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## PIEDMONT UNIFIED SCHOOL DISTRICT Board of Education

REGULAR MEETING  
Wednesday, June 24, 2009

Council Chambers, City Hall  
120 Vista Avenue, Piedmont

Closed Session: 6:00 p.m.  
Regular Session: 7:00 p.m.

### A G E N D A

- 6:00 p.m. I. CALL TO ORDER
- II. ESTABLISHMENT OF QUORUM  
A majority of the Governing Board must be present in order to establish a quorum, allowing the Board to conduct business.
- 6:01 p.m. III. ADJOURN TO CLOSED SESSION  
Members of the public may speak to any Closed Session item on the agenda. The Board President may limit speaker time.
- A. Conference with District Representative Constance Hubbard  
Regarding 2009-10 Negotiations with the Association of  
Piedmont Teachers (APT)  
(Government Code Section 54956.6)
- B. Conference with District Representative Constance Hubbard  
Regarding 2009-10 Negotiations with the California School  
Employees Association  
(Government Code Section 54956.6)
- C. Public Employee Discipline/Dismissal/Release  
(Government Code Section 54957)
- 7:00 p.m. IV. REGULAR OPEN SESSION
- A. Call to Order
- B. Pledge of Allegiance
- C. Report of Action Taken in Closed Session
- D. Agenda Adjustments

- 7:05 p.m. V. COMMUNICATIONS / ANNOUNCEMENTS  
 The comments are informational only, covering items of interest to the Board, staff and community.  
 A. Association of Piedmont Teachers (APT)  
 B. California School Employees Association (CSEA)  
 C. Persons Wishing to Speak to Any Item Not Listed on Agenda  
 D. Superintendent  
 E. President, Board of Education
- VI. REVIEW AND ACTION ITEMS  
 (The Board President may limit speaker time)
- 7:10 p.m. A. \*Approve Personnel Action Report Pages 5-11  
 (Superintendent Hubbard)  
 The Personnel Action Report, usually approved under the Consent Calendar, was placed under Review & Action to indicate the employees who will have their lay off notice rescinded, and temporary teachers who are re-hired for the 2009-10 school year.
- 7:20 p.m. B. \*Conduct Public Hearing, Adopt 2009-10 District General Fund Budget and All Budgets Operated by the District; and Adopt Resolution 26-2008-09, "Authorizing Year-End Budget Transfers" Pages 12-15  
(Budget packet separate item)  
 (Superintendent Hubbard)  
 1. A public hearing will be conducted regarding the District Budget General Fund and all other funds operated by the District  
 2. Adopt Resolution 26-2008-09, "Authorizing Year-End Budget Transfers"
- 8:00 p.m. C. PUSD Seismic Safety Bond Program: Pages 16-18  
 1. \*Award Bid for Electrical Work, Beach Elementary School  
 (David Burke, Seismic Safety Bond Program Manager)  
 The District is scheduled to begin the installation of three portable classrooms at Beach Elementary School. These classrooms are required to provide additional student capacity at Beach to accommodate kindergartners from Havens and Wildwood during seismic renovation work. The required utility work to install these portables necessitated the public bid of the electrical services scope of work. The Board will be requested to approve the bid from the lowest responsible bidder, Pacific Power & Systems, Inc., at a total amount not to exceed \$74,415
- 8:10 p.m. VII. INFORMATION ITEM  
 A. Announcement of Annual Board Reorganization  
 (Superintendent Hubbard)  
 The Board will reorganize for the 2009-10 school year by appointing a President and Vice President at the regular Board meeting of July 8, 2009
- 8:15 p.m. VIII. CORRESPONDENCE
- 8:20 p.m. IX. BOARD REPORTS

8:25 p.m.

X. CONSENT CALENDAR: ACTION ITEMS

The following items are considered routine and can be handled with one action since it is recommended that all items be approved unanimously.

Board members may request any item(s) be removed from the Consent Calendar and considered separately.

- A. \*Adopt Regular Board Meeting Minutes of June 10, 2009 Available at Board Meeting
- B. \*Accept Donations Page 29
- C. \*Approve District's *Intent to Participate* in the Alameda County School Services of California, Inc. Consortium Contract effective July 1, 2009 through June 30, 2010, at a total cost not to exceed \$1,664 (Piedmont portion) Pages 20-21
- D. \*Approve Agreement Between District and Lozano Smith Law Firm for Legal Services for 2009-19 School Year Pages 22-23
- E. \*Adopt Resolution 27-2008-09, "Declaration of Surplus Property – Obsolete Textbooks, Millennium High School" Page 24  
The Board will be requested to adopt this Resolution in order to declare outdated textbooks at Millennium High School as obsolete and donate them to a non-profit organization

8:30 p.m.

XI. FUTURE BOARD AGENDA ITEMS

→ **SUBJECT TO CHANGE** ←

- Reorganization of the Board (July)
- Review of Board Committee Assignments (July)
- Review of Board Bylaws (Section 9000) (TBD)
- Board Policy/Administrative Regulations 6163.4, "Acceptable Use of Technology" (TBD)

8:35 p.m.

XII. ADJOURNMENT

Next **Regular** Board of Education Meeting:  
Wednesday, July 8, 2009  
7:00 p.m.  
City Hall, Council Chambers, 120 Vista Avenue, Piedmont

Please be advised that any communication sent to the Board of Education is subject to the Freedom of Information Act and can be viewed by the public, unless it is of a confidential issue covered under the Brown Act.

Board Agenda Material  
(in compliance with Senate Bill 343)

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Public Comment

Individual speakers are asked to limit their comments for any item on the agenda to not more than three minutes in order to allow everyone who wishes to speak the opportunity to do so. Groups are asked to limit comments to a total of ten minutes.

ADA Assistance

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Superintendent's Office at (510)594-2614. Notification by Monday noon preceding the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

*The scheduling of time for agenda issues is approximate.*

\*Attachment

Board Meeting of  
June 24, 2009

TO: Board of Education  
FROM: Constance Hubbard, Superintendent  
SUBJECT: **APPROVE PERSONNEL ACTION REPORT**

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I. **SUPPORT INFORMATION**

Attached is the Personnel Action list that is customarily included as part of the Consent Calendar. It is included as a separate action item because it reflects the employees who will have their layoff notice rescinded and temporary teachers who are re-hired for the 2009-10 school year. It also includes the classified personnel who are released prior to serving their probationary period. These employees are released "without cause" in order to reduce the number of permanent employees subject to lay off.

The list of employees reflects programs that were retained because of the passage of Measure E by the voters on June 2, 2009. The District is grateful for the continued support of the students in Piedmont. In addition to the revenue from Measure E, the 2009-10 budget reflects the reduction of programs and services provided by approximately 12 full-time certificated and classified employees per the attached summary of Level I reductions. Retirements and resignations were instrumental in the ability of the District to maintain many permanent employees.

Because the State budget remains in flux, the District is proceeding cautiously in the assignment and re-hire of teachers and support staff. The additional support from Measure E also affords the District the ability to not pursue the special August layoff provisions available this year that would have been required as part of the Level II reductions. It is anticipated, however, that there will be a lay off for the 2010-11 school year. The determination of the programs, therefore the employees affected, will be identified as a result of the priority setting process that the Board has begun and will continue through the Fall of 2009-10. The Board will provide opportunities for the parents, community, support organizations, teachers, support staff, administrators and students to participate in the process.

II. **RECOMMENDATION:REVIEW & ACTION**

Approve Personnel Action Report

Attachments

PIEDMONT UNIFIED SCHOOL DISTRICT  
Piedmont, California

June 24, 2009

TO: Members of the Board of Education  
FROM: Constance Hubbard  
SUBJECT: Personnel Action

**SUBJECT TO BOARD APPROVAL**

(All positions listed are continuing or replacements from the 2008-09 school year)

**Rescind Layoff**  
**Certificated**

Jessica Roine	Fifth Grade	Havens
Hannah Bjork	Spanish	PMS
Brett Lane	P.E.	PMS
Karen Blanpied	Social Psychology	PHS
Susan Simonds	Art	PHS/MHS

**Employment**  
**Certificated**

Glen Melnik Effective 2009-10 school year	Science Teacher .2 F.T.E. Temporary (1.0 F.T.E. Total)	PHS
Amy Moorhead Effective 2009-10 school year	P.E./Dance Teacher .4 F.T.E. Temporary (1.0 F.T.E. Total)	PHS
Anne Peacock Effective 2009-10 school year	Social Psychology .3 F.T.E. Temporary	PHS
Jeff Peters Effective 2009-10 school year	Special Ed/ P.E. Teacher .4 F.T.E. (1.0 F.T.E. Total)	PHS
Shoshana Beary Effective 2009-10 school year	Kindergarten Teacher .3 F.T.E. Temporary	Wildwood
Jennifer Powell Effective 2009-10 school year	Third Grade Teacher 1.0 F.T.E. Temporary	Wildwood
Kathleen Schneider Effective 2009-10 school year	Kindergarten Teacher 1.0 F.T.E. Temporary	Wildwood
Joanne Chace Effective 2009-10 school year	Second Grade Teacher 1.0 F.T.E. Temporary	Havens
Laura Remer Effective 2009-10 school year	Librarian .6 F.T.E. Temporary	Havens
Rebecca Tretola Effective 2009-10 school year	Third Grade Teacher 1.0 F.T.E. Temporary	Beach

6

Kech Carera Effective 2009-10 school year	Counselor .2 F.T.E. Temporary (.8 F.T.E. Total)	PMS
Anne Smith Effective 2009-10 school year	Film Teacher .4 F.T.E. Temporary	PMS

**Reduced Workload  
Certificated**

Marian Snyder Effective 2009-10 school year	First Grade Teacher .5 F.T.E. Reduction (.5 F.T.E. Assignment)	Havens
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**Request for Leave of Absence  
Certificated**

Barbara Flores Effective 2009-10 school year	Librarian .4 F.T.E. Leave (.4 F.T.E. Assignment)	Havens
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Cynthia Kopper Effective 2009-10 school year	Science/Yearbook Teacher .4 F.T.E. Leave (.6 F.T.E. Assignment)	PMS
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Christine Larkin Effective 2009-10 school year	Special Ed Teacher	PMS
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Randall Simms Effective 2009-10 school year	Counselor	PMS
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Lianne Morrison Effective 2009-10 school year	Kindergarten Teacher .3 F.T.E. Leave (.7 F.T.E. Assignment)	Wildwood
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Jenny Jackson Paton Effective 2009-10 school year	Third Grade Teacher .2 F.T.E. Leave (.8 F.T.E. Assignment)	Wildwood
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**Maternity/Childrearing Leave  
Certificated**

Stephanie Valdez-Kaminsky Effective 8/24/09 – 1/3/10	Fifth Grade Teacher	Beach
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**Resignation  
Certificated**

Susan Olson Effective 6/12/09	Mandarin Teacher	PHS
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Amanda White Effective 6/12/09	Special Ed Teacher	PMS
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Barbara Davidson Effective 6/12/09	School Psychologist	District
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**Retirement  
Certificated**

Dan Garvin Effective 6/13/09	Site Technology Coordinator	PHS
Patricia Hellman Effective 6/26/09	School Psychologist	District
Pearl Johnston Effective 6/13/09	Second Grade Teacher	Havens
Leah Krogh Effective 6/13/09	Third Grade Teacher	Havens
Pamela Rafanelli Effective 6/13/09	Second Grade Teacher	Beach
Judy Soden Effective 6/13/09	Special Ed Teacher	Wildwood

**Request for Leave of Absence  
Administrator**

Carol Cramer Effective 2009-10 school year	Principal .1 F.T.E. Leave (.9 F.T.E. Assignment)	Wildwood
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**Retirement  
Classified**

Anita Bryson Effective 6/13/09	Paraeducator	Beach
Ann Chandler Effective 6/13/09	Paraeducator	Beach
Catherine Nemechek Effective 6/13/09	Library Assistant	Beach
Kathryn Parish Effective 6/13/09	Paraeducator	Havens

**Rescind Layoff  
Classified**

Linda Beiram	Paraeducator	Beach
Nancy Bowen	Paraeducator/School Clerk	Beach
Kate Coysh	Special Ed Paraeducator	Beach
Julie Guiney	Paraeducator	Beach
Barbara Love	Paraeducator/School Clerk	Beach
Kathy Moody	Paraeducator	Beach
Pannipa Sieben	Paraeducator	Beach



Nancy Andrada	Paraeducator	Havens
Kayvon Beiram	Paraeducator	Havens
Suzanne Binder	School Clerk	Havens
Jason Compton	Paraeducator	Havens
Kelly Ellis	Paraeducator	Havens
Cecile Gunst	Paraeducator	Havens
Barbara Horst	Paraeducator	Havens
Veronica Hsieh	Paraeducator	Havens
Laura Jew	Special Ed Paraeducator	Havens
Mary Leon	Paraeducator	Havens
Carole Lowenberg	Paraeducator	Havens
Gloria Molina Yepsen	Paraeducator	Havens
Karen Palmer	Paraeducator	Havens
Naima Reddick	Special Ed Paraeducator	Havens
Laura Remer	Library Assistant	Havens
Helle Vistisen	Library Assistant	Havens
Mary Wooster	Paraeducator	Havens
Virginia Wright	Paraeducator	Havens
Susan Carroll	Paraeducator	Wildwood
Mary Carter	Paraeducator	Wildwood
Jill Diaz	Paraeducator/School Clerk	Wildwood
Diana Feiger	Paraeducator	Wildwood
Marta Krampitz-Dickson	Special Ed Paraeducator	Wildwood
Sheila Langmaid	Paraeducator	Wildwood
Karen Poirier	Paraeducator	Wildwood
Deborah Rego	Library Assistant	Wildwood
Cameron Rowe	Paraeducator	Wildwood
Donalda Selfors	Paraeducator	Wildwood
Sherry Shoptaugh	Special Ed Paraeducator	Wildwood
Ann Hall	Library Assistant	PMS

Karen Johnson	Library Assistant	PHS
Katrina Johnson	Library Assistant	PHS
Jeff Raabe	Coordinator Special Projects	District
Sally Gunderson	Attendance Secretary	Adult Ed
Ron Mockel	Administrative Assistant	Adult Ed
Susan Pinarcik	Administrative Assistant	Adult Ed
Maureen Rhodin	Administrative Assistant	Adult Ed
Terra Salazar	Administrative Assistant	Adult Ed

## State Budget Impact on Piedmont Unified School District

### State Budget Situation (Source: Public Policy Institute of California, www.ppic.org)

- In the recently enacted State budget, a gap of more than \$41 billion was closed through a combination of spending cuts, revenue increases, federal stimulus funds, borrowing, and line-item vetoes.

### Impact on Local Education Budget (Source: Report to the Board of Education, April 29, 2009)

The State budget impact on PUSD is significant. Current estimates put the District shortfall at a minimum of \$1.6 million beginning in FY 2009-10. Now that the State budget measures have failed, our final plans are dependent on the Governor's revised budget, the impact of federal stimulus funds, and the upcoming school parcel tax election.

- **Level I:** Even if both Measures B & E pass, and the State budget situation does *not* worsen, the District recommends that the 'LEVEL I' reductions and allowable revenue adjustments below are made. With the failure of the State measures, this scenario is still possible if additional cuts in State funding now proposed by the Governor are fully offset by federal stimulus funds.

➤ 5.5 FTE Certificated Staff	\$450,000
- Increase class size in grades 6 – 12	
- Reduce administrative staff/services	
- Do not replace counselors on leave for 2009-10	
➤ 5.0 FTE Classified Staff	\$250,000
- Reduce paraeducator support services as classroom aides and occupational therapy services	
- Reduce gardening and grounds services	
- Assign current maintenance personnel to plant management / supervision at Emery campus (bond program)	
➤ Transfer from Adult Education Program (State Tier III Flexibility provisions)	\$125,000
➤ Sweep allowable categorical program ending fund balance	<u>\$100,000</u>

**'LEVEL I' REDUCTIONS: \$925,000**

- **Level II:** If Measure B passes, but Measure E does not pass OR the State/federal budget situation gets worse, on top of the Level I cuts, an additional \$750,000 in cuts would need to be made, totaling \$1.675 million:

➤ 3.5 FTE Certificated Staff	\$350,000
- Eliminate positions such as department chairs, activities coaches, music accompanists	
- Reduce K-12 library services	
- Reduce K-12 counseling services	
- Reduce PMS/PHS site administrative staff/services	
➤ 6.0 FTE Classified Staff	\$400,000
- Reduce Library Assistants	
- Reduce paraeducator support (classroom aides) Grades K-3	_____
- Reduce custodial staff K-12	
	<u>\$750,000</u>

**'LEVEL II' REDUCTIONS = 'LEVEL I' + \$750K: \$1,675,000**

- **Level III:** If Measure B passes, but Measure E does not pass, AND as a result of legislative action the State budget situation worsens, salary roll-back and benefit reductions for employees, and/or a reduction of the school year, as proposed by the Governor, would need to be negotiated and considered for the FY 2010-11 budget.

Board Meeting of  
June 24, 2009

TO: Board of Education

FROM: Constance Hubbard, Superintendent  
Michael Brady, Assistant Superintendent, Business Services  
Michelle Nguyen, Director of Fiscal Services

SUBJECT: **CONDUCT PUBLIC HEARING; ADOPT 2009-10 DISTRICT GENERAL  
FUND BUDGET AND ALL BUDGETS OPERATED BY THE DISTRICT**

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I. **SUPPORT INFORMATION**

Districts are required to adopt a budget prior to June 30 of each year for the next fiscal year. Because the State Budget is still in flux, and actual expenses for the year ending June 30 are not determined, changes are expected in the revised budget that will be presented within 45 days after the State Budget is adopted. It will reflect the information from the Approved State Budget and the year-end Financial Reports of the District. Given the tremendous uncertainty of the State's fiscal climate, the Revised Budget could differ significantly from the Adopted Budget.

A Public Hearing will be conducted in order for the Board to receive input on the budget. After the hearing, the Board is requested to approve the 2009-10 District Budget. Staff will submit all of the required documentation by the statutory deadline of July 1, 2009.

Under separate cover are summaries of each fund and the list of assumptions used in the development of the 2009-2010 Budget. The General Fund is the most significant of the funds managed by the District because it represents the day-to-day operations of the District. It is the only fund that is not entirely restricted as to expenditures of funds received from all sources. Included is a chart that depicts the sources of revenues and expenditures for the General Fund, the Budget Adoption Calendar, enrollment projections and the multi year projections for 2010-11 and 2011-12. The summary forms recap the information included in the Standardized Account Code Structure (SACS) format that is required by the State.

In addition to the assumptions included for each fund, it is important that the following trends affecting the budget are recognized:

- Programs included as essential in Piedmont students' experience have been maintained and are included as part of the 2009-10 budget. However, the budget reflects \$700,000 in "Level 1" ongoing cuts approved by the Board following the Second Interim report in March of 2009.
- Collective bargaining agreements have been reached with the Association of Piedmont Teachers (APT), but the District has not settled with the California School Employees Association (CSEA) nor the Association of Piedmont School

Administrators (APSA). The existing agreements for CSEA and APSA will lapse on June 30, 2009. The terms of these agreements will remain in effect until new agreements are reached.

- The reserve level for economic uncertainty in the General Fund meets the required minimum of 3%.
- State and federal support for public schools in California have fluctuated greatly in the last few years. However, 2009 was (and remains) a particularly devastating year for public education funding. Although there was a Statutory 5.66% COLA as part of the May Revise for 2008-09, this COLA was not funded and had a deficit factor of 11.42% applied, netting a -6.41% loss in revenue limit funding. The revenue limit reduction will continue for 2009-10 and is further decreased by an additional 3.45%, for a total loss in revenue limit of 17.967%.
- In addition to a 17.967% deficit factor applied to the Statutory Cost of Living Adjustment (COLA), categorical program funding (K-3 Class Size Reduction, Economic Impact Aid, School/Library Improvement, Instructional Materials, 7-12 Supplemental Counseling, Arts & Music Block Grant, School Safety, and the Pupil Retention Block Grant) realized cuts of 15.38% in 2009 and will be cut an additional 4.46% in 2009-10.
- The widening gap between the increase in the operational cost of programs and a decrease in State funding due to declining enrollment has been closed by the support of the Piedmont community through renewal of the existing Parcel Tax, and the passage of an emergency Parcel Tax measure to provide temporary relief (as needed) for up to three years (2009/10 – 2011/12). Continued donations from support groups such as the Parent Clubs and Piedmont Educational Foundation, and a decrease in costs in multiple areas have afforded the District the ability to sustain its educational program for students.
- The Parcel Tax support has been an essential component of the District's revenue for the maintenance of programs for students. It has grown from being approximately 11% of the District's total revenue in 1985 to 31.58% in 2009-10 from Measures B and E as approved by voters in June, 2009. As was done in 2001 to support instructional programs in the final year of Parcel Tax Measures A and B, the District transferred \$500,000 from the General Fund to the Parcel Tax Reserve Fund for supporting programs in 2009-10, the final year of the tax term. These funds are now returned to the General Fund.
- Revenue from Measures B and E, approved by the Piedmont community by 78.4% and 73.2% margins, respectively, on June 2, 2009, are included as part of the multi-year projections.
- The funds raised by Parent/Support Groups and the Educational Foundation to support programs remain an integral part of the District's budget, representing 4.92% of the total budget. The combined community support for the District budget in 2009-10 totals 36.5% of the total budget, or \$4,268 per student.

- The District continues to experience a slight decline in enrollment, but District Staff believes this trend will level off in 2009-10. The 2008-09 budget revenue limit was \$5,837 per Average Daily Attendance (ADA) based on a 98% attendance rate for the 2552 students enrolled in 2007-08. The 2009-10 budget revenue limit will be \$5272 per ADA based on a 97.8% attendance rate for the 2531 students enrolled in 2008-09. Enrollment for 2010-11 is expected to increase to 2549.
- The District's revenue projection for 2009-10 includes approximately \$1M in Federal Stimulus package funding (ARRA). These are one-time funds, and are to be expended over a two-year period. Combined with the emergency parcel tax, transfer from the Parcel Tax reserve fund, and parcel tax assessment increases, the District will meet its 3% reserve, but will need to retain any unexpended funds for the 2010-11 school year, when additional cuts are anticipated.
- The Budget Advisory Committee consisting of representatives from all stakeholders in the District meets regularly to discuss the District Budget and provide recommendations to the Board of Education in the budget development process. The 35 members also report information on the budget back to their constituent groups.

## II. **RECOMMENDATION: ACTION**

Conduct public hearing; adopt the District General Fund budget for 2009-10 and all budgets operated by the District.

CH/mb

Budget: Under Separate Cover

**PIEDMONT UNIFIED SCHOOL DISTRICT**

**Resolution No. 26-2008-09**

**AUTHORIZING YEAR-END BUDGET TRANSFERS**

**WHEREAS,** Section 42600 and 42601 of the Education Code of the State of California state that the total amount budgeted as the proposed expenditure of a school district for each major classification of school district expenditures listed in the school district budget forms prescribed by the Superintendent of Public Instruction shall be the maximum amount which may be expended for that classification of expenditures for the school year; and

**WHEREAS,** school districts may, with the approval of the governing board, identify and request to make the transfers between the designated fund balance or the unappropriated fund balance and any expenditure classification(s), or balance any expenditure classifications of the budget of the district for that school year as necessary to permit the payment of obligations of the district incurred during that school year; and

**NOW, THEREFORE, BE IT RESOLVED,** that the Board of Education does hereby authorize the Superintendent or designee to make the necessary year-end budget transfers following the close of the District's ledgers for the 2008-09 school year.

**PASSED AND ADOPTED** by the following called vote of the Piedmont Unified School District Board of Education this 24<sup>th</sup> day of June, 2009.

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

I certify that the above Resolution was adopted and passed by the Board of Education on the date indicated above.

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Constance Hubbard, Secretary  
Board of Education  
Piedmont Unified School District,  
Alameda County, State of California

Board Meeting of  
June 24, 2009

TO: Board of Education

FROM: Constance Hubbard, Superintendent  
David Burke, Program Manager, Seismic Safety Bond Program

SUBJECT: **APPROVE BID FOR BEACH PORTABLES ELECTRICAL SERVICES PROJECT**

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I. **SUPPORT INFORMATION**

The District is scheduled to begin the installation of three portable classrooms at Beach Elementary School. These classrooms are required to provide additional student capacity at Beach to accommodate kindergartners from Havens and Wildwood during seismic renovation work. The required utility work to install these portables necessitated the public bid of the electrical services scope of work. All other trade work will fall under the \$15,000 bid limit.

The District advertised the call for bids per the requirements of the Public Contract Code. Two contractors submitted bids. The sealed bids for the Beach Portables Electrical Services Project were opened at the District Office on Wednesday, June 17, 2009 with the bid results as follows:

Bidder	Bid Amount
Pacific Power & Systems, Inc.	\$ 74,415
National Electric Inc.	\$ 74,850

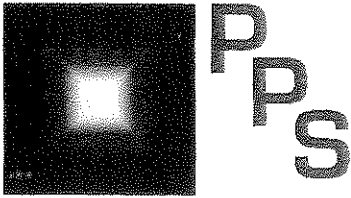
The bids are attached for your information.

II. **RECOMMENDATION: REVIEW & ACTION**

Award bid to lowest responsible bidder, Pacific Power & Systems, Inc. for the Beach Portables Electrical Services Project at an amount not to exceed \$74,415, effective June 25, 2009 through August 17, 2009; and authorize staff or designee to issue a Notice to Proceed.

Attachments





**PACIFIC POWER & SYSTEMS, INC.**

4970 PEABODY ROAD

FAIRFIELD, CA 94533

**707.437.2300**

FAX 707.437.2388

June 17, 2009

Constance Hubbard, Superintendent  
Piedmont Unified School District  
760 Magnolia Avenue  
Piedmont, CA 94611

RE: Beach Elementary School Interim Housing  
100 Lake Ave.  
Piedmont, CA

This is our proposal for the electrical services and low voltage connections for three DSA certified portable classrooms as outlined on Murakami / Nelson Architects electrical drawings and specifications dated May 26, 2009 with the conditions as stated below.

Electrical Bid: \$ 74,415.00

Scope included in this proposal. **(Inclusions)**

1. Data and TV wiring as shown.
2. Fire Alarm and Clock system work as shown.
3. Power to building panels.
4. Trench and Backfill.

Work to be performed by others. **(Exclusions)**

1. Bond fee's.
2. Testing.
3. All painting.
4. Hazardous materials removal and disposal if needed.
5. Overtime and shift work.
6. Asphalt ramps.

Sincerely,

Michael Messer  
Pacific Power & Systems



29380 Union City Blvd.  
Union City, CA 94587  
Tel: (510) 475-9400  
Fax: (510) 475-9411  
www.nationalelectricpro.com

## Electrical Proposal Scope Letter

No. 061709

Project: Beach Elementary School Interim Housing

TO: Piedmont Unified School District Bid date: June 17, 2009 @ 2 pm

Project Location: Piedmont, CA.

Attention: Bill Jones

Tel: 510.236.9111 Fax: 510.236.4979

We are pleased to hereby present our proposal estimates to provide labor and material as necessary for Div. 26 Electrical, Div. 27 Communications and Div. 28 Fire Alarm specification and per electrical drawings issued by BWF electrical engineers dated May 22, 09 only.

Addendum noted: None

### Inclusions:

- Fire Alarm System (SimplexGrinnell) Livermore, CA.
- 
- Tele/Data (Crystal Clear Communications) San Jose, CA.
- 
- Site Work (Howard's Earth Boring Service) San Ramon, CA.
- 

Total Bid Tax Included

\$ 74,850.<sup>00</sup>

Best Regards,

Mazdak Daghighian

Should any questions arise please contact me at (510) 475-9400

Note: This proposal may be withdrawn by us if not accepted within 30 days. Should National Electric, Inc be the successful bidder this proposal shall become a part of the contract. We also reserve the right to modify the G.C. subcontract agreement to the mutual satisfaction of the parties. Unpaid invoices will be charged 1.5% a month.

Board Meeting of  
June 24, 2009

TO: Board of Education  
FROM: Constance Hubbard, Superintendent  
SUBJECT: **ACCEPTANCE OF DONATIONS**

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I. **SUPPORT INFORMATION**

It is recommended that the Board of Education accept the following donations recently received by the District:

- ◆ Donation in the amount of \$3,000 by the **Parent-to-Parent Network**, with requested use for the 2009-10 Wellness Center Program
- ◆ Donation in the amount of \$250 by **Gregory and Carolyn Slatoff**, with requested use for the 2009-10 Wellness Center Program
- ◆ Donation in the amount of \$500 by **Adam and Janice Thacher**, with requested use for the 2009-10 Wellness Center Program
- ◆ Donation in the amount of \$5,000 by **Sasha Match and Randy Sloan**, with requested use for the 2009-10 Wellness Center Program
- ◆ Donation in the amount of \$1,000 by **Sasha Match and Randy Sloan**, with requested use for the 2009-10 Naviance Program, Piedmont High School

II. **RECOMMENDATION: ACTION**

Accept donations with appropriate letter of thanks to the donors

CH/bf

**Alameda County  
School Services of California, Inc. Consortium 2009/10  
Notice to Interested School Districts/ROPs**

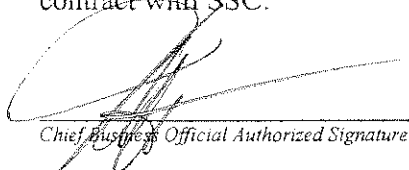
The Alameda County Office of Education is renewing the Consortium Contract with School Services of California, Inc. If you would like to continue to participate in the consortium, please indicate so by completing the intent to participate information below.

**Intent to Participate**

It is the intent of Piedmont Unified School District to participate in the School Services of California, Inc. Consortium for the period of July 1, 2009 through June 30, 2010. I understand that the county office will journal the charge to my district for the cost of the contract in December, 2009. The cost for each participating district is \$1,664.00 (based on all current participants, should the entities increase or decrease, there will be a change in the cost per district). All districts/ROPs that wish to participate must sign this intent form, including those that have participated in the past. A district may terminate this agreement prior to June 30, 2010, with thirty (30) days written notice. The district shall be liable for any costs accrued to the date of cancellation.

**Or**

**No,** \_\_\_\_\_ School District participates under its own contract with SSC.

  
\_\_\_\_\_  
*Chief Business Official Authorized Signature*

Michael Brady

\_\_\_\_\_  
*Please type name of District CBO*

Asst. Supt., Business Svcs.

mbrady@piedmont.k12.ca.us

\_\_\_\_\_  
*Title*

\_\_\_\_\_  
*E-mail Address*

June 9, 2009

\_\_\_\_\_  
*Date*

**On-line Districts only** must complete full Escape account code below:

\_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_  
*fd/sub fd      object      resource      goal      function      location      mgr      yr      optional*

Please return this form no later than **June 12, 2009** to: Kathy Downs, District Business & Advisory Services, Room 348. Thank you.

2009/10

**ACOE-School Services of California, Inc.  
Fiscal Services Consortium Billing  
7/1/2009 - 6/30/2010**

District Copy  
Estimated Charge

District	Member Shares of Service	Cost
Alameda City USD	1	1,664.00
Albany City USD	1	1,664.00
Berkeley USD	1	1,664.00
Castro Valley USD	1	1,664.00
Dublin USD	1	1,664.00
Emery USD	1	1,664.00
Fremont USD	1	1,664.00
Hayward USD	1	1,664.00
Livermore Valley Joint USD	1	1,664.00
Newark USD	1	1,664.00
Oakland USD	1	1,664.00
Piedmont City USD	1	1,664.00
San Leandro USD	1	1,664.00
San Lorenzo USD	1	1,664.00
Eden Area ROP	1	1,664.00
Mission Valley ROP	1	1,664.00
Tri-Valley ROP	1	1,664.00
	17	28,288.00
ACOE (includes Sunol & Mtn. House*)	1	4,440.00
	18	32,728.00
*under 500 ada		
ACOE Share Charge to : 010-5800-0000-8600-7390-100-73- -911	Do not charge on PO, journal with other districts	
Charges to be journaled to each school district by ACOE		
Credit: 010-8689-0000-8600-7390-100-73- -910		
Base District Contract Cost	\$ 27,948.00	@ \$137/district/mo x17 districts (137x12=1,644x17=\$27,948)
Direct Billed Services (phone/fax)	\$ 340.00	@ \$20/district/year (17x20=\$340) Phone/Fax Charges (add'l billing)
Total District Contract	\$ 28,288.00	
Total ACOE Contract	\$ 4,440.00	
Total Consortium Contract	\$ 32,728.00	
		Base SSC Contract 32,388.00
<i>Pleasanton &amp; New Haven have separate contracts</i>		

AGREEMENT FOR LOZANO SMITH LEGAL SERVICES

THIS AGREEMENT is effective July 1, 2009, between the Piedmont City Unified School District ("Client") and the law firm of Lozano Smith, a professional corporation ("Attorney").

Client and Attorney agree as follows:

Client hires Attorney as its legal counsel with respect to matters the Client refers to Attorney. Attorney shall provide legal services to represent Client in such matters, keep Client informed of significant developments and respond to Client's inquiries regarding those matters. Client understands that Attorney cannot guarantee any particular results, including the costs and expenses of representation. Client has been advised of the right to seek independent legal advice regarding this Agreement.

Client agrees to pay Attorney for services rendered based on the attached rate schedule. Agreements for legal fees on other-than-an-hourly basis may be made by mutual agreement for special projects (including as set forth in future addenda to this Agreement). Written responses to audit letter inquiries will be charged to Client on an hourly basis, with the minimum charge for such responses equaling .5 hours.

Client may choose to pre-pay for legal services. If Client elects to pre-pay, any amount of pre-payment will be held in trust by Attorney. Attorney will thereafter charge Client at 90% of the hourly professional rates on the attached rate schedule, reflecting a 10% discount, with such charges applying against the pre-paid amount on deposit until that amount is exhausted, at which point the hourly professional rates will be charged at 100% of the hourly professional rates on the attached rate schedule. The pre-payment and 10% discount do not apply to costs and expenses.

Attorney shall send Client a statement for fees and costs incurred every calendar month. Statements shall set forth the amount, rate and description of services provided. Client shall pay Attorney's statements within thirty (30) calendar days after receipt. An interest charge of one percent (1%) per month shall be assessed on balances that are more than thirty (30) calendar days past due.

In addition to regular telephone, mail and other common business communication methods, Client authorizes Attorney to use facsimile transmissions, cellular telephone calls, unencrypted email, and other computer transmissions in communicating with Client. Unless otherwise instructed by Client, any such communications may include confidential information.

Client may discharge Attorney at any time by written notice. Unless otherwise agreed, and except as required by law, Attorney will provide no further services after receipt of such notice. Attorney may withdraw its services with Client's consent or as allowed or required by law, upon ten (10) calendar days written notice. Upon discharge or withdrawal, Attorney shall transition all outstanding legal work and services to others as Client shall direct.

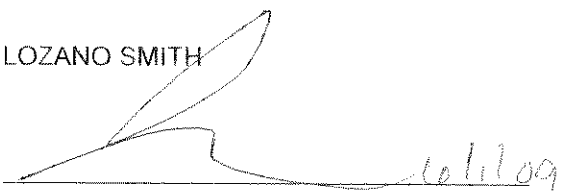
SO AGREED:

Piedmont City Unified School District

LOZANO SMITH

\_\_\_\_\_  
Ms. Constance Hubbard  
Superintendent

Date

  
Gregory A. Wedner  
Managing Shareholder

Date

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LOZANO SMITH  
PROFESSIONAL RATE SCHEDULE  
FOR PIEDMONT CITY UNIFIED SCHOOL DISTRICT  
(Effective July 1, 2009)

1. HOURLY PROFESSIONAL RATES

Client agrees to pay Attorney by the following standard hourly rate\*:

Shareholder	\$ 215 - \$ 275 per hour
Senior Attorney/Of Counsel	\$ 200 - \$ 240 per hour
Associate	\$ 165 - \$ 215 per hour
Law Clerk II**	\$ 125 per hour
Law Clerk I/Paralegal	\$ 100 per hour
Educational Consultant***	\$ 125 per hour

\* Rates for Specific Attorneys Available Upon Request

\*\* Law School Graduate

\*\*\* Non-Attorney (Current or Former School District Administrator or Board Member)

Travel time shall be prorated if the assigned attorney travels for two or more clients on the same trip.

2. COSTS AND EXPENSES

In-office copying/electronic communication printing	\$ 0.25 per page
Facsimile	\$ 1.00 per page
Postage	Actual Usage
Mileage	IRS Standard Rate

Other costs, such as messenger, meals, and lodging shall be charged on an actual and necessary basis.

# PIEDMONT UNIFIED SCHOOL DISTRICT

Resolution No. 27-2008-09

## DECLARATION OF SURPLUS PROPERTY, DISPOSAL OF OBSOLETE TEXTBOOKS, MILLENNIUM HIGH SCHOOL

**WHEREAS,** the Board of Education of the Piedmont Unified School District is the governing body of said District; and

**WHEREAS,** the Board of Education has the authority to dispose of obsolete/unusable textbooks; and

**WHEREAS,** the information below indicates the textbooks that are obsolete and/or unusable, per the recommendation of the Curriculum Director; and

**WHEREAS,** the Curriculum Director will seek out other organizations that may have not-for-profit use for the obsolete textbooks,

**NOW, THEREFORE, BE IT RESOLVED** that in accordance with California Education Code Section 60530, the Board of Education of the Piedmont Unified School District does hereby declare the textbooks listed below as obsolete and/or unusable, as per the determination of the Curriculum Director:

196 textbooks: "Advanced Mathematical Concepts Precalculus with Applications"  
ISBN# 0078608619  
Authors: Holliday, Cuevas, McClure, Carter & Marks  
Publisher: Glencoe

**BE IT FURTHER RESOLVED,** that the Board does hereby authorize the Superintendent or designee to dispose of the items listed herein.

**PASSED AND ADOPTED** by the Piedmont Unified School District Board of Education this 24<sup>th</sup> day of June 2009:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

I certify that the above Resolution was adopted and passed by the Board of Education on the date indicated above.

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Constance Hubbard, Superintendent &  
Secretary to the Board of Education of the  
Piedmont Unified School District  
of Alameda County, State of California

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