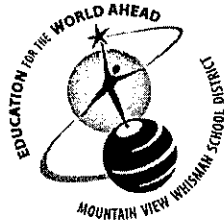


Mountain View Whisman School District

750-A San Pierre Way • Mountain View • CA 94043 • 650-526-3500 x 1023



Regular Meeting of the Board of Trustees

June 11, 2015
6:00 p.m.

MVWSD Mission:
Demonstrate, daily, a relentless commitment
to the success of every child.

Strategic Goal 1

Every child meets or exceeds academic standards

Strategic Goal 2

Operate with integrity, efficiency, effectiveness and transparency

Strategic Goal 3

Attract and retain a diverse, talented and caring workforce

Strategic Goal 4

Everyone in our district values and feels connected to our diverse community

Strategic Goal 5

Engage students, parents, and the community, including businesses and our city, as partners in our mission

Strategic Goal 6

Operate as a Continuous Improvement District



Mountain View Whisman School District
Education for the World Ahead
Board of Trustees – Special Meeting

Theuerkauf Elementary School
1625 San Luis Avenue

June 11, 2015
6:00 p.m.

(Live streaming available at www.mvwsd.org)

Demonstrate, daily, a relentless commitment to the success of every child.

Academic Excellence ★ Strong Community ★ Broad Worldview

As a courtesy to others, please turn off your cell phone upon entering.

Under Approval of Agenda, item order may be changed. All times are approximate.

I. CALL TO ORDER

6:00

- A. Pledge
- B. Roll Call
- C. Approval of Agenda

II. CONSENT AGENDA

6:05

The following items will be handled with one action; however, any item may be removed from consideration by individual Board Members or the Superintendent. Copies of the applicable documents have been sent to the Board and will be available at the meeting.

A. Personnel Report

Certificated: two changes of assignment, two job-shares, two requests for leave of absence, one new hire, one resignation

Classified: one resignation, one resignation and retirement.

III. COMMUNITY COMMENTS

6:10

This is the time reserved for community members to address the Board on items that are not on the agenda. The Board and Administration welcome this opportunity to listen; however, in compliance with the Brown Act, the Board is not permitted to take action on non-agenda items.

Speakers are requested to complete a speaker card and state their name for the record.

If there are additional comments after 10 minutes have elapsed, this item may be continued after all the action and discussion items are completed.

Notes on Community Comments on Agendized Items

The staff presentation to the Board will occur first for each item. The Board will then ask clarifying questions. Afterwards, the community will be invited to comment. Any person wishing to speak will be granted up to three (3)

minutes at the time the item appears on the agenda. Comments will be taken for up to 10 minutes, with extra time allowed for translation, as needed. Prior to addressing the Board, each speaker is requested to complete a speaker card (located on the counter near the door), give it to the Superintendent's Executive Assistant, and state his/her name for the record. We ask that you speak from the podium so that we may better hear you. At the conclusion of remarks or after 10 minutes has elapsed, the public comment portion is closed for that item and the Board will return to their own deliberations and comments. Please see the Board's "Welcome" brochure for more specifics on how Board meetings are run. The Board is grateful to have district personnel in the audience. These personnel may be consulted during the Board's discussion on any item.

IV. REVIEW AND ACTION

A. Boundary Advisory Task Force Final Report

6:20

The Board will consider the recommendations from the Boundary Advisory Task Force.

RECOMMENDED ACTION: That the Board adopt the boundary recommendations from the Boundary Advisory Task Force as outlined on May 21, 2015. Staff will adjust Administrative Regulation No. 5116 attached to reflect this change for the 2016-17 school year.

B. District Facilities Committee Final Report

7:45

The Board will hear the final recommendations from the District Facilities Committee.

RECOMMENDED ACTION: That the Board adopt the recommendations of the District Facilities Committee as follows:

- Approve the new base facilities standards
- Make a recommendation at the June 18, 2015 Board meeting on an architect to lead modernization of the Monta Loma campus
- Study the feasibility of a shared campus for Theuerkauf/Stevenson in the fall with appropriate staff and technical support including architects starting in September 2015
- In September 2015, the district selects an architect from a newly constituted group of architects vetted through the RTP process to lead modernization at Bubb, Landels and Huff campuses. Representatives from DFC, site, and district to help in selecting the architect recommendation to the Board.
- Extend the life of the DFC through the bond construction process and add membership including better representation of the MVWSD school communities

C. Board Bylaw No. 9322, Agenda/Meeting Materials

9:00

The Board will consider a revision to Board Bylaw No. 9322, Agenda/Meeting Materials.

RECOMMENDED ACTION: That the Board approve Board Bylaw No. 9322, Agenda/Meeting Material at first reading as presented and waive second reading.

D. Board Bylaw No. 9400, Board Self-Evaluation

9:10

The Board will consider a revision to Board Bylaw No. 9400, Board Self-Evaluation.

RECOMMENDED ACTION: That the Board approve Board Bylaw No. 9400, Board Self-Evaluation at first reading as presented and waive second reading.

V. FUTURE BOARD MEETING DATES

Date	Anticipated Topics (subject to change)
June 18, 2015	Budget Public Hearing and Approval, LCAP Approval, Castro School Design Approval
August 20, 2015	Enrollment Update
September 3, 2015	Unaudited Actuals, Summer School Report

NOTICES FOR AUDIENCE MEMBERS**1. RECORDING OF MEETINGS:**

The open session will be video recorded and live streamed on the District's website (www.mvwsd.org).

2. CELL PHONES:

As a courtesy to others, please turn off your cell phone upon entering.

3. FRAGRANCE SENSITIVITY:

Persons attending Board meetings are requested to refrain from using perfumes, colognes or any other products that might produce a scent or chemical emission.

4. SPECIAL ASSISTANCE FOR ENGLISH TRANSLATION/INTERPRETATION:

The Mountain View Whisman School District is dedicated to providing access and communication for all those who desire to attend Board meetings. Anyone planning to attend a Board meeting who requires special assistance or English translation or interpretation is asked to call the Superintendent's Office at (650) 526-3552 at least 48 hours in advance of the time and date of the meeting.

El Distrito Escolar de Mountain View Whisman esta dedicado a proveer acceso y comunicación a todas las personas que deseen asistir a las reuniones de la Junta. Se pide que aquellas personas que planean asistir a esta reunión y requieren de asistencia especial llamen a la Oficina del Superintendente al (650) 526-3552 con por lo menos 48 horas de anticipación del horario y fecha de esta reunión, para así poder coordinar los arreglos especiales.

5. DOCUMENT AVAILABILITY:

Documents provided to a majority of the Governing Board regarding an open session item on this agenda will be made available for public inspection in the District Office, located at 750-A San Pierre Way during normal business hours.

Los documentos que se les proveen a la mayoría de los miembros de la Mesa Directiva sobre los temas en la sesión abierta de éste orden del día estarán disponibles para la inspección pública en la Oficina del Distrito, localizada en el 750-A San Pierre Way durante las horas de oficinas regulares.

Personnel Report to the Board
2014-2015 School Year

First Name	Last Name	Position	Status	Site	FTE	Action	Details of Action	From	To	Admin. Rec.	Date of Action
Cindy	Murphy	Teacher		Theuerkauf		Change in Assignment	From Full-time teacher to 0.80 FTE under the Early Retirement Option, Article 11.2 Part Time Employment with Full Time Retirement Credit			Approve	8/11/15
Cindy	Lundberg	Assistant Principal		Graham		Change of Assignment	FROM Teacher on Special Assignment, 1.0 FTE to Assistant Principal, 1.0 FTE, Graham Middle School				7/1/15
Leah	Brunnings	Teacher	Temporary	Monta Loma		Job-Share	Job-Share with Rayna Shah, Monta Loma, 0.5187 FTE for the 2015-2016 School Year			Approve	8/11/15
Rayna	Shah	Teacher		Monta Loma		Job-Share	Job-Share with Leah Brunnings, Monta Loma, 0.5187 FTE for the 2015-2016 School Year			Approve	8/11/15
Rayna	Shah	Teacher		Monta Loma		Leave of Absence	50% Leave of Absence so she can share for the 2015-2016 School Year.			Approve	8/11/15
Barbara	Wright	Teacher		Crittenden		Leave of Absence	Personal Leave of Absence for the 2015-2016 School Year			Approve	8/11/15
Leah	Brunnings	Teacher	Temporary	Monta Loma	0.5187	New Hire					8/11/15
Marisa	Garduna-DaSilva	Teacher		Crittenden		Resignation					9/30/15
Rita	Villanueva	Child Nutrition		Theuerkauf		Resignation					6/6/15
Dora	Fishman	Sp Ed Instructional Assistant		Theuerkauf		Resignation & Retirement					6/11/15

Mountain View Whisman School District

Agenda Item for Board Meeting of June 11, 2015

Agenda Category: Review and Action

Agenda Item Title: Boundary Advisory Task Force Recommendations

Estimated Time: 75 minutes

Person Responsible: Terese McNamee, Chief Business Officer

Background:

In January, the District created the Boundary Advisory Task Force (BATF) and charged them with the following responsibilities: (1) representing the community as a whole in the process of reviewing the demographic study and the impact of enrollment growth, (2) reviewing the impact of overcrowding at elementary schools, and (3) reviewing the impact of opening an elementary school campus in the Whisman/Slater neighborhood. The BATF was requested to make recommendations on specific boundary related issues and help inform the public about the recommendations.

To facilitate the task force, Jack Schreder & Associates (JSA) was contracted to develop a Demographic Analysis and provided detailed demographic information about the Mountain View Whisman School District's community, and the effects of those demographics on the MVWSD's enrollment. This report also discussed the impact of long range planning for facilities in order to assure that appropriate and equitable facilities are provided for the students in the District.

The consultants worked in concert with the District's Boundary Advisory Task Force (BATF) to develop boundary scenarios and perform analysis to determine the viability of those scenarios in meeting the following **Key Assumptions & Key Considerations**:

- Enrollment is stable and flat;
- Optimal school size and sustainable enrollment is 450-600 students;
- Financial impact;
- Ethnic and socioeconomic diversity;
- Safer routes to school;
- BATF considered scenarios for 8 & 9 school options

With these criteria, the BATF worked on April 21st to generate initial scenarios. Four groups collectively generated sixteen scenarios, which the consultants mapped and generated key data for analysis by the committee. At the April 28th committee meeting, the BATF selected five scenarios for discussion and highlighted the pros and cons of these scenarios. At the end of the meeting, the committee delegated to a subcommittee to take these scenarios and develop a sample presentation and board narrative. This subcommittee collaborated and they presented their draft on May 12 to the BATF and together the committee reviewed the materials and drafted their recommendations to the Board. On May 21, the Board heard those recommendations and favored the recommended changes to the Huff boundaries.

Scenarios:

The BATF was asked to develop scenarios that would provide all District students the opportunity to attend their neighborhood school by balancing student residents to planned facility capacities. Since January, nearly thirty scenarios were developed, discussed and ultimately disregarded as not adequately addressing the key concerns of overcrowding, safety, maintaining choice schools and minimizing disruption to existing families. In the attached appendix, all the scenarios developed and reviewed by the task force are included.

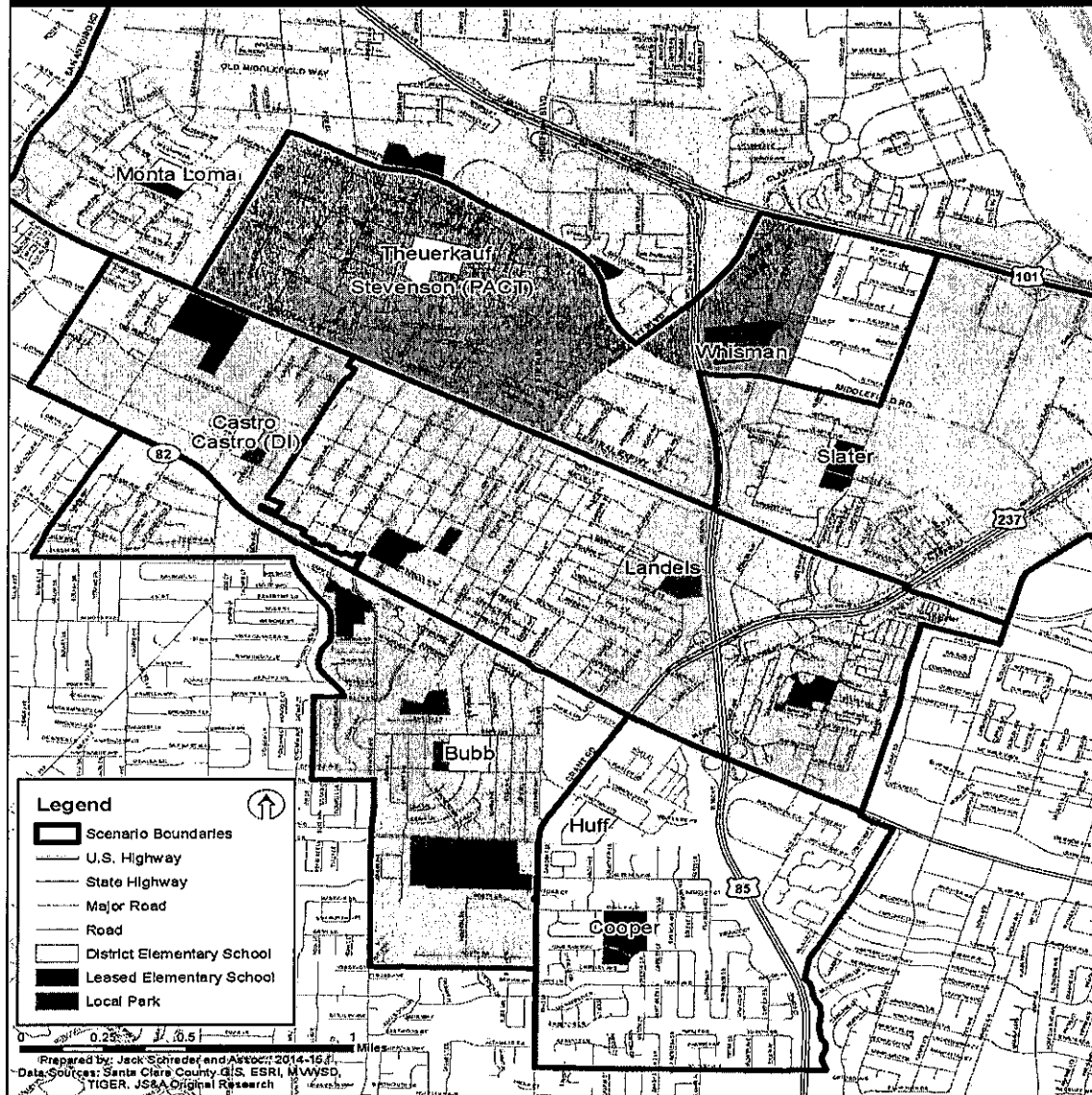
9 School Scenarios

The major concern of the task force was how to equitably draw boundaries that would best support differentiated instruction and key intervention and enrichment programs while trying to address the desire to have a strong neighborhood schools and choice programs. Based on the projected enrollment of just less than 3600 elementary students, the task force struggled to divide the students equitably between nine schools. In the end, the task force was unable to find an equitable 9-school solution that would meet the programming needs of a neighborhood school. The group further considered whether additional resources could mitigate these concerns but it was felt that those resources would force trade offs at other schools that outweighed the cost. The task force did agree that if and when the enrollment increased by 450 K-5 students, and the District had the financial ability to fund the capital and operating expenses required, the District should open another school. The two working nine school scenarios that were rejected by the task force included: a) 1 class each grades K-5 (150 student) school that would either permanently stay small or would expand overtime as enrollment grew and b) a two strand school achieved by subtracting the proposed enrollment of a new school from multiple schools across the District.

OPTION A (Team 4: Scenario 1)

Description: Nine schools by opening Slater (7 neighborhood schools w/DI @ CA & PACT @ ST)

Team 4 Scenario #1 Elementary School Boundaries Mountain View Whisman School District



Team 4 Scenario #1	Scenario - 7 neighborhood schools (open Slater) Bubb A to Landels Bubb B to Landels Huff A to Theuerkauf Huff B to Bubb Landels A to Slater Landels B to Theuerkauf Landels C to Slater Landels D to Slater Monta Loma C to Castro							
	School Boundary	Bubb	Castro	Huff	Monta Loma	Theuerkauf	Slater	Landels
	Permanent Facility Capacity	500	900	450	650	463		625
	Scenario TK-5 Residents	406	674	517	504	767	176	567
	Scenario TK-5 Residents Minus PACT and DI Attendees	377	506	492	403	568	125	399
	Scenario % of Residents Attending Dual-Immersion	3.2%	22.8%	1.9%	8.5%	8.9%	3.4%	15.7%
	Scenario % of Residents Attending PACT	3.9%	2.1%	2.9%	11.5%	17.1%	25.6%	13.9%
	Scenario Unduplicated % of ELL/SED Student Residents	26.4%	87.1%	21.7%	41.7%	52.2%	30.7%	41.3%
	Total Students	406	674	517	504	767	176	567
DI	13	154	10	43	68	6	89	
PACT	16	14	15	58	131	45	79	
ELL/SED	107	587	112	210	400	54	234	

Pros:

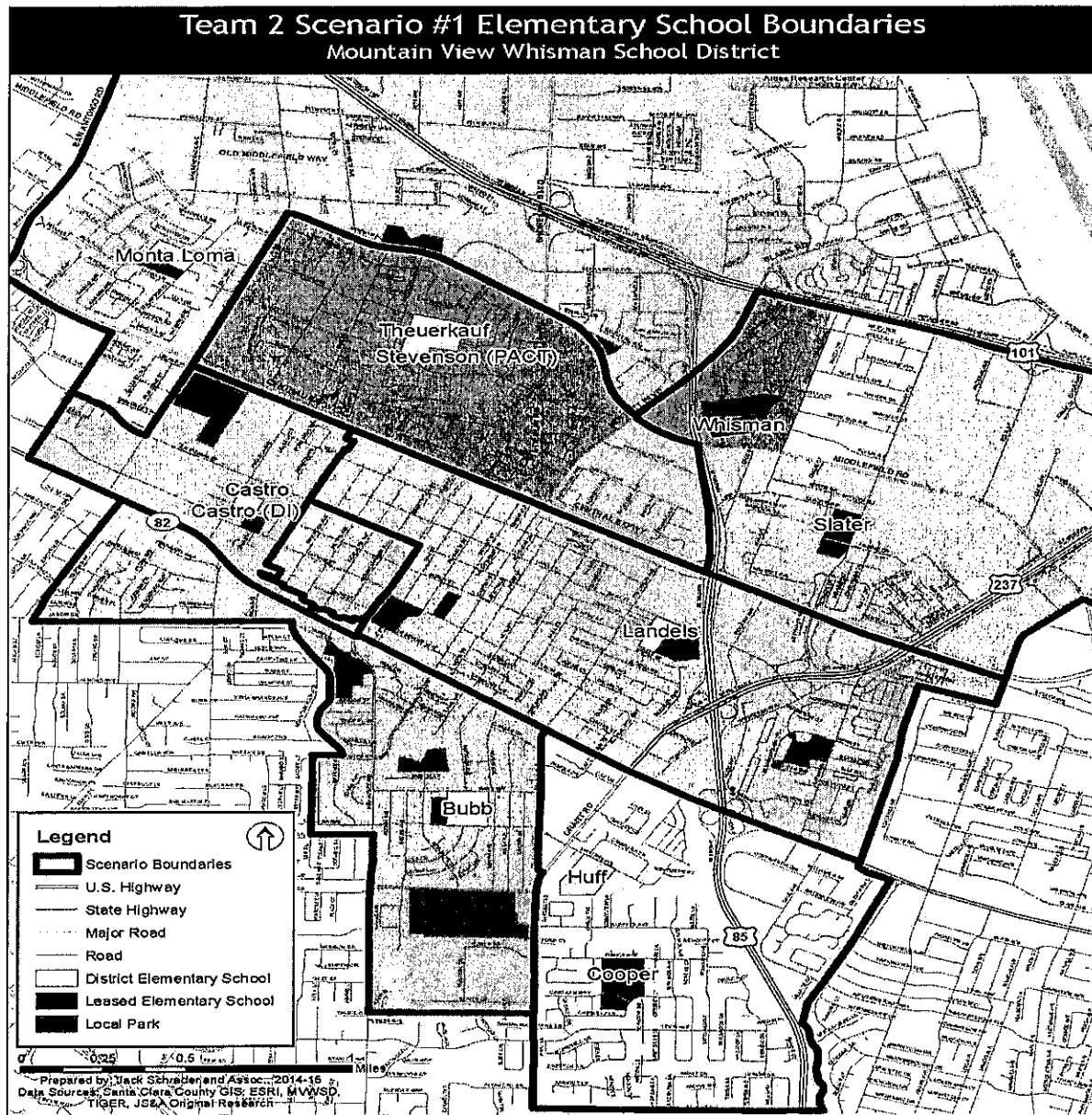
- Theuerkauf is solid for enrollment
- Landels is solid and has room for growth
- Slater has opportunity to grow as a neighborhood school – start with small 125 enrollment

Cons:

- Landels too low
- Reduce diversity @ Bubb
- Shoreline West area not easy to go to Bubb or Landels
- Crossing Shoreline to get to school
- Huff A is traveling past closer neighborhood schools
- Not economically viable

OPTION B (Team 2: Scenario 1)

Description: 9 schools by opening Slater (7 neighborhood schools w/DI @ CA & PACT @ ST)



Team 2 Scenario #1	Scenario - 7 neighborhood schools (open Slater) Bubb A to Landels Huff A to Slater Landels A to Slater Landels B to Theuerkauf Landels C to Slater Landels D to Slater Theuerkauf C to Slater Theuerkauf D to Slater							
	School Boundary	Bubb	Castro	Huff	Monta Loma	Theuerkauf	Slater	Landels
	Permanent Facility Capacity	500	900	450	650	463		625
	Scenario TK-5 Residents	493	606	543	572	489	454	454
	Projected Enrollment	435	450	516	459	333	360	317
	Scenario % of Residents Attending Dual-Immersion	5.5%	23.6%	2.2%	9.4%	11.0%	4.4%	16.1%
	Scenario % of Residents Attending PACT	6.3%	2.1%	2.8%	10.3%	20.9%	16.3%	14.1%
	Scenario Unduplicated % of ELL/SED Student Residents	31.8%	88.1%	23.4%	46.0%	48.7%	47.6%	37.2%
Total Resident Students	493	606	543	572	489	454	454	
DI	27	143	12	54	54	20	73	
PACT	31	13	15	59	102	74	64	
ELL/SED	157	534	127	263	238	216	169	

Pros:

- Opens a neighborhood school
- Safe routes to schools

Cons:

- Landels, Theuerkauf, and Slater have too low enrollment (3 schools enrollment too small – Theuerkauf too low and Slater/Whisman would be struggling)
- Overcrowding at Bubb and Huff

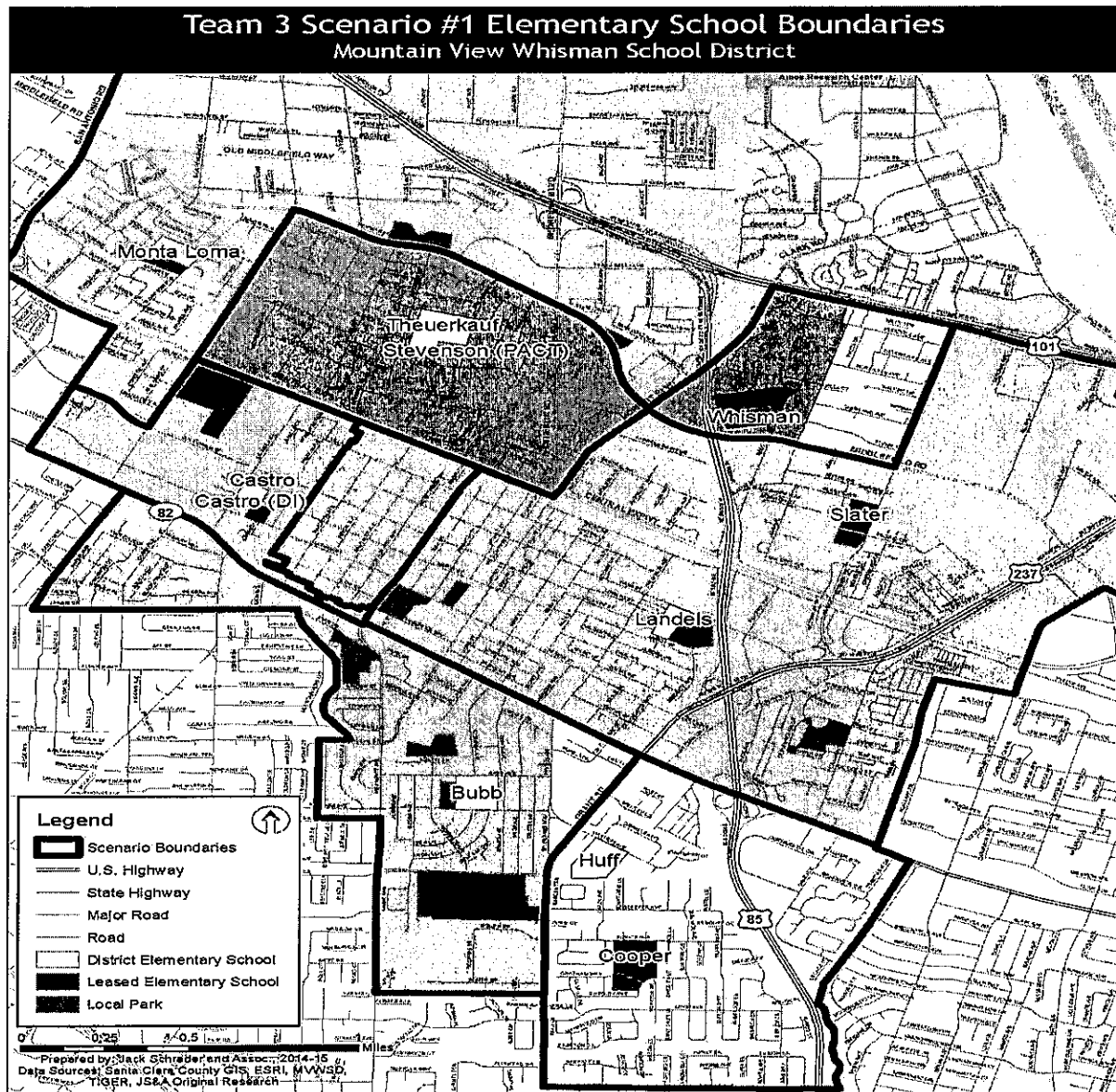
8 School Scenarios

The task force determined that current enrollment is just sufficient to support 8 elementary schools. During their discussions, the group considered 8 school options that would have opened a neighborhood school in the Slater/Whisman neighborhood. However, as the group deliberated these options, the only feasible solutions were to close an existing school and/or move an existing school to Slater/Whisman. Based on Board and community feedback either of these solutions were unacceptable and therefore, they were unable to find a workable solution to open a school in the Slater/Whisman neighborhood.

Recommended Scenario:

Scenario 3.1

Description: 7 existing schools (6 neighborhood schools w/ DI @ CA & PACT @ ST) (Similar to Scenario 1.4 except the northwest corner of Huff moves to Bubb)



Team 3 Scenario #1		Scenario - 6 neighborhood schools with new boundary lines Huff A to Theuerkauf Huff B to Bubb					
School Boundary	Bubb	Castro	Huff	Monta Loma	Theuerkauf	Slater	Landels
Permanent Facility Capacity	500	900	450	650	463		625
Scenario TK-5 Residents	594	606	517	572	693		629
Projected Enrollment	523	450	492	459	507		439
Scenario % of Residents Attending Dual-Immersion	5.9%	23.6%	1.9%	9.4%	9.5%		11.9%
Scenario % of Residents Attending PACT	6.1%	2.1%	2.9%	10.3%	17.3%		18.3%
Scenario Unduplicated % of ELL/SED Student Residents	37.7%	88.1%	21.7%	46.0%	52.5%		32.9%
Total Students	594	606	517	572	693		629
DI	35	143	10	54	66		75
PACT	36	13	15	59	120		115
ELL/SED	224	534	112	263	364		207

Pros:

- Smaller overall impact
- Most balanced enrollment
- Theuerkauf can survive Romeo Act (Theuerkauf residents increase)
- Reduces crowding @ Huff
- Huff A – less displacement/transportation
- No money spent to open a 9th school
- Huff B doesn't cross Grant Rd. (safety concern)

Cons:

- Reduce diversity @ Huff
- No Whisman/Slater neighborhood school
- Difficult paths to school/transportation

The BATF was asked to develop scenarios that would provide all District students the opportunity to attend their neighborhood school by balancing student residents to planned facility capacities. The task force highlighted this option as best addressing the overcrowding at Huff and Castro, increasing projected enrollment at Theuerkauf, reducing the travel from Huff A and least impactful to most families throughout the District. The task force was aware and sensitive to the impact of the Romero Act on Theuerkauf and potentially other schools in the future and desired to expand the enrollment of Theuerkauf to help stabilize student enrollment and reduce those leaving Theuerkauf through the Romero Act.

Fiscal Implication:

The district earns approximately \$2.7 million in annual lease revenue from leasing existing classroom space. Although, these funds are available for general operating purposes they are primarily used to support our general utilities and maintenance, facilities, and custodial staff throughout the District. These items cost over \$4.5 million per year and are separate from the capital bond and construction funds used to modernize our facilities. These funds are also critically important to the District operations and the task force was asked to minimize the financial impact of boundary decisions. Based on community concern and feedback from the Board and task force members, the District is seeking ways to preserve and expand this rental income and make it available for other purposes including future school site expansion if needed.

Implementation

The diversity of opinions and public input and support was seen from District residents, Huff, Monta Loma, PACT, Special Education Parents, tenants, Theuerkauf. The task force was diligent and proactive in reaching out to their communities, answering questions and raising concerns. They have worked collaboratively to address their collective concerns and are disappointed in being unable to find a solution that makes everyone happy. Despite these concerns, they are pleased to have been able to come together and hear these concerns and come to a joint recommendation. They believe they represent the community voice and are hopeful that similar issues can be reviewed and resolved using the process that they have improved over the course of these meetings.

The task force will ask the Board to consider some key implementation issues as part of their recommendations. The demographics of any region are complex with countless variables that affect the numbers of students attending public schools. The most recent demographic analysis was provided as the most likely projected, but also included low and high projections to account for unexpected changes. Because of multiple variables such as birth rates, new development, economic factors, the demographics should be considered on an annual basis. Along with this analysis, both boundaries and enrollment priorities should be considered.

Recommended Action:

That the Board approve the recommended boundary changes to be implemented for the 2016-17 school year and that the Board support the continuation of the Boundary Advisory Task Force with the following guidelines:

- The Task Force will see additional members each November by advertising in the Mountain View Voice, posting on the District's website, and distributing through site newsletters.
- The Task Force will request a regular update on the demographic study to review enrollment trends.
- The Task Force will continue to work with the Superintendent on reviewing enrollment trends and identify when enrollment growth may warrant reviewing boundaries and opening an additional elementary school campus at Slater.
- The Task Force will review related boundary issues as needed.

Mountain View Whisman School District

Agenda Item for Board Meeting of June 11, 2015

Agenda Category:	Review and Action
Agenda Item Title:	District Facilities Committee Recommendations
Estimated Time:	75 minutes
<u>Person Responsible:</u>	<u>Dr. Kevin Skelly, Interim Superintendent</u>

Background:

The District Facilities Committee (DFC) was established in January 2015 to support the district by providing input and recommendations regarding the District facilities master plan for the elementary school campuses. Since that time the group has met regularly to create recommendations on bond expenditures at the district's elementary schools in terms of scope, timeline, and order of construction.

The DFC presented recommendations for Board and community comments on May 21, 2015. The committee reviewed the comments and input at their meeting on May 28, 2015.

Fiscal Implication:

The district has about \$100 million remaining in bond funds after allocating funds for middle school improvements and Castro Elementary School. These recommendations from the DFC are meant to offer the board a plan for the expenditure of these funds to improve the elementary schools.

Recommended Action:

That the Board adopt the recommendations of the District Facilities Committee as follows:

- Approve the new base facilities standards with Special Education and kitchen changes.
- Make a recommendation at the June 18, 2015 Board meeting on an architect to lead modernization of the Monta Loma campus.
- With a goal of completion in September 2015, the district should begin the RFP process to select an architect to lead modernization at the Bubb, Landels, and Huff campuses. Representatives from the DFC, affected school sites, and district office personnel should participate in the selection process.

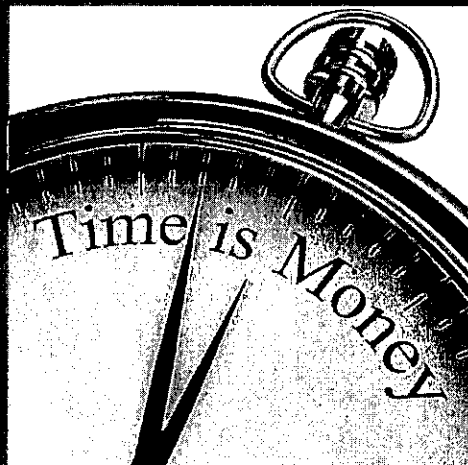
To support the future work of the DFC:

- Align the plans for the Castro Traditional and Dual Immersion schools to the new base facility standards.
- Beginning in September 2015, with appropriate staff and technical support including architects, study options for supporting separate facilities for Theuerkauf, Stevenson, and the District Office on the current 17-acre site with the goal of a final recommendation to the board by December 2015.
- Extend the life of the DFC through the bond construction process.
- Add membership as needed to create broader representation of the MVWSD school communities.
- Postpone signing long-term leases at the current Whisman and Slater sites.

Recommendations to the Board

Presented by the
District Facilities Committee (DFC)
June 11, 2015

Opportunity Costs



\$200,000

Action Items

- Vote to approve time-constrained recommendations
- Postpone decisions on two key issues for further study
- Support future DFC work

Recommendations for Board Approval

- Approve proposed base facilities standard as updated to include specific facilities for Special Education and full prep-capable kitchens.
- Approve adding Monta Loma to Phase 1 of construction.
- Approve start of Phase 2 of construction to include Bubbs, Landels, and Huff.

Postpone for Further Study

Continue to evaluate options for the two key decision points with a goal of resolution by the end of 2015:

- Campus for PACT
- School for Whisman/Slater neighborhood

The DFC Requests

To support our future work, we request the board and district staff:

- Study the feasibility of Theuerkauf, Stevenson, and the District Office sharing the current 17-acre site.
- Align the Castro Traditional and Dual Immersion school plans to the established district facilities standard before finalized and approved.
- Postpone signing a long-term lease at Whisman.

Next Steps for the DFC

The committee's charter was to provide input and recommendations around facilities at the elementary schools.

- Continue the work of the DFC, but with a clearer mandate around all facilities issues
- Increase participation from under-represented populations by recruiting members from Theuerkauf and Castro Traditional.

Mountain View Whisman School District

Agenda Item for Board Meeting of June 11, 2015

Agenda Category: Review and Action

Agenda Item Title: Board Bylaw No. 9322, Agenda/Meeting Materials

Estimated Time: 5 minutes

Person Responsible: Kevin Skelly, Interim Superintendent

Background:

Board Bylaw No. 9322, Agenda/Meeting Materials has been updated to reflect a change in how Board members request items to be agendized for future meetings. New additions are shown in italicized text and deletions are shown in strikethrough text.

Fiscal Implication:

None.

Recommended Action:

That the Board approve Board Bylaw No. 9322, Agenda/Meeting Materials at first reading, as presented, and waive second reading.

AGENDA/MEETING MATERIALS

Governing Board meeting agendas shall state the meeting time and place and shall briefly describe each business item to be transacted or discussed, including items to be discussed in closed session. (Government Code 54954.2)

(cf. 9320 - Meetings and Notices)

(cf. 9321 - Closed Session Purposes and Agendas)

The agenda shall provide members of the public the opportunity to address the Board on any agenda item before or during the Board's consideration of the item. The agenda shall also provide members of the public an opportunity to testify at regular meetings on matters which are not on the agenda but which are within the subject matter jurisdiction of the Board. (Education Code 35145.5, Government Code 54954.3)

(cf. 9323 - Meeting Conduct)

Each meeting agenda shall list the address designated by the Superintendent or designee for public inspections of agenda documents that have been distributed to the Board less than 72 hours before the meeting.

The agenda shall specify that an individual should contact the Superintendent or designee if her/she requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting.

Agenda Preparation

The Board president and the Superintendent, as secretary to the Board, shall work together to develop the agenda for each regular and special meeting. Each agenda shall reflect the district's vision and goals and the Board's focus on student learning.

A member of the public may request that a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting. The request must be in writing and be submitted to Superintendent or Board president with supporting documents and information, if any, at least ten days before the scheduled meeting date. Items submitted less than a week before the meeting date may be postponed to a later meeting in order to allow sufficient time for consideration and research of the issue.

The Board president and Superintendent shall decide whether a request is within the jurisdiction of the Board. Items not within the subject matter jurisdiction of the Board may not be placed on the agenda. In addition, before placing the item on the agenda, the Board president and Superintendent shall determine if the item is merely a request for information or whether the issue is covered by an existing policy or administrative regulation before placing the item on the agenda.

The Board president and Superintendent shall decide whether an agenda item is appropriate for discussion in open or closed session, and whether the item should be an action item subject to Board vote, an information item that does not require immediate action, or a consent item that is routine in nature and for which no discussion is anticipated.

AGENDA/MEETING MATERIALS

A Board member may agendize an item for a future meeting by proposing such during the "Items for Future Agendas/Board Meetings" section of a meeting and ~~receiving the support of a second Board member. and receiving a supporting majority vote.~~ *All items approved for the future will be listed as such at the end of the agenda packet until the item is formally agendized.*

Any Board action that involves borrowing \$100,000 or more shall be discussed, considered and deliberated upon as a separate item of business on the meeting agenda. (Government Code 53635.7)

All public communications with the Board are subject to requirements of relevant Board policies and administrative regulations.

(cf. 1312.3 - Uniform Complaint Procedures)

(cf. 5144.1 - Suspension and Expulsion/ Due Process)

(cf. 9323.2 - Actions by the Board)

Consent Agenda/Calendar

In order to promote efficient meetings, the Board may act upon more than one item by a single vote through the use of a consent agenda. Consent items are items of a routine nature or items for which Board discussion is not anticipated and for which the Superintendent recommends approval.

When any Board member requests the removal of an item from the consent agenda, the item shall be removed and given individual consideration for action as a regular agenda item.

Agenda Dissemination to Board Members

At least three days before each regular meeting each Board member shall be provided with a copy of the agenda and agenda packet including the Superintendent or designee's report, minutes to be approved, copies of communications, reports from committees, staff, citizens and others, and other available documents pertinent to the meeting.

When special meetings are called, the Superintendent or designee shall make every effort to distribute the agenda and support materials to Board members as soon as possible before the meeting.

Board members shall review agenda materials before each meeting. Individual members may confer directly with the Superintendent or designee to request additional information on agenda items, or express any related concerns. However, a majority of Board members shall not directly or through intermediaries or electronic means discuss, deliberate, or take action on any matter within the subject matter jurisdiction of the Board.

AGENDA/MEETING MATERIALS**Agenda Dissemination to Members of the Public**

The Superintendent or designee shall mail or email a copy of the agenda, or a copy of all the documents constituting the agenda packet, to any person who requests the items. The materials shall be mailed or emailed at the time the agenda is posted or upon distribution of the agenda to a majority of the Board, whichever occurs first. (Government Code 54954.1)

If a document is distributed to the Board less than 72 hours prior to a meeting, the Superintendent or designee shall make the document available for public inspection at the time the document is distributed to a majority of the Board provided that the document is a public record under the Public Records Act and relates to an agenda item for an open session of a regular Board meeting. The Superintendent or designee may also post the document on the district's web site in a position and manner that makes it clear that the document relates to an agenda item for an upcoming meeting. (Government Code 54957.5)

Any documents prepared by the district or the Board and distributed during a public meeting shall be made available for public inspection at the meeting. Any documents prepared by another person shall be made available for public inspection after the meeting. These requirements shall not apply to a document that is exempt from public disclosure under the Public Records Act. (Government Code 54957.5)

Upon request, the Superintendent or designee shall make the agenda, agenda packet, and/or any writings distributed at the meeting available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act. (Government Code 54954.1)

Any request for mailed copies of agendas or agenda packets shall be in writing and shall be valid for the calendar year in which it is filed. Written requests must be renewed following January 1 of each year. (Government Code 54954.1)

Persons requesting mailing of the agenda or agenda packet shall pay an annual fee as determined by the Superintendent or designee.

*Legal Reference:**EDUCATION CODE**35144 Special meetings**35145 Public meetings**35145.5 Right of public to place matters on agenda**GOVERNMENT CODE**53635.7 Separate item of business**54954.1 Mailed agenda of meeting**54954.2 Agenda posting requirements; board actions**54954.3 Opportunity for public to address legislative body**54954.5 Closed session item descriptions**54956.5 Emergency meetings**54957.5 Public records**UNITED STATES CODE, TITLE 42**12101-12213 Americans with Disabilities Act*

Mountain View Whisman School District

Agenda Item for Board Meeting of June 11, 2015

Agenda Category: Review and Action

Agenda Item Title: Board Bylaw No. 9400, Board Self-Evaluation

Estimated Time: 5 minutes

Person Responsible: Kevin Skelly, Interim Superintendent

Background:

Board Bylaw No. 9400, Board Self-Evaluation has been updated to reflect a change in the use of videotape for self-evaluation purposes. New additions are shown in italicized text and deletions are shown in strikethrough text.

Fiscal Implication:

None.

Recommended Action:

That the Board approve Board Bylaw No. 9400, Board Self-Evaluation at first reading, as presented, and waive second reading.

BOARD SELF-EVALUATION

The Governing Board shall annually conduct a self-evaluation in order to demonstrate accountability to the community and ensure that district governance effectively supports student achievement and the attainment of the district's vision and goals.

The evaluation may address any areas of Board responsibility, including but not limited to Board performance in relation to vision setting, curriculum, personnel, finance, policy, collective bargaining and community relations. The evaluation also may address objectives related to Board meeting operations, relationships among Board members, relationship with the Superintendent, understanding of Board and Superintendent roles and responsibilities, communication skills, or other boardmanship skills.

(cf. 9000 - Role of the Board)

(cf. 9005 - Governance Standards)

The Board shall be evaluated as a whole. Individual Board members also are encouraged to use the evaluation process as an opportunity to privately assess their own personal performance.

Each year the Board, with assistance from the Superintendent, shall determine an evaluation method or instrument that measures a reasonable number of previously identified performance objectives. Videotape of a Board meeting may be used as an evaluation tool only with the ~~consent of all Board members.~~ *support of the majority of the Board.*

Any discussion of the Board's self-evaluation shall be conducted in open session. At the request of the Board, a facilitator may be used to assist with the evaluation process. The Board may invite the Superintendent or others to provide input into the evaluation process.

Following the evaluation, the Board shall develop strategies for strengthening Board performance and shall establish priorities and objectives for the following year's evaluation.

(cf. 9230 - Orientation)

(cf. 9240 - Board Development)

Legal Reference:

GOVERNMENT CODE

54950-54962 *Brown Act; board self-evaluations not covered*