

**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

**September 01, 2016
6:30 PM**

**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

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

I. CALL TO ORDER (6:30 p.m.)

A. Roll Call

B. Approval of Agenda

**II. OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE BOARD
CONCERNING ITEMS ON THE CLOSED SESSION AGENDA**

III. CLOSED SESSION

A. Conference with Real Property Negotiators

Property: 310 Easy Street, Mountain View, CA

Agency Negotiators: Dr. Ayindé Rudolph and Dr. Robert Clark

Negotiating Parties: German International School of Silicon Valley

Under Negotiation: Price and terms of payment

Property: 1625 San Luis Avenue and 325 Gladys Avenue, Mountain View, CA

Agency Negotiators: Dr. Ayindé Rudolph and Dr. Robert Clark

Negotiating Parties: Google

Under Negotiation: Price and terms of payment

IV. RECONVENE OPEN SESSION (7:00 p.m.)

A. Closed Session Report

B. Pledge

V. CONSENT AGENDA

The following items will be handled with one action; however, any item may be removed from consideration by individual Board Members or the Superintendent.

A. Personnel Report

B. Minutes

Minutes for the meeting of August 18, 2016

C. Contract (s) for Ratification or Review

D. Construction Contract Award to Dryco Construction, Inc. for the Castro/Mistral Phase 1 – Temporary Housing – Site Work Project

The Board will consider award of a contract for temporary housing at Castro and Mistral Schools, which will be used during construction and modernization of the schools.

E. Award of Construction Contract to ARAM Electric, Inc. for the Castro/Mistral Phase 1 – Temporary Housing - Electrical Project

The Board will consider award of a contract for the Castro/Mistral temporary housing construction project.

F. Developer Fees Annual Report - Fund 25 Capital Facilities

The Board will receive the annual Developer Fee report.

G. Contract of Employment for Associate Superintendent/Chief Business Officer Robert Clark

The Board will consider approval of a contract of Employment for Associate Superintendent/Chief Business Officer Robert Clark.

H. Crittenden Middle School Phases 2 & 3 Library/Classroom and Auditorium Project (Increment 2) - BHM Construction Change Order #2.

The Board will consider approval of change order for construction at Crittenden Middle School.

I. Resolution No. 1613.9/16, Gann Appropriations Limit

The Board will consider approval of a resolution to re-establish the Gann limit for 2015-16 and establish the Gann limit for 2016-17.

VI. COMMUNICATIONS

A. Employee Organizations

B. District Committees

C. Superintendent

VII. COMMUNITY COMMENTS

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.

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Notes on Community Comments on Agendized Items

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VIII. REVIEW AND DISCUSSION

A. California Assessment of Student Performance and Progress (CAASPP) Report 2016 (45 minutes)

Staff will present results of the California Assessment of Student Performance and Progress (CAASPP) testing that was administered in the spring.

B. Enrollment Update Fall 2016 (15 minutes)

The Board will hear an update on enrollment to date for this school year.

C. Discussion Regarding Board Bylaw No. 9000, Role of the Board and Board Bylaw No. 9005 Governance Standards and the Role of Individual Board Members (10 minutes)

The Board will discuss the role of individual Board members in relation to Board Bylaw No. 9000, Role of the Board and Board Bylaw No. 9005, Governance Standards.

D. Unaudited Actual Report 2015-2016 (10 minutes)

The Board will review the Unaudited Actual Report for 2015-16.

E. Measure G Budget Allocation Summary Update and Certificates of Participation Amount Discussion (15 minutes)

IX. REVIEW AND ACTION

A. Stevenson/Theuerkauf/Preschool/District Office Construction and Modernization Projects Schematic Design (Option G) (10 minutes)

The Board will consider approval of the Option G Schematic Design for Stevenson/Theuerkauf/Preschool and District Office construction projects.

B. Management, Supervisory, Preschool Teacher, and Confidential Staff 2016-2017 Salary Schedules (5 minutes)

The Board will consider approval of salary schedules for management staff, supervisory staff, confidential staff and preschool teachers for 2016-17.

C. 2017 Plan Year Employee Health Benefits Matrix (5 minutes)

X. BOARD UPDATES

XI. ITEMS FOR FUTURE AGENDAS

XII. FUTURE BOARD MEETING DATES

September 15, 2016	Resolution on Instructional Materials
October 6, 2016	Child Nutrition Update
October 20, 2016	School Site Plans
November 3, 2016	Annual Enrollment Policy Updates, Task Force Updates

XIII. ADJOURNMENT

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).

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5. **DOCUMENT AVAILABILITY:**

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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.

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Attachments:

Personnel Report to the Board for 9/1/16

B. Minutes**Quick Summary / Abstract:**

Minutes for the meeting of August 18, 2016

Attachments:

Minutes for August 18, 2016

C. Contract (s) for Ratification or Review

Rationale:

Person Responsible: Dr. Robert Clark, Associate Superintendent//Chief Business Officer

On November 19, 2015, the District's Governing Board approved Resolution No. 1580.11/15 delegating authority to award contracts to the District's Superintendent, Chief Business Officer, Associate Superintendent(s), and Assistant Superintendent(s) pursuant to Education Code sections 17604 and 17605.

All contracts approved by those authorized to do so pursuant to that delegation authority are to be submitted to the District's Governing Board for ratification. Contracts that do not, however, involve an expenditure in excess of the bid limits specified in Public Contract Code section 20111 need only be reviewed by the District's Governing Board every 60 days. The applicable bid limits are \$15,000 for construction contracts and \$87,800 in 2016 (adjusted annually) for the purchase of equipment, materials, supplies, non-construction services, or repairs including maintenance.

Presented for ratification are the following contract(s):

1. Hanover Research Council LLC - \$126,525 research services firm.
2. Dreiling Terrones Architecture (DTA) - \$1,266.315 architectural services for the new Slater Elementary School Project.
3. Dreiling Terrones Architecture (DTA) - \$532.325 architectural services for new Preschool at Stevenson and District Office Project.

Presented for review are the following contract(s):

1. ALearn - \$5,000 Girls Exploring Math (GEM) 7th-8th grade after-school program in mathematics, college readiness, and leadership.
2. Community School of Music and Arts - \$2,760 lunch time art program for Bubb School.
3. New Teacher Center - \$ 30.000 new Administrator Coaching Program.
4. Playworks - \$18,000 Play and recess to support social emotional learning.
5. Society of Young Inklings - \$1,750 Creative writing instruction.
6. Santa Clara County Office of Ed. MOU - \$ no cost to MVWSD Teacher Credentialing (CTC) Induction Program.
7. Leland Stanford Junior University - \$ no cost to MVWSD agreement for cooperation for professional preparation of teacher candidates.

Financial Impact:

See Rationale for details.

Recommended Motion:

That the Board of Trustees ratify or review the contracts as presented.

Attachments:

ALearn
Architect DTA Agreement Addendum
Community School of Music and Art
Dreiling Terrones Architect Addendum
Dreiling Terrones Architect Agreement
Hanover Research Council LLC
New Teacher Center
Playworks
Santa Clara County Office of Ed MOU
Society of Young Inklings
Stanford Teacher Education Program

D. Construction Contract Award to Dryco Construction, Inc. for the Castro/Mistral Phase 1 – Temporary Housing – Site Work Project

Quick Summary / Abstract:

The Board will consider award of a contract for temporary housing at Castro and Mistral Schools, which will be used during construction and modernization of the schools.

Rationale:

Person Responsible: Dr. Robert Clark, Associate Superintendent/Chief Business Officer

On August 18, 2016 the District received contractor bids for the Castro/Mistral Phase 1 Temporary Housing Site Work Project. Three bids were received and the apparent low responsive, responsible bidder is Dryco Construction, Inc. The District's Measure G bond program manager, Greystone West, has reviewed the bid for conformance with District and statutory requirements.

Financial Impact:

The contract amount will be \$465,545.00 with all costs to be charged to the Measure G bond program.

Recommended Motion:

That the Board award the construction contract for the Dryco Construction, Inc. for the Castro/Mistral Phase 1 – Temporary Housing – Site Work Project in the amount of \$465,545.00.

Attachments:

Castro Ph 1 - Site- Recommendation to Award - Dryco (1)

**E. Award of Construction Contract to ARAM Electric, Inc. for the Castro/Mistral Phase 1 – Temporary Housing - Electrical Project
Quick Summary / Abstract:**

The Board will consider award of a contract for the Castro/Mistral temporary housing construction project.

Rationale:

Person Responsible: Dr. Robert Clark, Associate Superintendent/Chief Business Officer

On August 18, 2016, the District received contractor bids for the Castro/Mistral Phase 1 Temporary Housing - Electrical Project. Two bids were received and the apparent low responsive, responsible bidder is ARAM Electric, Inc.. The District's Measure G bond program manager, Greystone West, has reviewed the bid for conformance with District and statutory requirements.

Financial Impact:

The contract amount will be \$675,000.00 with all costs to be charged to the Measure G bond program.

Recommended Motion:

That the Board award the construction contract for the ARAM Electric, Inc. for the Castro/Mistral Phase 1 – Temporary Housing - Electrical Project in the amount of \$675,000.00.

Attachments:

Castro Ph 1 - Electrical - Recommendation to Award - ARAM Electric

**F. Developer Fees Annual Report - Fund 25 Capital Facilities
Quick Summary / Abstract:**

The Board will receive the annual Developer Fee report.

Rationale:

**Person Responsible: Dr. Robert Clark, Associate
Superintendent/Chief Business Officer**

Government Code sections 66001 and 66006 imposed detailed requirements on public agencies that levy development fees. These sections require school districts collecting statutory school facilities fees to make an annual accounting of those fees available to the public within 180 days of the end of the fiscal year.

Financial Impact:

Fund 25 - Capital Facilities - Developer Fees

Revenues: \$854,374

Expenditures: \$0

Recommended Motion:

No action is required.

Attachments:

2015-2016 Fund 25 Developer Fees Report

G. Contract of Employment for Associate Superintendent/Chief Business Officer Robert Clark

Quick Summary / Abstract:

The Board will consider approval of a contract of Employment for Associate Superintendent/Chief Business Officer Robert Clark.

Recommended Motion:

That the Board approve the contract for Employment for Associate Superintendent/Chief Business Officer Robert Clark.

Attachments:

Employment Contract for Robert Clark

H. Crittenden Middle School Phases 2 & 3 Library/Classroom and Auditorium Project (Increment 2) Construction Change Order #2.

Quick Summary / Abstract:

The Board will consider approval of change order for construction at Crittenden Middle School. **Rationale:**

Person Responsible: Dr. Robert Clark, Associate Superintendent/Chief Business Officer

During the Crittenden Middle School Phases 2 & 3 Library/Classroom and Auditorium Project, unforeseen conditions, design changes and owner requests have occurred, resulting in additional scope to the original project. These additions/changes require contingency money to be used. The contingency monies required for Change Order #2 will not exceed \$55,538.00. A summary of Change Order #2 is shown below:

Item	Bldg	Description	Amount
1	Lib/CR	Revised marker board details (CPE 38r1)	\$ 28,266.00
2	Lib/CR	Room 215 Audio/Visual system (CPE 46)	\$ 13,672.00
3	Lib/CR	Install new gas valve for point of connection (CPE 47r1)	\$ 1,695.00
4	Lib/CR	Add stakes and bracing at construction fence (CPE 49)	\$ 699.00
5	Lib/CR	Revised data jacks and equipment	\$ 3,161.00
6	Aud	Demolish electrical conduits at site fencing (CPE 58)	\$ 1,271.00
7	Aud	Increase depth of light post footings (CPE 67)	\$ 1,321.00
8	Aud	Relocate irrigation main and control wiring	\$ 5,453.00
Total for Change Order #2			\$ 55,538.00

Financial Impact:

A total construction contingency of \$884,254 was budgeted for this project. Change Order #1 of \$139,788, was approved by the Board on June 2, 2016. Change Order #2, in the amount of \$55,538.00, will reduce the remaining contingency to \$688,928. The project is 35% complete.

Recommended Motion:

That the Board approve Change Order No. 2, related to the Crittenden Middle School Phases 2 & 3 Library/Classroom and Auditorium Project (Increment 2).

Attachments:

Crittenden Phase 2 and 3 Library-Auditorium Inc 2 - Change Order 2

**I. Resolution No. 1613.9/16, Gann Appropriations Limit
Quick Summary / Abstract:**

The Board will consider approval of a resolution to re-establish the Gann limit for 2015-16 and establish the Gann limit for 2016-17.

Rationale:

Person Responsible: Dr. Robert Clark, Associate Superintendent/Chief Business Officer

In November of 1979, the California electorate adopted Proposition 4, commonly called the Gann Amendment, which added Article XIII-B to the California Constitution. The District must establish the Gann Limit for the 2015-2016 fiscal year and a projected Gann Limit for the 2016-2017 fiscal year. The documentation determines for the fiscal year beginning July 1, 2015, and ending June 30, 2016, that the estimated proceeds from taxes results in no excess revenue.

Should a taxpayer wish to challenge the District's Gann Appropriations Limit, they have 45 days in which to file a request with the courts to set aside this limit. If a request is not filed within 45 days of the effective date of this resolution, then the Gann Appropriations Limit stands as adopted by the Governing Board.

Financial Impact:

None

Recommended Motion:

That the Board adopt Resolution No.1613.9/16, re-establishing the Mountain View Whisman School District 2015-2016 Gann Appropriations Limit, and establishing the Mountain View Whisman School District 2016-2017 Gann Appropriations Limit, as presented.

Attachments:

Gann Appropriations Limit SACS Document 2016-2017
Gann Limit Resolution

VI. COMMUNICATIONS

A. Employee Organizations

B. District Committees

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VII. COMMUNITY COMMENTS

Quick Summary / Abstract:

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VIII. REVIEW AND DISCUSSION

A. California Assessment of Student Performance and Progress (CAASPP) Report 2016 (45 minutes)

Quick Summary / Abstract:

Staff will present results of the California Assessment of Student Performance and Progress (CAASPP) testing that was administered in the spring.

Rationale:

Staff will present the results of the 2016 CAASPP assessments.

Financial Impact:

None

Recommended Motion:

No action required.

Attachments:

CAASPP Assessment Report PPT 2016
CAASPP Board Report 2015-16

B. Enrollment Update Fall 2016 (15 minutes)

Quick Summary / Abstract:

The Board will hear an update on enrollment to date for this school year.

Rationale:

Person Responsible: Karen Robinson, Assistant Superintendent

Staff will provide information regarding enrollment for the 2016-17 school year to date. Attached is current enrollment for the district and sites, comparisons of enrollment to prior years and to predictions from demographers, and average elementary class size.

Financial Impact:

None.

Recommended Motion:

No action required.

Attachments:

Enrollment Counts
Enrollment Update

C. Discussion Regarding Board Bylaw No. 9000, Role of the Board and Board Bylaw No. 9005 Governance Standards and the Role of Individual Board Members (10 minutes)

Quick Summary / Abstract:

The Board will discuss the role of individual Board members in relation to Board Bylaw No. 9000, Role of the Board and Board Bylaw No. 9005, Governance Standards.

Rationale:

Board Bylaw No. 9000, Role of the Board and Board Bylaw No. 9005, Governance Standards define the role of individual Board members. The Board will discuss the intent of these Bylaws. Copies of the Bylaws are attached for references.

Financial Impact:

None.

Recommended Motion:

No action required.

Attachments:

Board Bylaw No. 9000, Role of the Board
Board Bylaw No. 9005, Governance Standards

D. Unaudited Actual Report 2015-2016 (10 minutes)

Quick Summary / Abstract:

The Board will review the Unaudited Actual Report for 2015-16.

Rationale:

Person Responsible: Dr. Robert Clark, Associate Superintendent/Chief Business Officer

The budget process of a school district requires the district to produce and adopt a budget by June 30 for the upcoming year. The Board is required to certify twice each year that the District is able to meet its financial obligations during the year. The two intermediary reports afford the district the opportunity to adjust the budget's revenues and expenditures based on the current climate and events. The First Interim reports July 1 -October 31 and is adopted by December 15. The Second Interim reports July 1 - January 31 and is adopted by March 15. In September, the district publishes the Unaudited Actual Report based on July 1 - June 30 of the previous year.

After closing the books of 2015-2016, per AB 1200, the District is required to submit a report to the County Office of Education of unaudited actual revenues and expenditures. Mountain View Whisman School District staff has been working closely with the County Office of Education to ensure accuracy of the report. The District will be audited in September 2016 for the 2015-2016 year and staff will present the Auditor's report to the Board later this fall prior to the January 2017 deadline.

The 2015-2016 Unaudited Actual Report provides updated financial information for the District for any possible changes to the 2016-2017 Adopted Budget in preparation for the First Interim Budget in December 2016. The First Interim Budget in December also allows for any changes to revenue or reductions enacted by the State for the 2016-2017 State budget post the District's adoption of the 2016- 2017 budget.

Financial Impact:

Fund 01 General Fund Total Revenues: \$61,930,256

Total Expenditures: \$64,434,236

Unrestricted Ending Balance as of June 30, 2016: \$22,031,473

Unrestricted Reserve Level: 34.2%

Recommended Motion:

No action required.

Attachments:

Unaudited Actual Presentation

Unaudited Actual Report 2015-2016 - Full SACS Document

E. Measure G Budget Allocation Summary Update and Certificates of Participation Amount Discussion (15 minutes)

Rationale:

Person Responsible: Dr. Robert Clark, Associate Superintendent/Chief Business Officer

Staff will present an updated Measure G Budget Allocation Summary to the Board.

The Board directed staff at the June 16, 2016 board meeting to begin the process to issue Certificates of Participation (COP) in the amount of \$30,000,000 to address a potential shortfall of the then-proposed Stevenson-Theuerkauf-Preschool-District Office renovation and construction. The COP is a 20-year loan to be paid from the District's revenue sources.

The work performed by staff, architects, and consultants over the summer produced the revised Option G, up for Board action. Staff is requesting the board to consider an increase in the COP amount to \$40,000,000. The estimated annual payment for the \$40 M amount is \$2.62 M. The direction from the Board is the use Fund 25 - Developer Fees to make the payments. The remaining amount owed will be paid from the excess lease revenues from the German International School Silicon Valley (GISSV) at Whisman, and if additional funds are needed still, to use the excess lease payments from the Google leases at both Slater and Theuerkauf.

Staff will present a chart of calculations to outline the payment structure at the board meeting.

Financial Impact:

The estimated annual payment of a \$40,000,000 COP is \$2.62 M. The current estimate for Fund 25 Developer Fees, and the excess GISSV lease payments and the excess Google lease payments are \$2.6 M.

Recommended Motion:

That the Board of Trustees receive the updated Measure G Budget Allocation Summary and direct staff to continue the Certificate of Participation process.

Attachments:

Measure G Master Budget Allocation Summary Funding Sources for COP Payments

Measure G Master Budget Allocation Summary with COP at \$30M

Measure G Master Budget Allocation Summary with COP at \$35M

Measure G Master Budget Allocation Summary with COP at \$40M

IX. REVIEW AND ACTION

A. Stevenson/Theuerkauf/Preschool/District Office Construction and Modernization Projects Schematic Design (Option G) (10 minutes)

Quick Summary / Abstract:

The Board will consider approval of the Option G Schematic Design for Stevenson/Theuerkauf/Preschool and District Office construction projects.

Rationale:

Person Responsible: Dr. Robert Clark, Associate Superintendent/Chief Business Officer

At the June 16, 2016 meeting, the Board directed Dreiling Terrones Architecture (DTA) to pursue Stevenson Option E, relocation of the Preschool program from the Slater site and rebuilding of the District Office.

District Staff, Greystone West, and DTA worked over the summer to update Option E to encompass all three elements. The new plan is titled Option G.

Option G was presented to Stevenson staff and community members at a meeting on August 1, 2016. DTA and staff incorporated the feedback and an updated Option G was presented to the Board for review and discussion on August 18, 2016.

Board approval will allow architect and staff to develop plans and specifications based on Option G.

Financial Impact:

The estimated total project cost for all elements combined is \$40,453,789. Funding will come from the 2012 Measure G Bond Program – Fund 21.

Recommended Motion:

That the Board of Trustees approve the
Stevenson/Theuerkauf/Preschool/District Office Construction and
Modernization Projects Schematic Design (Option G).

Attachments:

Stevenson-Theuerkauf-Preschool-District Office Schematic Design

**B. Management, Supervisory, Preschool Teacher, and Confidential Staff
2016-2017 Salary Schedules (5 minutes)**

Quick Summary / Abstract:

The Board will consider approval of salary schedules for management staff, supervisory staff, confidential staff and preschool teachers for 2016-17.

Rationale:

**Person Responsible: Dr. Robert Clark, Associate
Superintendent/Chief Business Officer**

Mountain View Whisman School District has a past practice of providing the same salary increase to unrepresented staff as was provided to the teaching staff. The Board took action on August 18, 2016 to ratify the tentative agreement with the Mountain View Educators Association (MVEA) that included an 8% salary increase. The revised 2016-2017 Management Salary Schedule combines both Certificated and Classified management staff. The Confidential Classified staff, Supervisory staff and Preschool teacher schedules are attached as well to reflect the 8% increase. The new salary would be retroactive to July 1, 2016.

Financial Impact:

The estimate for the increase is \$543,412 per year.

Recommended Motion:

That the Board approve the updated Management, Supervisory, Confidential staff and Preschool teacher 2016-2017 Salary Schedules, as presented.

Attachments:

2016-2017 Confidential Classified Salary Schedule
2016-2017 Management Salary Schedule
2016-2017 Preschool Teacher Salary Schedule
2016-2017 Supervisory Salary Schedule

C. 2017 Plan Year Employee Health Benefits Matrix (5 minutes)

Rationale:

Person Responsible: Dr. Robert Clark, Associate Superintendent/Chief Business Officer

The 2017 Plan Year Employee Health Benefits Matrix has been updated to reflect the implementation of the ratified California School Employees Association (CSEA) contract and to extend that same benefit to Management and Other Non-represented employees.

The updated Matrix will provide the same benefit contributions to all Mountain View Whisman School District employees. The District will contribute toward the monthly premium amount in the following manner: 95% of single plans, 90% of two-party plans, and 85% of family plans.

Both CSEA and Management had a tiered structure of benefit coverage based on the year of hire. The new Matrix provides all staff members the same health benefit.

Financial Impact:

Unknown, until all employees have the opportunity to go through Open Enrollment (November 1-December 2, 2016) and make necessary changes to current plans. A rough order of magnitude cost estimate for both CSEA and Management/Unrepresented staff could be approximately \$1 million.

Recommended Motion:

That the Board approve the 2017 Plan Year Employee Health Benefits Matrix as presented.

Attachments:

2017 Plan Year Health Benefits Matrix

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XII. FUTURE BOARD MEETING DATES

Quick Summary / Abstract:

September 15, 2016	Resolution on Instructional Materials
October 6, 2016	Child Nutrition Update
October 20, 2016	School Site Plans
November 3, 2016 Updates	Annual Enrollment Policy Updates, Task Force

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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.