

## **Board Meeting Agenda (Wednesday, March 20, 2019)**

### **Members present**

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

### **Meeting called to order at 5:45 PM**

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

1.01 Call To Order

Call to order at 5:01pm

1.02 Public Comment On Closed Session Agenda

None.

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

2.01 Closed Session Agenda (Ms. Gonzales)

Adjourned to Closed Session at 5:02pm

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

3.02 Student Recognition - Black Diamond High School (Mr. Wilson)

Mr. Lott, Restorative Justice Facilitator, introduced the scholars and shared what the students have done in the Restorative Justice Program.

Students spoke about their experience in the program and shared that the program has had a positive impact on them.

Mr. Lott presented each student with a certificate and the students took pictures with the Board and the Superintendent.

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

4.01 Recall to Open Session at 6:30pm with the Pledge of Allegiance

#### **4.02 Agenda Reorganization**

Dr. Schulze announced that item 9.01 will be moved to the beginning of information.

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

##### **5.01 Personnel Action Report, [Labor Negotiations - as applicable] (Ms. Gonzales)**

Motion by Joseph Arenivar, Second by George Miller

Final Motion: Motion Carries 4/0

Yea: Duane Smith, George Miller, Laura Canciamilla, Joseph Arenivar

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

Ms. Gonzales announced the dedicated service retirements of Stacie Long, Teacher – special Commendation for 13 years of dedicated service

5.02 Litigation [as applicable]

No action taken.

#### **6. Comments**

##### **6.01 Public Comments: Items Not on the Agenda**

Dr. Canciamilla stated that the Board can only listen to information brought forward during this time but cannot respond as the topic has to be on the agenda in order to be discussed.

Public Comment: David Vincent, Representative from the Sheet Metal Workers Union, Local 104, stated that he and his union are concerned with the process he believes was not followed for the HVAC bidding. He believes that the procedures followed did not meet the qualifications and state laws around the subject.

Public Comment: Jean MacDonald, teacher at Adult Education, asked for a moment of silence for Paul Shattswell and asked that the community keep him in their thoughts during this difficult time.

Public Comment: Tammy Carr, PEA President, thanked the Board for supporting the Shattswell family. She shared concern about the information that was shared during the LCAP meeting and the meeting's content. She also shared information about an upcoming rally that will take place in Sacramento to ask for an increase in educational funding.

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

Ms. Gonzales shared that the third quarter has ended.

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

Dr. Schulze thanked Ms. MacDonald for the moment of silence and thanked staff, students and community for their support. She shared that a lot of people are asking what they could do to help, anyone who would like to donate, Anthony Molina will collect donations and gifts and distribute to the family.

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

Dr. Canciamilla shared that as a former Adult Education administrator, she salutes staff for the way that they have come together. She said that it is gratifying and heartwarming to see the support. At a time of sadness, she salutes everyone involved. She shared that the Parkside Groundbreaking ceremony occurred. Congratulated Maureen Mattson for being Teacher of the Year. She reminded everyone to wear crazy socks for Down Syndrome Awareness day the following day.

Mr. Miller expressed his support to the Adult School.

Mr. Smith shared that he attended the ACSA dinner to honor PUSD staff. He shared that HR held a Job Fair the previous Saturday. He also attended the Pittsburg Rotary brunch and the Parkside Groundbreaking ceremony.

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

#### **7.01 Overnight Field Trip - Camp Concord in South Lake Tahoe on June 24 - June 28, 2019 (Ms. Barbee)**

Ms. Barbee shared that students from the three junior high schools will attend a weeklong field trip. She announced that Camp Concord notified her that they will cover the cost for the field trip as well. Everyone is very excited and staff really enjoy the trip.

Dr. Schulze thanked Ms. Barbee for her enthusiasm and said that she knows how much she loves Camp Concord.

#### **7.02 Field Trip - PHS Football and Cheer Trip to Wooster High School in Reno, NV. (Non-hotel stay) on September 7, 2019 (Mr. Strom)**

Mr. Molina shared that the PHS Football and Cheer team will go to Wooster High School in Reno, Nevada. He explained that the students will leave early and return late the same day.

#### **7.03 Out of State Travel for Pittsburg High School, teacher to attend the ASE Auto Instructor Training Conference in Frisco, Texas on July 22-25, 2019 (Mr. Whitmire)**

Mr. Molina shared that a teacher will participate in the ASE Auto Instructor Training Conference in Texas and that is a part of the grant that we just put in and it is a necessity.

Dr. Canciamilla stated that she would like needs, goals and measurements when the item comes back for Action.

#### **7.04 PE Waivers for 19 seniors at Pittsburg High School 2018-2019 School Year (Mr. Whitmire)**

Mr. Molina presented the information with support of Mr. Niaker, Vice Principal and Mrs. Fu, Counselor. He shared that there is a group of 19 seniors who will need PE waivers for this school year in order to graduate.

Mr. Woolridge asked if there is a process for obtaining a P.E. waiver and shared that parents have contacted him to complain about how they can't obtain a waiver for their student.

Mr. Molina shared that the District has been following the process per Ed. Code and the Board Policy. The process current process will be brought back as information for the next Board meeting. He shared that there is a difference between a permanent waiver and a temporary waiver as well. There was a Federal audit which made the District rethink the waiver process which will be discussed in the next Board meeting.

Mr. Woolridge mentioned that he knows of three students who had to enroll at Los Medanos College for credits.

Mr. Molina responded that with this approval, these students will be okay.

Dr. Canciamilla stated that she does not want students to be caught up and affected. She requested that the information become accessible and suggested that the information be presented in the course catalogue.

Mr. Arenivar asked why students were not able to take P.E.

Mrs. Fu answered that the class did not fit in the student's schedule.

Mr. Molina clarified that students have a two year PE requirement, most students have completed one year but due to pathway classes filling up the students schedules, they are in need for one more year to be eligible to graduate.

Mr. Smith asked why the marching band isn't counted as a P.E. class.

Mr. Molina answered that there are state standards that are required for P.E. credits.

Dr. Canciamilla asked that the State findings be brought back.

Ms. Gonzales agreed with Mr. Smith regarding marching being counted towards P.E. as she knows that the class is very physical. She stated that she can show the activity on her phone.

Public Comment: Alexandra Gomez, PHS Student, expressed that she is a current junior and band member, she wanted to express her support for the P.E. waiver for PHS students. She shared a spreadsheet with data detailing the amount of exercise students complete during band practice.

Mr. Woolridge responded that the Board will not vote on the issue as it is up for information.

Mr. Smith commended the student for speaking about this and for bringing data as a backup. He stated that she did a great job expressing her concern.

The Board thanked her for speaking about the issue and commended her for doing a great job with the data she provided.

Dr. Schulze stated that she was impressed with the thoughtfulness on what the student presented.

#### **7.05 2018-2019 CSEA Sunshine Proposal from Pittsburg Unified School District (PUSD) to California School Employees Association (CSEA) (Ms. Gonzales)**

Ms. Gonzales shared that last week CSEA brought forward their articles and the District is now bringing forward articles as well.

#### **7.06 Memorandum of Understanding and Agreement with Contra Costa County Office of Education Teacher Induction Program (Ms. Chen)**

Ms. Chen shared the yearly MOU for the Teacher Induction Program with Contra Costa County Office of Education. This will be to provide induction services for teachers who need to clear their credentials.

Dr. Canciamilla thanked the District for providing support for the teachers.

Public Comment: Tammy Carr, PEA President, expressed concern regarding the participants in this program.

#### **7.07 Approve the use of Waterford Unified School District Piggyback bid for purchase of three (3) new school buses (Mr. Belasco)**

Mr. Belasco presented a slideshow that provided information on why the District is in need to purchase three buses. He stated that three of the current buses will be obsolete as of January 1, 2020. Payments could be made for up to ten years.

Mr. Meindersee, Mechanic for the District, shared that the new buses will be in compliance with new laws as they will have seatbelts and features that will meet the new standards.

Mr. Woolridge expressed concerns on how the buses being replaced will be discarded and suggested that if possible, the District try to sell the buses.

Mr. Belasco responded that the District will auction the buses as they have done in the past. He assured Mr. Woolridge that the District has a procedure for how they try to gain funds for vehicles that will no longer be used.

Dr. Canciamilla expressed concern on the interest rates that will be accumulated during the ten year payment plan.

Mr. Belasco responded that the cost for interest rates will be around \$37k in interest in ten years.

The Board had clarifying questions regarding the features and timeline for the new buses. They asked about the lifespan of the rest of the buses in the District.

#### **7.08 New Administrative Regulation (AR) 3452 - Student Activity Funds (Ms. Mims)**

Ms. Mims, Business Supervisor presented the new Administrative Regulation for Student Activity Funds to the Board. She spoke about the procedures that are in place and provided a manual for the Board to review. The District shares the same business software in which she offers trainings to staff that need assistance. Also talks about cash handling.

Mr. Arenivar mentioned that the manual will be a good step especially since the District always has findings on student funds during audits.

Mr. Woolridge said that he likes the manual and having been in Leadership during high school, he believes that the information should be shared with high school students.

Ms. Mims responded that students have been invited to trainings and all students clubs have been included.

Ms. Gonzales, Student Board Member, asked about the trainings offered and expressed concern as she was unaware of trainings and has been in leadership for the past two years

Mr. Smith asked that Ms. Mims make sure all student clubs are notified for the trainings.

#### **7.09 Updated Board Policy (BP) 3511.1 - Integrated Waste Management (Mr. Belasco)**

Mr. Belasco presented the updated Board Policy for Integrated Waste Management.

#### **7.10 Updated Board Policy (BP) 3514 - Environmental Safety (Mr. Belasco)**

Mr. Belasco shared the updated Board Policy for Environmental Safety which requires to check for lead in the water. The District has already done this and will continue to do this every three years.

#### **7.11 Updated Board Policy (BP) 3540 - Transportation (Mr. Belasco)**

Mr. Belasco shared the updated Board Policy for Transportation.

#### **7.12 Updated Board Policy (BP) 3514.1 - Hazardous Substances (Mr. Belasco)**

Mr. Belasco shared the updated Board Policy for Hazardous Substances with adds information regarding grade specific requirements.

#### **7.13 Updated Board Policy (BP) 3541.2 - Transportation For Students With Disabilities (Mr. Belasco)**

Mr. Belasco shared the update to the Board Policy for Transportation for Students with Disabilities.

#### **7.14 Updated Board Policy (BP) 4112.42 - Drug And Alcohol Testing For School Bus Drivers (Mr. Belasco)**

Mr. Belasco shared that the District currently uses a vendor who provides random selections of employees to take drug tests.

#### **7.15 New Board Policy (BP) 6170.1 - Transitional Kindergarten (Ms. Chen)**

Ms. Chen provided the New Board Policy for Transitional Kindergarten.

Mr. Smith thanked Ms. Chen for the dates.

#### **7.16 Updated Board Policy (BP) 6152.1 Placement in Mathematics Courses (Mr. Molina)**

Mr. Molina provided the update to the Board Policy for Placement in Mathematics Courses. He shared that this will allow students to have access to accelerated math pathways.

Mr. Woolridge asked if students and parents are notified of this.

Mr. Molina responded that the information could be on a course catalogue. He shared that 9th graders take a test that helps to identify the students who qualify.

### **8. Consent Items**

#### **8.01 Meeting Notes from the 2x2 Sub-Committee - (Dr. Schulze)**

Resolution: Approval of the Meeting Notes from the 2x2 Sub-Committee.

Motion by De'Shawn Woolridge, second by George Miller.

Final Resolution: Motion Carries

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

#### **8.02 Meeting Notes from the Budget Advisory Committee - (Mr. Scott)**

Resolution: Approval of the Meeting Notes from the Budget Advisory Committee on February 25, 2019.

Motion by De'Shawn Woolridge, second by George Miller.

Final Resolution: Motion Carries

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

#### **8.03 Meeting Notes from the Budget Workshop Meeting - (Mr. Scott)**

Resolution: Approval of the Meeting Notes from the Budget Board Workshop on February 11, 2019.

Motion by De'Shawn Woolridge, second by George Miller.

Final Resolution: Motion Carries

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

**8.04 Overnight Field Trip - Martin Luther King, Jr., Junior High School to Ocean Plastic Pollution Summit in Monterey Bay Aquarium on May 10-11, 2019 (Mrs. Stevenson)**

Resolution: Staff recommends that the Board approve an overnight field trip to Monterey Bay Aquarium for six 6th-8th grade Scholars of Martin Luther King, Jr., Junior High School on May 10-11, 2019.

Motion by De'Shawn Woolridge, second by George Miller.

Final Resolution: Motion Carries

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

**8.05 Overnight Field Trip - Pittsburg High School scholars to attend the Skills USA State Conference & Competition in Ontario Ca. on April 25-28, 2019 (Mr. Whitmire)**

Resolution: Staff recommends the Board approve an overnight field trip for Pittsburg High School scholars to attend the Skills USA State Conference & Competition in Ontario Ca. on April 25-28, 2019

Motion by De'Shawn Woolridge, second by George Miller.

Final Resolution: Motion Carries

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

**8.06 Increase - Contract with Community Options for Families & Youth, Inc. and PUSD for the 2018-2019 School Year (Ms. Watson)**

Resolution: Staff recommends Board approval of the increase to the contract with Community Options for Families & Youth, Inc. (COFY) for the 2018-2019 school year.

Motion by De'Shawn Woolridge, second by George Miller.

Final Resolution: Motion Carries

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

**8.07 Authorization to go out with a Request for Proposals (RFP) for New Copiers/Printers and Managed Print Services Contract (Mr. Glass)**

Resolution: Staff recommends the Board provide authorization for the District to go out for Requests for Proposals (RFP) for a new copier/printer agreement, as well as one for Managed Print Services.

Motion by De'Shawn Woolridge, second by George Miller.

Final Resolution: Motion Carries

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

**8.08 2018-2019 CSEA Sunshine Proposal from California School Employees Association (CSEA) to Pittsburg Unified School District (PUSD) (Ms. Gonzales)**

Resolution: Staff recommends the Board hear the Contract Reopener Proposal for 2018-2019 to the successor collective bargaining agreement from California School Employees Association (CSEA) to Pittsburg Unified School District (PUSD).

Motion by De'Shawn Woolridge, second by George Miller.

Final Resolution: Motion Carries

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

**8.09 PROCEDURAL: Approval of Consent Agenda**

Dr. Canciamilla thanked staff for providing the committee meetings to the Board.

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

Motion by De'Shawn Woolridge, second by George Miller.

Final Resolution: Motion Carries

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

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

### **9.01 Acceptance of Audit Report from Christy White, A Professional Accountancy Corporation for the 2017-2018 Fiscal Year - for Measure E, L, N and Parcel Tax Measure S (Mr. Scott)**

Mr. Borjon, Community Member at Large, expressed satisfaction with how the information provided. He stated that the information has been presented in a way that makes committee members feel satisfied with the results. He shared that he is happy with the responsiveness and very confident that the money spent appropriately and feels good about the situation.

Mr. Smith asked how many people are in the committee.

Mr. Borjon responded that there are six members in the committee in which all have grown up in Pittsburg and are a diverse group.

Mr. Woolridge asked if there was an opening in the committee.

Mr. Scott answered that the open position is for Tax Payer at Large.

Mr. Smith thanked the committee for their hard work.

Sarah Fielder, Christy White representative, provided a presentation with detailed information on the Audit Report to the Board. She stated that the audit had no findings or deficiencies. Audit objectives are transparency and oversight. The auditors evaluate and test designated criteria and also perform site walks for Measure N such as visits to the remodeled library, counseling offices and other completed projects.

Motion by De'Shawn Woolridge, second by Laura Canciamilla.

Final Resolution: Motion Carries

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

### **9.02 Discussion on Board Meeting Calendar (Mr. Smith)**

Mr. Smith stated that before discussing any changes, the Board consider that a third Board meeting each month would mean additional overtime costs and staff having to take time away from their families.

Mr. Woolridge shared that he will be late to the LCAP meeting on April 17<sup>th</sup> due to his work schedule.

Dr. Canciamilla mentioned that the idea for discussion was to remain consistent with Board meetings being held on the second and fourth Wednesday of each month and asked if the Board will finish the year with the current calendar.

Mr. Smith responded that moving forward, the calendar will remain with the same pattern when planning the schedule.

Dr. Schulze added that April was different due to Spring Break.

Mr. Smith stated that since there were no changes, there was nothing to approve and no action was needed.

### **9.03 Increase - Memorandum of Understanding between Contra Costa County Office of Education and PUSD for One-to-One Instructional Assistants for the 2018-19 School Year (Ms. Watson)**

Staff recommends the Board approve the increased MOU between Contra Costa County Office of Education (CCCOE) and Pittsburg Unified School District (PUSD) for One-to-one Instructional Assistants for the 2018-2019 school year.

Motion by De'Shawn Woolridge, second by Laura Canciamilla.

Final Resolution: Motion Carries

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

### **9.04 Evening School Memorandum of Understanding between Pittsburg Education Association and Pittsburg Unified School District (Ms. Gonzales)**

Staff recommends the Board approve the Memorandum of Understanding (MOU) between PEA and PUSD for Evening School for the 2018-2019 school year.

Motion by Alexa Gonzales, supported by Laura Canciamilla, second by George Miller.

Final Resolution: Motion Carries

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

#### **9.05 Updated Board Policy (BP) 4119.11, 4219.11, 4319.11 - Sexual Harassment (Ms. Gonzales)**

Staff recommends the Board approve the updated language on Board Policy (BP) 4119.11, 4219.11, 4319.11 - Sexual Harassment

Motion by Alexa Gonzales, supported by George Miller, second by De'Shawn Woolridge.

Final Resolution: Motion Carries

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

#### **9.06 Update Board Policy (BP) 3280 - Sale, Lease, Rental Of District-Owned Real Property (Mr. Scott)**

Staff recommends the Board approve the updated language on Board Policy (BP) 3280 - Sale, Lease, Rental Of District-Owned Real Property

Motion by George Miller, second by Laura Canciamilla.

Final Resolution: Motion Carries

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

#### **9.07 Updated Board Policy (BP) 3311 - Bids (Mr. Scott)**

Staff recommends the Board approve the updated language on Board Policy (BP) 3311- Bids

Motion by De'Shawn Woolridge, second by George Miller.

Final Resolution: Motion Carries

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

#### **9.08 Updated Board Policy (BP) 3430 - Investing (Mr. Scott)**

Staff recommends the Board approve the updated language on Board Policy (BP) 3430 - Investing

Motion by Laura Canciamilla, second by Alexa Gonzales, supported by De'Shawn Woolridge.

Final Resolution: Motion Carries

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

#### **9.09 Updated Board Policy (BP) 3580 - District Records (Mr. Scott)**

Staff recommends the Board approve the updated language on Board Policy (BP) 3580 - District Records

Motion by Joseph Arenivar, second by De'Shawn Woolridge.

Final Resolution: Motion Carries

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

#### **9.10 New Board Policy (BP) 5141.6 - School Health Services (Mr. Molina)**

Staff recommends the Board approve the new language on Board Policy (BP) 5141.6 - School Health Services.

Motion by Joseph Arenivar, second by Alexa Gonzales, supported by Laura Canciamilla.

Final Resolution: Motion Carries

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

#### **9.11 New Board Policy (BP) 5148.3 - Preschool Early Childhood Education (Ms. Chen)**

Staff recommends the Board approve the new language on Board Policy (BP) 5148.3 - Preschool Early Childhood Education.

Motion by Joseph Arenivar, second by De'Shawn Woolridge.

Final Resolution: Motion Carries

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

### **10. Communications**



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

There were no comments.

### **11. Board Requests**

#### **11.01 Information Requests**

Dr. Canciamilla requested information on the HVAC bidding process

#### **11.02 Board Requests**

Dr. Canciamilla requested that the P.E. waiver process be brought as a Board item.

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

#### **12.01 Next Regular Board Meeting - April 3, 2019**

Meeting adjourned at 8:24 p.m.