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Board of Education Link, scroll down to "Agendas &
Materials/Minutes/Recaps" and click on the meeting date

PIEDMONT UNIFIED SCHOOL DISTRICT Board of Education

REGULAR MEETING
Wednesday, October 26, 2011

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. Pending Litigation Against Piedmont Unified School District:
One Case
(Government Code Section 54956.9)
- B. Conference with District Representative Constance Hubbard
Regarding Negotiations with the California School Employees
Association (CSEA), Chapter 60
(Government Code Section 54956.6)
- C. Conference with District Labor Negotiator Constance Hubbard
Regarding Negotiations with the Association of Piedmont
Teachers (APT)
(Government Code Section 54956.6)

- 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

- 7:20 p.m. V. COMMUNICATIONS / ANNOUNCEMENTS (COMMUNITY)
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. Parent Clubs
D. Student Representative to the Board
E. Persons Wishing to Speak to Any Item Not Listed on the Agenda
F. Superintendent Announcements
G. Board President Announcements

- 7:30 p.m. VI. REVIEW AND ACTION ITEM
(The Board President may limit speaker time)
A. *Approve Single Plans for Student Achievement:
• Piedmont High School
• Piedmont Middle School
• Millennium High School
(Assistant Superintendent Booker)
California *Education Code* sections 41507, 41572, and 64001 and the Federal Elementary and Secondary Education Act (ESEA) require each school to consolidate all school plans for programs funded through the School and Library Improvement Block Grant, the Pupil Retention Block Grant, the Consolidated Application, and ESEA Program Improvement into the Single Plan for Student Achievement. The Board will be requested to approve each school's plan. The Elementary School Plans will be presented at the Board meeting of November 9, 2011

<http://www.piedmont.k12.ca./board-of-education/meeting-materials>
(Go to Board Meeting of October 26, 2011)

Page 1

See separate attachments on District web site with Board packet material

- 7:55 p.m. B. *Review of Seismic Safety Bond Program Project Budget for Wildwood; and Approve Increase in Guaranteed Maximum Price (GMP)
(Assistant Superintendent Brady)
A detailed breakdown of costs for the project will be presented. The Board will be requested to approve an increase in the project's Guaranteed Maximum Price by \$148,189, from \$5,127,661 to \$5,275,850

Pages 2-4

- 8:20 p.m. C. *Adopt Resolution 07-2011-12, "Approval of the Use of Secondary Pupil Grant Eligibility for Beach Elementary School Project"
(Assistant Superintendent Brady)
The District has been approved for new construction grant eligibility by the State. The District wishes to utilize high school pupil funding grants for the construction of two additional classrooms at Beach Elementary School. The grant monies can be applied to the Beach Project. The Board will be requested to adopt this resolution.

Pages 5-8

VII. INFORMATION/ANNOUNCEMENT

- 8:30 p.m. A. Educational Services Report: Spotlight on Student Learning
The Spotlight on Student Learning will serve as a platform for information and recognition of our instructional priorities and academic success in the Piedmont Unified School District.
(Assistant Superintendent Booker)
-
1. ROP Biotechnology at Piedmont High School
2. October Emergency Disaster Drill
- 8:45 p.m. B. *Announcement of Special Board Meeting – November 1, 2011 Pages 9-10
The Board will hold a Special Board Meeting on Tuesday, November 1, 2011, 7:00-9:00 p.m. in the City Council Chambers to discuss other criteria for allowing students outside of Piedmont to attend Piedmont schools, one of which is to consider allowing the grandchildren of Piedmont grandparents to attend Piedmont schools.
- 8:50 p.m. C. Information on October 19, 2011 State Bond Sale (oral)
(Assistant Superintendent Brady)
- 9:00 p.m. D. *Election Timeline Information for February 7, 2012 Municipal Election Pages 11-13
(Superintendent Hubbard)
Attached is a copy of the election timeline for any community member interested in becoming a member of the Board of Education. Monday, October 17, 2011 is the date when forms from the City Clerk's Office will first become available. Because the last date to turn in the paperwork (Friday, November 11) is a holiday, the deadline is extended to Monday, November 14th. The City advises that anyone planning to run for a position turn in their paperwork as soon as possible before the deadline.
- 9:05 p.m. E. Announcement of League of Women Voters Workshop
(Superintendent Hubbard)
A panel discussion on civic engagement will be sponsored by the Piedmont League of Women Voters on Thursday, November 17 at 7:00 p.m. in the City Hall Council Chambers. A panel of outside experts will share common public dialogue formats that foster productive and open discussions of important issues. Attendees will have the opportunity to ask questions. It will be televised on KCOM.
- 9:10 p.m. VIII. CORRESPONDENCE
- 9:15 p.m. IX. BOARD REPORTS
- 9:20 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. *Accept Donations Page 14
B. *Adopt Regular Board Meeting Minutes of September 27, 2011 and October 12, 2011 Available at Board Mtg.
C. * Approve Personnel Action Report Page 15

- D. *Adopt Resolution 08- 2011-12, "Temporary Borrowing from the Alameda County Treasury: Cash Borrowing Resolution" Pages 16-17
- E. *Approve Overnight Field Trip for Piedmont High School Cross Country Team to attend racing event, October 28-29, 2011, Arcadia, CA (Orange County) Page 18
- F. *Approve Consultant Services Contract Between the District and Burke Construction Services (David Burke) for services provided relating to the Seismic Safety Bond Program Project, effective October 1, 2011 through June 30, 2012, at a total amount not to exceed \$45,000 (\$5,000/month) (Funding Source: Seismic Safety Bond Program) Pages 19-20
- G. Approve 2011-12 Budgetary Management Agreements Between the District and the Contra Costa County Office of Education/Regional Occupation Program
The agreements are for payment for ROP teachers for the following programs. The CCOE provides the instructional materials, textbooks, software, and technology for classroom instruction as follows:
- | | |
|----------------------------------|--------------------|
| a. Journalism, PHS | \$15,822.90 |
| b. Biotechnology & Lab, PHS | \$19,122.90 |
| c. Sports Medicine, PHS | \$36,479.84 |
| d. AP Environmental Science, PHS | \$20,571.98 |
| e. AP Music Theory | <u>\$21,905.85</u> |
| | \$113,903.47 |
- H. Approve Revision to one Individual Services Agreement with Alpine Academy, to add the provision of mental health services, and add an additional number of days for educational and residential services, for one student, effective July 1, 2011 through June 30, 2012, at an increased amount not to exceed \$79,670.00. Funding: Special Education

9:30 p.m.

XI. FUTURE BOARD AGENDA ITEMS

→ **SUBJECT TO CHANGE** ←

- Special Board Meeting, November 1, 2011 Re: Interdistrict Attendance Permits (Nov 1)
- Evaluation Committee Report (Nov 9)
- Approve Single Plans for Student Achievement-Elementary (Nov 9)
- School Site Safety Plans (Nov 9)
- Approve List of Donor Funding Opportunities for Beach Project Enhancements (Nov 9)
- 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; and Authorize Appropriate Budget Transfers (Dec)
- Review and Approve Facilities Funding Agreement for Upkeep of City and School District Athletic Facilities ("Preservation Fund") (TBD)
- Uniform Complaint Form Board Policies (TBD)
- Conduct First Reading of Proposed Revised Board Policy 6146.1, "High School Graduation Requirements" (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)
- Report of Professional Development (TBD)

9:40 p.m. XII. ADJOURNMENT

Next Regular Board of Education Meeting:
Wednesday, November 9, 2011, 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)

The entire Board agenda packet may be accessed on the Piedmont Unified School District web site at:

www.piedmont.k12.ca.us
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Supporting agenda documentation of a non-confidential nature that has been distributed to the Board less than 72 hours before a meeting can be viewed in the Superintendent's Office at the District Administration Building, 760 Magnolia Avenue, Piedmont, CA between the hours of 8:00 a.m. and 4:30 p.m. and at the District web site: www.piedmont.k12.ca.us; click on "Board of Education"; click on "Agendas and Minutes"

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
October 26, 2011

TO: Board of Education

FROM: Constance Hubbard, Superintendent
Randall Booker, Assistant Superintendent, Educational Services

SUBJECT: **APPROVE SINGLE PLANS FOR STUDENT ACHIEVEMENT**

- **Piedmont High School**
- **Piedmont Middle School**
- **Millennium High School**

I. **SUPPORT INFORMATION**

The purpose of the Single Plan for Student Achievement (SPSA) is to create a cycle of continuous improvement of student performance, and to ensure that all students succeed in reaching academic standards set by the State Board of Education. Revision of the plan is required on an annual basis. A plan is developed by each School Site Council.

II. **RECOMMENDATION: REVIEW & INFORMATION**

Approve the 2011-12 Single Plan for Student Achievement for:

- Piedmont High School
- Millennium High School
- Piedmont Middle School

/rb

(Plans available on web site)

/

TO: Board of Education

FROM: Constance Hubbard, Superintendent
Michael Brady, Assistant Superintendent, Business Services

SUBJECT: **REVIEW OF SEISMIC SAFETY BOND PROGRAM PROJECT BUDGET FOR WILDWOOD; AND APPROVE INCREASE IN THE GUARANTEED MAXIMUM PRICE (GMP) TO OVERAA CONSTRUCTION FOR THE WILDWOOD ELEMENTARY SCHOOL SEISMIC RENOVATION PROJECT**

I. **SUPPORT INFORMATION**

At the October 13, 2010 Board meeting, the Board approved a Lease-Leaseback contract with C. Overaa Construction Co. for the seismic renovation of Wildwood Elementary School in the amount of \$4,715,000. Change Orders 1 and 2 were previously approved by the Board for a revised GMP of \$5,043,465. As anticipated, change order request items were received related to project scope, unforeseen conditions (which the District budgeted for), and conditions uncovered that were not on the original Wildwood construction plans. These issues have been extensively discussed and negotiated among the construction project team of C. Overaa Construction Co., m/N Architects, and Vila Construction. In addition, the Seismic Safety Bond Program Steering Committee has been regularly updated, and has had detailed discussions regarding the scope issues.

Based on the recommendation of the Construction Project Team and the Seismic Safety Bond Program Steering Committee, it is recommended that the C. Overaa Construction Co. construction contract amount be increased to \$5,275,850. This includes Change Order 3 in the amount of \$84,196, and Change Order 4 in the amount of \$148,189. Funding for this increase will be provided by the Wildwood Project Contingency. Included in this GMP increase for Change Orders 3 and 4 are donations from the Wildwood Dad's Club. The Wildwood construction budget was \$5,314,493.

The attached list provides detail on the specific change items.

II. **RECOMMENDATION: REVIEW AND ACTION**

Approve a contract change in GMP to the Wildwood Elementary School Seismic Renovation Project for C. Overaa Construction Co. in the amount of \$148,189, increasing the final construction contract from \$5,127,661 to \$5,275,850

Attachment

2

Wildwood Elementary School
Overaa Change Order #4 Detail

Category 1: Unforeseen Conditions/Conditions Not on Plans

Change Order Request No.	Description	Cost	Type	Cost Funded from:
92	Dry rot at existing door openings	\$ 4,589	Unforeseen Conditions	Project Contingency
96	Mechanical duct work	\$ 5,390	Conditions Not on Plans	Project Contingency
98-99	Sheetrock return on door frames; soffit work	\$ 4,898	Unforeseen Conditions	Project Contingency
100	Power to fire smoke dampers - Admin office	\$ 1,463	Conditions Not on Plans	Project Contingency
102-104	Clay tiles; foundation vent screens	\$ 9,468	Conditions Not on Plans	Project Contingency
120	Wall clocks and wall prep	\$ 1,939	Conditions Not on Plans	Project Contingency
124	Sheetmetal counterflashing	\$ 3,810	Conditions Not on Plans	Project Contingency
127	Wax resilient flooring	\$ 2,679	Conditions Not on Plans	Project Contingency
128-131	Projection screen backing; flashing @ door #25; chandelier safety cable	\$ 3,907	Conditions Not on Plans	Project Contingency
132-136	Remove/replace storm drain lines in rear courtyard; wood trim finishing in Bldg A corridors	\$ 23,849	Conditions Not on Plans	Project Contingency
137-143	Directional sign post; electrical work; timeclock	\$ 4,933	Conditions Not on Plans	Project Contingency
147-149	Door Hardware; fencing; conduit to light pole	\$ 8,199	Conditions Not on Plans	Project Contingency
	Subtotal	\$ 75,124		

Category 2: Value Added Scope

Change Order Request No.	Description	Cost	Type	Cost Funded from:
90	Refurbish Auditorium light fixtures	\$ 6,311	Value Added Scope	Donations (MWDC)
93	Additional signage	\$ 2,790	Value Added Scope	Project Contingency
94	Painting of switchgear box	\$ 441	Value Added Scope	Project Contingency
95	AV infrastructure	\$ 13,952	Value Added Scope	Donations (MWDC)
101	Additional exterior light fixtures	\$ 9,531	Value Added Scope	Donations (MWDC)
106-108	Color concrete; RDF rack; surge protectors	\$ 10,067	Value Added Scope	Project Contingency

111-118	clay tiles; fiber conduit; 1/4 round trim on boards; cleaning of Wildwood letters	\$ 17,429	Value Added Scope	Project Contingency
137	Electrical work at entrance gate	\$ 4,129	Value Added Scope	Project Contingency
143	Dimming bulbs in Auditorium chandeliers	\$ 2,754	Value Added Scope	Donations (WWDC)
145	Building B stringers	\$ 2,564	Value Added Scope	Project Contingency
146	Undercutting of 90's bldg doors	\$ 771	Value Added Scope	Project Contingency
150, 157	Painting touch up	\$ 2,326	Value Added Scope	Project Contingency
	Subtotal	\$ 73,065		
Change Order Request - Addition to Overaa GMP				
Category 1	Conditions Not on Plans	\$ 75,124		
Category 2	Value Added Scope per PUSD	\$ 73,065		
Total	Proposed addition to the Overaa GMP	\$ 148,189		
	Overaa GMP	\$ 4,715,000		
	Change Order 1	\$ 157,603		
	Change Order 2	\$ 170,862		
	Change Order 3	\$ 84,196		
	Change Order 4	\$ 148,189		
	Total GMP	\$ 5,275,850		

Wildwood Project Budget \$ 5,314,493
Current GMP (including donations) \$ 5,275,850

Board Meeting of
October 26, 2011

TO: Board of Education

FROM: Constance Hubbard, Superintendent
Michael Brady, Assistant Superintendent, Business Services

SUBJECT: **ADOPT RESOLUTION 07-2011-12, "APPROVAL OF THE USE OF
SECONDARY PUPIL GRANT ELIGIBILITY FOR THE BEACH
ELEMENTARY SCHOOL PROJECT"**

I. **SUPPORT INFORMATION**

The Piedmont Unified School District is in the process of building the addition to Beach Elementary School ("Project") and will soon receive an "unfunded approval" in the State School Facilities Program ("SFP") through the State Allocation Board.

Typically, in order to receive funding from the State, the District must have new construction grant eligibility at the grade level of the students for which the Project will house. While the District has some ninth through twelfth grade eligibility, there is not any eligibility at the elementary grade level to receive funding for these classrooms. The State School Facility Funding program does, however, allow districts to request new construction grant funding utilizing eligibility determined at a different grade level for all or a portion of the proposed project.

The District proposes to utilize high school grade level pupil eligibility to construct two elementary grade level classrooms to receive maximum SFP funding for the Project. In order to do so, the State requires the District's governing board to publicly acknowledge this action by adopting a resolution and "housing plan" to indicate that the District is using State funding grant eligibility in an alternative manner.

II. **RECOMMENDATION: REVIEW & ACTION**

Adopt Resolution 07-2011-12, "Approval of the Use of Secondary Pupil Grant Eligibility for the Beach Elementary School Project"

Attachment: Resolution w-Housing Plan

PIEDMONT UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 07-2011-12

**APPROVAL OF THE USE OF SECONDARY PUPIL GRANT ELIGIBILITY
FOR THE BEACH ELEMENTARY SCHOOL PROJECT**

WHEREAS, the Piedmont Unified School District (District) has been approved, and will be updated, for new construction grant eligibility under the Leroy F. Greene School Facility Program (SFP) by the State Allocation Board (SAB), and

WHEREAS, the District has identified a need for the addition of two new classrooms at Beach Elementary School (Project), and

WHEREAS, Education Code 17072.35 stipulates how SFP grant funds can be expended, and

WHEREAS, the District has additional high school eligibility that has not been applied to projects, and

WHEREAS, the District wishes to utilize high school pupil funding grants for the construction of the new classrooms that are a part of the Project;

NOW, THEREFORE, BE IT RESOLVED that the Piedmont Unified School District does hereby affirm the following:

- The filing of an application under Chapter 12.5, Part 10, Division 1, commencing with Education Code 17070.10; and
- The District acknowledges that funds for the purpose of housing pupils at the high school level are being diverted to fund elementary classrooms in this Project; and
- The District's plan to house these additional students will be to accommodate them in existing high school classrooms at Piedmont High School as sufficient teaching stations exist. By approval of the Piedmont Unified School District Board of Education, these students can be housed at a District loading factor of 30 students per classroom for the 9-12th grades versus the State loading standard of 27. The plan is further delineated in the attached housing plan; and
- The District acknowledges that the State has satisfied its obligation, pursuant to Regulation Section 1859.50, to house the pupils receiving grants in the Project.

PASSED AND ADOPTED by the following called vote this 26th day of October 2011:

AYES:

NOES:

ABSTAIN:

ABSENT:

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

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

PIEDMONT UNIFIED SCHOOL DISTRICT

**~~PLAN FOR HOUSING SECONDARY GRADE PUPILS~~
BEING UTILIZED FOR FUNDING
OF THE CLASSROOM ADDITION PROJECT AT BEACH ELEMENTARY SCHOOL**

The Piedmont Unified School District is proposing to build two new classrooms at Beach Elementary School (Project) and to apply and receive funding from the State School Facilities Program (SFP).

Under the provisions of the SFP Use of New Construction Grants Regulation Section 1859.77.3(b), the District may request new construction grant funding utilizing eligibility determined at a different grade level than the proposed project that does not exceed the capacity of the project.

The District is proposing to utilize eligibility available for approximately 50 high school pupil grants to assist with the construction of the Project. The District can accomplish the housing of the additional high school pupils by loading these classrooms at 30 pupils per classroom for all high school grades. This loading factor exceeds the State loading standard of 27 for 9-12th grades. In effect, the District is proposing to house 3 additional pupils per 9-12th grade level classroom at Piedmont High School. The District currently has 27 high school grade level classrooms identified on its state form *Existing School Building Capacity* (Form SAB 50-02) that are available to house the additional pupils, providing the following additional housing capacity:

Number of existing high school grade level classrooms:	27
<u>Additional pupils that can be housed in each classroom:</u>	<u>3</u>
Total number of additional pupils that can be housed or total "excess" pupil capacity:	81

In conclusion, this excess capacity is more than enough to house the 50 high school pupils that require housing under this plan.

PIEDMONT UNIFIED SCHOOL DISTRICT
Board of Education

SPECIAL BOARD MEETING

OPEN SESSION

Tuesday, November 1, 2011
7:00 – 9:00 p.m.

Council Chambers, Piedmont City Hall
120 Vista Avenue, Piedmont

AGENDA

- 7:00 p.m. I. CALL TO ORDER
- A. Call to Order
 - B. Establishment of Quorum
A majority of the Governing Board must be present in order to establish a quorum, allowing the Board to conduct business
 - C. Pledge of Allegiance
- 7:05 p.m. II. REVIEW AND DISCUSSION ITEM
- A. *Review of Administrative Regulations Regarding Interdistrict Attendance
(Superintendent Hubbard)
A request was generated by several community members to allow grandchildren who reside outside of Piedmont, but have grandparents residing in Piedmont, to attend Piedmont schools. Other requests have surfaced to expand the criteria for interdistrict attendance. Conversely, requests to oppose expanding interdistrict attendance have been received.

The Board will review current Board Policy and Administrative Regulation 5117, "Interdistrict Attendance", and other material provided by staff. The request is in the beginning stages of discussion. NO ACTION will be taken at this meeting, as this issue will require further discussions, to be noticed via Board Agendas.

Members of the public are invited to provide input.
- 9:00 p.m. III. ADJOURNMENT

**Public Comment: Members of the public may only comment on the item on the agenda.
The Board President may restrict the length of time for these comments.**

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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10

ELECTION TIMETABLE FOR MUNICIPAL ELECTION February 7, 2012 Municipal Election

	Action Taken By	Objective	Code Sections
Oct. 3, 2011 to Oct.17, 2011 (E-127 to E-113)	City Clerks Office	Publish or post "Notice of Election". Include time of election, offices to be filled and synopsis of measure. If any, to be voted upon. (Measure Questions on Ballot are limited to 75 words or less)	EC 12101-02 EC 12111
Oct. 17, 2011 to Nov.11, 2011 (E-113 to E-88)	City Clerks Office	Nomination papers to be obtained and filed during this period.	EC 10220
Oct. 27, 2011 to Nov.11, 2011 (E-103 to E-88)	City Clerks Office	Council order special election to be held (for initiative measures) City Clerk requests City Attorney's Analysis of measure (if any). (500 words limit)	EC 9214-15, EC 1405 EC 9280
November 11, 2011 (E-88)	City Clerks Office	Last day to file with County Board of Supervisors (with copy to Registrar of Voters) a Council resolution requesting consolidation of municipal election with other local elections to be held on same date. Resolution must include exact form of measure(s) or office(s) to be voted upon, as they are to appear on the ballot. This resolution must be adopted and filed at the same time as the ordinance or resolution calling the election. Suggested last day to publish "Notice of Measure" to be voted on. Publication should include deadlines for filing Arguments and Rebuttals. Last day to file nomination papers with the City Clerk's Office.	EC 10400 EC 10402 EC 10403
November 14,2011	City Clerks Office	Last day to withdraw Candidate Statement	EC 10510
November 18, 2011 (E-83)	City Clerks Office	Extended Candidate Nomination Deadline. If an eligible incumbent does not file during the regular nomination period, the candidate filing period for that office shall be extended 5 calendar days for candidates other than the incumbent.	EC 13307 (a) (3) EC 10225
November 18, 2011 (E-81)	City Clerks Office	Suggested deadline for submission of Direct Arguments to City Clerk and for receipt of City Attorney's Analysis (if any), based on the 88 publication deadline. (300 words limit)	EC 9282 EC 9286

**ELECTION TIMETABLE FOR MUNICIPAL ELECTION
February 7, 2012 Municipal Election**

Action Taken By	Objective	Code Sections
November 24, 2011 (E-75)	Last day for City Clerks to file candidates' names and occupational designations with Registrar of Voters. The Candidates' Statements should also be forwarded to the Registrar of Voters no later than this date. Last day to file the First FPPC Pre-Election Campaign Statement. Period between 9/4/11 - 11/19/11	EC 10403
November 25, 2011 (E-74)	Suggested deadline for submission of Rebuttal Arguments to City Clerk based on the 81 day deadline for Direct Arguments. (250 words limit)	EC 9285
Dec. 12, 2011 to Jan. 24, 2012 (E-57 to E-14)	Write-in candidates may obtain and file nomination papers at the office of the City Clerk during this period.	EC 8600-05
November 17, 2011 (E-82)	Random Alphabet Drawing by Secretary of State. Results will be sent to Registrar of Voters and Registrar will send a copy to each City.	EC 13112
Nov.26, 2011 to Dec.6, 2011 (E-73 to E-63)	The public has 10 days to inspect materials to be submitted for printing.	EC 9295
Dec. 29, 2011 to Jan.17,2012 (E-40 to E-21)	Mailing of Sample Ballots to all registered voters registered by E-29 (Jan 10th) between 40 to 21 days prior to Election.	EC 13303
January 9, 2012 (E-29)	First day of mailing the Vote by Mail Ballots. First day of Early Voting (Registrar of Voters Office only) until Election Day.	EC 3001
January 23, 2012	Last day to register to vote in the February 7, 2012 Municipal Election.	EC 2107

ELECTION TIMETABLE FOR MUNICIPAL ELECTION
February 7, 2012 Municipal Election

13

Action Taken By	Objective	Code Sections
(E-15)	Last day to file Second FPPC Pre-Election Campaign Statement. Period between 11/20/11 - 1/21/13	
January 26, 2012		
(E-12)	Deadline to apply for a Vote by Mail Ballot. Applications must be received by our office no later than 5:00 PM.	EC 3001
January 31, 2012		
(E-7)	Registrar of Voters Election Day - Polls open at 7:00 AM to 8:00 PM.	
February 7, 2012		

Board Meeting of
October 26, 2011

TO: Board of Education

FROM: Constance Hubbard, Superintendent

SUBJECT: **ACCEPT DONATIONS**

I. **SUPPORT INFORMATION**

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

- ◆ Donation by **Catherine Yap** in the amount of \$500, with requested use for the Wellness Center Program.
- ◆ Donation by **Camilla & Shahan Soghikian** in the amount of \$1,000 with requested use for the Wellness Center Program.

II. **RECOMMENDATION: ACTION**

Accept donations, with appropriate letters of thanks to the donors

CH/bf

14

PIEDMONT UNIFIED SCHOOL DISTRICT
Piedmont, California

October 26, 2011

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 2010-11 school year)

Maternity/Childrearing Leave
Certificated

Cindy Soulier
Effective 9/24/11 – 3/30/12

Science/PE Teacher

PMS

RETIREMENT
CLASSIFIED

Lin Messinger
Effective 10/5/11

Counseling Secretary

PHS

PIEDMONT UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 08-2011-12

**TEMPORARY BORROWING FROM THE ALAMEDA COUNTY TREASURY:
CASH BORROWING RESOLUTION**

WHEREAS, sufficient cash is needed to pay obligations for current operating requirements lawfully incurred in the fiscal year; and

WHEREAS, Article XVI, Section 6 of the California Constitution and Education Code Section 42620 allow for borrowing from the County treasury; and

WHEREAS, the following restrictions apply to this authorization:

1. Maximum amount of authorized borrowing: \$6,500,000
2. For Fiscal Year: 2011-12
3. Shall not exceed 85 percent of the anticipated revenues accruing to the District
4. Shall not be made prior to the first day of the fiscal year nor after the last Monday in April of the current fiscal year
5. Shall be replaced from revenues accruing to the District before any other obligation of the District is met from such revenue

NOW, THEREFORE, BE IT RESOLVED that the Governing Board of the Piedmont Unified School District does hereby request the Alameda County Treasurer to make temporary transfers of funds.

PASSED AND ADOPTED by the following vote this 26th day of October 2011:

AYES:
NOES:
ABSTAIN:
ABSENT:

I certify that the above Resolution was adopted and passed by the Board of Education on the date indicated above. I further certify that the agenda with this item for action was posted as required by law.

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

Anticipated Cash Needs

Total Projected Revenues (Fiscal Year)	Total Actual Revenues Received to Date	Total Projected Expenditures (Fiscal Year)	Total Actual Expenditures Paid to Date	Anticipated Cash Deficit	Amount of Borrowing Requested
29,285,274.00	2,707,118.00	30,061,873.00	4,073,969.00	6,300,000.00	\$6,500,000.00

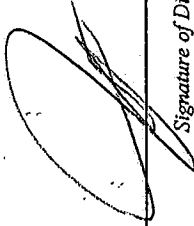
How & When Temporary Loan from the County Treasurer will be Repaid:

Temporary loan to be re-paid with parcel tax and property tax

collections: District requests repayment from April 2012 tax collections

Michelle Nguyen

Name of Person completing form



Signature of District CBO

10/18/11

Date

17

Please return form to the Executive Director, District Business & Advisory Services, ACOE Room 348

This information has been requested by the County Treasurer's Office prior to presenting our request for temporary borrowing

Piedmont Unified School District
Request for Field Trip Approval

PIEDMONT HIGH SCHOOL

PLEASE PRINT

Requested by Chris Thayer Ext. 708 Date 10/26/11 Program Cross Country

DESTINATION Arcadia City/State/Country CA Orange

Date(s) 10/28/11 to 10/29/11 Depart 10/28/11 7 am Return 10/29/11 6 am

Total Number of Days Involved: 2 Number of School Days Involved: 2

Purpose: Study Course Athletics Club Activity Other

Students Attending: 14 Teachers: Chris Thayer

Emergency Contact at Destination

Chris Thayer (510) 220-8355
Name Telephone/Cell

Names of Additional Supervisors/Chaperons (Indicate if Parent or Staff)

Mark Tipton (510) 594-1212 Parent

TRANSPORTATION

Rental Vehicle Private Vehicle(s) Common Carrier(s) Hertz Rentals
Company Name

Insurance:

Chartered Vehicles MUST have a current insurance certificate and an endorsement of additional covered interest naming PUSD as additional insured attached to the Request for Field Trip Approval form on file with the Business Office (510.594.2622)

Personal/Private Vehicles MUST submit a private Car Travel Check form.

Air Travel Trips MUST submit an itinerary attached to the Request for Field Trip Approval form.

COSTS

Substitute Coverage: Yes No Date(s) 10/28/11 (Teachers please contact Sub/Caller after approval Ext. 700)

Estimated Student Cost: \$20 Lunch & snacks Funding Source: Cross Country Budget
(transportation, Admission, Lodging, Meals)

Type of Trip:

PUSD Site Local (within 100 miles one way) Extended (overnight) Accommodations: Hotel

Out-of-State/Country: Please attach complete description of carrier, accommodations, itinerary, scholarship, provisions, etc.

APPROVAL

[Signature]
Principal/District Administrator

[Signature] 18
Governing Board Approval Date

Overnight & Out-of-State/Country Travel.

1 **Exhibit A**

2 **PM Fees**

3 **Agreement**

4 **between**

5 **Piedmont Unified School District**

6 **and**

7 **Burke Construction Services for 2011-2012 Program Management Services**

8
9
10
11 The Owner shall compensate the PM for performing the Basic Services described in Exhibit C:

12 A. A flat monthly fee of \$5,000.00 from October 1, 2011 through June 30, 2012. Fees are to
13 be invoiced monthly. Travel time shall not be charged to the District.
14
15
16
17

18 **Exhibit B**

19 **ALLOWABLE REIMBURSABLE EXPENSES**

20 **Agreement**

21 **between**

22 **Piedmont Unified School District**

23 **and**

24 **Burke Construction Services for 2011-2012 Program Management Services**

25
26
27
28
29 The PM will be reimbursed for reasonable expenses incurred in conjunction with the Project.
30 The items allowable for reimbursement are as follows:
31

- 32
- 33 1. Cost of reproduction of documents, plans and specifications and other miscellaneous
 - 34 printing.
 - 35
 - 36 2. Travel and lodging expenses.
 - 37
 - 38 3. Cost of other items as required, with prior written approval from the Owner.
 - 39
 - 40
 - 41

1 **Exhibit C**

2 **PROGRAM MANAGER'S BASIC SERVICES**

3 **Agreement**

4 **between**

5 **Piedmont Unified School District**

6 **and**

7 **Burke Construction Services for 2011-2012 Program Management Services**

8 The PM shall perform the Basic Services described in this Exhibit C.

- 9
- 10
- 11
- 12
- 13 A. Owners Meetings: The PM will assist the Owner in scheduling, attending and/or
- 14 conducting meetings to be limited to Citizen's Oversight Committee Meetings and
- 15 program level Board presentations.
- 16
- 17 B. Program Budget Tracking and Reporting System: The PM shall maintain a program and
- 18 project budget tracking system to monitor and aid in the control of all budgets, committed
- 19 costs, and actual expenditures in the program.
- 20
- 21 C. Program Budget Revisions: The PM shall make recommendations to the Owner on the
- 22 impact of design changes that may result in revisions to the Program Budget, schedule
- 23 and established program strategy. The PM shall also make recommendations to the
- 24 Owner on the reallocation of Program Budget items, including contingencies and
- 25 reserves, as necessary to support and maintain the goals of the Program.
- 26
- 27 D. Reconciling Expenditures to Budgets: Using information provided from the District's
- 28 fiscal system, the PM shall reconcile actual expenditures to contract commitments and
- 29 program and project budgets.
- 30
- 31 E. Support of Auditors: The PM shall provide information to auditors as required to ensure
- 32 compliance with legal requirements for spending of bond funds.
- 33
- 34 F. Monitor Cost Exposure: The PM shall coordinate with the Construction Manager and
- 35 District staff to report potential budget exposure related to construction change orders.
- 36

37

38 Approved:

Approved:

39

40

41 _____

42 David Burke

43 Burke Construction Services

Constance Hubbard

Superintendent

Piedmont Unified School District

Approved at Board
Meeting of October 26, 2011

20