

PIEDMONT UNIFIED SCHOOL DISTRICT
Council Chambers, City Hall
120 Vista Avenue
Piedmont, California 94611

MINUTES OF
Regular Meeting of the Governing Board

January 12, 2011

CALL TO ORDER	Board President Roy Tolles called the meeting of the Board of Education to order at 6:00 p.m.
ESTABLISHMENT OF QUORUM	President Roy Tolles, Vice President Rick Raushenbush; Board Members Martha Jones, Ray Gadbois, June Monach
ADJOURN TO CLOSED SESSION	The Board adjourned to Closed Session at 6:01 p.m. to discuss: A. Conference with District Negotiator Constance Hubbard Regarding 2010-11 Negotiations with the Association of Piedmont Teachers (APT) (Government Code Section 54956.6) B. Conference with District Negotiator David Roth Regarding 2010-11 Negotiations with the California School Employees Association (CSEA), Chapter 60 C. Conference with District Negotiator Randall Booker Regarding 2010-11 Negotiations with the Association of Piedmont Administrators (APSA) (Government Code Section 54956.6)
OTHERS PRESENT IN CLOSED SESSION	Constance Hubbard, Superintendent Michael Brady, Assistant Superintendent, Business Services Dr. David Roth, Assistant Superintendent, Educational Services
RECONVENE TO REGULAR SESSION	Board President Tolles called the Regular Session of the Board of Education to order at 7:06 p.m. and led the Board and audience in the Pledge of Allegiance.
OTHERS PRESENT AT REGULAR SESSION	Constance Hubbard, Superintendent Michael Brady, Assistant Superintendent, Business Services Dr. David Roth, Assistant Superintendent, Educational Services
Report of Action Taken in Closed Session	None
Agenda Adjustments	None
COMMUNICATIONS / ANNOUNCEMENTS (Community) Association of Piedmont Teachers (APT)	Harlan Mohagen, President of the Association of Piedmont Teachers (APT), shared that she will be attending the Governor's Budget Workshop on January 14 th . Stella Kennedy, Piedmont Middle School teacher, stated that she is on the Piedmont Unified School District Evaluation Committee, which consists of administrators and teachers. The committee was formed to examine and research policies and practices of teacher evaluation

all over the world. The committee is under the leadership of facilitator Carol Boyd. Everyone is enthusiastic and optimistic as they examine all possibilities.

California School Employees Association (CSEA)

Terra Salazar, CSEA Chapter 60 President, introduced the newly-elected CSEA executive board: Christine Petersen, 1st Vice President (not present); Steve Lucas, 2nd Vice President (not present); Ruth Sowell, Secretary; Bill Cwynar, Treasurer; Karen Johnson, Communications and Public Relations Officer; Ras Medura, Chief Job Steward; and Maureen Rhodin, past CSEA Chapter 60 President (not present). Ms. Salazar stated all of the CSEA board members are looking forward to working with the PUSD Board this year.

Parent Clubs

None

Student Representative to the Board

Eric Huppert, Student Representative to the Board, reported that:

- Finals are coming up in two weeks – he can't stress how important it is to start studying early!
- Honor Society status will be taken from the first semester grades
- The Advanced Placement Biology classes will be having a parent/student night tonight at which both the parents and student will do a lab project
- The Robotics Club are Number 1 in all of the country in the high school division for the best robot
- The Mock Trial group won the Norcal Invitational
- Tomorrow night is the Instrumental Music concert
- There is a new Boys' Soccer coach, who is great
- Last night, varsity football coach Kurt Bryan stepped down
- The Boys' Cross Country Team and the Football Team both won the NCS scholastic titles, with the GPA for Cross Country being 3.5 and Football's being 3.11
- The Associated Student Body is planning the Winter Ball, which will be on February 5 at the Dunsmuir Mansion
- High school students collected 9,985 lbs. of food for the Alameda County Food Drive, which is down from last year but was still very, very successful
- An after-school study sport program funded by the Boosters has been established

Persons Wishing to Speak to Any Item Not Listed on the Agenda

None

Superintendent Announcements

None

Board President Announcements

None

REVIEW & ACTION ITEMS

Review and "Sunshine" Contract Reopener Proposals for 2011-14 Negotiations Between the District and the California School Employees Association (CSEA), Chapter 60

Superintendent Hubbard stated both groups are continuing in their collaborative mode.

Assistant Superintendent Roth stated there is a long history of working together in an interest-based manner and both groups remain so.

The openers were reviewed and are as follows:

**DISTRICT PROPOSALS FOR 2010-14 NEGOTIATIONS
BETWEEN THE
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION, CHAPTER
60,
AND THE PIEDMONT UNIFIED SCHOOL DISTRICT**

1. Article 4: Evaluations

The District has an interest in updating its process and providing meaningful evaluation to its classified employees to ensure employee success, satisfaction and development.

2. Article 6: Allowances

The District has an interest in clarifying aspects of this article to ensure fiscal prudence, accountability, and providing employees clear notice.

3. Article 11: Leaves

The District has an interest in updating and realigning the article with the allocations provided under the Education Code.

4. Article 12: Salaries

The District has an interest in maintaining financial solvency and stability in these uncertain economic times. The District may also be looking at furlough days and there might be specific adjustments made to the salary for 2011-2012 based upon those furlough day negotiations.

5. Article 13: Longevity

The District has an interest in ensuring that its ongoing expenses are sustainable and fiscally prudent.

6. Article 15: Workday/Week/Year

The District has an interest in looking at paraprofessional work year description and ensuring equity among all classified classifications.

7. Article 16: Legal and Other Holidays

The District has an interest in updating and realigning the article with the allocations provided under the Education Code along with ensuring fiscal prudence with respect to its discretionary "holiday" practices.

8. Article 18: Vacations

The District has an interest in ensuring that its ongoing expenses are sustainable and fiscally prudent.

9. Article 19: Health Benefits

The District has an interest in capping its health benefits contribution as part of its efforts to remain financially viable and to be able to sustain its financial obligations during these challenging economic times.

10. Article 21: Retirement

The District has an interest in containing its post-retirement benefits spending.

11. The District also has an interest in reopening and examining all the MOUs between the Parties and also renegotiating Appendix B (Professional Development).

**CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION, (CSEA)
CHAPTER 60,
PROPOSALS FOR 2010-14 NEGOTIATIONS BETWEEN THE
PIEDMONT UNIFIED SCHOOL DISTRICT AND
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION,
CHAPTER 60**

The California School Employees Association (CSEA), submits the following initial proposal to open contract negotiations for the 2011-12 through 2013-14 school years.

Article 12 – SALARIES

We believe it is in the best interest of both parties to continue offering competitive compensation in order to maintain a support system qualified to preserve the exemplary education provided by the Piedmont Unified School District. At the same time, it is also in our mutual interest to maintain the fiscal health of the District in these unprecedented economic times. Our interest is to determine a competitive compensation that the District can sustain given the current constraints of educational funding.

Article 19 – HEALTH BENEFITS

CSEA understands the importance of maintaining the health of employees—both for the safety of students and for the fiscal health of the District. Therefore, it is in our mutual best interest to provide quality health benefits at a sustainable cost. All options will be examined that will achieve these objectives and maintain our interests above.

Article 23 – Duration of the Contract

This agreement shall become effective July 1st 2011 thru and including June 30th 2014 and shall remain in full force and effect until another agreement is reached by the parties.

Reopeners For 2011/12 and 2012/13 will be salary, health and welfare, plus one article selected by each party.

For 2013/14, it will be a successor agreement.

FUNDS FROM THE 2010 EDUCATION JOBS BILL

In the spirit of the Education Jobs Bill, which was passed to support education jobs in the 2010-11 school year (www.ed.gov), CSEA would like to negotiate on behalf of the Classified unit, a fair and equitable share of these funds, and any additional future jobs funds that may be designated by the State or Federal government to address the preservation of jobs in education.

Ms. Salazar stated that the members of CSEA, Chapter 60 are aware and understand that the State of California is in a financial crisis. Their group has, in the past, practiced interest-based bargaining and will continue to do so.

Resident Jon Elliott, speaking on his own behalf, reiterated his desire that the reopeners be as broad as possible. The union's proposal in the duration to reopen explicitly the budget benefit cost items as well as one or two other items each year, is an important piece of flexibility. He would like to see that in the APT reopeners as well.

There being no one else requesting to speak on this issue, the public hearing was closed.

This item will return for approval at the Board meeting of January 25, 2011.

Review and Adopt 2011-12
Instructional Calendar

Superintendent Hubbard shared that the APT members took a vote over three different versions presented of a possible 2011-12 Instructional Calendar. The version shown in the Board packet received the most votes.

The calendar development process is a negotiable item between the teachers and District negotiators. Therefore, the Instructional Calendar day layout is considered a working condition and has to be negotiated with the Associated of Piedmont Teachers. Superintendent Hubbard expressed her appreciation to the APT for moving the calendar forward as quickly as possible. Many parents have already called asking about the first day of school for 2011-12.

The District and APT have a history of agreeing to a calendar separate from regular negotiations, which is not the case in many other districts. Piedmont teachers have always been willing to work with District negotiators in order to set the next year calendar. The groups had been going through the process of agreeing to a calendar two years in advance. A couple of years ago, extensive meetings were held where parents were polled, had calendar meetings and input sessions. All of the input was given to the Instructional Calendar Committee to review prior to going into the committee for voting.

Also for the 2011-12 Instructional Calendar, potential furlough days needed to be identified in advance. Superintendent Hubbard realizes there is some unhappiness about not having the proposed Instructional Calendar out longer for public comments. The Instructional Calendar reflects the first day of school for students as Wednesday, August 24, 2011. It mirrors the concept of five unpaid days that teachers and other certificated staff would take. Of those 5 furlough days, only two student instructional days will be lost.

Mary Ireland, chair of the Associated Parents Clubs of Piedmont, indicated her willingness to send out a survey in June of this year to provide comments for the development of a 2012-13 calendar. Board members were in agreement with this proposal and thought it would be helpful to get feedback from parents on this year's schedule given the many changes instituted (Weekly Monday Collaboration Days, conference schedule, shortened President's Day Recess). President Tolles would like to see high school students included in the survey.

Eric Huppert, Student Representative to the Board, echoed his approval of the days off during the school year. He said most of those days are spent studying. He hopes that some day, finals can be administered before Winter Recess.

It was moved by Vice President Raushenbush, seconded by Board Member Jones, and passed unanimously to adopt the 2011-12 Instructional Calendar.

Review of 2011-12 District Budget Development Calendar

The development of the annual budget is an important process that ensures fiscal solvency and the achievement of the District's educational goals. The process begins early so that timely decisions can be made to adjust existing programs and to evaluate new expenditure proposals for possible inclusion in the adopted budget.

The Board's "Guiding Principles" for 2010-11, 2011-12, and 2012-13 Budget Development", presented at the Board meeting of June 9, 2010, was also provided at tonight's meeting. In anticipation of the upcoming budget development cycle, Superintendent Hubbard asked that Board Members provide suggested revisions to the Guiding Principles to Board Member Monach, who will draft an updated version for the Board's review at a future meeting.

Modifications to the draft calendar were requested by the Board; the revised calendar will return for adoption at the January 25, 2011 Board meeting.

Presentation and Acceptance of 2009-10 Annual Financial Report (Audit Report)

Terri Montgomery, Managing Partner of Vavrinek, Trine & Day Co, LLP, the District's independent auditing firm, reviewed the District's 2009-10 Annual Financial Report with the Board. She stated that the purpose of the audit is to verify that the numbers from the unaudited actual are accurate.

The only audit adjustment proposed was under the "Buildings and Equipment" and Long-Term Debt. No funds needed adjustment.

As an auditor, Ms. Montgomery indicated this shows a clean picture for the District because there are no adjustments to the funds.

A summary of audit opinions were all "unqualified" (good) for: Financial Statements, how the District spends federal grants, and the assets of what the State gives to the District.

Under Recommendations and Observations, the only improvement recommended was to the PHS Associated Student Body Funds, which is most often because there are not enough people to provide their own oversight of process. Ms. Montgomery noted that not every site is visited every year; they rotate sites. Just because there are comments regarding Piedmont High School/Millennium High School does not mean there are no recommendations for the Middle School, as well.

Board Member Jones asked how the District can improve on the ASB recommendation. Assistant Superintendent Brady stated that protocols are already in place but staff must have adequate training. He wanted to note that nothing being expended in the ASB expenditures was considered inappropriate. Some issues may be due to people not turning in their receipts, rather than a staff member not having proper training.

Superintendent Hubbard stated that the auditors are invited to return to review any past deficiencies. She also added that although the District is not required to have an independent auditor present the audit findings, she feels it is a good opportunity for direct contact between the Board and independent auditor in the event the Board has any questions.

The Board thanked both Assistant Superintendent Brady and Michelle Nguyen, Director of Fiscal Services, for all of their time and research to prepare for the audit report.

It was moved by Board Member Gadbois, seconded by Board Member Jones, and passed unanimously to accept the 2009-10 Annual Financial (Audit) Report.

Assistant Superintendent Brady stated the General Obligation Bond Audit will be brought to the Board at the next Board meeting.

INFORMATION ITEMS Budget Update

Assistant Superintendent Brady shared that the cash flow will remain the same. The Governor's proposed budget does not alter any of the District's current projections/assumptions. A Governor's Budget Workshop will be held on January 14, 2011, and there will be a meeting on Monday with the County, which may answer some of the District's State deferral questions.

Announcement of Tuesday, January 25, 2011 Regular Board Meeting

Superintendent Hubbard announced that the next regular Board meeting will be held on Tuesday, January 25th, due to the Superintendent's attendance at the Annual Statewide Superintendents' Symposium taking place from Wednesday, January 26, through Friday, January 28, 2011 in Monterey.

Annual Celebration of the Life and Teachings of Dr. Martin Luther King, Jr.

Superintendent Hubbard announced that this annual event will be held at the Piedmont Community Hall, 711 Highland Avenue on Monday, January 17, 2011, from 11:30 a.m. to 4:00 p.m.

CORRESPONDENCE

Board Member Monach reported that the following communications were received:

- Budget input from a parent
- Communication from the Piedmont Civic Association, a web-based news site, will be publishing the school board recaps on their site
- Several emails were received from a Witter Field neighbor regarding the El Cerrito Gate closure and unauthorized field use, both of which staff is responding to
- Parent feedback was received on the school board recap
- An email was received from a member of the community who provided public comment at a Board meeting regarding the Witter Field policy
- An email from the PMS library staff was received with a link to the PMS Library newsletter
- Emails were received on input on the Instructional Calendar, one was on the development process and the other was a request to the Board to postpone it's decision on adopting the calendar

Board Member Jones also received a couple of emails directed to her regarding the Instructional Calendar.

President Tolles received a telephone call regarding the Instructional Calendar.

BOARD REPORTS

Board Member Gadbois attended a Piedmont High School Parent Club meeting.

Board Member Monach announced an upcoming forum being sponsored by the League of Women Voters and the Piedmont Educational Foundation on February 16th from 7:00-9:00 p.m. at the Piedmont Community Hall. A panel will speak regarding school funding and how to help make resources count. She also thought other Board members may be interested in the December issue of the Piedmont Highlander.

Board Member Jones attended a GATE Advisory Committee meeting and a Piedmont High School Site Council meeting. She commented on how much the process has improved on both committees in receiving a lot of different input and the publishing of the agendas.

Vice President Raushenbush attended a Havens Parent Club meeting.

President Tolles advised of an Alameda County School Boards Association annual dinner meeting on January 20th in the event other Board members are interested in attending. He also advised the other Board members about a tentative meeting scheduled on January 28th with Senator Loni Hancock and State Treasurer Bill

Lockyer for interested Board members. The meeting is by invitation, only.

Superintendent Hubbard mentioned that \$4.7 million in construction funds is being released by the State to the District's bond fund, which are expected to arrive by the beginning of February.

CONSENT CALENDAR

President Tolles acknowledged a grant in the amount of \$1,000 by Margaret and Matt Heafey, with requested use for the High School Student Center/Piper Café tables and chairs.

Regarding Item F. "Quarterly Report of Complaints received under Williams Settlement Agreement", Superintendent Hubbard wanted to bring to the Board and community's attention that although these quarterly reports come to the Board on a routine basis, it is because of custodians and maintenance workers that there are continually no complaints submitted. These employees ensure that everything is in order and she publicly wanted to thank them.

It was moved by Vice President Raushenbush, seconded by Board Member Monach and passed unanimously to adopt the Consent Calendar as presented below:

- A. Accept Grant (as acknowledged above)
- B. Adopt Regular Board Meeting Minutes of December 8, 2010
- C. Approve Personnel Action Report
- D. Approve Financial Report of the District for the Month of December 2010
- E. Authorization for Assignment Out of Credentialed Area Education Code annually allows assignment of existing staff to areas outside of their credentialed teaching area under specific criteria
- F. Approve Quarterly Report of Complaints received under Williams Settlement Agreement (for Oct-Nov-Dec 2010)
- G. Special Education Agreements / Reimbursements:
 1. Approve one Individual Service Agreement with Milestones, to provide ABA therapy during school vacation periods for one student, effective November 11, 2010 through April 15, 2011, at a total cost not to exceed \$2,443.50. Funding: Special Education
 2. Approve one Individual Service Agreement with Dori Maxon, Pediatric Contracting Services, Inc., to provide a physical therapy evaluation and attend an IEP meeting for one student, effective November 3, 2010 through June 30, 2011, at a total cost not to exceed \$1056.00. Funding: Special Education
 3. Approve one Independent Contractor Agreement with Starfish Therapies, to provide physical therapy for one student, effective January 18, 2011 through June 30, 2011, at a total cost not to exceed \$5,062.50. Funding: Special Education
 4. Approve one Individual Service Agreement with Speech, Inc., to provide speech therapy for one student, effective January 18, 2011 through June 30, 2011, at a total cost not to exceed \$2,691.00. Funding: Special Education
 5. Approve one Individual Service Agreement with American Cab Express, Javed Kahn, to provide non-public

transportation for one student, effective January 23, 2011 through June 9, 2011, at a total cost not to exceed \$11,770.00. Funding: Special Education

6. Approve one reimbursement to parents for non-public transportation costs for one student, effective August 18, 2010 through November 4, 2010, at a total cost not to exceed \$916.50. Funding: Special Education
7. Approve one reimbursement to parents for tutoring costs for one student, effective November 10, 2010 through December 19, 2010, at a total cost not to exceed \$900.00. Funding: Special Education
8. Approve one Master Contract and one Individual Service Agreement with Family Life Center, to provide basic educational services for one student, effective January 3, 2011 through June 28, 2011 at a cost not to exceed \$22,417.98. Funding: Special Education

FUTURE AGENDA ITEMS

Future agenda items are as follows:

- Comprehensive Update on Bond Program Budgets and Anticipated Cash Flow Demand (Jan 25)
- Approve Consolidated Application, Part II (Jan 25)
- Adopt Yearly Budget Development Calendar (Jan 25)
- Presentation: 7th Grade Students, PMS, CPR Training (Jan 25)
- State Budget Update (Jan 25)
- Application Opening of Arthur Hecht Volunteer of the Year Award (Jan 25)
- SARCS (Student Accountability Report Cards) (Jan 25)
- Review & Approve Facilities Funding Agreement for Upkeep of City and School District Athletic Facilities ("Preservation Fund") (Jan 25)
- Report from Citizens' Advisory Committee to the Parcel Tax Program (Jan/Feb)
- Approve School Site Safety Plans for All School Sites (Jan/Feb)
- Special Board Meeting to Discuss Interdistrict Transfers (TBD)
- Uniform Complaint Form Board Policies (TBD)
- Conduct First Reading of Proposed Revised Board Policy 5144, "Discipline" (title to be changed to "*Student Discipline*") (TBD)
- Conduct First Reading of Special Education Board Policies (TBD)
- Review of Board Bylaws (Section 9000) (TBD)


Vice President Raushenbush felt there should be an item regarding the layoff situation (layoff sooner or later?). The Board President will work with the Superintendent on this issue.

District staff was asked if any Open Enrollment (Romero Bill) interdistrict transfers have been received, to which Assistant Superintendent Roth responded no.

It was added that the Witter Field sign needs more specific wording. There seems to be confusion over organized vs. unorganized use. One idea is to provide a specific number of how many people can be on the field for "unorganized" use.

ADJOURNMENT

There being no further business and with no objections by the Board, President Tolles adjourned the meeting at 9:07 p.m.



ROY TOLLES, Board President
Piedmont Unified School District
Board of Education



CONSTANCE HUBBARD
Secretary, Piedmont Unified School District
Board of Education