

PAJARO VALLEY UNIFIED SCHOOL DISTRICT MISSION STATEMENT

The Mission of the Pajaro Valley Unified School District is to educate and to support learners in reaching their highest potential. We prepare students to pursue successful futures and to make positive contributions to the community and global society.



February 10, 2016 REGULAR BOARD MEETING

CLOSED SESSION – 6: 00 p.m. – 7:00 p.m.
PUBLIC SESSION – 7:00 p.m.

DISTRICT OFFICE
Boardroom
292 Green Valley Road, Watsonville, CA 95076

NOTICE TO THE PUBLIC: BOARD PACKET DOCUMENTS ARE AVAILABLE FOR YOUR REVIEW AT THE FOLLOWING LOCATIONS:

- Superintendent's Office: 294 Green Valley Road, Watsonville, CA (4th Floor)
- On our Webpage: www.pvUSD.net

Notice to the Audience on Public Comment

Members of the audience are welcome to address the Board on all items not listed on this agenda. Such comments are welcome at the "Visitor Non-Agenda Items".

Members of the audience will also have the opportunity to address the Board during the Board's consideration of each item on the agenda.

Individual speakers will be allowed three minutes (unless otherwise announced by the Board President) to address the Board on each agenda item. **You must submit this card prior to the discussion of the agenda item you wish to speak to; once an item has begun, cards will not be accepted for that item.** For the record, please state your name at the beginning of your statement. The Board shall limit the total time for public input on each agenda item to 20 minutes. With Board consent, the President may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The President may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add.

Las Solicitudes de Traducción:

Traducción del inglés al español está disponibles en las sesiones de la mesa directiva. Por favor obtenga su equipo al entrar a la junta.

We ask that you please turn off your cell phones and pagers when you are in the boardroom.

Please Note that Reporting out of Closed Session will Take Place AFTER Action Items.

1.0 CLOSED SESSION OPENING CEREMONY IN OPEN SESSION – 6:00 P.M.

1.1 Call to Order

1.2 Public comments on closed session agenda.

2.0 CLOSED SESSION (AND AFTER REGULAR SESSION IF NECESSARY)

- 2.1 Public Employee Appointment/Employment, Government Code Section 54957
 - a. Certificated Employees (see Attached)
 - b. Classified Employees (see attached)
- 2.2 Public Employee Discipline/Dismissal/Release/Leaves
- 2.3 Negotiations Update
 - a. CSEA
 - b. PVFT
 - c. Unrepresented Units: Management and Confidential
 - d. Substitutes – Communication Workers of America (CWA)
- 2.4 Claims for Damages
- 2.5 Existing Litigation
- 2.6 Pending Litigation
- 2.7 Anticipated Litigation
- 2.8 Real Property Negotiations
- 2.9 4 Expulsions

3.0 OPENING CEREMONY – MEETING OF THE BOARD IN PUBLIC – 7:00 P.M.

- 3.1 Pledge of Allegiance
- 3.2 Welcome by Board President
Trustees Kim De Serpa, Leslie DeRose, Maria Orozco, Karen Osmundson, Lupe Rivas, Jeff Ursino, Willie Yahiro and President Orozco.
- 3.3 Superintendent Comments
- 3.4 Governing Board Comments/Reports Standing Committee Meetings (*1 minute per trustee*)
- 3.5 Student Recognition
 - Salvador Olivas – Mintie White Elementary School
 - Haley Elizabeth Ortega – Valencia Elementary School

4.0 APPROVAL OF THE AGENDA

5.0 APPROVAL OF MINUTES

- Minutes for January 20, 2016

6.0 POSITIVE PROGRAM REPORT

5 min.

- 6.1 Certificates of Recognition to Freedom and Cabrillo Lions Club
Presented by: Ray Houser, SELPA Director & Kathleen Kilpatrick, PVUSD Nurse, Team Leader

7.0 HIGH SCHOOL STUDENTS BOARD REPRESENTATIVES REPORT

5 min. per school

8.0 VISITOR NON-AGENDA ITEMS

Public comments on items that are not on the agenda can be addressed at this time. The Board President will recognize any member of the audience wishing to speak to an item not on the agenda on a matter directly related to school business. The President may allot time to those

wishing to speak, but no action will be taken on matters presented (Ed. Code Section 36146.6). If appropriate, the President or any Member of the Board may direct that a matter be referred to the Superintendent's Office for placement on a future agenda. (Please complete a card if you wish to speak.)

9.0 EMPLOYEE ORGANIZATIONS COMMENTS – PVFT, CSEA, PVAM, CWA **5 min. each**

10.0 CONSENT AGENDA

Information concerning the Consent items listed above has been forwarded to each Board Member prior to this meeting for his/her study. Unless some Board Member or member of the audience has a question about a particular item(s) and asks that it be withdrawn from the Consent list, the item(s) will be approved at one time by the Board of Trustees. The action taken in approving Consent items is set forth in the explanation of the individual item(s).

- 10.1 Purchase Orders January 14 – February 3, 2016
The PO's will be available in the Superintendent's Office.
- 10.2 Warrants January 14 – February 3, 2016
The warrants will be available in the Superintendent's Office.
- 10.3 Approve Contract Bid for Buena Vista Children's Center Sound Cloud Installation.
- 10.4 Approve Contract Bid for Buena Vista Children's Center Playground Boarder Replacement.
- 10.5 Approve Award of Contract for Alianza Charter School Water Tank Project,
Bid #B-16-02-02-831-8411.

The administration recommends approval of the Consent Agenda.

11.0 DEFERRED CONSENT ITEMS

12.0 REPORT AND DISCUSSION ITEMS

- 12.1 Report and discussion on Petition from Student Board Member.
Report by Dorma Baker, Superintendent *3 min. report; 5 min. discussion*
- 12.2 Report and discussion on Best Practices: Watsonville High School on Career Technical Education and Agriculture Department Improvements.
Report by Mark Brewer, Assistant Superintendent, and Elaine Legorreta, Principal.
10 min. report; 10 min. discussion
- 12.3 Report and discussion and update on Measure L.
Report by Victor Sandoval, Interim Director, Maintenance, Facilities and Operation.
15 min. report; 5 min. discussion
- 12.4 Report and discussion on Human Resources 2015-2016 Recruitment and Retention Plan.
Report by Ian MacGregor, Assistant Superintendent, HR *5 min. report; 5 min. discussion*

13.0 ACTION ITEMS

- 13.1 Report, discussion and possible action to Approve Appointment of Julie Goodwin, Adaptive PE Teacher, on Waiver.
Report by Ian MacGregor, Assistant Superintendent, Human Resources.

14.0 ACTION ON CLOSED SESSION

15.0 UPCOMING BOARD MEETINGS/REMAINING BOARD MEETINGS FOR 2016

All meetings, unless otherwise noted, take place at the District Office Boardroom, 292 Green Valley Road, Watsonville, CA. Closed Session begins at 6:00 pm; Open Session begins at 7:00 pm.

		Comment
February	▪ 24	
March	▪ 9 ▪ 23	▪ Approve 2 nd Interim Report
April	▪ 13 ▪ 27	
May	▪ 11 ▪ 25	▪ Approve 3 rd Interim Report
June	▪ 8 ▪ 22	▪ 2016-2017 Budget Adoption
July	No Meetings	
August	▪ 10 ▪ 24	
September	▪ 14 ▪ 28	▪ Unaudited Actuals
October	▪ 12 ▪ 26	
November	▪ 16	▪
December	▪ 7	▪ Annual Organization Mtg. (Election Year – hold meeting after 1 st Friday of the Month) ▪ Approve 1 st Interim Report

16.0 ADJOURNMENT

PAJARO VALLEY UNIFIED SCHOOL DISTRICT
CLOSED SESSION AGENDA
February 10, 2016

- 2.1 Public Employee Appointment/Employment, Government Code Section 54957
a. Certificated Employees
b. Classified Employees

New Hires – Probationary	
1	Attendance Specialist
2	Behavior Technician
1	Groundskeeper I
1	Instructional Assistant – Mild/Moderate
1	Instructional Assistant – Moderate/Severe
1	Senior Translator
1	Supervisor, MSHS Program Operations
New Hires	
5	Teacher
Rehires	
	None
Promotions	
1	Senior Buyer
New Substitutes	
17	
Administrative Appointments	
1	Academic Coordinator
Transfers	
	None
Other	
1	Teacher
Extra Pay Assignments	
43	Coaches
Extra Period Assignments	
	None
Leaves of Absence	
1	Principal
2	Teacher
1	Office Assistant II
1	Instructional Assistant – Moderate/Severe

1	Guidance Specialist
1	Instructional Assistant – Moderate/Severe
1	Office Assistant III
Miscellaneous Action	
3	Office Manager
1	Career Development Specialist
Retirements	
	None
Resignations/Terminations	
	None
Supplemental Service Agreements	
1	Academic Coordinator
3	Guest Teacher
1	Psychologist
424	Teacher
Separations From Service	
1	Teacher
1	Community Service Liaison I
1	Behavior Technician
1	Office Assistant III
Limited Term – Projects	
1	Behavior Technician
6	Bus Driver
3	Cafeteria Assistant
4	Campus Safety & Security Officer
10	Custodian II
1	Data Entry Specialist
1	Director, Technology
1	Energy Management Technician
2	Instructional Assistant – Child Development Dept.
121	Instructional Assistant – Regular Ed
2	Instructional Assistant – Moderate/Severe
2	Instructional Assistant – Migrant/Childcare
5	Lead Custodian I
2	Lead Custodian II
1	Lead Custodian III

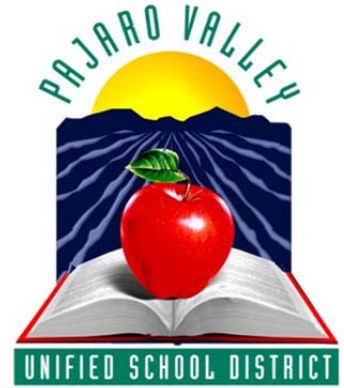
1	Lead Maintenance Specialist Painter
1	Maintenance Specialist
2	Office Assistant I
4	Office Assistant II
19	Office Assistant III
4	Office Manager
1	Parent Education Specialist
1	Payroll Technician
1	Site Computer Support Technician
Exempt	
34	Childcare
11	Crossing Guards
43	Enrichment Specialist
23	Student Helper
71	Workability
61	Yard Duty
Provisional	
	None
Limited Term - Substitute	
	None

**January 20, 2016
REGULAR BOARD MEETING
UNADOPTED MINUTES**

CLOSED SESSION – 6: 00 p.m. – 7:00 p.m.

PUBLIC SESSION – 7:00 p.m.

**DISTRICT OFFICE Boardroom
292 Green Valley Road, Watsonville, CA 95076**



1.0 CLOSED SESSION OPENING CEREMONY IN OPEN SESSION – 6:00 P.M.

1.1 Call to Order

President Orozco called the meeting of the Board to order in public at 6:06 PM at 292 Green Valley Road, Watsonville, CA.

1.2 Public comments on closed session agenda.

None.

2.0 CLOSED SESSION (AND AFTER REGULAR SESSION IF NECESSARY)

2.1 Public Employee Appointment/Employment, Government Code Section 54957

a. Certificated Employees

b. Classified Employees

New Hires – Probationary	
1	Supervisor, Nutrition Services
1	Director, Transportation
New Hires	
5	Teachers
Rehires	
	None
Promotions	
	None
New Substitutes	
10	
Administrative Appointments	
1	Assistant Principal
1	Mental Health Coordinator
	None
Transfers	
	None
Other	
2	Administrative Coach

Extra Pay Assignments	
37	Coach
Extra Period Assignments	
	None
Leaves of Absence	
6	Teacher
1	Behavior Tech
2	<i>Bus Driver</i>
1	<i>Library Media Tech</i>
1	<i>Registration Specialist</i>
Miscellaneous Action	
1	Senior Buyer
Retirements	
	None
Resignations/Terminations	
	None
Supplemental Service Agreements	
348	Teachers
2	Psychologist
Separations From Service	
2	Teacher
1	Bus Driver
1	Cafeteria Assistant
1	Groundskeeper II
1	Instructional Assistant – General Education
1	Parent Education Specialist
1	Site Computer Support Technician
Limited Term – Projects	
1	Accounting Technician
1	Behavior Technician
1	Budget Analyst
2	Bus Drivers
4	Campus Safety & Security Officer
5	Custodian II
2	Data Entry Specialist
1	Instructional Assistant – Child Development

20	Instructional Assistant – General Ed
1	Instructional Assistant – Mild/Moderate
1	Instructional Support Clerk
1	Lead Custodian II
1	Lead Custodian III
1	Library Media Technician
2	Office Assistant I
7	Office Assistant III
2	Office Manager
2	Parent Education Specialist
1	Senior Accountant
3	Staff Accountant
3	Translator
1	Warehouse Worker I
Exempt	
6	Childcare
10	Enrichment Specialists
4	Pupil
13	Student Helper
10	Workability
17	Yard Duty
Provisional	
	None
Limited Term - Substitute	
	None

- 2.2 Public Employee Discipline/Dismissal/Release/Leaves**
- 2.3 Negotiations Update**
 - a. CSEA**
 - b. PVFT**
 - c. Unrepresented Units: Management and Confidential**
 - d. Substitutes – Communication Workers of America (CWA)**
- 2.4 Claims for Damages**
- 2.5 Existing Litigation**
- 2.6 Pending Litigation**
- 2.7 Anticipated Litigation**
- 2.8 Real Property Negotiations**

2.9 7Expulsions

3.0 OPENING CEREMONY – MEETING OF THE BOARD IN PUBLIC – 7:00 P.M.

President Orozco called the meeting of the Board in public to order at 7:03 PM.

3.1 Pledge of Allegiance

Trustee Ursino led the Board in the Pledge of Allegiance.

3.2 Welcome by Board President

Trustees Kim De Serpa, Leslie DeRose, Lupe Rivas, Jeff Ursino and President Maria Orozco were present. Trustees Karen Osmundson and Willie Yahiro were absent.

3.3 Superintendent Comments

Dorma Baker attended a meeting about ratings to sell bonds and received compliments about the budget's health and the support of the community. The rate may have actually improved from the first portion of moneys received. Ms. Baker attended a Youth Violence Prevention Steering Committee meeting focused on bringing together many organizations to address successful things happening in the community and as well as identifying areas that need improvement. The intent is to create opportunities that help students connect with something that creates a more successful environment. Ms. Baker addressed a concern regarding the process for electing officers, clarifying that the board does not follow Roberts Rules of Order, although it is used as a guideline at times, it has not been an adopted process by this board. Board Bylaws provides the process for the board to elect their board officers: they elect a president and then a vice-president. The district conferred with legal counsel and it was confirmed that the board follow appropriate process and law. Ms. Baker shared the difficult news that the district lost Rosie Gomez, district translator who retired in September after 41 years of service. She read a poem written by Rosie upon her retirement and then requested a moment of silence in her honor.

3.4 Governing Board Comments/Reports Standing Committee Meetings

Trustee DeRose wished all a good year and noted that she's looking forward to the upcoming months and the public's participation.

Trustee Rivas welcomed and wished all a happy new year. She attended a County Office of Education session focused on current education issues; the group visited Ceiba Charter School and she was impressed with the school. She attended a DELAC meeting and the committee held elections.

3.5 Student Recognition

Staff, administration, family and friends honored the following students of the year and recognized their achievements:

- ***Alejandro Chavez-Sanchez – HA Hyde Elementary School***
- ***Gabriele Giuffre – Aptos Jr. High School***
- ***Camila Elsa Barranco-Origel – Lakeview Middle School***
- ***Dennar Ocampo – Rolling Hills Middle School***

4.0 APPROVAL OF THE AGENDA

Public comment:

Bill Beecher, community member, requested the addition of the selection of the president to the agenda; the process followed was flawed as it closed with only one nomination giving the appearance of being controlled or manipulated. This is a disservice to trustees who didn't have an opportunity to be heard.

Trustee DeRose moved to approve the agenda, moving action item #12.3 to follow deferred items. Trustee De Serpa seconded the motion. The motion passed 5/0/2 (Osmundson, Yahiro absent).

5.0 APPROVAL OF MINUTES

- Minutes for December 9, 2015

Trustee DeRose moved to approve the minutes of December 9, 2015. Trustee De Serpa seconded the motion. The motion passed 5/0/2 (Osmundson, Yahiro absent).

6.0 HIGH SCHOOL STUDENTS BOARD REPRESENTATIVES REPORT

Elias Nepa and Cassie Smith of Aptos High School, and Krista Arellano of Watsonville High School gave an update on events, activities and sports at their campus.

7.0 VISITOR NON-AGENDA ITEMS

Bill Beecher, community member, suggested language to be incorporated into the Department Chair contract to make practices consistent with district objectives and improve accountability for student performance.

8.0 EMPLOYEE ORGANIZATIONS COMMENTS – PVFT, CSEA, PVAM, CWA

Rene Munoz and Ellen Munoz of PVFT expressed their concern for two matters: substitute shortage is causing teachers to lose their own prep time when they have to cover without additional compensation; and insufficient time for lesson planning and assessment for special day class teachers.

Francisco Rodriguez, PVFT president, reported that the negotiations have been going on for several months and PVFT has submitted several proposals to the district but no responses have been received yet.

9.0 CONSENT AGENDA

Trustee DeRose moved to approve the consent agenda. Trustee De Serpa seconded the motion. The motion passed 5/0/2 (Osmundson, Yahiro absent).

9.1 Purchase Orders December 3, 2015 – January 13, 2016

9.2 Warrants December 3, 2015 – January 13, 2016

9.3 Approve Migrant and Seasonal Head Start Second Budget Revision – to Allocate Funds for Facilities Repairs and to Purchase a Replacement Color Copier.

9.4 Approve 2015 Program Audit and Corrective Plan of Action for Migrant and Seasonal Head Start.

9.5 Approve Program Goals and Objectives for Year 3 (2016-17) of the 5-Year Grant Cycle, Including Self-Assessment Findings and Corrective Action Plan.

9.6 Approve 2015 Central California Migrant and Seasonal Head Start (CCMHS) Federal Review (Environmental Health and Safety Monitoring Event) Final Report – June 2015.

9.7 Approve 2015-2016 Migrant & Season Head Start Enrollment Policy/Procedure.

9.8 Approve Resolution #15-16-11, Report on Use of Developer Fees for 2014-15.

9.9 Approve Williams Quarterly Report for October, November, December 2015. Number of Complaints: 1 – Unqualified Williams Complaint Received April 2014.

9.10 Approve Professional Services Agreement with Dannis Woliver Kelly for Legal Services Pertaining to Energy Savings Contracts Pursuant to Government Code 4214.10 *et seq.*

- 9.11 Approve Change Orders for #1 for Kent Construction, Network Operation Center Remodel Project #8600.
- 9.12 Approve Transportation Yard Site Improvements Project #7500.
- 9.13 Approve Award of Water Saving Project at North Zone Sites, Bid #B06-02-12-000-8955.
- 9.14 Approve Change Orders #1 (AMS) for EA Hall 9 Classroom Addition Project #8524.
- 9.15 Approve Change Orders #1 (CWR) for EA Hall 9 Classroom Addition Project #8524.
- 9.16 Approve Award the Valencia Elementary School New Perimeter Chain-link Fence and Gates, Measure L Bond Project (Bid # B-15-01-12-846-8150).
- 9.17 Approve Award of Contract for Migrant and Seasonal Head Start Exterior Improvements.
- 9.18 Approve Award of Contract for Migrant and Seasonal Head Start Interior Improvement Project.

10.0 DEFERRED CONSENT ITEMS

None.

12.0 ACTION ITEMS

12.3 Report, discussion and possible action on Annual Audit Report.

Report by Melody Canady, CBO, and Helen Bellonzi, Finance Director

Melody Canady introduced Joyce Peters of Vavrinek, Trine, Day & Company (VTD) to present on the annual audit report and its findings.

Ms. Peters thanked the department and district for their assistance for the audit, their patience and timely responses. The audit includes all financial activity related to governmental, proprietary, and fiduciary transactions. The report is consistent with prior years: summary on Page 97 indicates that there were no financial statement findings with federal and state compliance. No exceptions were found in the federal and state programs that were audited. Net pension liability for the current year is not as good as prior years due to liabilities as identified on page 13 of the report. A full disclosure of employee retirement system, found on page 52, was explained to the board.

The board participated with comments and questions.

Trustee De Serpa moved to approve this item. Trustee DeRose seconded the motion. The motion passed 5/0/2 (Osmundson, Yahiro absent).

11.0 REPORT AND DISCUSSION ITEMS

11.1 Report and discussion on Coordination of Board Representatives to District and Community Committees.

The following board representatives volunteered to be on these committees:

1. *Community Advisory Committee – SELPA: De Serpa; DeRose*
2. *District English Learners Advisory Committee (DELAC): Rivas. President Orozco will check with trustee Osmundson to see if she wishes to continue on this committee.*
3. *Inter-Governmental Relations: Orozco, DeRose. President Orozco noted trustee Yahiro had expressed interest in this committee.*

4. **Migrant Head Start Policy Advisory:** Orozco. President Orozco will check with trustee Osmundson to see if she wishes to continue on this committee.
5. **Pajaro Valley Prevention and Student Assistance (PVPSA):** Orozco, if meeting times are changed to 5 pm or later – otherwise, not possible. Superintendent Baker noted that she would check with PVPSA on this matter.
6. **Safety:** President Orozco will check with trustee Yahiro to see if he wishes to continue on this committee.
7. **SPECTRA- Arts Education Advisory Committee (VAPA):** Ursino, De Serpa, DeRose.
8. **Drop Out Committee:** Rivas, Orozco. President Orozco will check with trustee Yahiro to see if he wishes to continue on this committee.

Public comment:

Bill Beecher, community member, the Drop out committee needs a member of the administration to lead it; the dropout rates for long term ELL's is too high and has a profound impact on policy. There should not be too many long-term EL's. The district's EL master plan needs to be re-visited.

11.2 Report and discussion on Progress of Aptos High School Solar Installation.

Report by Steve Okamura, Energy Management Manager.

Steve Okamura reported on the project, which started in June 2014 and had an expected completion date of October 2015. The project was not completed at the expected time due to a variety of issues: discovery of worn out switchgear from 1967 which needed to be replaced and included a lengthy wait for the replacement switchgear to be approved by PG&E. In addition, problems with soils were found and that needed to be rectified. The major delay in this project now is the weather and also access to site due to the scheduled activities on campus.

The Board participated with comments and questions.

11.3 Report and discussion on Best Practices: Rio Del Mar – Mathematics.

Report by Lisa Aguerria, Assistant Superintendent, and Deborah Dorney, Principal.

Deborah Dorney, principal, stated that the project grant has catapulted the level of instruction at the school. Training sessions are very well attended. The Cognitive Guided Instruction (CGI) Mathematics approach is working for students.

Teachers Devin Avey and Patrick McMillan reported on the CGI program, which encourages students to problem solve and explain their thinking. Teachers and students work together to solve problems and reflect on their thought process. The use of problem solving templates has been successful for students and teachers. They shared a sample of templates used. Student work and thought process using these templates.

The board participated with comments and questions.

11.4 Report and discussion on Super Saturday.

Report by Mark Brewer, Assistant Superintendent

Mark Brewer was pleased to report that the program has been well received by staff and students. Many are taking the opportunity to get the extra help and recuperate lost attendance through the program. After all operational expenses, the district's general fund has seen a revenue increase of about \$38,000 dollars. A total of 1743 students have attended the program. The district has heard positive feedback from sites on this program.

The Board participated with questions and comments.

12.0 ACTION ITEMS (CONTINUED)

12.1 Report, discussion and possible action to Approve Resolution #15-16-14, Acknowledging School Counseling Week.

Report by Dorma Baker, Superintendent

Superintendent Baker reported that counselors play a critical role in student performance and achievement; they are appreciated by all staff. She was pleased to present the resolution acknowledging counselors' contribution.

Trusted Rivas moved to approve this item, thanking counselors for their work. Trustee DeRose seconded the motion. The motion passed 5/0/2 (Osmundson, Yahiro absent).

**12.2 Report, discussion and possible action to approve Updates to Travel Board Policy 3350 to be Better Aligned with Current Federal, State, and Local Regulations as well as Recommendations from the California School Boards Association (CSBA).
Report by Melody Canady, CBO**

Melody, this policy references travel to address traveling protocols and the change is that the district will be going to use a Per Diem cost for meal reimbursement.

Trustee Rivas moved to approve this item. Trustee De Serpa seconded the motion. The motion passed 5/0/2 (Osmundson, Yahiro absent).

13.0 ACTION ON CLOSED SESSION

**2.1 Public Employee Appointment/Employment, Government Code Section 54957
a. Certificated Employees**

Trustee DeRose moved to approve the certificated employee report as presented. Trustee De Serpa seconded the motion. The motion passed 5/0/2 (Osmundson, Yahiro absent).

b. Classified Employees

Trustee DeRose moved to approve the classified employee report with the following additions: 1 Library Media Tech, 1 Registration Specialist and 1 Bus Driver under Leaves of Absence. Trustee De Serpa seconded the motion. The motion passed 5/0/2 (Osmundson, Yahiro absent).

2.9 7Expulsions

Action on Expulsions:

Trustee DeRose moved to approve the recommendation of the District Administration for the following expulsion:

15-16-014

Trustee Ursino seconded the motion. The motion passed 4/0/1/2 (De Serpa abstained; Osmundson, Yahiro absent).

Trustee DeRose moved to approve the recommendation of the District Administration for the following expulsion:

15-16-016

Trustee Ursino seconded the motion. The motion passed 4/0/1/2 (De Serpa abstained; Osmundson, Yahiro absent).

Trustee DeRose moved to approve the recommendation of the District Administration for the following expulsion:

15-16-017

Trustee Ursino seconded the motion. The motion passed 4/0/1/2 (De Serpa abstained; Osmundson, Yahiro absent).

Trustee DeRose moved to approve the recommendation of the District Administration for the following expulsion:

15-16-018

Trustee Rivas seconded the motion. The motion passed 4/0/1/2 (De Serpa abstained; Osmundson, Yahiro absent).

Trustee DeRose moved to approve the recommendation of the District Administration for the following expulsion:

15-16-019

Trustee Rivas seconded the motion. The motion passed 4/0/1/2 (De Serpa abstained; Osmundson, Yahiro absent).

Trustee DeRose moved to approve the recommendation of the District Administration for the following expulsion:

15-16-020

Trustee Rivas seconded the motion. The motion passed 4/0/1/2 (De Serpa abstained; Osmundson, Yahiro absent).

Trustee DeRose moved to approve the recommendation of the District Administration for the following expulsion:

15-16-021

Trustee Rivas seconded the motion. The motion passed 4/0/1/2 (De Serpa abstained; Osmundson, Yahiro absent).

14.0 UPCOMING BOARD MEETINGS/REMAINING BOARD MEETINGS FOR 2016

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		Comment
February	▪ 10 ▪ 24	
March	▪ 9 ▪ 23	▪ Approve 2 nd Interim Report
April	▪ 13 ▪ 27	
May	▪ 11 ▪ 25	▪ Approve 3 rd Interim Report
June	▪ 8 ▪ 22	▪ 2016-2017 Budget Adoption
July	No Meetings	
August	▪ 10 ▪ 24	
September	▪ 14 ▪ 28	▪ Unaudited Actuals
October	▪ 12 ▪ 26	
November	▪ 16	▪
December	▪ 7	▪ Annual Organization Mtg. (Election Year – hold meeting after 1 st Friday of the Month) ▪ Approve 1 st Interim Report

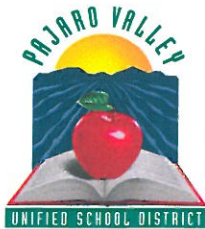
15.0 ADJOURNMENT

There being no further business to discuss, the meeting of the Board was adjourned at 9:35 PM.

Dorma Baker, Superintendent



PAJARO VALLEY UNIFIED SCHOOL DISTRICT



Board Agenda Backup

Item No: 6.1

Date: February 10, 2016

Item: Positive Program Report: Certificates of Recognition to Freedom and Cabrillo Lions Club

Overview and Rationale:

PVUSD School Nurses requested the opportunity to issue certificates of appreciation to the Freedom and Cabrillo Lions clubs. These clubs generously send volunteers to every vision screening and provide help and equipment to further support nurses' efforts. They have demonstrated a strong commitment to helping community members, including students, access to vision care and glasses.

Nurse Kathleen Kilpatrick will present certificates to representatives from each of the clubs.

PVUSD is grateful for the support of our community leaders – it makes a tremendous difference!

Recommendation: Positive Program Report

Prepared By: Ray Houser, Director, SELPA
Kathleen Kilpatrick, School Nurse, Team Leader

Superintendent's Signature:

Dorma Baker



Board Agenda Backup

Item No: 10.3

Date: February 10, 2016

Item: Buena Vista Children's Center Sound Cloud Installation

Comments: Advertisement for this project started on January 8, 2016 with individual invitations. On January 29th, 2016 the District received two sealed bids from the following contractors:

Knowlton Construction	\$ 17,264.00
Michael Wolcott Construction	\$ 19,950.00

Overview: District staff, reviewed both bid packets for this project. The apparent low bidder has been contacted and vetted to ensure their paperwork was in order. The apparent low bidder for this project is Knowlton Construction of Watsonville, CA with a bid amount of \$17,264.00. Knowlton Construction has successfully completed many projects for the District.

The attached document shows the bid results.

Recommendation: It is recommended that the Board approve the Bid Proposal of Knowlton Construction for the amount of \$17,264.00. In addition, it is recommended that the Board authorize the Director of Maintenance, Operations and Facilities to execute a construction agreement with the Contractor.

Budget Considerations:

Funding Source: Child Development

Budgeted: Yes: ☒ No: ☐

Amount: \$17,264.00

Prepared By: 
Victor Sandoval, Interim Director of Maintenance, Operations & Facilities

Superintendent's Signature: 
Dorma Baker



Notes:

[illegible]



Board Agenda Backup

Item No: 10.4

Date: February 10, 2016

Item: Buena Vista Children's Center Play Ground Boarder Replacement

Comments: Advertisement for this project started on January 8, 2016 with individual invitations. On January 29th, 2016 the District received three sealed bids from the following contractors:

Michael Wolcott Construction	\$ 21,725.00
A & C Construction	\$ 25,000.00
Knowlton Construction	\$ 30,983.00

Overview: District staff, reviewed all three bid packets for this project. The apparent low bidder has been contacted and vetted to ensure their paperwork was in order. The apparent low bidder for this project is Michael Wolcott Construction of Santa Cruz, CA with a bid amount of \$21,725.00. Michael Wolcott Construction has successfully completed many projects for the District.

The attached document shows the bid results.

Recommendation: It is recommended that the Board approve the Bid Proposal of Michael Wolcott Construction for the amount of \$21,725.00. In addition, it is recommended that the Board authorize the Director of Maintenance, Operations and Facilities to execute a construction agreement with the Contractor.

Budget Considerations:

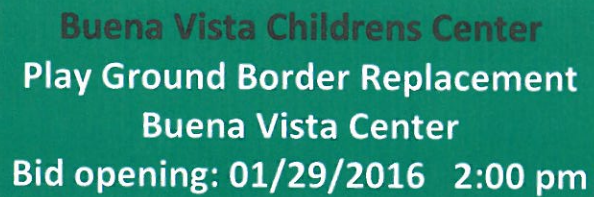
Funding Source: Child Development Fund

Budgeted: Yes: ☒ No: ☐

Amount: \$21,725.00

Prepared By: 
Victor Sandoval, Interim Director of Maintenance, Operations & Facilities

Superintendent's Signature: 
Dorma Baker



Notes:

[illegible]



Board Agenda Backup

Item No: 10.5

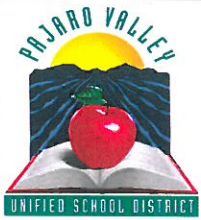
Date: February 10, 2016**Item:** Award the Alianza C.S. Water Tank Project, Bid#: B-16-02-02-831-8411

Overview: On December 11, 2015, the District began the advertising process for this project. Scope of work consists of the installation of a new Water Tank that will serve both the Alianza Charter School and Watsonville Charter School of the Arts campuses. On February 2, 2016 the District received (6) Six Bids from the following General Contractors.

Monterey Peninsula Engineering	\$1,170,000.00
CRW Industries	\$1,215,413.00
Commercial Plumbing & Building	\$1,227,850.00
The Don Chapin Company	\$1,288,888.00
Sansone Company	\$1,310,000.00
Anderson Pacific	\$1,595,000.00

Recommendation: It is recommended that the Board approve the Bid Proposal of Monterey Peninsula Engineering out of Monterey, CA, the apparent low bidder, with a bid amount of \$1,170,000.00. In addition, it is recommended that the Board authorize the Interim-Director of Maintenance, Operations, and Facilities to execute a construction agreement with the Contractor.

Budget Considerations:**Funding Source:** Measure L Bond Funds**Budgeted:** Yes: ☒ No: ☐**Amount:** \$1,170,000.00**Prepared By:**
Victor Sandoval, Interim-Director of Maintenance, Operations & Facilities**Superintendent's Signature:**
Dorma Baker



PAJARO VALLEY UNIFIED SCHOOL DISTRICT
MAINTENANCE, OPERATIONS & FACILITIES DEPARTMENT
Alianza Water Tank Project #B-16-02-02-831-8411

BID RESULTS SHEET

February 2nd, 2016 - 2:00:00PM

Bid Results		ADDENDUM #1	ADDENDUM #2	ADDENDUM #3	BID FORM	BID BOND	DESIGNATION OF SUBS	SITE VISIT CERT.	FINGERPRINTING	SUFFICIENT FUNDS	IRAN CONTRACTING CERT.	NON-COLLUSION	RANK	Notes:
BIDDER	BASE BID													
CPBI	\$1,227,850.00	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	3	
The Don Chapin Co.	\$1,288,888.00	✓	✓	✓	✓	✓	✓	✓	✓	✓	-	✓	4	
Seward L Schreder	Declined to Bid													
Monterey Peninsula Engineering	1,170,000.00	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	1	
CRW Industries	1,215,413.00	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	2	
Anderson Pacific	1,595,000.00	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	6	
Sansone Company	1,310,000.00	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	5	

NOTES: Bid results and subcontractors lists will be posted on the P.V.U.S.D web page at: <http://www.pvUSD.net/construction>

PAJARO VALLEY UNIFIED SCHOOL DISTRICT



Board Agenda Backup

Item No: 12.1

Date: February 10, 2016

Item: Petition from Student Board Member

Overview and Rationale: At the Board meeting of December 9, 2015, Elias Nepa, a student at Aptos High School who has been the Student Board Representative for that high school since August 2014, submitted a petition to be established as a student board member for the remaining of the school year 2015-2016.

Pursuant to Education Code 35012, when petitioned by the district's high school students, the Board is required to order the inclusion of at least one student on the Board and, at its discretion, may include more than one student Board member. This is a practice that the district has had in place for many years through the existing Board Bylaw 9150. The bylaw, attached, expresses the Board's commitment to enhance communication between them and the student body. Furthermore, at the beginning of the each year, the Board of Education reaches out to the high schools to encourage the continued involvement of high school students in district governance. Student Board Representatives are always invited by the president to stay after their report to be part of the proceedings, all while reminding students that these meeting can at times run very long.

The petition from Mr. Napa requested that student trustees be able to voice their opinions on matters being presented to the board prior to the Board making final decisions. Encouraging student voices, as the enclosed bylaw indicates, has always been the intent of this Board; here is an excerpt of a piece to further clarify:

Student Board members shall be seated with regular Board members and be recognized at meetings. They may participate in...discussing issues and shall receive materials presented to Board members except those related to closed sessions.

Recommendation: Report and discussion item only.

Budget Considerations: N/A

Prepared By: Dorma Baker, Superintendent

Superintendent's Signature:

Dorma Baker

STUDENT BOARD MEMBERS

The Board of Education believes it is important to seek out and consider students' ideas, viewpoints and reactions to the educational program. In order to provide student input and involvement, the Board shall include three student Board members selected in accordance with procedures determined by the high school.

The term of student Board members shall be one calendar year, commencing on July 1. Student Board members shall have the right to attend all Board meetings except closed sessions. (Education Code 35012)

Student Board members shall be seated with regular Board members and be recognized at meetings. They may participate in questioning witnesses and discussing issues and shall receive materials presented to Board members except those related to closed sessions. (Education Code 35012)

Legal Reference:

EDUCATION CODE

33000.5 *Appointment of student members to State Board of Education*

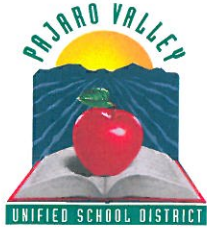
35012 *Board members; number, election and terms; pupil members*

GOVERNMENT CODE

3540-3549.3 *Meeting and Negotiating in Public Educational Employment*



PAJARO VALLEY UNIFIED SCHOOL DISTRICT



Board Agenda Backup

Item No: 12.2

Date: February 10, 2016

Item: Best Practices: Watsonville High School on Career Technical Education and Agriculture Department Improvements

Overview and Rationale: WHS agriculture program has grown significantly in student participation in the classroom, farm, and leadership components. The Agriculture Incentive Grant was approved last year and is anticipated to be renewed this year. A CTE- Incentive Grant was applied for in the amount of \$264,148. WHS is waiting for word on final approval. This grant will pay for substantial clean-up of our metal and agriculture shop equipment and replace a shed that is inadequate. Development of the CTE program will continue as WHS pursues the hire of an additional agriculture teacher with an "agriculture mechanics" emphasis. This position will be funded through our allotted FTEs.

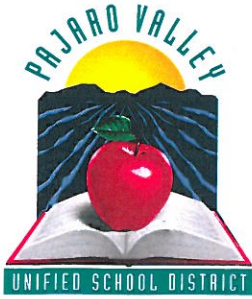
CTE at WHS is also in place via seven California Partnership Academies who have been guaranteed funding through June 2017.

The current funding sources are CPA grants, Perkins, Ag Incentive Grant and site budgets.

Recommendation: Report on Best Practices

Prepared By: Elaine Legorreta, Principal, Watsonville High School

Superintendent's Signature: Dorm Bal



PAJARO VALLEY UNIFIED SCHOOL DISTRICT

Board Agenda Backup

Item No: 12.3

Date: February 10, 2016

Item: Measure L Bond Program Update

Overview: Staff will provide the board an update on the district's Measure L School Bond Program and other related facility matters. This is an informational item – no actions are anticipated.

Recommendation: Informational only

Budget Considerations: N/A

Funding Source:

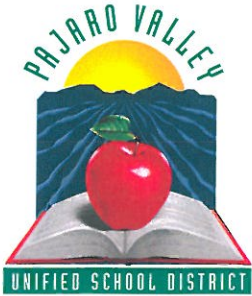
Budgeted: Yes: ☐ No: ☐

Amount: \$

Prepared By: Melody Canady, CBO and Victor Sandoval, Interim Director of M/O/F

Superintendent's Signature: Dorm Bol

PAJARO VALLEY UNIFIED SCHOOL DISTRICT



Board Agenda Backup

Item No: **12.4**

Date: February 10, 2016

Item: Receive and Discuss Human Resources 2015-2016 Recruitment and Retention Plan

Overview: The 2015-16 Recruitment and Retention Plan will serve as a blueprint for hiring and retaining employees in Pajaro Valley Unified School District. It will serve as guide for recruitment and retention of teachers, administrators, and support staff in order to ensure that all PVUSD position are occupied by highly qualified, highly effective individuals dedicated to the District's mission of ensuring academic achievement for all students.

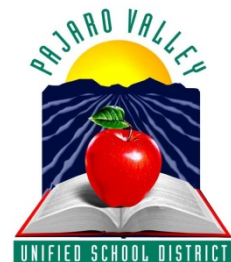
Recommendation: Receive and Discuss 2015-2016 Recruitment & Retention Plan

Prepared By: Ian MacGregor, Assistant Superintendent, Human Resources

Superintendent's Signature: Dorm Bor

PVUSD– 2015-2016 Human Resources Recruitment/Retention Plan

Ian MacGregor, Assistant Superintendent, Human Resources
2/10/2016



PVUSD– 2015-2016 Human Resources Recruitment/Retention Plan

Purpose: This 2015-2016 Recruitment and Retention Plan will serve as a blueprint for hiring and retaining employees in Pajaro Valley Unified School District (PVUSD). More specifically, it is an evidence-based plan to guide the recruitment and retention of teachers, administrators, and support staff in order to ensure that all PVUSD positions are occupied by highly qualified, highly effective individuals dedicated to the district's mission of ensuring academic achievement for all students.

Vision: PVUSD will be able to consistently hire and retain effective, dedicated staff members, each of whom will be an excellent match for the district. PVUSD's workforce will be composed of individuals with diverse ethnic and cultural backgrounds and varying degrees of experience and all will have an unwavering commitment to the success of every student.

All certificated employees will have the appropriate certification and endorsements for the positions they hold. Classified employees will be committed to continuous improvement as they support the operational and instructional needs of the system. All new hires will have an understanding of and a commitment to the use of technology. Administrators will be instructional leaders with the skills and passion to guide their staffs through implementation of the Common Core State Standards. All employees will have a commitment to life-long learning and a willingness to actively participate in professional learning communities, be solution-focused, work effectively with colleagues, and have the aptitude for gathering and analyzing data to improve their effectiveness.

Challenges: Positions for teachers and support staff remain unfilled state-wide due, at least in part, to the fact that fewer and fewer people are choosing to make a career in education. Some positions, such as those in Special Education, are particularly difficult to fill as the number of open positions greatly exceeds the number of qualified individuals available to fill them. Additional challenges exacerbate the problem.

- Cost of Living/Housing
- Total Compensation Package
- Retention of current employees
- Competition from surrounding districts

Overall Objectives and Strategies¹

A. Ensure recruitment of fully qualified new staff in sufficient numbers to meet annual goal by:

1. Prompt and accurate analysis of enrollment projections and in-house data to determine hiring needs.
2. Ongoing evaluation and improvement of advertising and publicity.
3. Optimizing Internet and word-of-mouth channels for recruiting.
4. Expanding and improving the effectiveness of face-to-face recruiting.
5. Offering competitive salaries and benefits.
6. Maintaining and increasing contacts with college and university programs.
7. Focusing recruiting efforts on hard to fill positions.

B. Increase job satisfaction, as evidenced by fewer staff resignations, by:

1. Offering competitive salary and benefits.
2. Continuing to increase the cultural and ethnic diversity of staff.
3. Evaluating and improving training of new and veteran teachers.
4. Developing a career ladder to provide opportunity for career advancement.

C. Evaluate and revise plan to increase effectiveness of recruitment and retention efforts.

1. Maintain database of contacts, applications, interviews, and new hires.
2. Analyze data as it reflects upon the effectiveness of the recruitment plan.
3. Analyze number of openings caused by resignations.
3. Gather feedback from administrators and managers relating to hiring efforts.
4. Prepare new plan based upon data and feedback received.

¹ Please see the Action Plan on the following pages for some specifics.

Action Plan

- A. Ensure recruitment of fully qualified new staff in sufficient numbers to meet annual goal.

1. **Determining Hiring Needs:** The first key to effective recruiting is to know as soon as possible how many individuals having which particular qualifications we will need for the following school year. By far, the greatest number of annual new hires is of certificated staff members. Classified staff members are hired on a continuous basis throughout the year, although school-based positions will be hired on the same timeline as certificated staff.
2. **Optimizing Advertising and publicity:** Persons seeking employment with PVUSD apply for jobs entirely on-line. All job openings are posted on the Education Job Opportunities Information Network (EDJOIN), a Web-based recruitment and information management system. Indeed.com is a job aggregator that collects job openings from numerous sources. Any job posted on EDJOIN is also posted on Indeed.com.

PVUSD advertises, when appropriate, on other Web sites. (See Attachment A for a list.) Human Resources (HR) staff is presently in the process of evaluating the effectiveness of that advertising and determining if alternate or additional advertising outlets might be more effective, particularly in recruiting classified staff. HR staff also plans to establish contacts with Rotary, the Chamber of Commerce, community colleges and hiring exchanges in the Monterey Bay area as a means of publicizing classified job openings.

HR staff is also responsible for in-house print communications and is presently in the process of revising and publishing printed recruitment brochures and fliers for the 2016-2017 teacher recruitment.

3. **Evaluating District Web site:** Many candidates first learn about PVUSD through its Web site. Accordingly, the site should be optimized for job seekers so

PVUSD– 2015-2016 Human Resources Recruitment/Retention Plan

that the existence of open positions is readily apparent and applicants are easily guided through the application process.

4. **Optimizing Internet and Word-of-Mouth Channels for Recruiting:**

The HR Department, in collaboration with the technology staff, will set up a task force to evaluate and make recommendations with regard to utilizing social media and other Internet sites to get the word out about employment opportunities.

Another very effective recruiting tool is what we refer to as “friends telling friends.” Current and retired employees often recruit others to join them in being part of PVUSD’s educational community. To do this, employees need to know when there are open positions and where to refer a friend to begin the application process. Through PVUSD’s Web site and a proposed HR e-newsletter the HR staff will inform employees of on-going recruitments and incentives to continue to add to our pool of committed employees.

5. **Increasing Effectiveness of Face-to-Face Recruiting:** The key to hiring certificated staff is to advertise, interview, and hire early. Many new teachers finish their teacher preparation programs in May. We have learned, however, that we are more successful at hiring if we interview and screen in early spring and offer these promising teachers letters of intent to hire, pending successful completion of their programs. Thus, we typically attend recruitment fairs during February, March, and April.

Recruitment fairs are hosted by colleges and universities throughout the United States. School districts attend the fairs to talk with teacher candidates and, if appropriate, offer letters of intent for employment. We participated in four recruitment fairs in 2014-2015: CSU Stanislaus, CSU Long Beach, CSU Monterey Bay and the Monterey County Office of Education. For 2015-2016 we are presently scheduled to attend twelve recruitment events. (See Attachment B for the schedule.) As other recruitment events become known, they will be added to the list. (See Attachment C for the work plan.)

PVUSD– 2015-2016 Human Resources Recruitment/Retention Plan

6. **Offering competitive salary and benefits:** Offering attractive total compensation packages will be essential to recruiting new employees and retaining existing staff. Establishing open communications and strong relationships with labor unions and associations will be helpful in structuring attractive compensation programs. Areas to explore or analyze include our salary and benefit programs, professional development, housing incentives, the status of the current state budget and PVUSD budget priorities.
7. **Maintaining and increasing contacts with college and university programs.** PVUSD has been fortunate in its relationship with the teacher education program at UCSC and CSUMB. At UCSC we have been participating in the Noyce Scholarship program for over ten years. The Noyce Scholarship program awards money to science and math majors to help pay for the costs of their credential program. Currently, seven Noyce scholars are teaching in our secondary schools.

Janet Johns, a PVUSD teacher and instructor in the UCSC teacher credential program, has helped PVUSD build a relationship with the UCSC program. For the past two years she has invited us to meet her class of students and recruit them for positions in PVUSD. All the students have bilingual authorizations.

HR also works closely with CSUMB. This year we hired three Special Education teachers who are interns in the CSUMB Special Education program, two of whom were PVUSD classified employees who chose our career ladder to become a Special Day Class teacher in the District.

In light of the success of these relationships, HR will proactively seek to develop similar relationships with other programs.

8. **Focusing recruiting efforts on hard to fill positions.**

Special Education. Current data demonstrate that the positions hardest to fill are in Special Education, both in the certificated and classified categories.

Teachers - Special Education teachers are in high demand throughout California. According to a report from the Learning Policy Institute, in the 2014-2015 school year, districts projected a need for 4,500 Special Education teachers, but only 2,200 new Special Education credentials were issued. Accordingly, HR has begun to contact area universities and colleges in California to seek and recruit recent graduates who have completed a Special Education program. We will prepare letters of intent specifically for Special Education positions for the 2016-2017 school year and have these letters with us at the job fairs so we may offer positions, on the spot, after a promising candidate interview.

Occupational Therapists, Nurses, School Psychologists, Speech and Language Pathologists, Special Day Class teachers. Employees having these specialized credentials are in such high demand that PVUSD is often forced to contract with agencies to obtain employees with these certifications. HR has scheduled at least two job fairs focused on recruiting candidates in these areas. Representatives from PVUSD will be seeking candidates who have an ELL (English Language Learner) background or who are bi-lingual. As with our search for Special Education teachers, we will be prepared to offer qualified candidates letters of intent to employ. We will also open pools for these jobs on the applicant tracking system and screen them on a continuous basis.

Bilingual Teachers - PVUSD must build its cadre of teachers holding a Bilingual Authorization in order to fully staff its bilingual programs. PVUSD has collaborated with UCSC to recruit students completing these credentials.

Looking to the Future - In addition to the efforts described above, HR is presently working to identify programs and resources with which to develop on-going partnerships to serve as hiring pipelines for these hard-to-fill areas.

PVUSD– 2015-2016 Human Resources Recruitment/Retention Plan

B. Increase job satisfaction, as evidenced by fewer staff resignations.

1. **Offering competitive total compensation package**
2. **Continuing to increase the cultural and ethnic diversity of staff**
3. **Evaluating and improving training of new and veteran teachers**
4. **Developing a career ladder to provide opportunity for career advancement**

PVUSD programs based upon the concept of “championing our own” build upon employees’ capacity to be more effective in their current positions or to increase their skills in another position, can be built into our on-going and existing career ladder. Currently, through the efforts of CSEA and PVFT, outstanding candidates interested in pursuing the PVUSD career ladder qualify for a variety of limited educational incentives such as reimbursement of college costs upon completion of a program, movement on the salary schedules for units earned, and college loan forgiveness in exchange for a five-year commitment to serve in PVUSD.

The HR department plans to pursue more university partnerships for “growing our own” in certificated, classified and management positions. Part of our plan will be to identify and encourage outstanding inside talent to stay in PVUSD through a variety of incentives. By working with labor unions and management, we can identify these strong future leaders from our employee pool. Among the incentives we are considering are mentor programs, in-house professional development, continued educational incentives, and more formal university relationships.

PVUSD– 2015-2016 Human Resources Recruitment/Retention Plan

C. Evaluate and revise current plan to increase effectiveness of recruitment and retention efforts.

1. Maintain database of contacts, applications, interviews, and new hires.
2. Analyze data as it reflects upon the effectiveness of the recruitment plan.
3. Analyze number of openings caused by resignations.
3. Gather feedback from administrators and managers relating to hiring efforts.
4. Prepare new plan based upon data and feedback received.

Attachment A

PVUSD Advertising Websites (current and in process)

- Ed-Join
- National Assoc. of Secondary School
Principals (NASSP)
- Association of California School
Administrators
- Association of Latino Administrators
& Superintendents
- American Association of Employment
in Education
- American Association of School
Administrators
- National Alliance of Black School
Educators
- National Assoc. of Elementary School
Principals
- American Assoc. of School Personnel
Administrators
- Monster
- Craigslist
- Indeed
- LinkedIn

Attachment B

Recruitment Fairs 2016-2017

Career Fair	Date	Recruitment Type	Notes
CSU Stanislaus	2/3/16	General, SPED	
UCSC	2/3/16	Math and Science	Noyce Scholars Group interview
UCSC	2/TBD/16	General, Bilingual Authorization	
CSUMB	2/22/16 M	General, SPED	
CSU San Jose	3/4/16 F	Speech Lang Pathology	
CSU Fresno	3/9/16 W	General, SPED	
National University	3/12/16	General, SPED	
University of the Pacific	3/22/16 T	General, SPED	
CSU Long Beach	3/25/16	General, SPED	
Santa Cruz Office of Education	4/23/16	General, SPED	
CSU Chico	4/16/16 S	General, SPED	
Santa Cruz COE	4/23/16 S	General, SPED	

Attachment C

2016 Recruitment Fairs Work Plan

Month	Recruitment Activity
January/February	<p>Prepare for recruitment trips</p> <ul style="list-style-type: none">• Revise/publish recruitment brochures, fliers and promotional material• Revise/finalize screening material and data tools;• Finalize Letters of Intent;• Share opportunities to serve as district representatives with administrators and hiring managers• Ensure that each recruitment trip includes representatives from administration and other staff, as appropriate, from each school level and appropriate central offices. Register administrators and hiring managers for recruitment trips;• Provide a required, comprehensive training for those serving as recruitment representatives. Share marketing strategies and district strengths <p>Begin print advertisements for upcoming year</p>

PVUSD– 2015-2016 Human Resources Recruitment/Retention Plan

Attachment C, cont.

Month	Recruitment Activity
February	Finish preparation for recruitment trips Establish plan for prompt candidate follow up Begin recruitment trips; interview as available; distribute Letters of Intent; gather data for each trip Transfer requests due end of month letter of employee intent for 16-17 out to employees
March	Continue recruitment events; interview as available; distribute Letters of Intent; gather data for each trip Review retirement and LOA, resignations for number of hires
April	Continue recruitment events; interview as available; distribute Letters of Intent; gather data for each trip Complete Staffing Allocation Process
May	Distribute 2016-17 assignments to current certificated employees Finish recruitment events Administrators and hiring managers post, interview, and fill positions with internal and external candidates
June	Administrators and hiring managers post, interview, and fill positions with internal and external candidates
July	Administrators and hiring managers post, interview, and fill positions with internal and external candidates Finish all school-based hiring by July 30 All central office hiring that will affect school staffing will conclude by July 30
August	HR Data Analyst collates recruitment data and develops analysis of the results of each recruitment fair attended as well as the overall effectiveness of recruitment; HR Leadership Team gathers feedback from administrators and hiring managers and reviews data analysis to make suggestions for 2017-2018 PVUSD recruitment plan;.

Attachment D

Interesting facts about PVUSD

Pajaro Valley Unified School District (PVUSD) is a highly diverse and innovative school system with:

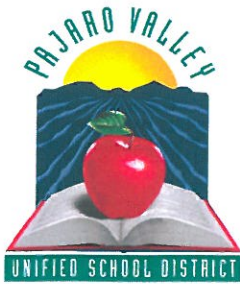
- 16 Elementary Schools
- 6 Middle Schools
- 5 High Schools
- 6 Charter Schools
- 12 Children's Centers
- 1 Adult School

Total enrollment is 20,362 students.

PVUSD employs currently:

- 1,178 Certificated Teachers
- 29 Counselors
- 8 Nurses
- 16 Psychologists
- 936 Classified Regular Employees
- 99 Certificated Management Employees
- 26 Classified Management Employees

Total employment is 2,292 jobs.



PAJARO VALLEY UNIFIED SCHOOL DISTRICT

Board Agenda Backup

Item No: **13.1**

Date: February 10, 2016

Item: **Waivers**

Overview: Although the District practices aggressive efforts in teacher recruitment, shortages of appropriately credentialed teachers still exist in Special Education-Adapted P.E. In order for the District to employ a sufficient number, Adapted P.E. teachers must be hired on a waiver.

Recommendation: It is recommended that the Board approve the appointment of this teacher on a waiver. Board approval is required by the Commission on Teacher Credentialing.

Prepared By: Ian MacGregor, Assistant Superintendent, Human Resources

Superintendent's Signature:

Dorm Bet

PAJARO VALLEY UNIFIED SCHOOL DISTRICT

CERTIFICATED PERSONNEL

February 10, 2016

TO: Members of the Governing Board

FROM: Ian MacGregor, Interim Assistant Superintendent, Human Resources

SUBJECT: Personnel Action

The following appointments have been made for the 2015/2016 school year:

<u>NAME</u>	<u>SITE/PROGRAM</u>	<u>POSITION</u>	<u>EFF. DATES</u>	<u>WAIVER TYPE</u>
Goodwin, Julie H. ¹	SELPA	Adapted P.E.	01/20/16-07/31/16	Adapted P.E.

¹ Ms. Julie Goodwin received her bachelor's degree from Pacific Lutheran University in Physical Education and was enrolled in the California State Los Angeles master's program in Exercise Physiology. Ms. Goodwin spent 17 years educating students as a Naturalist/Cabin Leader and Trainer for the Santa Cruz Outdoor Science School. As a Naturalist, she instructed students in ecological concepts through the use of science inquiry, games, and other activities. Students saw the interrelationships between plants and animals and learned about the effect they, as people, have on the environment.

After the Santa Cruz Outdoor Science School, Ms. Goodwin moved to the public school system and taught for 12 years as a physical education teacher for the Pajaro Valley Unified School District across the grade levels: elementary, middle and high school. She was always praised for her high quality P.E. program and the great learning environment.

Upon her retirement, Ms. Goodwin returned to substitute teach with the Pajaro Valley Unified School District. Ms. Goodwin decided to rescind her retirement and pursue an Adaptive P.E. authorization. She enrolled at Point Loma Nazarene Univ. in the Adaptive Physical Education graduate program. Her expected date of completion is November 2016.



Commission on Teacher Credentialing
 Certification Division
 ATTN: Waiver Unit
 1900 Capitol Avenue
 Sacramento, CA 95811-4213

Email: waivers@ctc.ca.gov
 Website: www.ctc.ca.gov

CTC Use Only

CTC Use Only	
W	Z

VARIABLE TERM WAIVER REQUEST (WV1 Form)

Requests must be prepared by the employing agency, not the applicant. All materials must be typewritten or computer generated and sufficiently clear to photocopy. This form must be used for **first time and subsequent** waivers only.

1. EMPLOYING AGENCY (include mailing address)	County/District CDS Code	Contact Person:
PAJARO VALLEY U. S.D. 294 GREEN VALLEY RD., WATSONVILLE, CA 95076	44-69799	IAN MAC GREGOR
NPS/NPA (list county code _____)		Telephone #: 831-786-2145
		Email: ian_macgregor@pvusd.net

2. APPLICANT INFORMATION:

Social Security or Individual Tax Identification Number:

All applicants must answer professional fitness questions (see #11). In addition, if fingerprint clearance is not on file at CTC, a completed Live Scan receipt (41-LS) must be submitted with this waiver request. If needed, a review by the Division of Professional Practices will be concluded before a waiver approval letter will be issued.

Full Legal Name GOODWIN, JULIE H.

Last

First

Middle

Former Name(s) _____ Birth Date _____

Applicant's Mailing Address _____

Phone# _____ Email JULIE_GOODWIN@PVUSD.NET

Waiver Title ADAPTED P.E. PROGRAM WAIVER

(List the specific title and subject area of the credential that authorizes the assignment. Note that the subject must be one that is available under current regulations.)

Assignment ADAPTED P.E.

Indicate specific position and grade level (e.g. chemistry teacher, grades 11-12)

- For bilingual assignment list LANGUAGE: _____
- Is this a full time position? ☒ Yes ☐ No
- If not, indicate how many periods a day the individual will be teaching the waiver assignment(s) _____
- Is this a subsequent waiver? (see #9 for additional information) ☐ Yes ☒ No