey

RESOLVED that the District approve the Joint Use Agreement with the City of Monterey for use of portions of Larkin Elementary School, retroactive to July 15, 2003, be approved.

AYES: 6

REPORTS

Superintendent - Dr. Callahan reported on the Stanford Education Leadership Institute that he and the leadership team attended, the mutual commitments process and two-day workshop for administrators the previous week, and issues raised by the Marina Planning Commission on the placement of school sites. Dr. Callahan recommended that a discussion be agendaized at a future meeting and that Board policies for proximity for future school sites be developed, as well as a policy regarding established acreage and configuration for future school sites (consensus). Dr. Callahan also reviewed Celebrating Successes at this time.

DLIFLC/POM/NPS Representative - Mr. Graddy reported that he gave a briefing to the new Commander about the partnership between the school district and the military. He said the Commander's children will be attending MPUSD schools and that he wanted to attend a school board meeting. Mr. Graddy reported on a conference he attended and said the interaction with the military and school district is good and thanked the Board and administration for involving the military.

INFORMATION

Review Adult Education Construction Technology Course Outline

Associate Superintendent John Lamb reviewed the Adult Education Construction Technology course outline and said it will come back to the next meeting for action. The cost associated with hiring one or two instructors will be generated by the program.

Board and Superintendent's Budgets

At a previous meeting, the Board requested back-up, line-by-line, detail on the Board and Superintendent's budgets. Mr. Burnis distributed the back-up detail and financial activity report and clarified questions from Board members.

Recording/Reporting of Board Minutes

Dr. Callahan said the Superintendent's Office is investigating the feasibility of a voice recognition program that will record the Board meetings onto a compact disk.

After a brief discussion on the format of the Board minutes, it was the concensus for shortened minutes and that the tape/CD will be made available upon request.

Sole-Source Roofing

In response to an article in the Monterey County Herald about the District using sole-source roofing, Chief Business Officer Jim Burnis provided historical information back to 1996 related to current bidders and projects, rationale for sole-source roofing, Board-approved District standards for several modernization aspects (fire alarms, bathroom fixtures, door locks and hardware, roofing materials) and clarified questions from Board members and members of the audience. He said the bidding process allows for an alternative provided it meets District specifications, and that there have been different low bidders and no one has requested alternative roofing materials until recently. The request would be given to the architects/engineers to make sure the product is equal to the District standard. Mr. Burnis said what prompted the District to look at a longer term roof was the result of the collapse of a Monterey High School roof. He referred to state modernization monies and said the criteria for repair or replacement is a 25-year minimum, and if the District bid on a ten-year roof, the state would not fund monies to replace/repair. He noted the roof that collapsed was seven years old. Mr. Burnis said those are some of the things to keep in mind with long-term roofing. By setting a standard, the District will be able to stock the parts for future repairs/replacements. He also said the company oversees the installation of their roofing materials.

Mr. Villa said he appreciated the clarification and referred to some of the responses he heard from people in the community. He noted the technicalities, and said most people are not involved in that kind of technical process.

(Mrs. LeBoeuf left the meeting at 8:55 p.m.)

Dr. Callahan said the people who were quoted in the article were not replacing 24 roofs and that the bid specifications were put together by an independent consultant. Because the District could "piggyback" the purchase, it was able to receive an 18% discount; and because there were 24 roofs to replace, it received an approximate 20% further discount on the state bid.

In response to Monterey County Herald reporter Alex Friedrich's question regarding request for documentation showing a price comparison breakdown and who was invited to do a presentation, Dr. Callahan said he had available the bid specifications that were put together by a nationwide consulting firm, and a document showing what was paid and how much the District saved versus what the consulting firm said what was a reasonable price. He said he spent time looking at the entire process and talking with all involved, and felt the process was well done.

Mr. Villa said some of the information being requested is the working documents of the consultant and that the recommendations came to the Board as a finished product.

(Mr. Eggers left the meeting at 9:15 p.m.)

CONSENT AGENDA

MSC Villa, Troutman

Ms. Foss requested clarification on the job description for Consent item #7 and expressed concern about the request for grant of easement at Hayes Education Center.

RESOLVED that the Consent Agenda be approved as submitted.

1. Approve Minutes
 - June 30, 2003, Special Board Meeting
2. Approve/Ratify Personnel Items
3. Ratify Purchase Orders for June 1, through June 30, 2003
4. Ratify Warrant Register for June 1 through June 30, 2003
5. Approve Gifts to the District

From	To	Amount	Purpose
Lifetouch National School Studios	Bay View School	\$460.00	For instructional supplies
Lifetouch National School Studios	Crumpton School	925.00	For instructional supplies
Lifetouch National School Studios	Del Rey Woods School	700.00	For instructional supplies
Lifetouch National School Studios	Foothill School	765.00	For instructional supplies
Big Sur International Marathon	Foothill School	750.00	For instructional supplies
Lifetouch National School Studios	Highland School	940.00	For instructional supplies
Lifetouch National School Studios	La Mesa School	780.00	For instructional supplies
Lifetouch National School Studios	Manzanita School	370.00	For instructional supplies
Lifetouch National School Studios	Marina Del Mar School	640.00	For instructional supplies
Lifetouch National School Studios	Marina Vista School	825.00	For instructional supplies
Lifetouch National School Studios	Marshall School	925.00	For instructional supplies
Lifetouch National School Studios	Olson School	1,020.00	For instructional supplies
Lifetouch National School Studios	Ord Terrace School	435.00	For instructional supplies
Lifetouch National School Studios	Colton Middle School	750.00	For instructional supplies
Monterey Bay Blues Festival	Colton Middle School	500.00	For instructional supplies
Monterrey Peninsula Avenue of Flags	King Middle School	300.00	For the music program
Macy's West, Inc.	King Middle School	517.79	For instructional supplies
Lifetouch National School Studios	Fitch Middle School	46.00	For instructional supplies
Lifetouch National School Studios	Los Arboles Middle School	680.00	For instructional supplies
Monterey Peninsula Sunrise Rotary Club	Monterey High School	750.00	For the Galleon Newspaper
Monterey Peninsula Foundation	Monterey High School	25,000.00	For field renovation
Sunburst Farms	Seaside High School	1,370.00	For the scholarship program
McGraw-Hill Companies	Seaside High School	625.00	Forth Newcomer Center

6. Approve Proposed 2003-2004 Adult Education Program
7. Approve New Classified Job Description
 - Speech-Language Pathology Assistant
8. Approve the Preparation and Submission of the Kern Resource Center Model Implementation Site Mini-Grant Proposal (NTE \$15,000)
9. Accept One-Time Playground Compliance Funds from the California State Department of Education Child Development Division (\$49,700)
10. Approve Neighborhood Improvement Program Project - Colton Middle School
11. Approve Grant of Easement at Hayes Education Center

AYES: 4

SUGGESTIONS AND COMMENTS FROM MEMBERS AND OFFICERS OF THE BOARD AND BOARD MEMBER REQUEST(S) FOR INFORMATION AND/OR POSSIBLE FUTURE AGENDA ITEM

Mrs. Lauterbach expressed concern about Board members leaving before the meeting is adjourned. She referred to the Superintendent's report and requested that a Board Policy for proximity for future school sites and established acreage and configuration for future school sites be agendized for a future meeting. She requested that a policy for teleconferencing be agendized for the next Board Policy Subcommittee meeting.

Mr. Villa requested information on the drop out rate and the tracking of students.

President Troutman said Mrs. Lauterbach's concern will be discussed at the August 11 single district training. She referred to the Board meeting self-evaluation forms and suggested that it be discussed at that time. President Troutman referred to Mr. Villa's request and said she had a proposal for staff research that she would bring to the next meeting.

BOARD MEETING EVALUATION none)

ADJOURNMENT

The meeting adjourned at 9:26 p.m. in memory of Zdena Krasa, mother of retired Regional Occupational Program Coordinator Peter Krasa.

Respectfully submitted,

Daniel Callahan
Executive Secretary

DC:jif
*MSC-Motion/Second/Carried