

**ADOPTED MINUTES**  
**MT. PLEASANT ELEMENTARY SCHOOL DISTRICT**  
3434 Marten Avenue  
San Jose, CA 95148

**MINUTES OF A REGULAR MEETING OF THE  
BOARD OF TRUSTEES  
Of the  
MT. PLEASANT SCHOOL DISTRICT**

Held Wednesday, January 13, 2016 at the  
Mt. Pleasant School District Office Board Room  
3434 Marten Avenue, San Jose, CA 95148

**BOARD MEMBERS PRESENT:** Nancy Hopkins, Darrell Koide, Betty Martinez, Bob Ramirez and Gail Tremaine

**ADMINISTRATIVE STAFF MEMBERS PRESENT:** Mariann Engle (*Superintendent*), Elida MacArthur (*Asst. Supt, Curriculum & Instruction*), Tracy Huynh (*CBO*), Julie Howard (*Principal*)

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President Tremaine called the January 13, 2016 Regular Board meeting to order at 5:03 p.m.

**ITEM 2 APPROVAL OF AGENDA**

Motion made by Mrs. Hopkins and seconded by Mrs. Martinez to approve the agenda. The motion passed: Mrs. Hopkins, Mr. Koide, Mrs. Martinez, Mr. Ramirez, Mrs. Tremaine - Aye.

**ITEM 3 PUBLIC COMMENT ON CLOSED SESSION ITEMS**

There were no public comments.

The meeting was recessed at 5:04 p.m. for Closed Session and reconvened at 6:03 p.m.

Superintendent Engle and Laurie Aknin, Asst. Superintendent, left after Closed Session to attend a SCCOE Board meeting. Mrs. MacArthur, Asst. Superintendent, ran the meeting in her absence.

**ITEM 6B APPROVAL OF MINUTES**

Motion made by Mr. Ramirez and seconded by Mrs. Martinez to approve the minutes of the Regular Board Meeting of December 9, 2015. The motion passed: Mrs. Hopkins, Mr. Koide, Mrs. Martinez, Mr. Ramirez, Mrs. Tremaine - Aye.

**ITEM 7A SUPERINTENDENT'S REPORT**

Charles Raibely, Auditor, Crowe Horwath, presented the 2014/2015 Audited Report. Mr. Raibely reviewed accounting standards, GASB 68 and GASB 71, newly adopted by the district. Mr. Raibely reported there were no findings or adjustments.

**ITEM 7C COMMUNICATIONS**

Mrs. Elida MacArthur, Asst. Superintendent, shared a letter from the Santa Clara County Office of Education stating that their review of the District's 2014-2015 audit report found no areas that required correction or plan for correction.

**ITEM 8.0 PERSONNEL AGENDA**

President Tremaine said the Board would vote on the Personnel Agenda, Items 8.1.1 through 8.3.1 in a block vote. Motion made by Mrs. Martinez and seconded by Mr. Ramirez to approve the personnel agenda The motion passed: Mrs. Hopkins, Mr. Koide, Mrs. Martinez, Mr. Ramirez, Mrs. Tremaine - Aye.

**Certificated**

- 8.1 **Certificated Employment**  
Teacher, Substitute - DW

**Classified**

- 8.2 **Classified Employment**  
Classified Substitute, Various - DW  
Classified Substitute, Various - DW  
Lunch Monitor- MP  
Classified Substitute, Various - DW  
Instructional Aide, Increase to .75 FTE - RS  
Instructional Aide, .625 FTE - RS  
Classified Substitute, Various - DW  
Classified Substitute, Various - DW

- 8.3 **Classified Resignations**  
Payroll Tech - DO

**ITEM 9.1 CONSENT AGENDA**

Motion made by Mrs. Hopkins and seconded by Mrs. Martinez to approve the Consent Agenda. The motion passed: Mrs. Hopkins, Mr. Koide, Mrs. Martinez, Mr. Ramirez, Mrs. Tremaine - Aye.

**ITEM 10.1 Resolution #15/16-09 Early Retirement Notification Incentive For The 2015-2016 School Year**

Motion made by Mrs. Hopkins and seconded by Mr. Koide to adopt Resolution #15/16-09 Early Retirement Notification Incentive For The 2015-2016 School Year. The motion passed: Mrs. Hopkins, Mr. Koide, Mrs. Martinez, Mr. Ramirez, Mrs. Tremaine - Aye.

**ITEM 10.2 Agreement Between Cal State TEACH and Mt. Pleasant School District**

Motion made by Mrs. Hopkins and seconded by Mrs. Martinez to approve the Agreement Between Cal State TEACH and Mt. Pleasant School District to provide support for the preparation of Cal State TEACH intern candidates in the District. The motion passed: Mrs. Hopkins, Mr. Koide, Mrs. Martinez, Mr. Ramirez, Mrs. Tremaine - Aye.

**ITEM 10.3 Tentative Agreement Between The California School Employees Association and Its Local Chapter 463 And Mt. Pleasant Elementary School District**

Motion made by Mr. Ramirez and seconded by Mrs. Martinez to approve the Tentative Agreement Between The California School Employees Association and Its Local Chapter 463 And Mt. Pleasant Elementary School District for 2015-2016. The motion passed: Mrs. Hopkins, Mr. Koide, Mrs. Martinez, Mr. Ramirez, Mrs. Tremaine - Aye.

**ITEM 10.4 2015-2016 CSEA Salary Schedule**

Motion made by Mrs. Hopkins and seconded by Mrs. Martinez to approve the 2015-2016 CSEA Salary Schedule The motion passed: Mrs. Hopkins, Mr. Koide, Mrs. Martinez, Mr. Ramirez, Mrs. Tremaine - Aye.

**ITEM 10.5 2015-2016 Management Salary Schedule**

Motion made by Mrs. Hopkins and seconded by Mr. Ramirez to approve the 2015-2016 Management Salary Schedule The motion passed: Mrs. Hopkins, Mr. Koide, Mrs. Martinez, Mr. Ramirez, Mrs. Tremaine - Aye.

**ITEM 10.6 Revised Board Policy BP 3540 - Business & Non-Instructional Operations: Transportation**

Motion made by Mrs. Hopkins and seconded by Mr. Ramirez to approve the New Board Policy BP 3540 - Business & Non-Instructional Operations: Transportation. The motion passed: Mrs. Hopkins, Mr. Koide, Mrs. Martinez, Mr. Ramirez, Mrs. Tremaine - Aye.

**ITEM 10.7 Revised Board Policy BP 3580 - Business & Non-Instructional Operations: District Records**

Motion made by Mrs. Martinez and seconded by Mr. Ramirez to approve the Revised Board Policy BP 3580 - Business & Non-Instructional Operations: District Records. The motion passed: Mrs. Hopkins, Mr. Koide, Mrs. Martinez, Mr. Ramirez, Mrs. Tremaine - Aye.

**ITEM 10.8 Revised Board Policy BP 3600 - Business & Non-Instructional Operations: Consultants**

Motion made by Mr. Koide and seconded by Mrs. Martinez to approve the Revised Board Policy BP 3600 - Business & Non-Instructional Operations: Consultants. The motion passed: Mrs. Hopkins, Mr. Koide, Mrs. Martinez, Mr. Ramirez, Mrs. Tremaine - Aye.

**ITEM 10.9 Revised Board Policy BP 4112.2 - Personnel: Certificated Personnel-Certification**

Motion made by Mrs. Hopkins and seconded by Mr. Ramirez to approve the Revised Board Policy BP 4112.2 - Personnel: Certificated Personnel-Certification. The motion passed: Mrs. Hopkins, Mr. Koide, Mrs. Martinez, Mr. Ramirez, Mrs. Tremaine - Aye.

**ITEM 10.10 New Board Policy BP 4112.21 - Personnel: Interns**

Motion made by Mrs. Hopkins and seconded by Mr. Koide to approve the New Board Policy BP 4112.21 - Personnel: Interns. The motion passed: Mrs. Hopkins, Mr. Koide, Mrs. Martinez, Mr. Ramirez, Mrs. Tremaine - Aye.

**ITEM 10.11 Obsolete Equipment**

Motion made by Mr. Koide and seconded by Mr. Ramirez to obsolete equipment at August Boeger Middle School. The motion passed: Mrs. Hopkins, Mr. Koide, Mrs. Martinez, Mr. Ramirez, Mrs. Tremaine - Aye.

**ITEM 10.12 Out of County Field Trips**

Motion made by Mrs. Hopkins and seconded by Mr. Koide to approve the below listed Out of County Field Trip. The motion passed: Mrs. Hopkins, Mr. Koide, Mrs. Martinez, Mr. Ramirez, Mrs. Tremaine - Aye.

<i>Date</i>	<i>Class</i>	<i>Location</i>
February 5, 2016	3 <sup>rd</sup> Grade Students - MP	San Francisco Exploratorium San Francisco, San Francisco County
February 9 & 10, 2016	AVID Classes - AB	Calif. State University Monterey Bay Monterey, Monterey County
April 26, 2016	4 <sup>th</sup> Grade Students - MP	San Juan Bautista Mission San Juan Bautista, San Benito Co.

**ITEM 11.1 Workshops & Conferences**

The list of Workshops & Conferences for January and February 2016 was submitted for the Board's information and review.

**ITEM 11.2 Revised Draft Job Description - Account Technician Confidential Payroll**

The Revised Draft Job Description - Account Technician Confidential Payroll was submitted for the Board's information and review.

**ITEM 12. DISCUSSION ITEMS**

The following Board Policies and Administrative Regulations were reviewed.

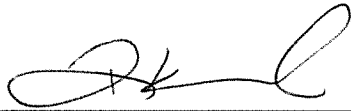
(A) Review of Board Policies

- (1) Revised Board Policy BP 4020 - Personnel: Drug and Alcohol-Free Workplace
- (2) Revised Board Policy BP 4030 - Personnel: Non-Discrimination in Employment
- (3) New Board Policy BP 4033 - Personnel: Lactation Accommodation

President Tremaine said the next regularly scheduled Board meeting would be Wednesday, February 10, 2016, 6:00 p.m., at Mt. Pleasant School District Office Board Room, 3434 Marten Avenue, San Jose, CA 95148.

Moved, seconded and carried to adjourn the meeting. President Tremaine adjourned the meeting at 6:18 p.m.

APPROVED:



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*Secretary to the Governing Board*