

Monterey Peninsula Unified School District
Minutes
Regular Board Meeting

November 1, 2004

- A. Call to Order** The Board of Education of the Monterey Peninsula Unified School District met in regular session at 6:31 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 Lauterbach.

**B. Roll Call –
Establishment of
Quorum**

Board Members Present: Robert Eggers (arrived at 6:54 p.m.)
Resa Foss
Alan Haffa
Regena Lauterbach
Shanda LeBoeuf (arrived at 6:50 p.m.)
Carlos E. Noriega
Marjorie Troutman

Staff Members Present: Daniel Callahan
Robert Costa
Yvonne Despard
Don Stabler

DLI/POM/NPS Representative Present: Ron Graddy (for Cindy Rothstein)

Student Board Member Present: Samantha Grillo, Monterey HS
Tiffany Tyson, Seaside HS (arrived at
7:40 p.m.)

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

**C. Public Comments on
Closed Session Items**

No public comments were made at this time.

D. Closed Session

The Board adjourned to closed session at 6:32 p.m. to discuss the following:

1. Conference with Labor Negotiator (Gov. Code section 54957.6)
a. Agency Negotiator: Robert Costa
Employee Organization: California School Employees Association
Monterey Bay Teachers Association
2. Conference with Labor Negotiator (Gov. Code section 54957.6)
a. Agency Negotiator: Daniel Callahan
Employee Organization: Unrepresented Employees
Director Personnel Services
Director of Technology
3. Public Employee Discipline/Dismissal/Release (Gov. Code section 54957)
4. Conference with Real Property Negotiator (Gov. Code section 54956.8)
Properties: • 190 Seeno Street, Monterey
• 251 Soledad Drive, Monterey

Negotiating Parties: Daniel Callahan
Under Negotiation: Terms and Conditions

- E. **Reconvene Open Session** The Board reconvened at 7:02 p.m. to take the following action:
- F. **Pledge of Allegiance** The Pledge of Allegiance to the Flag of the United States of America was led by Board Member Noriega.
- G. **Report Action Taken in Closed Session, if any** President Lauterbach reported on the following action taken in closed session at the October 27, 2004, special Board meeting:
- The Board took action to extend the contract of Robert Costa through June 2006; and that his title be changed from Director, Personnel Services, to Assistant Superintendent, Personnel Services, with no increase in compensation. The vote was 4-0.
- The Board took action to approve the Superintendent's goals and mutual commitments. The vote was 4-0.
- H. **Take Action to Items That Arose Since Posting of the Agenda and Approve Agenda (2/3 Vote Required if Any Item is Added to the Agenda)** No additional items were added since posting of the agenda.
- RESOLVED** that the agenda be approved.
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| MSC | Eggers, Foss |
| AYES: | 7 |
| NOES: | 0 |
- I. **Certificates/ Presentations/ Recognitions**
- Board Member Troutman's birthday was acknowledged.
- Newly appointment Chief Business Officer Don Stabler was acknowledged.
- *1. Presentation on Early Assessment of Readiness for College Mathematics and English – *Strategy 3*
- Consultant Karin Cordell reported on the Early Assessment of Readiness for College Mathematics and English Program (EAP) and responded to questions from Board members. The assessment is designed to be taken in the spring by high school juniors to assess their preparedness for college freshman Mathematics and English classes. Dr. Cordell presented data on the performance of MPUSD students.
- In response to suggestions requesting data on remedial students, tracking students, and extending the assessment to freshman students, Dr. Cordell said it is not a District program, but a voluntary assessment that is being conducted by the California State University system.
- Dr. Callahan said the data is used as an indicator on how the District is doing. He said two years ago, Bay View School had the highest Academic Performance Index (API) gain. This year, Highland School had the highest API gain than any other school in Monterey County. He referred to a recent Coordinated Compliance Review indicating that King School and Highland School are "hidden jewels."
- *2. Site Plan Presentation – *Strategy 3*
- Principals and staff from Los Arboles Middle School and Foothill School reviewed their Single Plans for Student Achievement and clarified questions from Board members. Areas highlighted included school demographics, testing data, assessment, interventions, second language learners, safe environment, school support, budget, and the principals' Mutual Commitments. Copies of their respective single plans were provided. This item will be brought back for Action at the next meeting.
- J. **Student Board Member Reports**
- Samantha Grillo reported on activities at Monterey High School including fall sports, college fair, canned food drive, fashion show, and a radio broadcast where students spoke about political issues.
- Tiffany Tyson reported on activities at Seaside High School including college preparation, senior activities, fall sports, and the radio broadcast on political issues. She reported on progress on communication between the administration and student body.

(Tiffany left the meeting at 8:05 p.m.)

K. Communications

None.

L. Suggestions and Comments from Members and Officers of the Board

Board Member Foss reported on the upcoming Mission Trails Regional Occupational Program (ROP) dinner that she and Board Member Haffa will be attending. She referred to "show and tell" and said each meeting she will be bringing something to contribute to schools. Board President Lauterbach and she said they would focus on art and music and donated dinosaur hand puppets for a school. She referred to holiday cards that were sent to each employee last year by her and President Lauterbach, and invited Board members to participate in a holiday project that they will be working on this month.

Board Member Haffa referred to "show and tell" and donated a ream of paper for a school.

(Samantha left the meeting at 8:10 p.m.)

M. Suggestions and Comments From Visitors - Non-Agenda Matters

Donna Kiernan, Highland School principal, referred to the article in the local newspaper regarding the school's API growth, gave recognition to classified staff, and said they are a huge part of the team.

Carlos Ramos, District volunteer, commended Foothill School and Los Arboles Middle School for the work they are doing at their sites. He referred to a compliance review that was held this past spring and encouraged that there be an English Language Advisory Council (ELAC) representative on the school site councils and to include the activities from the ELAC.

Colette Marie McLaughlin, parent and founding chair of Parents for Sanity (PFS), said some parents are gravely concerned about the focus of the Board majority on special interests instead of the interests of students. Mrs. McLaughlin said PFS is seeking for intervention and for the Board to regain their focus. She referred to a few vocal members of the audience claiming inaccurate facts, and said the organization will provide a document on the inaccuracies and special interest groups that have been impacting the students. She spoke about hostility in people not wanting to support administrators who can provide high quality direction to teachers, and said putting an intern administrator in charge of curriculum is as foolish as putting an intern inside of a classroom to save a few dollars. Mrs. McLaughlin said MPUSD students deserve the best, and the organization will continue to work to improve the quality of education and represent the students.

Susan Woodward, MPUSD parent, commended Foothill School and Los Arboles Middle School for the data and format presented, and suggested that the budget be included in future presentations. She referred to a Business Advisory Committee discussion regarding transportation fees, and whether it is a pro or a con for parents to identify their child's eligibility for the free and reduced lunch program. She said the consensus was a pro because the District could identify itself as a possible Title I district, and believed that the former Chief Business Officer identified MPUSD as a Title 1 district in May. Ms. Woodward understood that there would be a distribution of funds across all schools within the District and asked what happened?

Dr. Callahan said there is no provision in the law for a district to become a Title 1 district. MPUSD is over 51% poverty which is one of the ways it qualifies for Title 1 funding. He referred to a whole school program in Title 1 where all students can receive services whether they are Title 1 students or not if the school meets the criteria. Dr. Callahan said the more students accurately identified has the general advantage of qualifying the District for various grants that it might not qualify for; specifically, greater compensation under the E-rate program that provides for heightened infrastructure and reduced cost for phone and data lines. He referred to the efforts of the administration and staff at Seaside High School to identify students, and said the school went from approximately 43% free and reduced lunch to 80%, meaning great things for the school in terms of qualifying for grants. Dr. Callahan said it's to the District's advantage to identify eligible students as best we can.

In response to President Lauterbach's question regarding what percentage does a school need to have to qualify for Title 1 funds, Dr. Callahan said it's not a number but where the school is relative to the District average. He referred to Los Arboles Middle School and its increase of eligible students from 41% to 53% a few years ago, and said the gain in that area pushed the school significantly above the District average and qualified as a Title 1 school.

In response to Board Member Eggers question regarding Board discussion at a future meeting regarding phone calls he has received from parents concerned that some students participating in the program are not qualified, Dr. Callahan said the free and reduced lunch program is handled through Nutrition Services, and by law, the identity of those individuals is confidential. He said the Nutrition Services Director can provide an overview of the free and reduced lunch program or speak to specific schools that have dramatically increased their identification, but in terms of identifying individual people, the District is interested in that information, but it can't be discussed publicly.

N. Action Items

- *1. Approve Signatures of Board Representatives Effective November 1, 2004 – *Strategy 1*

RESOLVED that the authorized signatures of Board Representatives, effective November 1, 2004, be approved as submitted.

MSC Eggers, Troutman
 AYES: 7
 NOES: 0

- *2. Approve Resolution 2004/05-12: Authorization to Apply for the Low Emission School Bus Program in Collaboration with the California Air Resources Board (CARB) to Replace One Diesel Bus with a Compressed Natural Gas (CNG) Bus – *Strategy 2*

RESOLVED that Resolution 2004/05-12: Authorization to Apply for the Low Emission School Bus Program, and if approved, accept AB 2345 Low Emission School Bus Program Grant Funds for \$125,857 (plus tax) as well as \$30,000 for infrastructure, and purchase one 84-passenger CNG school bus using the Cooperative Procedure (Piggyback) be approved.

MSC Eggers, LeBoeuf
 AYES: 7
 NOES: 0

O. Consent Agenda

- 1. Approval of Consent Agenda - *Strategy 1*

RESOLVED that the Consent Agenda be approved as submitted.

- *1. Approve Minutes
 - September 27, 2004 Special Board Meeting
 - October 25, 2005 Regular Board Meeting
- *2. Approve/Ratify Personnel Items
- 3. Approve Gifts to the District

(Board Policy requires that all gifts to the District in excess of \$250 of value be officially accepted by the Board of Education.)

From	To/Purpose	Amount
Marina del Mar PTA	Marina Del Mar School For field trips	\$1,500.00
Chapman Foundation	Monterey High School For the MAOS program	\$30,000.00
Gordon Jones	Seaside High School For scholarship fund	\$1,000.00
Dr. Donald Merz	Regional Occupational Program For a computer and fax machine	\$400.00 (est. value)

MAOS-Monterey Academy of Oceanographic Science

- *4. Approve Submission and Implementation of the Carl D. Perkins Vocational and Applied Technology Grant for 2004-2005 (\$89,814)
- *5. Accept AB2766 Emissions Reduction Grant to Fund Installation of Diesel Particulate Filters on Six Buses and Cover the Incremental Cost of Low Sulfur Diesel Fuel Until the Year 2006 (\$72,147)
- *6. Ratify Change Order 10 for Re-Roofing Modernization Bid Package 1 for a Credit to Waterproofing Associates' Contract (from \$1,039,775.66 to \$1,031,395.66)
- *7. Approve Classified Management Job Description
 - Transportation Supervisor
- *8. Approve Job Description
 - Grant Coordinator
- *9. Approve Adult Education Foreign Language in the Workplace – Spanish Course Outline

MSC	Troutman, LeBoeuf
AYES:	7
NOES:	0

P. Reports
Strategy 1

- 1. Committees/ Conferences No reports.
- 2. Superintendent's Report Dr. Callahan referred to a subcommittee meeting to discuss the Board action calendar for 2004-2005, and said his office will call to set up the meeting. Dr. Callahan and Board members read aloud successes in the District. Dr. Callahan referred to service learners, and said California State University Monterey Bay is one of the few universities that require service learning to graduate.
- 3. DLIFLC/POM/NPS Representative Ron Graddy reported that there are five families moving into the newly-built military housing adjacent to the Seaside Highlands housing development this week. He said Seaside High School's Sober Grad Night might be held at the Porter Youth Center. He spoke about a partnership with Marshall School and the youth center's after school program to work with students with special needs.

Q. Information

- *1. Review Board Policy 7400 – Facilities Use – *Strategy 6* Dr. Callahan reviewed Board Policy 7440 and said it has been reframed as a policy statement and reflects the Attorney General's opinion that has been tested to the California Supreme Court, stating churches will be charged at the non-profit rate that a district establishes for its facilities use. He said there is to be no particular accommodation for religious organizations.

Board Member Troutman understood that at the last meeting, legal counsel indicated there was accommodation for religious organizations.

Dr. Callahan said the wording was deleted based on the Attorney General's opinion and was addressed at the last meeting. He referred to communication from legal counsel and a copy of the Attorney Generals' opinion stating that it is the legally appropriate way for the facilities use policy to read.

In response to a question from Board Member Troutman whether it is recorded in the Education Code, Dr. Callahan said policies are to reflect the Education Code and other appropriate government codes. He reiterated that the item was prepared based on legal counsel's advice in accordance with the Attorney General's opinion that was tested to the California Supreme Court. Dr. Callahan said the Attorney General's opinion will be reflected in the policy.

In response to Board Member Haffa's question regarding rationale for not including the fee structure in the policy, Dr. Callahan said the Board Policy is a general statement, the Administrative Regulations detail specifics which talks about the three fee structures, and then there is the fee schedule.

2. Discuss Governance Policies – *Strategy 1*

Dr. Callahan said this item has been previously agendized, and is in response to Board Member Noriega's request for the Board to review a series of suggestions.

Board Member Noriega said this was the third time this document has been distributed to Board members and it was read into the record at a previous meeting. He said this is the 54th meeting this year, and he wanted to focus the Board back on important subject matters that need to be addressed in the areas of education, governance, and policy issues. He referred to the following four suggestions for the Board's consideration between now and December 2004 to use, as a Board, for points needed to focus on addressing agenda items and committing to getting work done in an atmosphere that is not contentious.

1. Focus on student attendance data, and school site, size and potential future configuration(s) for the development of the 2005-2006 budget.
2. Develop and establish an effective evaluation procedure for the performance of the Superintendent that is inclusive of community, teacher, staff, Cabinet, as well as final overall review and input by each Board member.
3. Assess the progress on the implementation of the Strategic Plan and make recommendations and/or adjustments to meet goals and objectives as necessary.
4. Make sure we are discussing and understanding what is necessary for us as a district to meet the potential need for additional schools as we start seeing growth in the district.

Board Member Eggers concurred with all suggestions.

In response to Board Member Troutman's question whether Board Member Noriega wanted to make the suggestions into Board policies or protocols, he said they were governance and policy issues, and hoped by consensus that the Board would say they are important and direct the Board President and Superintendent to develop a calendar, see what is doable, prioritize the order, and bring back to the full Board for consideration. Board Member Troutman felt it would be a big task to go after at one time.

In response to President Lauterbach's suggestion to place the item back on the next agenda so the Board can consider and prioritize, Board Member Eggers stressed the importance of deciding on the criteria as soon as possible.

Board Member Haffa stressed the importance of keeping schools open. He said budget revenue generation is his first priority, the development of suggestion #1 his second priority, and under suggestion #4 he also wanted to maintain the current schools.

Board Member Foss said she recalled a discussion about no long-term plan for facilities, that it had been put on the back burner, and expressed support for it to be a future agenda item.

Board Member Troutman said it would be wise to look at the whole district rather than looking at schools that are going to be closed, and ask for community input.

Board Member Noriega referred to the recent Strategic Plan Planning Team meeting and the upcoming meeting, and said there is a good cross section of the MPUSD community providing input as to where they feel the priority should be set.

President Lauterbach suggested turning the item over to the Board Action Calendar Committee.

Dr. Callahan said it doesn't require Board action to prioritize or establish ad hoc committees, and turning it over to the committee might be premature as priorities have not been addressed by the full Board. He suggested that the Board identify its highest priority item, and form an ad hoc committee to work on helping the Board to come to a decision about what it wants to set as its next big ticket item. He said the Action Calendar Committee can still meet and add the priorities to the calendar at a later date. Dr. Callahan addressed the comment made about the long-term facilities plan being put on the back burner, and reminded Board members about the series of events that caused the 54 Board meetings and use of a great deal of staff time. He said the issue of facilities will be a long-term fix, and he referred to a previous Board meeting where \$450,000 was placed in deferred maintenance qualifying the District for the state match and how the monies won't go far with 24 school sites to address. He said the next set of facilities needs will be addressed at the conclusion of the modernization program.

Board Member Troutman said before the Board can make any suggestions to upgrade facilities and/or build new schools, the Board will need to know how much monies will be available, as well as the restrictions or allowances. She referred to the amount of information that the committee will have to research. Board Member Troutman suggested that Board Member Noriega itemize each subject area that he addressed without the defining arguments. She said the Board needed guidance from him.

President Lauterbach suggested prioritizing the items at the next meeting.

Board Member Noriega clarified that suggestion #1 is based on the lack of Board criteria last year and is also aimed at the budget. Once the points are addressed, it will either fit or not fit, and the Board will be immune from external pressure. He said data is not needed; just the help to create the criteria and how the Board is going to go about it so it doesn't become a contentious issue. Board Member Noriega said it is intended to be a collaboration of the community and the Board, and the guidance comes from the Board, not him.

Dr. Callahan said the Board goals can be added to the study session agenda, and requested that any additional items be called into the Superintendent's Office by Wednesday.

In response to Board Member Foss's question regarding the urgency to address criteria and whether it is still the intent of the District to not close any schools this year, Dr. Callahan said it's unlikely that there will be school closures unless the state budget falls apart. He reminded that most of the schools are at capacity and to close a school would mean the addition of portables in some schools. He referred to the 29 different criteria put forth by the Facilities Utilization Committee last year. In response to a presentation on long-term compensation, Dr. Callahan said the study is not complete and that he informed the bargaining groups.

Board Member Foss suggested a discussion on long-term compensation at least from a philosophical level.

*3. Review Central Registration and Reconfiguration of the Instructional Materials Center – *Strategy 5*

Support Services Director Yvonne Despard presented a pilot central registration process where, beginning in April 2005, all new students entering the District will register at the newly reconfigured Instructional Materials Center (IMC). She said the planning efforts have begun, timelines established, and responsibilities delegated. In order to be successful, Mrs. Despard said the process requires a high level of data integrity and accountability and she recommended the reclassification of the following classified positions:

<u>From</u>	<u>To</u>
Lead Data Entry Operator (Range 27)	Training/Data Integrity Specialist I (Range 36)
Computer Operations Technician (Range 34)	Training/Data Integrity Specialist II (Range 38)

She said an outside vendor currently charges \$1,000 per day to train and provide technical support to school staff on the use of the District's Student Information Management System (SIMS). Mrs. Despard said the pilot program will be assessed at the end of the year.

Board Member Noriega expressed concern about parents who don't have transportation to drive to the Instructional Materials Center.

In response to President Lauterbach's question whether the reclassification will affect the bargaining unit, California School Employees Association (CSEA) President Anna Macaluso said the request for reclassification was unanimously approved by their Executive Board.

Board Member Haffa expressed support for the concept and suggested that there be a good system of information flow from the IMC to the school sites, and to make sure parents are aware of the registration process. He also suggested that the District make sure that the parents know what they will need, in advance, to register their child.

Mr. Graddy suggested that the District absorb the cost of the fare if parents have to ride the bus to the IMC, and to make arrangements for the bus to drive up the hill a few times a day to drop off parents and children.

Mrs. Despard said the bus line currently stops at the bottom of the IMC. She said a checklist will be provided, and once all items are checked off and signed, the student will be admitted to the receiving school. Mrs. Despard said the District could look at a satellite registration site. She said the central registration center would be open during the peak periods – from April to August.

Board Member Foss concurred and suggested Cabrillo as a satellite site. She said it would be helpful to know how many other employees are working out of class and if it's 80% of the classified positions.

(Board Member Eggers left the meeting at 9:45 p.m.)

Dr. Callahan said there is a distinction between working out of class and not being paid a comparable salary. He said over the next few years, there will be times when the District will come forward with a reclassification. He said the District is not trying to piece meal pay raises for particular people, but address a specific issue to help the system operate more effectively. Dr. Callahan said staff will work with CSEA and provide definitive information to the Board.

- *4. Review Proposal to Reassign Assessment Responsibilities and Change Network Administrator to Director of Technology and Assessment – *Strategy 5*
- Support Services Director Yvonne Despard reviewed the proposal to reassign assessment responsibilities and title change of Network Administrator to Director of Technology and Assessment with no increase in compensation.
- Dr. Callahan said comparable districts have Directors of Technology. Last spring, the lead reviewer of the Coordinated Compliance Review reminded that a district the size of MPUSD should have a full-time person doing assessment. Dr. Callahan said the District doesn't have the resources, the current Network Administrator has the background, and the learning curve is more about learning new responsibilities.
- *6. Update on School Facility Siting Process Through 2020 – *Strategy 6*
- It was the consensus of the Board that Item 6 be moved up on the agenda.
- Dr. Callahan introduced Ken Strohson, Senior Planner for the City of Marina, and said he has been given specific responsibility for school siting and is working with the developers who are projecting projects within the city. He referred to an updated draft report dated November 1, 2004, and a map indicating possible school sitings. Dr. Callahan said one important step in the process of looking toward the year 2020 is to make the best decisions in collaboration with the various city and county jurisdictions. Once identified, the next step is financing. He said it is clear from conversations with city and county representatives and the planners involved that decisions have to be made about the sites and included into the City's general plan, and for the cities and county to work with the developers to identify sites and address mitigation issues. Dr. Callahan said it is clear that it's an advantage to sell houses that have high quality schools that are approximate to the housing projects. The second, is that developer fees will never pay for schools. Dr. Callahan said regular monthly meetings with developers, planners, and MPUSD staff have been established to discuss projects that will come to fruition over the next 15 years.
- At this time, Mr. Strohson reviewed the draft report (11/1/04) of the school siting working group recommendations for the northern portion of MPUSD. He reviewed the purpose of the recommendations, background issues, working group process and participants, methodology and process, student projections, and school siting recommendations.
- President Lauterbach noted the time and asked if the Board wished to extend the meeting so Mr. Strohson could continue his presentation. (consensus)
- Dr. Callahan stressed the importance to establish the sites. He said staff will come back to the Board with specific recommendations. He encouraged Board members to attend the November 16 Marina City Council meeting to listen to the discussion.
- Board Member Noriega said he did not want this to become a MPUSD vs. Marina issue, and water must be secured for the schools to operate. He stressed the importance of establishing the sites and to work collaboratively with all involved.
- In response to Board Member Haffa's question whether the Board has developed siting guidelines, Chief Business Officer Don Stabler said there are specific siting areas and requirements through the state program.
- Due to the lateness of the meeting, President Lauterbach asked for consensus to table the remaining Information Items to the November 8 special meeting.

It was the consensus of the Board to table the following items to the November 8 special meeting:

5. Discuss Feasibility of Regional Occupational Program (ROP) Students Videotaping School Board Meetings - *Strategy 1*
7. Discuss Responsibilities of Associate Superintendent, Director of Special Education, Facilities Planner, and Assistant Superintendent - Personnel Services – *Strategy 5*
- *8. Discuss “Zero Tolerance Policy” (reference to Education Code 48915) – *Strategy 1*

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| R. Board Member Request(s) for Information and/or Possible Future Agenda Items | Board President Lauterbach requested a Board and Superintendent line item budget in next week’s Board letter. |
| S. Board Self-Evaluation, as Applicable | None. |
| T. Closed Session | None. |
| U. Adjournment | The Board adjourned at 10:52 p.m. in memory of Ampelio Garcia, husband of Highland School bilingual assistant Clementina. |

Respectfully submitted,

Daniel Callahan, Ph.D.
Executive Secretary

DC/jjf

^Defense Language Institute Foreign Language Center, Presidio of Monterey & Naval Postgraduate School

+Motion/Second/Carried