

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

MINUTES OF
Regular Meeting of the Governing Board

October 7, 2008

CALL TO ORDER	Board President Monach called the regular Board of Education meeting of Tuesday, October 7, 2008, to order at 7:02 p.m. and led the audience in the Pledge of Allegiance.
ESTABLISHMENT OF QUORUM	President June Monach, Vice President Ray Gadbois, Board Members Roy Tolles, Martha Jones, Rick Raushenbush
OTHERS PRESENT AT REGULAR SESSION	Constance Hubbard, Superintendent Michael Brady, Assistant Superintendent, Business Services David Roth, Ph.D., Assistant Superintendent, Educ. Services
Agenda Adjustments	None
COMMUNICATIONS / ANNOUNCEMENTS	
Association of Piedmont Teachers (APT)	None
California School Employees Association (CSEA)	None
Parent Clubs	None
Student Representative to the Board	Will Pritchett, Student Representative to the Board, was unable to attend tonight's meeting.
PERSONS REQUESTING TO SPEAK ON ITEMS NOT ON THE AGENDA	None
Superintendent Announcements	<p>Superintendent Hubbard reminded everyone that a GATE Advisory Council meeting is scheduled for Tuesday, October 14, 2008 in the Piedmont Middle School multipurpose room where the purpose of the Council and implementation of the GATE Plan will be discussed. Dr. David Roth will be presiding.</p> <p>She wanted to make sure everyone is aware that there will be a District-wide Disaster Drill on Friday, October 17th, with extensive communications between sites. Parents will not be picking up their students at this drill but it is anticipated that a drill will be conducted in the spring at which parents do pick up their students.</p>
Board President Announcements	<p>President Monach made the following announcements:</p> <ul style="list-style-type: none">• Piedmont Middle School staff, as well as a Board Member will be attending an "Algebra Summit" sponsored by the Silicon Valley Education Foundation. Policy makers and educators will be attending.

- The Piedmont High School Boosters Club will be hosting, for its second year, a “concussion management” seminar on Wednesday, October 29, 7:30 p.m. in the Piedmont Middle School multipurpose room. Speakers will be Stan Nakahara, Piedmont High School Strength & Condition Coach and Sports Medicine teacher, and Piedmont parent John White. They will be talking about the high school’s incorporation of a program called “IMPACT”, considered the most widely used computer-based testing program on concussions
- The Associated Parents Clubs of Piedmont has launched its Annual Campaign. Parents should start receiving information soon in the mail. APCP’s goal is to reach \$1. 3 million, and to have 100% family participation

REVIEW & ACTION ITEMS

Measure E Bond Program:

1. Approve Lease/Lease-Back Agreement Between the District and Seward L. Schreder Construction, Inc. for the Construction of the Maintenance Facility

This is the first of three projects identified by engineers as having the most significant structural deficiencies.

Assistant Superintendent Michael Brady introduced Zane Schreder of Seward L. Schreder Construction, Inc. The company has experience with metal frame buildings and the lease/lease-back program, and received excellent references.

Mr. Schreder said they plan to be on-site Monday to get started on the program. Their cost is a guaranteed maximum price. Mark Lampe will be the Project Superintendent on this project, and Zane Schreder will be the Project Manager. The targeted completion date is the end of February. An Inspector of Record (who also happens to be a DSA inspector), has already been identified to approve the work as it progresses.

Board Member Raushenbush requested that the description of the work to be performed be included in the Maintenance Project contract.

There was no one from the public requesting to speak.

It was moved by Board Member Tolles, seconded by Board Member Raushenbush, and passed unanimously to approve the contract between the District and Seward L. Schreder Construction, Inc. for the construction of the Maintenance Facility, effective October 8, 2008 through June 30, 2009, with a total guaranteed maximum price not to exceed \$1,292,554.

2. Appoint Three Members to the Piedmont Unified School District Measure E Bond Program Citizens’ Oversight Committee

Assistant Superintendent Brady advised that three applications to serve on the Measure E Bond Program Citizens’ Oversight Committee have been received. The applicants bring a combination of architectural experience, financial experience and/or are parents of current/former students. All have actively participated in community/school affairs.

It was moved by Vice President Gadbois, seconded by Board Member Raushenbush, and passed unanimously to appoint former Board Member Ward Lindenmayer, Dana Serleth, and Nava Shaham to the Measure E Bond Program Citizens’ Oversight Committee for a term of two years and to extend the

terms of the continuing members of the COC for two additional years. *[As a point of clarification, continuing members are: Chee Keong Lin, George Childs, Grier Graff, Kenneth Jensen, Michael Zukerman, Rob Hendrickson, Robert Lally, Stephanie Mooers, William Drum, as well as non-voting members Superintendent Constance Hubbard, Assistant Superintendent Michael Brady, Board Member Liaison Martha Jones, and Rich Vila of Vila Construction].*

There was no one from the public requesting to speak.

Continue Discussion of Action Plan for
2008-09 District Goals

A portion of the Action Plan was discussed at the September 24, 2008 Board meeting and continued at tonight's meeting.

A discussion of the phrase "education of the whole child" was held, which basically means that the District is committed to the academic learning needs of each student, as well as their social, emotional, and physical development, and well being.

Superintendent Hubbard stated that the Action Plan goals are intended as highlights of what the District is doing and does not include everything else that is being done on a daily basis.

Overarching Goals of the Action Plan are:

1. Educational Program
2. School Environment
3. Communications Practices
4. Financial Management
5. Facilities Planning & Management

1. Specific Goals – Educational Program:

- Provide and maintain a breadth and depth of learning opportunities for all students
- Evaluate and make recommendations as appropriate on how to continue to improve the quality of the math program, K-12 English Language Arts Program, Early Intervention Programs, Student Assessment practices; and use of technology in classrooms
- The Board, teachers, administrators, support staff, students, parents and the community will work in partnership with one another to support continuous improvement of the quality of the K-12 educational program
- Provide a comprehensive professional development program to support teachers in addressing a broad spectrum of student learning needs in desired focus areas, including differentiated instruction methods
- Through the Categorical Program Mandates process, conduct a self-evaluation of the District's categorical programs, and make recommendations as appropriate on how to continue to improve program quality (including the Gifted and Talented Education Program)

2. Specific Goals – School Environment:

- Monitor, raise awareness, and address student issues (behavior, substance abuse, and stress) that warrant attention

- Improve and coordinate where appropriate the nutrition/food programs at the elementary and secondary schools
- Support and coordinate (where appropriate) green efforts throughout the District
- Provide a comprehensive professional development program to support teachers in addressing a broad spectrum of student learning needs in desired focus areas, including differentiated instruction methods

3. Specific Goals – Communications:

- Enhance school to home communications (student packets, school bulletins, email distribution, online registration, District newsletters, school and District web sites)
- Encourage student-teacher and teacher-family interactions (tutorial time, parent teacher conferences, special meetings) to support growth in student achievement
- Provide appropriate venue for staff and parent/community interactions, and parent and community input on school and District matters. Establish clear expectations as to how the input will be used in school and Board decision-making

4. Specific Goals – Financial Management:

- Support the District's major program budget priorities to:
 - Attract and retain a quality professional staff through fair and competitive compensation
 - Provide a breadth and depth of student learning opportunities
- Identify co-chairs to manage the School Parcel Tax Campaign, and provide program and budget information necessary to assist the advisory committee in developing recommendations to the Board
- Secure categorical program funding by satisfying State requirements delineated in the "Categorical Program Mandates" (CPM) "audit" process
- When piloting new programs, maintain the financial "foot print" of the current K-12 program

5. Specific Goals – Facilities Planning & Management:

- Measure E: Minimize disruption to the educational program (to the extent possible)
- Transition Measure E management responsibilities from District administration to consulting team
- Manage the decision-making process, maximizing efficient use of funds and minimizing the impact of inflation over time
- General Facilities Management:
 - Review facilities use priorities in response to the community requests for additional access to District facilities
 - Revise the 5-Year Plan for Deferred Maintenance to ensure appropriate interface with Measure E projects/budget

Details of each specific goal were reviewed by Superintendent Hubbard.

Discussion was held on the use of site councils for site-specific issues. Site council agendas will be posted and are open to the public. There was concern expressed about not having enough time to discuss a specific issue during site council meetings. Superintendent Hubbard stated that different venues will be tried to see what works and what does not work. In many other districts, site councils are used for site-specific issues. Patience must be exhibited during this time; perhaps everything that is tried will not work.

Concern was expressed regarding the need for some structured, organized format for public parent groups to talk amongst themselves about curriculum issues.

Board Member Jones reminded the Board that at the last Board meeting, a parent suggested that a curriculum committee be formed that would report directly to the Board. Superintendent Hubbard advised that if the Board wishes to proceed in that direction, there is a different process for setting up the committee and for reporting requirements. It will also require staff that the District does not have.

Board Member Raushenbush commented that the idea of more formal committees subject to the Brown Act would squelch public participation quickly so he would be hesitant to go in the direction of a committee that reports directly to the Board.

He does not want the public to think a council or input session is going to involve an opportunity to vote on each step of administration of the schools. That is not the purpose or intent, as far as he is concerned. He feels informational sessions should be held and then a discussion session to provide feedback to the District. His final thought is that there are limited staff resources and he wants to ensure that, in the process of setting up committee meetings, the schools do not get neglected. Also, the District does not have additional people to hire just to run meetings. There may be less done than what people want and that is just a budgetary reality.

President Monach said she sees one of the roles of Board Members as a public engagement issue is to provide outreach to parents/community members by giving information and getting various perspectives from them.

Superintendent Hubbard noted that formal public engagement meetings without staff participation is not very useful and we need to be mindful of staff's time, obligations, and expertise. It is a delicate balance.

Board Member Jones questioned why English Language Arts is listed in the 2008-09 Action Plan when it is not clear that it is even scheduled for 2008-09. Superintendent Hubbard said it was left in because she did not want to deviate from the adopted Board goals. Board Members felt it should be left in as a goal

and if it does not happen in 2008-09, it can be addressed later on. Action Plans are about ongoing, continuous improvement.

Parent Catherine Ogle gave her comments on the Action Plan:

- On the first goal where English Language Arts is shown, add an activity
- Regarding a survey, she views the survey to parents as feedback to the District for performance areas for growth. She feels the parents should be surveyed on the District goals: ask them what they think about the goals and how is the District doing? She also feels that it is important to have the Board involved in reviewing or preparing the questions
- Under "School Environment": she provided verbiage on the Food Service program which encompassed a "successful, nutritious, legal food service program at a fair price every day that makes a profit for the school district.
- Under "Communications": add a KCOM link to the District web site so that a parent/community member can hit the link for the KCOM web site to find out dates/times of meetings
- Under "Financial Management": regarding attracting and retaining staff, add, 1) reward outstanding job performance and 2) get professional staff who are not in agreement with the District's goals to move on
- Regarding the Curriculum Council: she did not participate in the Curriculum Council during the math discussions, but she did attend all of the GATE meetings and she heard others talk about Curriculum Council. She feels bringing a program issue to the site level at a Site Council meeting and abolishing the K-12 Curriculum Council is a mistake. She believes it will lessen parent participation. There may be pieces that are appropriate for site councils, but there be little time to discuss something of that nature in a Site Council meeting. She added that Curriculum Council and GATE take a large amount of time in order to bring parents up to speed
- Under "Financial Management", the footprint point: add a review of existing programs for cost benefit tradeoff and whether it is worth continuing

Superintendent Hubbard advised that she is not recommending the disbanding of the Curriculum Council; in fact, four meetings for the year have already been scheduled. Some issues, however, will be moved to Site Council meetings.

President Monach stated that more conversations at the site level is something that was recommended and that is why it is being tried. Also, programs and their continuance are discussed in Budget Advisory Committee meetings.

Parent Kyla Oh felt the various forums are a great place for parents to speak. It would be even better if there was one way to connect all of these committee meetings, such as placing summaries of what happened at each meeting on the District web site.

REVIEW & DISCUSSION ITEM
Update on 2008-09 State Budget

The Action Plan will be finalized and return for approval at the Board meeting of October 22, 2008.

The "Pocket Budget" was reviewed by Assistant Superintendent Brady. Another legislative session may be called in November to review the budget that was just adopted. The net result is that the District finally has a modest COLA of 0.68% which is thought to net around \$175,000-\$200,000. Yet the District is still underfunded. The District is \$700,000 short of where it should be. The worst case scenario has been reviewed so expenditures have been cut where the District can. The District has not touched the parcel tax reserve this year. The District will look at attrition. So far, not a single position has been cut this year. The District has settled contracts for 2008-09 with raises for our employees. However, mid-year cuts are probable. There is no COLA for 2009-10. There will be a parcel tax election in June 2009. Costs for a parcel election in June will be \$30-\$35,000. The District set aside \$50,000.

The Parcel Tax has been used for counselors, technology, maintenance, and Class Size Reduction, for a total of 80 persons.

Discussion was held on mid-year cuts in previous years.

Resident George Childs expressed his concern about the budget prospects and upcoming parcel tax prospects in light of the disastrous conditions seen on Wall Street recently. The Board should prepare mentally that the parcel tax committee may not come back with what the District hopes.

COMMUNICATIONS

One email was received from an employee regarding personnel policy and practices, which is being addressed by the Superintendent's office; a two-part email was received regarding the Action Plan, and one email was received regarding the Measure E Bond.

BOARD REPORTS

Board Members Jones and Gadbois attended the Piedmont High School Parents Club meeting where Principal Randall Booker reported on an article regarding educational leadership and his plans to change his style of leadership at the high school. It was an excellent presentation.

Board Member Tolles felt the "Everyday Math" material was hard to access but once he did, the information provided was very good.

Board Member Raushenbush attended with Assistant Superintendent Michael Brady a "green committee" meeting about how to have an overarching goal and focus on being more green and having achievable goals in regards to waste production. Specific proposals are going to be worked on.

He also attended a Piedmont High School Boosters Club meeting. Their event at the football game was very successful and they have a successful membership.

President Monach reported that Lenny Mendonca, chair person for the Bay Area Business Coalition which tracks growth and academic achievement, also serves on the board of the California Business for Educational Excellence Foundation. The Bay Area Business Coalition wants to convene a constitutional convention on a statewide level with a view to gathering policy makers and lawyers together to take a hard look at how one might solve the problem of the State's financial infrastructure. It would explore a range of provisions in the constitution and then put it back to the people to explore political and educational mechanisms by which that could happen. Some examples would be the two-year budget cycle, open primary systems, and other ways to make the legislative seats more non-partisan. One of the key issues they are interested in is ways of steady funding streams for infrastructure and greater funding for education.

CONSENT CALENDAR

It was moved by Board Member Jones, seconded by Vice President Gadbois, and passed unanimously to approve the Consent Calendar as presented. Items on the Consent Calendar were as follows:

- A. Adopt Regular Board Meeting Minutes of September 24, 2008
- B. Approve Personnel Action Report
- C. Approve Quarterly Report of Complaints received under Williams Settlement Agreement for July 1, 2008 through September 30, 2008
- D. Acceptance of Donations
- E. Conduct Second Reading and Adopt New Board Policy 0520.3, "Title I Program"
- F. Approve one Master Contract and one Individual Service Agreement with **Dori Maxon, PT, PCS, Med**, to provide a physical therapy assessment and attend an IEP meeting, for one pre-Kindergarten student, effective October 10, 2008, at a total cost not to exceed \$1,000. Funding Source: Special Education
- G. Approve one Master Contract and one Individual Services Agreement with **Advantes Speech Therapy Services**, to provide a speech assessment and attend an IEP meeting for one pre-Kindergarten student, effective September 30, 2008, at a total cost not to exceed \$950.00. Funding Source: Special Education
- H. Approve one Master Contract and one Individual Services Agreement with **I Can Too Learning Center**, to provide a shadow aide for one pre-Kindergarten student, effective October 1, 2008, at a total cost not to exceed \$45,000. Funding Source: Special Education

FUTURE REGULAR BOARD MEETING AGENDA ITEMS (subject to change)

Future regular Board Meeting agenda items are:

- Review of Measure E Bond Program Projects (Oct)
- Approve (Oct)
- Review Enrollment Figures for Beginning of School Year (CBEDS count) (Oct/Nov)

- Single Plan for Student Achievement (Jan)
- Review of Board Bylaws (Section 9000) TBD

President Monach reminded everyone that the next Board meeting will be held on Wednesday, October 22, 2008.

ADJOURNMENT

There being no further business, and with no objections by the Board, the meeting was adjourned at 9:55 p.m.

JUNE MONACH, Board President
Piedmont Unified School District
Board of Education

CONSTANCE HUBBARD
Secretary, Piedmont Unified School District
Board of Education