

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

MINUTES OF
Regular Meeting of the Governing Board

October 22, 2008

CALL TO ORDER	Board President Monach called the Board of Education meeting to order at 6:10 p.m.
ESTABLISHMENT OF QUORUM	President June Monach, Vice President Ray Gadbois, Board Members Roy Tolles, Rick Raushenbush
MEMBER ABSENT	Board Member Martha Jones (excused)
ADJOURN TO CLOSED SESSION	The Board adjourned to Closed Session at 6:11 p.m. to discuss: A. Public Employee Discipline/Dismissal/Release (Government Code Section 54957) B. Public Employee Performance Evaluation: Superintendent (Government Code Section 54957)
OTHERS PRESENT FOR CLOSED SESSION	Constance Hubbard, Superintendent David Roth, Ph.D., Assistant Superintendent, Educ. Services
RECONVENE TO REGULAR SESSION	Board President Monach called the Regular Session of the Board of Education meeting of October 22, 2008 to order at 7:10 p.m. and led the Board and audience in the Pledge of Allegiance.
OTHERS PRESENT AT REGULAR SESSION	Constance Hubbard, Superintendent David Roth, Ph.D., Assistant Superintendent, Educ. Services
Report of Action Taken In Closed Session	None
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, reported that: <ul style="list-style-type: none">• The various school clubs have had their first meetings• Students are stressed out as the quarter ends this Friday, so the Wellness Center is getting good use!• Homecoming is two weeks away and nominations for King

and Queen are starting up. November 7th is the Homecoming Football Game

PERSONS REQUESTING TO SPEAK ON ITEMS NOT ON THE AGENDA None

Superintendent Announcements

Superintendent Hubbard wanted to make sure everyone is aware that KCOM is video streaming Board of Education meetings. A link to KCOM will be placed on the District web site.

The first Curriculum Forum meeting will be held tomorrow night from 7-9 p.m. at the Piedmont Middle School multipurpose room. The agenda is on the District web site and a recap of the meeting will also be placed on the web site.

Parent-Teacher conferences will be held from November 3-7.

Board President Announcements

President Monach made the following announcements:

- She thanked Dr. Roth and Superintendent Hubbard for hosting the first 2008-09 Board Workshop. The subject was regarding the Special Education program. President Monach views Board workshops as an internal professional development for Board members
- She wanted to recognize members of the Budget Advisory Committee who participated in a meeting at which there was a thoughtful interchange regarding the school parcel tax
- The Piedmont Appreciating Diversity Committee invites community members to attend a presentation by the President of the Children's Defense Fund on October 26 at Cowell Theater in Fort Mason, San Francisco from 5-7 p.m.
- Discounted flu shots are being offered to staff and community members by the Sutter Hospital Visiting Nurses' Association. The schedule is in the newspaper

REVIEW AND ACTION ITEMS

Measure E Bond Program

1. Approve Master Contract Agreement Between District and *murakami*/Nelson Architects

The agreement covers construction documents, design documents, and construction administrative services for all existing *murakami*-Nelson bond projects, effective October 23, 2008 through June 30, 2009. The scope and fee proposals for the individual Measure E Projects will be brought before the Board as separate contract amendments.

It was moved by Board Member Raushenbush and seconded by Board Member Tolles to approve the Master Contract Agreement between the District and *murakami*/Nelson Architects.

The motion passed as follows:

AYES: Monach, Gadbois, Tolles, Raushenbush
NOES: None
ABSTAIN: None
ABSENT: Jones

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Measure E Bond Program
2. Quarterly Review of Measure E Bond
Program Budget

The budget is based on information as of October 2008.

The Superintendent clarified that this is the first review of the Measure E Bond Program Budget and wanted to differentiate between budget and cost estimates, and tracking of expenditures. To this point, what the District has been doing is tracking expenditures and looking at costs as it goes along, and looking at estimates. Now the District is moving from cost estimates to establishing budgets. The reason this is significant is that the District is looking to define what the basic program is going to contain at this point and look at budgets for a specific project, and when issues come up related to that project, the District will need to work within that program budget. If something comes in under-budget, the District will save the money not spent to apply to the bottom line for future budgets. The District will define what is included in a particular project, the budget for that project, and make sure that any savings are put in the bottom line for future projects. Any additions to a project would be looked at after all projects have been completed.

It is important for the public to understand that the overall program budget reflects addressing every single building in the District with the intent of making them all in the life safety category of the criteria established as ASCE 41. We have had numerous meetings with the Division of the State Architect (DSA) to approve that as criteria. It is a voluntary seismic upgrade with structural peer reviewers.

In December, a sustainability policy will be brought to the Board related to environmental design, materials, and products.

Maintenance facility is underway; the old facility was demolished and the area is cleared in preparation for a new facility.

Measure E Program Budget:

Beach Elementary:	\$12.2 million
Havens Elementary:	\$ 25.5 million
Wildwood Elementary:	\$ 9.4 million
PHS Quad/Student Center:	\$ 9.7 million
Piedmont Middle School:	\$ 400,000
Maintenance Yard:	\$ 2.0 million

All cost estimates were reviewed and modified as necessary by the District Program/Construction Manager, Rich Vila of Vila Construction.

For Havens and the High School, it is anticipated that all the applications will be in by June of 2009; then it will take about six weeks to come before the State Allocation Board for the funding.

The issue of interim housing will be brought to the Board at the next meeting.

Approve Action Plan for 2008-09 District Goals

Superintendent Hubbard advised another area needs to be about student participation, which is the expectation that students are active participants.

Requested changes have been incorporated into the Action Plan. The Administrative Team had significant input. The expectation of the Plan is to use it as a stepping stone for the next year and following years as a measurement for improvements.

Board Member Raushenbush commented on the cleaning up of the litter in the park.

President Monach added that this is a constructive and ambitious plan with a lot of thought behind it. When collaboration is supported it is an important part of continuous improvement.

Resident George Childs commented on the wording of Item 5. Superintendent Hubbard added the wording is in the wrong place and will be corrected.

Parent Catherine Ogle made the following comments:

- She has noticed lots of opportunities where the District could do “vertical communication” to the tremendous benefit of our students
- More timely conversations should include more stakeholders in various areas such as communications around the school calendar and interest-based bargaining – to be more inclusive on these two items. It does not appear to parents, taxpayers, community members that their thoughts are being included in these areas. She spoke about the Board voting in November on the Instructional Calendar. She was referring to the Annual Board Business Calendar. Superintendent Hubbard inserted that the Annual Board Business Calendar is a tentative schedule of routine items that may or may not be included on a Board agenda. Superintendent Hubbard clarified that the 2009-10 Instructional Calendar has already been approved and discussions on the 2010-11 Instructional Calendar will begin in February 2009.

Superintendent Hubbard also advised that APT and CSEA contract proposals are brought before the Board at two Board meetings, and that would be the time for parents and community members to provide their input.

Vice President Gadbois added that for the last couple of school years, the District has been very proactive in soliciting input on Instructional Calendars via a survey put together by a Parent Instructional Calendar Committee, and followed up by a community meeting just for this subject, therefore reaching out extensively to parents and community members.

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Superintendent Hubbard added that an email address was also established specifically to receive input regarding the Instructional Calendars.

Board Member Tolles stated the Board does not have direct control over the collective bargaining process. For the upcoming Instructional Calendar discussions, he would like to hear from the teaching staff as to why they chose a particular calendar.

It was moved by Board Member Raushenbush and seconded by Vice President Gadbois to approve the Action Plan for the 2008-09 District Goals.

The motion passed as follows:

AYES: Monach, Gadbois, Tolles, Raushenbush
NOES: None
ABSTAIN: None
ABSENT: Jones

Update on 2008-09 Professional
Development Plan

David Roth, Assistant Superintendent for Educational Services, explained that last year, the District began a major professional development plan effort which was a collaboration between administrators and teachers as to what a high quality professional development program should look like. Teachers wanted input as to what professional development they would be receiving. Dr. Roth reiterated that this comprehensive professional development program has been made possible by the generous financial support of the Piedmont Educational Foundation, Parent Clubs, and frequently by individual donors. Major activities, besides other ongoing activities that take place in the District, are the continuation of the *Everyday Math* program by having *Math Solutions* consultants providing professional development for K-6 teachers. Multiple workshops and model lessons have been held. The topic for sixth grade teachers was how to differentiate math lessons that have to do with algebraic thinking. Professional developers from the *Everyday Math* program spent a day with staff and are coming back in November to continue their work demonstrating and discussing how to make use of the materials received this year. The teachers have felt very supported by this. The District is also continuing with the *Writer's Workshop* series. Last year the consultants worked with 3-4 lead teachers at each site and will be teaching more teachers this year in small group workshops.

A new professional development event this year is a secondary level program in differentiated instruction. Teachers had the opportunity to attend a workshop last year outside of the District and this year consultants will be in the District at the Middle School and High School.

Dr. Roth added that this year's professional development program is very full.

Superintendent Hubbard added that administrators are also embarking on administrative professional development. Several

administrators will be attending a workshop on developing professional learning communities to use as a model.

Parent Catherine Ogle asked if the teachers have any requirements for continuing education that they have to meet. Superintendent Hubbard responded that there are requirements for continuing education required by the Commission on Teacher Credentialing, but the District does not require continuing education hours as part of the collective bargaining agreement.

INFORMATION ITEM

Enrollment Figures, 2008-09 School Year

Superintendent Hubbard stated that one report presented is the budget projection summary done every year based on a formula prediction. It helps the District understand if it is losing students, and if so, at what grade level and why. Millennium High School statistics are removed to avoid duplication because some of the Millennium High School students also take classes at Piedmont High School.

The second report is based on CBEDs, a mandatory State report that must be submitted by all school districts. CBEDS numbers are not Average Daily Attendance (ADA) numbers.

The District's enrollment is flattening out.

Discussion ensued on enrollment trends.

CORRESPONDENCE

No correspondence was received, per President Monach.

BOARD REPORTS

Board Member Tolles met with Jamie Adams, Director of Curriculum. He announced that another Curriculum Forum meeting will meet tomorrow night.

President Monach shared that just as District staff is being encouraged to attend seminars outside of the District as a professional growth event, both she, Jeanne Donovan, Middle School Principal, and Don James, the current Middle School Math Department Chair, attended a one-day *Algebra Summit* which was an intensive and stimulating workshop sponsored by the Silicon Valley Education Foundation, Silicon Valley Community Foundation, National Semiconductor, and the San Jose Mercury News.

Dr. Roth hosted a GATE Advisory Council meeting; he received positive feedback from parents. There is a GATE web page on the District web site showing the schedule of meetings. There will also be some informational Parent Education Nights held. Administrators are attending Curriculum Coordinator meetings at the County. He attended a GATE Coordinators meeting and will be attending an Assessment Coordinators meeting at the County Office. The County Office is offering some good meetings. Beach Principal Julie Valdez, Middle School Principal Jeanne Donovan and Dr. Roth attended a data conference at the Santa Clara County Office of Education last week which demonstrated how professional development models could be used for goal setting using data.

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CONSENT CALENDAR

President Monach acknowledged an anonymous donation in the amount of \$2,500 for use by the District Wellness Center *[error: the donation acceptance was listed for use by the Wellness Center but is rather for use by the District Special Education Program]*.

It was moved by Vice President Gadbois and seconded by Board Member Rick Raushenbush to adopt the Consent Calendar as presented. Items approved were as follows:

- A. *Acceptance of Donation
- B. *Adopt Regular Board Meeting Minutes of October 7, 2008
- C. *Approve Out-of-State Field Trip to Seattle, Washington for Piedmont High School students to participate in an Orchestra/Band Competition at the Heritage Festival, April 23-26, 2009
- D. *Approve Out-of-State Field Trip to Orlando, Florida for Piedmont High School students to participate in First Annual Jazz Festival, Vocal Festival & Competition, Disneyworld, February 17-22, 2009
- E. *Appoint Parent Representatives to the North Region Special Education Local Area Plan (SELPA) Community Advisory Committee, 2008-09
- F. *Approve Monthly Financial Report of the District for September 2008
- G. *Approve District Warrant List Dated October 16, 2008 for Goods and Services Rendered
- H. Approve one Consultant Services Contract with **Trish Sandri Brown, PT.**, to provide physical therapy for one pre-school student, effective September 1, 2008 through June 30, 2009, at a total cost not to exceed \$4,500.00. Funding Source: Special Education
- I. Approve one Consultant Services Contract with **Special Needs Aquatic Program (SNAP)**, to provide aquatic therapy for one high school student, effective October 6, 2008 through June 30, 2009, at a total cost not to exceed \$1,320.00. Funding Source: Special Education

FUTURE REGULAR AGENDA BOARD MEETING AGENDA ITEMS (subject to change)

Future Agenda Items: (subject to change)

- Single Plan for Student Achievement (Nov)
- Review First Interim Financial Report and Approve a Positive Certification of the District's Ability to Meet Financial Obligations for Current and Subsequent Two Fiscal Years; Authorize Appropriate Budget Transfers (Dec)
- Review of Board Bylaws (Section 9000) (TBD)

ADJOURNMENT

There being no further business, and with no objections by the Board, the meeting was adjourned at 8:46 p.m.

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

CONSTANCE HUBBARD
Secretary, Piedmont Unified School District
Board of Education