

**MARYSVILLE JOINT UNIFIED SCHOOL DISTRICT
REGULAR MEETING ~ BOARD OF TRUSTEES**

February 9, 2016

AGENDA

DISTRICT BOARD ROOM

1919 B Street, Marysville, CA 95901

The agenda for board meetings can be made available upon request in a format appropriate for a person with a disability. If you are an individual with a disability who needs special accommodations to participate, please call 749-6101 at least 48 hours in advance. Accommodations may include but are not limited to interpreters, parking, and accessible seating.

Open Session agenda related documents and pages in Special Reports can be viewed on the MJUSD website [www.mjusd.com – Select: "Board" and "Agendas and Minutes"].

5:00 P.M. ~ OPEN SESSION
CONFERENCE ROOM #1

CALL MEETING TO ORDER

ROLL CALL

Mr. Bernard P. Rechts, President	_____
Mr. Glen E. Harris, Vice President	_____
Mr. Jeff D. Boom, Clerk	_____
Mr. Frank J. Crawford, Trustee Representative	_____
Mr. Anthony Dannible, Member	_____
Mr. Jim C. Flurry, Member	_____
Mr. Randy L. Rasmussen, Member	_____

CLOSED SESSION
CONFERENCE ROOM #1

1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

DISCUSSION

Pursuant to Government Code §54956.9(b), the Board will meet in closed session to discuss significant exposure to litigation in one (1) potential case.

The Board strives to commence open session in a timely manner. To achieve this goal, the Board may be required to continue closed session at the conclusion of the open session agenda. In such cases, the Board will diligently seek to address all matters requiring the attendance of students and parents (e.g. student expulsion/reinstatement and enrollment matters) prior to reconvening in open session. Pursuant to Government Code Section 54954.3, members of the public shall be given the opportunity to address the Board on closed session agenda items prior to the Board's consideration of the item. Typically, this opportunity will occur immediately prior to the Board's consideration.

RECONVENE TO OPEN SESSION
5:30 P.M. ~ REGULAR MEETING
Board Room

PLEDGE OF ALLEGIANCE

Glen Harris, Vice President to the Board of Trustees.

ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION

STUDENT REPRESENTATIVE TO THE BOARD OF TRUSTEES

Michelle Yang, MCAA Student Representative to the Board of Trustees.

SCHOOL REPORT

South Lindhurst Continuation High School — See Special Reports, Pages 1-4.

COMMENTS FROM BOARD MEMBERS

OPPORTUNITY FOR EMPLOYEE ORGANIZATIONS TO ADDRESS THE BOARD

- ♦ **Marysville Unified Teachers' Association**
- ♦ **Operating Engineers Local Union #3**
- ♦ **California School Employees' Association #326 and #648**
- ♦ **Association of Management and Confidential Employees**
- ♦ **Supervisory Unit**

PUBLIC COMMENTS

Persons wishing to address the Board are requested to fill out a "Public Comments" card before the start of the meeting and give it to the secretary, board president, or superintendent. The public may address topics not on the agenda during this section of the agenda or ask they be heard during a specific agenda item. **Comments are limited to a maximum of three minutes per speaker — 20 minutes total time for public input on each item per Board Bylaw 9323.**

The Ralph M. Brown Act prevents the Board of Trustees from responding to these comments with the exception of clarifying questions. The California Government Code, Section 54954.2.a states, "No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3"

How do I get an item placed on a meeting agenda for discussion?

If members of the public wish to have an item agendized for discussion or action, they are required to (1) submit a letter describing the issue to be agendized in as much detail as possible; (2) speak with the board president or other board members, or; (3) speak with the superintendent. In all cases, the request must be received no less than nine business days prior to a board meeting. The Board will determine how and when to agendize the request. The Board may not legally place an item on the agenda at a meeting except in emergency situations or where immediate action must be taken [Government Code Sections 54954.2.b.(1) and (2)].

SUPERINTENDENT'S REPORT

SUPERINTENDENT

1. APPROVAL OF MINUTES

- ♦ Minutes from the regular board meeting of 1/26/16.

MOTION

(Superintendent – continued)

2. CONSENT AGENDA

MOTION

The Board is requested to approve the Consent Agenda items under **Educational Services, Personnel Services, Purchasing Department, Facilities and Energy Management Department, Pupil Services, and Business Services**. Please refer to details where these items are described fully.

EDUCATIONAL SERVICES

1. OVERNIGHT FIELD TRIP — SOUTH LINDHURST HIGH SCHOOL FFA

**CONSENT
AGENDA**

Purpose of the agenda item~

The purpose of the agenda item is to request the Board approve the overnight field trip for the South Lindhurst High School FFA to attend the FFA State Conference in Fresno, CA on 4/23/16–4/26/16.

Background~

The SLHS FFA is requesting to take nine students with one district employee. Students will join more than 4,000 FFA members and guests from across the state to be inspired by motivational speakers and participate in a career show and leadership development workshops. In addition, students will compete in the State FFA Leadership Finals and participate in regional meetings. A host of additional activities will ensure a packed four days of growth and development. The school site has guaranteed that permission slips will be completed and supplemental insurance will be purchased.

Recommendation~

Recommend the Board approve the overnight field trip.

PERSONNEL SERVICES

1. CERTIFICATED RESIGNATIONS

**CONSENT
AGENDA**

Todd M. Anderson, Teacher/MHS, retirement, 6/3/16

Cathleen A. Decker, Teacher/COV, retirement, 6/3/16

2. CLASSIFIED EMPLOYMENT

**CONSENT
AGENDA**

Rachel M. Colon, Para Educator/JPE, 3.5 hour, 10 month, probationary, 1/15/16

Maria A. Jacobo, Para Educator/PRE, 3.75 hour, 10 month, probationary, 1/11/16

Fabiola Nuno, Para Educator/LIN, 3.5 hour, 10 month, probationary, 1/19/16

Lisa M. Vasquez, Para Educator/OLV, 3.5 hour, 10 month, probationary, 1/19/16

Serena N. Wilden, Facilities Technician/DO, 8 hour, 12 month, probationary, 1/25/16

3. CLASSIFIED PROMOTION

**CONSENT
AGENDA**

Amanda N. Book, Homeless Advocate/DO, 2 hour, 10 month, probationary to Homeless Advocate/DO, 3.5 hour, 10 month, probationary, 2/1/16

(Personnel Services – continued)

4. CLASSIFIED RESIGNATIONS

CONSENT
AGENDA

Nancy P. Amezquita, STARS Activity Provider/EDG, 3.75 hour, 10 month, continuing education, 1/27/16

Lexi M. Goforth, STARS Activity Provider/OLV, 3.75 hour, 10 month, personal, 1/21/16

Karon L. Pate, Bus Driver/TRANS, 6 hour, 10 month, personal, 1/29/16

See Special Reports, Pages 5-9.

5. 2016-17 SCHOOL CALENDAR

CONSENT
AGENDA

Purpose of the agenda item~

The purpose of the agenda item is to request the Board approve the proposed start and ending dates to the 2016-17 school year calendar.

Background~

The proposed calendar reflects starting the 2016-17 school year on 8/16/16, while the last day of school is set for 6/9/17. The calendar provides for 180 student attendance days, four (4) voluntary professional development days for teachers, and three (3) site-based professional development days. The draft calendar has been shared with other Yuba County districts, the Yuba County Office of Education, and the Bi-County Calendar Committee, along with the Yuba City Unified School District in order to best coordinate inter-agency services for students.

Recommendation~

Recommend the Board approve the calendar. See Special Reports, Page 10.

6. RECLASSIFICATION OF COMPUTER/WEB TECHNICIAN

CONSENT
AGENDA

Purpose of the agenda item~

The purpose of the agenda item is to request the Board approve the reclassification request for the Computer/Web Technician positions.

Background~

Under general supervision of the Director of Technology, maintain and operate all personal computer hardware and software throughout the district; advise, instruct, and assist users in the use of systems; responsible for the ongoing design, implementation, and maintenance of the district's website; manages and maintains the district's Google Apps for Education (GAFE) domain, along with other programs/systems assigned by the Director of Technology.

After reviewing the scope of work, within the Computer/Web Technician's job functions and actual duty statements, along with increasing responsibilities, as reported by the Director of Technology, this recommendation is to reclassify by changing the wage position to Range 36 (currently Range 32) of the Operating Engineers Local Union #3 (OE3) pay scale.

Recommendation~

Recommend the Board approve the position reclassification, with a modified job description, effective date of 2/1/16. See Special Reports, Pages 11-12.

(Personnel Services – continued)

7. LEAD SUPERVISOR JOB DESCRIPTION

**CONSENT
AGENDA**

Purpose of the agenda item~

The purpose of the agenda item is to request the Board approve the creation of one (1) new position: Lead Supervisor.

Background~

As needs of the district related to maintenance, modernization, and various construction projects develop, so do the demands on the staff of the Maintenance Department. Under the direction of the Executive Director of Maintenance, Operations, and Transportation, the Lead Supervisor shall plan, organize, and coordinate Maintenance and Operations for the district while providing direct, indirect, and technical supervision over the Supervisors of Grounds and Custodial and the Maintenance staff. The Lead Supervisor will monitor and maintain programs and records to ensure district compliance with all local, state, and federal rules, regulations, and programs.

In order to support the leadership and direct the completion of current, ongoing, and future building and grounds projects, along with the ongoing maintenance of existing buildings, an employee with leadership skills, along with a well-rounded level of expertise, is needed to provide experience and knowledge beyond what a generalist maintenance worker may have. If approved, the newly created position will remain funded out of the Maintenance Department. The employee will be a member of Supervisory Unit with a pay classification consistent on Range 50.

Recommendation~

Recommend the Board approve the position. See Special Reports, Pages 13-16.

PURCHASING DEPARTMENT

1. PURCHASE ORDERS PROCESSED IN JANUARY 2016

**CONSENT
AGENDA**

Purpose of the agenda item~

The purpose of the agenda item is to request the Board ratify purchase order transactions listed for January 2016.

Background~

Per Board Policy 3300, Education Code 17605, and Public Contract Code 20111, a list of purchase orders processed in January 2016 has been provided for Board review. The report is sorted by location and includes a fund recap and change order detail.

Recommendation~

Recommend the Board ratify the purchase order transactions for January 2016. See Special Reports, Pages 17-29.

FACILITIES AND ENERGY MANAGEMENT DEPARTMENT

1. CONTRACT WITH HANKINS ELECTRICAL CONTRACTING FOR MCAA

**CONSENT
AGENDA**

Purpose of the agenda item~

The purpose of the agenda item is to request the Board approve the contract with Hankins Electrical Contracting for the installation of occupancy sensors at the Marysville Charter Academy for the Arts in the amount of \$10,530.

(Facilities and Energy Management Department/Item #1 – continued)

Background~

The California Energy Commission approved the energy efficiency plan (EEP) that was submitted by the MJUSD facilities staff on behalf of the MCAA which includes the installation of occupancy sensors in all classrooms and the main office. This scope includes:

1. Installation of 24 ceiling mounted occupancy sensors; and
2. Installation of one wall mounted occupancy sensor.

This item will be funded from MCAA's general fund (fund 01, restricted, Prop 39).

Recommendation~

Recommend the Board approve the contract. See Special Reports, Pages 30-50.

2. CONTRACT WITH BUTTACAVOLI INDUSTRIES, INC. FOR MCAA

**CONSENT
AGENDA**

Purpose of the agenda item~

The purpose of the agenda item is to request the Board approve the contract with Buttacavoli Industries, Inc. for the installation of 19 dual pane windows at the Marysville Charter Academy for the Arts in the amount of \$14,778.79.

Background~

The California Energy Commission approved the Energy Efficiency Plan (EEP) that was submitted by the MJUSD facilities staff on behalf of the MCAA which includes the installation of dual pane windows in all south and west facing sides. These windows will match the existing windows and be more energy efficient. With a low Saving to Investment Ratio (SIR) (a SIR of 1.05% is required by the state) including all the windows with the other components (controls and occupancy sensors, and some BARD units among other measure) lowered the SIR under the required 1.05% so the windows subject to the most heat are being addressed. This scope includes:

1. Removal and installation of 19 new dual pane windows at prevailing wage as required, and
2. the necessary trim replacement.

This item will be funded from MCAA's Prop 39 general fund (fund 01, restricted).

Recommendation~

Recommend the Board approve the contract. See Special Reports, Pages 51-73.

PUPIL SERVICES

1. 2015-16 NON-PUBLIC SCHOOL (NPS) INDIVIDUAL SERVICE AGREEMENTS

CONSENT AGENDA

Purpose of the agenda item~

The purpose of the agenda item is to provide an update to the Board regarding student placement changes for the MJUSD students currently placed in Non-Public Schools (NPSs) according to their Individualized Education Plans (IEPs), as well as approve one new Individual Service Agreement (ISA) for a student that moved into the MJUSD. All master contracts between the MJUSD and the NPSs have been previously Board approved.

Background~

Local school districts are responsible for the educational needs of our students with special needs. The MJUSD is required to contract with NPSs in order to meet the needs of students with severe behavior and significant special needs.

These restrictive types of placements are made only following the exhaustion of local resources available within the school district and in the community. These contracts are affected by the local Special Education Plan Area (SELPA) in which they are located and therefore require renewal every school year. Contracts are required at the time a placement with a new agency is made. ISAs are established following securing the details of the placement review IEP meeting.

The following NPS placements have been made for the 2015-16 school year. Changes to the date of this agenda are noted in **bold** below:

JM: Devereux Treatment Center, residential out-of-state
LD: Devereux Treatment Center, residential out-of-state
PO: Odyssey Learning Center (Yuba County Office of Education placed)
JMV: Sierra School, Upper (Yuba County Office of Education placed)
TP: Sierra School, Upper
JT: Sierra School, Upper **–student now enrolled at Lindhurst HS**
ZM: Sierra School, Upper
JM: Sierra School, Upper **–student now enrolled at Lindhurst HS**
BH: Sierra School, Upper
CML: Sierra School, Upper
PR: Sierra School, Lower
LL: Sierra School, Lower
DK: Sierra School, Lower
TH: Sierra School, Lower
AF: Sierra School, Lower
JM: Sierra School, Upper (student moved into the MJUSD previously placed by Sacramento COE.)

Recommendation~

Recommend the Board approve one new ISA.

BUSINESS SERVICES

1. CONTRACT WITH DONKEY SPORTS, INC.

CONSENT AGENDA

Purpose of the agenda item~

The purpose of the agenda item is to request the Board ratify the contract with Donkey Sports, Inc. dated 1/10/16. The fundraiser game of Donkey Basketball held at Lindhurst High School on 2/8/16 to raise funds for the LHS and MHS FFA programs.

Background~

This Donkey Sport, Inc. contract will provide services which include the following: all necessary equipment for basketball game, referees, donkeys, safety equipment, tickets for sales, posters, and game equipment.

The proceeds derived from both advance and gate sale tickets are divided 60%-40% on the first \$2,000. 60% will go to Donkey Sports, Inc. and 40% to the district. All proceeds above the first \$2,000 will be divided 50%-50% with the district receiving 50% and Donkey Sports, Inc. receiving 50%. If proceeds are less than \$1,000, Donkey Sports, Inc. will receive \$600 with the district receiving the remainder. The cost of the Donkey Basketball game will be funded from the LHS FFA organization.

Recommendation~

Recommend the Board ratify the contract. See Special Reports, Page 74.

2. RFP AUTHORIZATION — DISTRICTWIDE AUDIT SERVICES

CONSENT AGENDA

Purpose of the agenda item~

The purpose of the agenda item is to request the Board authorize the district to issue a Request for Proposal (RFP) for districtwide audit services for the fiscal years ending 6/30/16, 6/30/17, and 6/30/18.

Background~

The district last issued an RFP for districtwide audit services in the 2005-06 fiscal year. Education Code §41020 requires that school districts shall provide for an audit of the books and accounts of the district. The audit shall include all funds of the district, including student body, cafeteria funds, and any other funds under the control or jurisdiction of the district. The district is seeking a professional auditing firm that shall perform said audit in accordance with generally accepted auditing principles. The districtwide audit of the financial statements shall include all funds of the district including, but not limited to, General Fund, Special Revenue Fund, Debt Service Fund, Capital Projects Fund, Internal Service Fund, Expendable Trust Fund, Cafeteria Fund, Student Body Accounts, and Long-Term Debt Accounts.

Recommendation~

Recommend the Board authorize the district to proceed with the RFP process.

3. DONATION TO THE DISTRICT

CONSENT AGENDA

Purpose of the agenda item~

The purpose of the agenda item is to request the Board accept the following donation:

A. MARYSVILLE HIGH SCHOOL

- a. Maurice Negueloua donated a set of golf clubs valued at \$500 to the MHS golf team.

❖ **End of Consent Agenda** ❖

NEW BUSINESS

BOARD OF TRUSTEES

1. CONFLICT OF INTEREST

Purpose of the agenda item~

The purpose of the agenda item is to request the Board hold a public hearing regarding revisions to Board Bylaw 9270 (Conflict of Interest) and review the conflict of interest code for the MJUSD:

1. BB 9270 – Conflict of Interest (*Updated titles*)
2. Conflict of Interest Code for the MJUSD (*Updated titles*)
3. Conflict of Interest Code for the MJUSD – Appendix
4. Conflict of Interest Disclosure Categories – Appendix

The following titles were updated for the 2016 Conflict of Interest packet:

--~~Coordinator~~ **Director of Student Discipline & Attendance**
--**Supervisor of Warehouse/Storekeeper**

Background~

The Board is required to review the MJUSD's conflict of interest code every two years. The last time the Board reviewed the code was at the 1/28/14 board meeting.

Recommendation~

Recommend the Board hold a public hearing. A motion is required to close the public hearing. A motion is also required to approve the revisions to BB 9270. See Special Reports, Pages 75-86.

HOLD PUBLIC HEARING

MOTION TO CLOSE PUBLIC HEARING

MOTION TO APPROVE REVISIONS

FACILITIES AND ENERGY MANAGEMENT DEPARTMENT

1. BID AWARD — LINDA ELEMENTARY SCHOOL HVAC UPGRADES (PROJECT 8155)

Purpose of the agenda item~

The purpose of the agenda item is to request the Board award a contract based on competitive bid for the Linda Elementary HVAC upgrades project in the amount of \$369,998.

Background~

Bids were opened at the district office on 1/15/16 at 2:00 p.m. for the Linda Elementary HVAC upgrades project. Bids were received from four pre-qualified general contractors as follows:

•United Building Contractors, Inc.	\$369,998	LOW BIDDER
•BRCO Constructors, Inc.	\$388,000	
•Carter Kelly, Inc.	\$435,491	
•Bobo Construction, Inc.	\$473,000	

The scope of services includes, but not limited to, the following: removing and replacing 19 old HVAC units with new more efficient models, installing occupancy sensors in all classrooms and adding controls, and replacing nine old parking lights to new more efficient LED units, and other related site work including inspections, special inspections, and testing.

MOTION

(Facilities and Energy Management Department/Item #1 – continued)

Work is to begin upon receipt of all necessary paperwork and is estimated to begin on 6/6/16 and be substantially complete on or before 7/29/16 and ready for occupancy prior to the start of the school year. Closeout will follow in the fall of 2016.

The Prop 39 plan has been submitted to the California Energy Commission, which includes the scope of this project, and approval is pending but anticipated in later winter with year two funding (five years in total) to following anticipated in early summer 2016.

The liquidated damage sum is \$1,500 for each calendar day in excess of the established completion date that the work remains uncompleted. Proper detours and barricades will be in place through the duration of the project to ensure safety compliance. This project is funded from general fund one time dollars (fund 1 restricted funds, Prop 39).

Recommendation~

Recommend the Board award the Linda Elementary HVAC upgrades project to the lowest qualified bidder, United Building Contractors, Inc., for \$369,998 and approve the collective agreements for services (Project Construction Agreement, General Conditions, and Irrevocable Directive Draw Procedures Agreement). See Special Reports, Pages 87-136.

2. BID AWARD — MARYSVILLE HIGH SCHOOL NUTRITION SERVICES KITCHEN MODERNIZATION (PROJECT 8164)

MOTION

Purpose of the agenda item~

The purpose of the agenda item is to request the Board award a contract based on competitive bid for the Marysville High School Nutrition Services Kitchen Modernization project in the amount of \$66,255.

Background~

Bids were opened at the district office on 1/8/16 at 1:00 p.m. for the Marysville High School Nutrition Services Kitchen Modernization project. Bids were received from four pre-qualified general contractors as follows:

•United Building Contractors, Inc.	\$66,255	LOW BIDDER
•Carter Kelly, Inc.	\$67,561	
•BRCO Constructors, Inc.	\$92,000	
•BOBO Construction, Inc.	\$198,000	

The scope of services includes, but not limited to, the following: removing and adding make up air units, ventilation, and ansl system for two hoods along with the related wiring and plumbing plus inspections, special inspections, and testing.

Local fire has reviewed and approved the drawings and specifications and access to the site will be maintained at all times.

Work is to begin upon receipt of all necessary bonds and insurances and is estimated to begin on 6/6/16 and be substantially complete on or before 7/29/16. Closeout will follow in the fall of 2016.

(Facilities and Energy Management Department/Item #2 – continued)

The liquidated damage sum is \$1,500 for each calendar day in excess of the established completion date that the work remains uncompleted. Proper detours and barricades will be in place through the duration of the project to ensure safety compliance. This project is funded from deferred maintenance (fund 14).

Recommendation~

Recommend the Board award the Marysville High School Nutrition Services Kitchen Modernization project to the lowest qualified bidder, United Building Contractors, Inc., for \$66,255 and approve the collective agreements for services (Project Agreement, General Conditions, and Irrevocable Directive Draw Procedures Agreement). See Special Reports, Pages 137-186.

CLOSED SESSION - *continued if needed*

If the Board did not complete all items on the closed session agenda, they will continue closed session.

ADJOURNMENT



NEXT REGULAR BOARD MEETING – February 23, 2016 – 5:30 P.M. – DISTRICT BOARD ROOM

SCHOOL BOARD MEETING FORMAT

What is a School Board Meeting?

A School Board Meeting is the normal business meeting of the governing board at which district business is conducted. It is not a public meeting where questions and discussion come from the audience. Members of the audience may address their comments to the Board during the *time at which the Board is discussing the agenda item*. Comments are limited to a maximum of three minutes per speaker (20 minutes total time for public input) on each item per Board Bylaw 9323.

Notification of Meetings

To provide the public with information regarding agenda items being considered by the Board of Trustees, a public notice is published as follows:

- * Posted on the MJUSD district website at www.mjusd.com.
- * Posted on the Public Notice Bulletin Board at the MJUSD District Office at 1919 B Street, Marysville, CA 95901 [located in the hallway outside the Superintendent's Office, Room 101].
- * Emailed to all employees of the district, the Appeal-Democrat, and KUBA.

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