

# MUROC JOINT UNIFIED SCHOOL DISTRICT REGULAR BOARD MEETING

## **BOARD OF TRUSTEES**

Sherman Burkhead Jr., President  
Melinda Marchlewicz, Clerk  
Matt Carter, Member  
Raymond Howard, Member  
Casie Tucker, Member

## **SUPERINTENDENT**

Michael L. McCoy Ph.D.

## **STUDENT BOARD MEMBERS**

Kevin Copeland, Desert High School  
Andrew Cordes, Boron High School

## **BOARD MEETING MINUTES**

**February 8, 2017**

### **PRESENT**

Sherman Burkhead Jr., Matt Carter, Melinda Marchlewicz, Raymond Howard, Casie Tucker, Michael McCoy, Kevin Copeland, Andrew Cordes

### **ABSENT**

None

### **CALL TO ORDER**

President Burkhead Jr. called the meeting to order at 6:00 p.m.

### **FLAG SALUTE**

Mr. Matt Carter led the flag salute.

### **APPROVAL OF AGENDA**

Superintendent's Report was moved from Reports to after the Approval of Agenda. Revised pages for Personnel Actions: Action Item A-1, Certificated Stipends; A-4, District Volunteers; and new page A-6, Certificated Resignations. Casie Tucker moved, Matt Carter seconded, to approve the agenda as amended. **(Motion approved; vote: 5-0)**

*Vote: Burkhead Jr. Aye Carter Aye Howard Aye Marchlewicz Aye Tucker Aye*

### **SUPERINTENDENT'S REPORT**

### **PUBLIC COMMENTS**

There were no public comments at this time

### **PRESENTATIONS/INFORMATION ITEMS/REPORTS/BOARD POLICY**

#### **Information Items**

MEA and Muroc presented the initial proposal for negotiations for 2017-2020

#### **Reports**

Reports were given by:

**Boron & Desert HS Student Board Members**

**MEA**

**Principals**

**No Report by:**

**CSEA**

**CONSENT AGENDA**

Melinda Marchlewicz moved, Casie Tucker seconded, to approve the following items on the Consent Agenda. **(Motion approved; vote: 5-0)**

*Vote: Burkhead Jr. Aye Carter Aye Howard Aye Marchlewicz Aye Tucker Aye*

**A. Adoption of Minutes**

1. Regular Board Meeting, January 18, 2017

**B. Adoption of Resolutions**

1. Resolution 2-17-01, National School Breakfast Week (March 6-10, 2017)

**C. Deposit Report**, January 2017**D. Vendor History Report**, January 2017**E. Spring Sports Schedules**, Boron and Desert Junior-Senior High Schools**F. Student Body Account Reports**, Branch Elementary, Boron Junior-Senior High, and Desert Junior-Senior High Schools**ACTION AGENDA****A. Personnel Actions:** Raymond Howard moved, Melinda Marchlewicz seconded, to approve the following personnel actions. **(Motion approved; vote: 5-0)**

*Vote: Burkhead Jr. Aye Carter Aye Howard Aye Marchlewicz Aye Tucker Aye*

1. Certificated Resignation (*revised*)
2. Certificated Resignation
3. Classified Substitutes
4. District Volunteers (*revised*)
5. Resolution 2-17-02, Increase in Classified Services, District Secretary
6. Certificated Resignations (*new page*)

**B. Revised Job Description for District Secretary:** Matt Carter moved, Casie Tucker seconded, to approve the revised job description for District Secretary. **(Motion approved; vote: 5-0)**

*Vote: Burkhead Jr. Aye Carter Aye Howard Aye Marchlewicz Aye Tucker Aye*

**C. Revised Job Description and Name Change for Accounts Payable and Business Technician:** Matt Carter moved, Melinda Marchlewicz seconded, to approve the revised job description and name change from Accounts Payable and Benefits Specialist to Accounts Payable and Business Technician. **(Motion approved; vote: 5-0)**

*Vote: Burkhead Jr. Aye Carter Aye Howard Aye Marchlewicz Aye Tucker Aye*

**D. Revised Job Description and Name Change for District Data Technician:** Sherman Burkhead Jr. moved, Casie Tucker seconded, to approve the revised job description and name change from Business and Data Technician to District Data Technician. **(Motion approved; vote: 5-0)**

*Vote: Burkhead Jr. Aye Carter Aye Howard Aye Marchlewicz Aye Tucker Aye*

**E. Revised Job Description and Name Change for Personnel Technician:** Matt Carter moved, Melinda Marchlewicz seconded, to approve the revised job description and name change from Personnel Specialist to Personnel Technician. **(Motion approved; vote: 5-0)**

*Vote: Burkhead Jr. Aye Carter Aye Howard Aye Marchlewicz Aye Tucker Aye*

**F. Student Overnight Trips:****1. Desert High School AFJROTC Senior Cadets Curriculum in Action trip to Travis Air Force Base and San Francisco, March 23-26, 2017**

Raymond Howard moved, Casie Tucker seconded, to approve the Desert High School Senior Cadets overnight trip March 23-26, 2017. **(Motion approved; vote 5-0)**

*Vote: Burkhead Jr. Aye Carter Aye Howard Aye Marchlewicz Aye Tucker Aye*

**2. Desert Junior-Senior High School Students to California State Science Fair at the LA Science Center/Exposition Park, April 24-25, 2017**

Sherman Burkhead Jr. moved, Melinda Marchlewicz seconded, to approve the Desert Junior-Senior High School Science Students overnight trip April 24-25, 2017. **(Motion approved; vote 5-0)**

*Vote: Burkhead Jr. Aye Carter Aye Howard Aye Marchlewicz Aye Tucker Aye*

**G. 2016-17 Consolidated Application and Reporting System (CARS), Phase II:** Casie Tucker moved, Raymond Howard seconded, to approve the 2016-17 Consolidated Application and Reporting System, Phase II. **(Motion approved; vote: 5-0)**

*Vote: Burkhead Jr. Aye Carter Aye Howard Aye Marchlewicz Aye Tucker Aye*

- H. **Agreement with Jeanette L. Garcia & Associates for Financial Audit of the 2016 Measure M General Obligation Bonds:** Melinda Marchlewicz moved, Sherman Burkhead Jr. seconded, to approve the Agreement with Jeanette L. Garcia & Associates for Financial Audit of the 2016 Measure M General Obligation Bonds. **(Motion approved; vote: 5-0)**  
*Vote: Burkhead Jr. Aye Carter Aye Howard Aye Marchlewicz Aye Tucker Aye*
- I. **Proposal with PlaceWorks for Environmental Studies and Documentation for Edwards AFB School Facility Master Plan:** Casie Tucker moved, Melinda Marchlewicz seconded, to approve the District to enter into a contract with PlaceWorks for environmental studies and documentation for Edwards AFB facility master plan. **(Motion approved; vote: 5-0)**  
*Vote: Burkhead Jr. Aye Carter Aye Howard Aye Marchlewicz Aye Tucker Aye*
- J. **Proposal with Pro-Craft Construction Inc. for Investigative Services and Video-Pictographic Records of the Existing Sewer and Drainage Systems at District School Sites:** Sherman Burkhead Jr. moved, Matt Carter seconded, to approve the District to enter into a contract with Pro-Craft Construction Inc. for investigative services and video-pictographic records of the existing sewer and drainage systems at district school sites. **(Motion approved; vote: 5-0)**  
*Vote: Burkhead Jr. Aye Carter Aye Howard Aye Marchlewicz Aye Tucker Aye*
- K. **Proposal with ASM Affiliates for Cultural Resource Studies for Edwards AFB School Facility Project:** Matt Carter moved, Raymond Howard seconded, to approve the District to enter into a contract with ASM Affiliates for cultural resource studies for Edwards AFB school facility project. **(Motion approved; vote: 5-0)**  
*Vote: Burkhead Jr. Aye Carter Aye Howard Aye Marchlewicz Aye Tucker Aye*
- L. **Contract with WLC Construction Services Inc. for Construction Manager Services:** Matt Carter moved, Casie Tucker seconded, to award WLC Construction Services Inc. the contract for Construction Manager Services. **(Motion approved; vote: 5-0)**  
*Vote: Burkhead Jr. Aye Carter Aye Howard Aye Marchlewicz Aye Tucker Aye*

### **BOARD REPORTS/COMMENTS**

President Burkhead Jr. announced the closed session items, and open session ended at 7:30 p.m.

### **CLOSED SESSION**

The Board reconvened in Closed Session at 7:44 p.m. pursuant to Government Code Section 54957 to discuss public employee discipline/dismissal/release/employment; to confer with labor negotiator regarding negotiations with both bargaining units and unrepresented employee groups; and to discuss potential litigation. The Board returned to Open Session at 8:24 p.m. No action to report out.

### **PUBLIC COMMENTS**

There were no public comments at this time

### **ADJOURNMENT**

There being no further business, Matt Carter moved, Raymond Howard seconded, to adjourn the meeting at 8:25 p.m. **(Motion approved; vote: 5-0)**

*Vote: Burkhead Jr. Aye Carter Aye Howard Aye Marchlewicz Aye Tucker Aye*

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Melinda Marchlewicz, Clerk

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March 8, 2017  
 Board Adoption Date