



## PITTSBURG UNIFIED SCHOOL DISTRICT

### **Board Meeting Agenda (4:00 P.M. Closed Session) (Wednesday, January 24, 2018)**

#### **Members present**

Duane Smith, George Miller, De'Shawn Woolridge, Laura Canciamilla, Joseph Arenivar

#### **1. Opening Items**

1.01 Call To Order at 4:02 p.m.

1.02 Public Comment on Closed Session Agenda  
There were no comments.

#### **2. Closed Session**

2.01 Closed Session Agenda (Ms. Gonzales)  
Adjourned to Closed Session at 4:03 p.m.

#### **3. Student Recognition - 6:00 PM**

Los Medanos Elementary School - Soul Shoppe Peacemaker Program (Ms. Rovner-Curtis)

This is the first year of the Peacemaker Program at Los Medanos Elementary. The Student Leaders are enjoying working with their fellow students and assisting them with problem solving and development of communication skills. The students were welcomed by the Board and staff with certificates of achievement and a hearty hand shake.

#### **4. Recall to Open Session - 6:30 PM**

4.01 Recall to Open Session at 6:31 p.m. with the Pledge of Allegiance.

4.02 Agenda Reorganization – Item 9.01 was moved to the beginning of the meeting (the 2016-17 Audit Report from Christy White Corporation).

#### **5. Closed Session Report / Action**

5.01 Personnel Action Report, (Ms. Gonzales)

Ms. Gonzales reported that the Personnel Actions were approved as presented.

Motioned by Laura Canciamilla, second by George Miller

Final Resolution: Motion Carries

Yea: Duane Smith, George Miller, De'Shawn Woolridge, Laura, Canciamilla, Joseph Arenivar

The Board voted to appoint Mr. Larry Oshodi to the position of Director of Human Resources.

Motioned by Duane Smith, second by Laura Canciamilla

Final Resolution: Motion Carries

Yea: Duane Smith, George Miller, De'Shawn Woolridge, Laura Canciamilla, Joseph Arenivar

Mr. Oshodi is coming to us from the San Mateo County Office of Education, where he currently serves as the Director of Human Resources. Prior to this, Mr. Oshodi worked for Liberty Union High School District as the Principal of Heritage High School for 6 years. Mr. Oshodi received his Bachelor of Science Degree in Business Administration from the University of Science and Technology in Port Harcourt, Nigeria, and his Master's Degree in Finance from the University of Birmingham UK. Mr. Oshodi also received his Teaching Credential and Administrative Service Credential from the University of Laverne. Welcome Mr. Oshodi.

The Board agreed to consider granting sabbatical leaves as presented by PEA and PUSD for the 2018-2019 school year. Specific recommendations to be presented on an as-needed basis.

Motioned by De'Shawn Woolridge, second by Laura Canciamilla

Final Resolution: Motion Carries (3/2)

Yea: Duane Smith, De'Shawn Woolridge, Laura Canciamilla,

Nay: George Miller, Joseph Arenivar

The Board voted to cover the Increase in district contribution for benefits cost equal to the Kaiser rate - for CAPS and PASA for 2018, resulting in the employee contributions being the same as the 2017 school year.

Motioned by Laura Canciamilla, second by Joseph Arenivar

Final Resolution: Motion Carries (5/0)

Yea: Duane Smith, George Miller, De'Shawn Woolridge, Laura Canciamilla, Joseph Arenivar

5.02 Litigation – No action taken.

## **6. Comments**

6.01 Public Comments: Items Not on the Agenda  
There were no comments.

### **6.02 Student Board Member Comments (Ms. Elam)**

- On January 12<sup>th</sup> students had a New Year's Dance, this is a new concept so the attendance was small, but everyone had a good time.
- Last Thursday the middle schools and elementary schools came together in the old gym and were engaged with some of the leadership students in a rally and other entertainment.
- We are preparing for the 8th grade open house on February 1<sup>st</sup>; seniors are helping with the presentations and students who received athletic scholarships will talk about that process.
- The Link Crew is doing a matinee tomorrow for all the freshman students to include 4 movies, free popcorn and free movies for freshman.
- Leadership is planning a lot of spirited activities for spirit week and possibly another dance or a carnival – since there are extra funds in the club budget.
- Today we had one fight on campus, but overall things are good
- Parent-teacher conferences were held last week

### **6.03 Superintendent Comments (Dr. Schulze)**

We had a couple of activities where our students were involved in planning and performing with the community for the Martin Luther King Jr. celebration. A few of the highlights: The NAACP Breakfast was held at our own MLK Jr., Junior High School where Vice President Smith did the opening remarks; the male step team from MLK Jr., Junior High performed at the event – which was a newly formed team; and later that afternoon was the celebration organized by Mr. Greg Osorio where our students competed in the Spoken Word Contest. The top 6 winners performed that day and will come to perform for the Board and community at a future date. I want to thank the student performers, the staff, the judges, and everyone for their collaborative participation. Also 2 of our student officers – 1 from Latinos Unidos, and 1 from the Black Student Union, co-hosted this community event with our students.

We also had a group performance at the Creative Arts Building entitled “At the Table with Dr. Martin Luther King, Jr.” One of our teachers, Ms. Ann Miani, has a nephew who is part of a performance group that does a multi-media interactive production around the life of Dr. King. Our students from Stoneman Elementary and all of our 8<sup>th</sup> grade students were able to enjoy the performance. Thank you to our Bus Drivers and the Transportation Department for getting our students to this event, thanks to our leadership students for their time and Mr. Molina and his staff for coordinating the event.

I had the honor of being asked by ACSA to lead a session for aspiring Superintendents, and was able to facilitate the training this past Saturday. The topic was on Ethical and Reflective Leadership. We worked through some good scenarios and had great discussions. I am grateful to ACSA for that opportunity.

We will soon be kicking off our LCAP community input sessions and will start with a community budget workshop on February 12<sup>th</sup>. We invite anyone to who is interested in learning more about how things work with school district budgets.

### **6.04 Board Member Comments (Trustees)**

Mr. Smith - Some key highlights from the recent 2x2 meeting: to-date the Police Officers have done 125 visits to our school sites this year. The Sister City visit is being planned for late August, and November marks the 20<sup>th</sup> year anniversary of the program. Pittsburg Police and PUSD staff have visited all the sites to improve safety in getting to/from the schools. With the new BART coming into town - they are surveying the parking situation and determining how it will affect the area around PHS. Information was shared about Marina Vista and how the turf field is cared for. I participated as a Judge, along with Mr. Miller, for the Spoken Word Contest. Their theme was “What’s Good About Pittsburg?” I also attended the NAACP breakfast and the MLK Jr. celebration at the CAB.

Mr. Miller – I attended the 2x2 with the City as mentioned by Mr. Smith. I also attended the NAACP breakfast and want to thank Mr. Palacios who cooked a meal for that event. Even though he does not live here, he always strongly supports this community.

Dr. Canciamilla – I just returned from Rome and had the privilege of watching our students perform. It was wonderful to see the excitement on their faces in this historic place and marching on the cobblestone streets where the crowds loved them. While there I visited Isola, you may recall a group of them came to Pittsburg last year –and they were truly proud of the Pittsburg band for their visit to Rome. “Shout out to Nicky” for the updates on our Facebook page, it is always good to stay in touch by her updates. It’s also nice to be home.

## **7. Information / Reports / Discussion**

### **7.01 Puente overnight field trip to Southern California (Mr. Whitmire)**

Mr. Whitmire – In recent years the number of students applying and attending colleges outside of the Bay Area has increased. The Puente Staff will take the 11<sup>th</sup> grade Puente juniors to visit colleges starting in the Central Valley and ending in Southern California. This trip exposes our students to other colleges and encourages them to apply statewide during their senior year.

### **7.02 Campus Supervision and Student Connectedness on PHS Campus (Mr. Whitmire)**

Mr. Whitmire – addressed the Board to speak on student engagement and the culture of safety at Pittsburg High School. There is a positive climate in the area of the new building and Mr. Alfaro is doing a great job on that campus. One of the goals is to involve as many students as possible in activities. When students are positively engaged they are less likely to get into wrong activities. Some of the positives include - community services functions, campus clubs, the Every 15 Minutes exercise, and lunchtime activities. Currently there are 44 active clubs on campus with approximately 300-400 students regularly participating. Mr. Whitmire provided a brief overview of the discipline and safety activities that are present on campus.

Mr. Woolridge - It would be good to have a letter sent to the parents reminding them about the safety dog being on campus.

Dr. Canciamilla - Years ago the board made a conscience decision to maintain only 1 high school, with the concept that we might need to do some things to keep the population from growing too large. It would be good to know the proportion of students to leadership. As we move forward it may be critical to know the percentage of students who are connected with clubs and activities.

Mr. Smith - It would be good to know the number of students who are not involved in anything and why.

Dr. Canciamilla - It also would be good to have the walkie-talkies tuned into the location of each individual who uses them.

### **7.03 Update on Safety Procedures and Trainings (Mr. Ahonen, Ms. Gonzales, Matt Belasco)**

Ms. Gonzales reported that she serves as the VP for Contra Costa County School Insurance Group (CCCSIG), and their reports show that PUSD injury and incident rates have gone down along with the cost of claims. Safety for our students and for staff is a high priority. In fact, this year our district received incentive funds because of our positive safety record and the funds are put back into the safety program for use. Mr. Belasco noted that the Health and Safety Committee has collaborated with PEA on fixing some deficiencies quickly and have put plans into place to address other issues. Two recent locations are Adult Ed, Willow Cove where we staff worked together to resolve problems. Mr. Ahonen - one of his many responsibilities is to increase response readiness, and to plan and prepare for emergency crises situations. Our schools are responsible for conducting drills each month, as a district we annually participate in the Great California Shake-Out, we send employees to response training, we do various exercises for catastrophic events to see how people respond in different emergencies, and we work with the City of Pittsburg Operations Centers to stay connected on these types of incidents. Ms. Maggie Gonzales, Campus Resource Assistant, and Brian Scott, School Resource Officer - described some of the recent training that they received. They train monthly at the sites and in various locations to stay on top any active shooter concerns, and they are conducting the A.L.I.C.E. training with site staff.

Speaker: Chris Coan – as the PEA Grievance Chair I have started a movement for safety. The School Site Safety Plan is 172 pages of information, but each site received the only 4 pages that contained their specific job assignment. She gave examples from the responsibilities that would be given to staff in the case of emergency and described an emergency scenario to the Board. “The written instructions were given to staff and they do not know what to do”.

Speaker: Willie Mims – East County NAACP and Black Political Association, the scenario that was read needs to also have a follow-up plan. In terms of the active shooter, he was told that an employee was being shot-at and the employee ran onto the PHS campus. He expressed concerned that there was no lock down on that particular day. The Plan does not say what to do in the scenario of an active shooter, and there are no examples given.

Dr. Schulze - Clarified that there was no active shooter situation at PHS. The district works in partnership with the Pittsburg Police Department and the Chief of Police was our source of contact on the incident that took place. But there was no active shooter situation at Pittsburg High School.

### **7.04 Lead Sampling Results (Mr. Belasco)**

Mr. Belasco – Sometime around October, 2017 Mr. Palacios and I had a discussion about the need for lead sampling at our sites to make sure the water was safe for our students and staff. The City of Pittsburg is responsible for the local water and we have partnered with them to develop a program is for all K-12 schools along with the Adult Ed site. We are pleased to report that there were no concern levels of lead found in any of the school sites.

Dr. Schulze – thank you Mr. Smith for sending information to staff on how we could participate in some of free testing opportunities for testing, and thank you Mr. Palacios and Mr. Belasco who were already proactively looking into this area.

### **7.05 Governor's January Budget Message Fiscal Year 2018-19 (Mr. Palacios)**

Mr. Palacios reviewed details of the Governor's January Budget message. This is the first step in the budget cycle for the next fiscal year. The next cycle is presentation of the 2nd Interim Report to be presented a few weeks. The issue of accountability will become more increasingly critical in the next few years as federal policy is going in a different direction than the state. California will soon begin to feel the impact of changes made at the federal level as federal policy and slow growth put pressure on programs for California. The LCAP will be front and center as we move forward.

#### **7.06 Quarterly Williams Uniform Complaint Report (Oct. - Dec. 2017) (Mr. Molina)**

Mr. Molina - The District received no Williams Uniform Complaints during the last quarter of 2017, in the defined areas of Textbooks/Instructional Materials, Teacher Vacancy or Miss-assignments, and Facility Conditions.

Speaker: Willie Mims expressed that every year when the Williams Report is given there are no complaints. The instructors at the schools must be afraid to report the complaints. I hope that the staff knows what and how to lodge a complaint.

### **8. Consent Items**

Minutes: 8.01 Minutes - (Dr. Schulze)

Staff recommends Board approval of the January 10, 2018 board minutes.

#### **8.02 Superintendent's Quarterly Expense Report (Dr. Schulze)**

Staff recommends review of the Superintendent's Quarterly Expense Report for October through December 2017.

#### **8.03 Board of Trustees - Quarterly Expense Report (Dr. Schulze)**

Staff recommends review of the conference and travel expenses for the Board of Trustees, October through December 2017.

#### **8.04 Memorandum of Understanding for a Breath Mobile to provide community-wide asthma management program (Mr. Palacios)**

Staff recommends that the Board of Education approves a Memorandum of Understanding with the Prescott-Joseph Center for Community Enhancement, Inc. to provide community-wide asthma management program.

#### **8.05 PROCEDURAL: Approval of Consent Agenda**

**Motion to approve the consent agenda in accordance with the Recommended Action of each item.**

**Motion by Joseph Arenivar, second by Duane Smith.**

**Final Resolution: Motion Carries**

**Yea: Duane Smith, George Miller, De'Shawn Woolridge, Laura Canciamilla, Joseph Arenivar**

**Yea: Kelsey Elam – Student Board Member**

### **9. Action Items (Most action items have previously come before the Board as information and discussed at a previous meeting).**

#### **9.01 Acceptance of the 2016-2017 Audit Report from Christy White, a Professional Accountancy Corporation (Mr. Palacios)**

Mr. Palacios – Tonight's report is the last portion of the 2016-17 budget cycle. We have Sarah Fiehler from Christy White Accountancy Corporation will to speak on a change that will be made, and then the report will come back to the Board.

Ms. Fiehler – As part of the auditing standard, if circumstances arise after the issuance of the audit report, it is the responsibility of the Auditor to review those circumstances and take into account what effect those circumstances could have on the financial statement. We will work with management to identify any impact on the financial statements. The financial statement will then be revised, the audit report will be reissued and presented to the Board at a February meeting.

Dr. Schulze - this is specifically regarding an incident that occurred with our Adult Education budget and is still under investigation, so we are not able to speak directly to that issue. But, we can assure everyone that this will not result in cuts to staffing or programs at Adult Ed.

Dr. Canciamilla - As the report is being prepared to come back to the Board it would be good to have some additional information regarding those specific student body accounts as part of the findings.

***(No action taken on this item, to be presented at a later meeting).***

#### **9.02 Proposal with SHI International Corp. for Microsoft Software Licenses and Support (Mr. Melodias)**

Staff recommends that the Board approve the Proposal from SHI International Corp for Microsoft Software and Licenses support.

Motion by Duane Smith, second by George Miller.

Final Resolution: Motion Carries

Yea: Duane Smith, George Miller, De'Shawn Woolridge, Laura Canciamilla, Joseph Arenivar

Yea: Kelsey Elam – Student Board Member

### **9.03 Board Resolution Calendar (Mr. Woolridge)**

It is recommend that the Board adopt the proposed Resolution Calendar and attached Resolutions for the 2018 calendar year.

Speaker: Willie Mims expressed concern that the Board was not adopting a resolution in acknowledgement of Black History Month in the list being recommended tonight. President Woolridge explained that there was in fact, a resolution for Black History Month and that he may have been reading the list of additional items – and not the full submission list. (Clarification acknowledged by Mr. Mims).

Motion by Laura Canciamilla, second by Kelsey Elam - student / confirmed by Duane Smith.

Final Resolution: Motion Carries

Yea: Duane Smith, George Miller, De'Shawn Woolridge, Laura Canciamilla, Joseph Arenivar

Yea: Kelsey Elam – Student Board Member

### **9.04 Annual 2016-17 Developer Fee Report (Mr. Palacios)**

Staff recommends that the Board accept the annual 2016-17 Developer Fee Report.

Motion by Joseph Arenivar, second by George Miller.

Final Resolution: Motion Carries

Yea: Duane Smith, George Miller, De'Shawn Woolridge, Laura Canciamilla, Joseph Arenivar

Yea: Kelsey Elam – Student Board Member

### **9.05 Board Policy 6020 Parent Involvement (Mr. Molina)**

Staff recommends that the Board approve revisions to Board Policy 6020 - Parent Involvement.

Motion by Joseph Arenivar, second by George Miller.

Final Resolution: Motion Carries

Yea: Duane Smith, George Miller, De'Shawn Woolridge, Laura Canciamilla, Joseph Arenivar

Yea: Kelsey Elam – Student Board Member

### **9.06 Board Policy 6174 Education for English Learners (Mr. Molina)**

Staff recommends that the Board approve revisions to Board Policy 6174 - Education for English Learners.

Motion by Joseph Arenivar, second by Kelsey Elam – student / confirmed by Duane Smith.

Final Resolution: Motion Carries

Yea: Duane Smith, George Miller, De'Shawn Woolridge, Laura Canciamilla, Joseph Arenivar

Yea: Kelsey Elam – Student Board Member

### **9.07 Ratification of the Tentative Agreement (Employee Benefits) between Pittsburg Unified School District (PUSD) and California School Employees Association (CSEA) (Ms. Gonzales)**

Mr. Smith had questions regarding the dollar amount and wanted to make sure it was correct. Mr. Palacios - explained that health care is reflected in the calendar year (not the fiscal year) - but the amount listed must account for the full time frame. Notification was received today from the County Office of Education that they have certified the Tentative Agreement. Ms. Gonzales thanked the Board and extended a thank you to CSEA for the collaborative efforts and movement that has been experienced in working them.

Staff recommends that the Board approve the Tentative Agreement (Employee Benefits) between Pittsburg Unified School District (PUSD) and California School Employees Association (CSEA).

Motion by Joseph Arenivar, second by Laura Canciamilla.

Final Resolution: Motion Carries

Yea: Duane Smith, George Miller, De'Shawn Woolridge, Laura Canciamilla, Joseph Arenivar

Yea: Kelsey Elam – Student Board Member

### **9.08 Acceptance of Donation from Dr. Laura Canciamilla for the Martin Luther King Jr. Celebration Assemblies (Mr. Molina)**

Staff recommends that the Board accept a donation of \$1,000.00 from Dr. Laura Canciamilla for the Martin Luther King Jr. Celebration Assemblies.

Motion by George Miller, second by Kelsey Elam – student / confirmed by Duane Smith.

Final Resolution: Motion Carries

Yea: Duane Smith, George Miller, De'Shawn Woolridge, Laura Canciamilla, Joseph Arenivar

Yea: Kelsey Elam – Student Board Member

(Mr. Miller extended a thank you to Dr. Canciamilla for her generosity).

## **10. Communications**

### **10.01 Comments from the Public, Community Organizations, Employee Representatives**

Jessica Alexander, CSEA President, spoke in appreciation of the tentative agreement and expressed that the negotiations process is going well. She appreciated the collaboration and looks forward continuing to work together.

## **11. Board Requests**

### **Information Requests:**

Mr. Woolridge - sent an email to clarify his previous request about recognition for Site Councils and PTA parents. The intention was for the Board to do some type of recognition in addition to the sites.

Dr. Schulze - the board should schedule an agenda item to discuss what type of recognition they would like to do.

### **Agenda Requests:**

Dr. Canciamilla – 1) Would like to continue to have on the agenda items list - a follow-up report on connectedness information from the high school in order to go a bit deeper into the proportionality, how many students are in clubs compared to schools of similar size or smaller, and the number of students who are not connected at all. 2) Would like to have an agenda item for the CSBA conference follow-up in order to share some promising ideas that might be good for our district. 3) One of the key things about having a plan and finding out if the plan was well understood and achieved - is a goal. Whether it be safety training or the formation of a new book adoption - is that there needs to be a follow-up. It would be nice for staff to come back to the Board to say how well the safety exercise was received and how comfortable staff is in executing it.

Mr. Woolridge – Regarding the CSBA conference: have staff pull the minutes for the previous conversation about the CSBA conference and share that information with the Board.

## **12. Next Board Meeting / Future Events / Adjournment**

12.01 Next Regular Board Meeting – February 7, 2018

Open session adjourned at 9:08 p.m. The Board returned to closed session to continue the discussion on negotiations. Adjourned at 9:30 p.m.

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*(Board adopted: 02/07/18)*