

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

MINUTES OF
Regular Meeting of the Governing Board

January 10, 2007

CALL TO ORDER	Board President Lindenmayer called the Board of Education Meeting to order at 6:07 p.m.
ESTABLISHMENT OF QUORUM	President Ward Lindenmayer, Vice President June Monach, Board Members Cathie Geddeis, Ray Gadbois, Roy Tolles
ADJOURN TO CLOSED SESSION	The Board adjourned to Closed Session at 6:08 p.m. to discuss: A. Confidential Student Matters (Education Code Section 35146)
OTHERS PRESENT FOR CLOSED SESSION	Constance Hubbard, Superintendent David Roth, Ph.D., Assistant Superintendent, Educational Services
RECONVENE TO REGULAR SESSION	Board President Ward Lindenmayer called the Regular Session of the Board of Education meeting of January 10, 2007 to order at 7:03 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, Educational Services
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	Not present (excused)
PERSONS REQUESTING TO SPEAK ON ITEMS NOT ON THE AGENDA	None
Superintendent	None
Board President	Board President Lindenmayer reported on the following: <ul style="list-style-type: none">7th/8th grade Instrumental Concert at Alan Harvey Theater tonight and tomorrow night is the 6th Grade Instrumental ConcertWednesday, January 17, the Associated Parents Clubs of Piedmont and the Piedmont Parents Network will sponsor a Parent Education

Event at 7:00 p.m. in the Alan Harvey Theater. Dr. Madeline Levine, author of "The Price of Privilege" will discuss topics such as teen depression, anxiety disorders, and substance abuse. Signups for attendance are online

REVIEW & ACTION ITEMS

1. Presentation of 2005-06 Annual Financial Report (Audit Report) Ending June 30, 2006
2. Accept 2005-06 Annual Financial Report (Audit Report)

Superintendent Hubbard introduced AJ Major, lead partner for Vavrinek, Trine & Day, LLC, independent auditors. The District is required every year to be audited by an independent auditor and every January, the audit findings are presented. These audit findings are for the District's 2005-06 Annual Financial Report ending June 30, 2006.

It is the Superintendent's practice to have the independent auditor present the findings to the Board and give the Board an opportunity to ask questions in order to get the information from an outside source.

Mr. Major thanked the Business Services staff and Assistant Superintendent Michael Brady for their diligence and follow through of all items. He explained that the purpose of an independent audit is to obtain reasonable assurance that the information is fairly presented. Internal controls are also considered.

The conclusions of the independent auditor were as follows:

- The District was given a "clean" opinion and met all its objectives
- There were no material weaknesses found as it relates to internal control, financial reporting, or compliance with the law
- Federal and State compliance was also met

New Accounting Pronouncements:

- GASB 45 – post-employment benefits: District will be expected to put these into their financial statements and also determine the amount of liability, including how they will fund and disclose. Our District is already aware of this and he is confident that staff will be able to address this issue in a timely fashion. There are vendors that can help small and medium-size districts with this project, also.

New Required Auditing Standards coming up are:

- For 2006-07 reporting, the independent auditor will be required to shorten the timeframe from when they complete their field work and when they actually issue their report
- The independent auditors must redefine their observations in their actual written report to focus more on the competency of the people doing the work
- In the next two years, the independent auditor will have to make Risk Assessment Standards which contain an additional focus on internal controls (will require more documentation from the District)

Board Member Geddeis asked Mr. Major what the District should aim for on the reserve level and what is done in other districts. Mr. Major stated that the State only requires a 3% reserve, which he personally thinks is low. However, he reiterated that the Superintendent and staff are very diligent about overseeing the budget. He also stated our district is in a rare situation because of its impressive amount of private contributions. Economic reserve in other districts has a lot to do with philosophy and spending habits.

Superintendent Hubbard gave a special thanks to Michelle Nguyen, Director of Fiscal Services, for her tracking of all budget matters.

Discussion was held on the District's long-term debt being higher than its buildings, land, equipment, etc. The auditor explained that depreciation is outpacing the District's debt service. Also, all the land and buildings are at historical cost. Actually, the market value of the land and buildings is far higher than what is on the books so from an economic position, the District is in a solid place.

Additional discussion was held on Government and Accounting Standards (GASB) 43 and 45, which require more details, identified costs, and related disclosures on what annual contributions would be in order to fund retirement plans. This will begin effective with the 2008-09 school year. How, when and if to fund the unfunded liability need disclosure.

Superintendent Hubbard is expecting the results of an actuarial study momentarily. Discussion has already started on how to start the process and figure out the amount to set aside each year. At this point, the District is not looking at a trust account, but rather at setting up another account which will be self-restricted.

It was moved by Board Member Geddeis, seconded by Board Member Gadbois, and passed unanimously to accept the District's Annual Financial Report ending June 30, 2006.

Conduct Public Hearing and Approve Contract Reopener Proposals for 2007-08 Negotiations Between the District and Association of Piedmont Teachers (APT)

The contract reopeners for APT were presented at the Board meeting of December 13, 2006. A two-week period is given for public notification prior to approval.

The following articles are automatically agreed upon as reopeners:

- Fringe Benefits
- Salaries
- 2008-09 Instructional Calendar

The following two articles are opened on behalf of APT:

- Assignment, Reassignment, Transfers and Classification of Permanent, Probationary and Temporary Teachers
- In keeping with federal and state laws, APT wants to develop language that clearly states the responsibilities of the District and the teachers concerning the education of students

The following article is opened on behalf of the District:

- Retirement/Disability Benefits

Marjie Lawson, APT President, wanted to clarify that the interest in developing the new article (regarding the education of students), was inserted because the APT wants to do a better job of providing the necessary educational services, not only for students with IEPs, 504s and medical conditions, but for all students. With new federal and state early intervention regulations, APT feels they need additional resources in order to meet the demands.

She added that the APT has been diligently meeting on the calendar issue. They have heard and listened to everything that the parents had to say and APT is trying to make everything more transparent. APT feels they are at a good starting point and want to continue working on it.

The public hearing was opened. A Beach/Middle School parent asked about creating a parents' scheduling committee (regarding school hours) as part of negotiations.

It was moved by Vice President Monach, seconded by Board Member Tolles, and passed unanimously to approve the contract reopeners between the District and APT for 2007-08.

Update on Bond Projects by Capital Program Management, Inc.

David Burke, Project Manager, advised that during the Winter Recess, the following work took place:

- Additional site investigations conducted at Havens and Piedmont High School (Quad/Library building) to take measured drawings and review the materials testing. Destructive testing was done, along with concrete strength testing.
- The architectural/engineering team met with the Technical Advisory Committee (TAC) and Steering Committee within the last month
- Completed as-built drawings of quad building; one set-back was the lack of record drawings – a portion of the library is one of them. The record drawings could not be located, thereby necessitating having the architect and engineer recreate the drawings. This is much more time-intensive. Instead of converting a drawing to CAD, field work had to be done.
- A non-structural hazard survey was conducted at Havens and the High school (things like glazing, pendant light fixtures, tall bookcases). These are not structural but could be an issue in the event of a seismic motion
- An ASCE 31 Tier II seismic evaluation was conducted of Havens and Piedmont High School. The Havens report will be presented at the January 23 Board meeting. Superintendent Hubbard interjected that the report would be regarding structural issues, only, and will not address accessibility or fire/life safety issues. The Havens Parent Club will be notified of the Tier II study.

Mr. Burke continues to be very impressed with the performance of the architect-engineer team.

Regarding committee functions:

- A Technical Advisory Committee meeting was held yesterday. One of the agenda items was the structural peer review. The results of the Statements of Qualification was that the Seismic Subcommittee of the TAC forwarded a recommendation to the Steering Committee today of firms based on their strengths. One firm demonstrated a strength in wood frame buildings and one in concrete buildings. The recommendation was to move forward with one of those firms for Havens and the other for the High School.

Superintendent Hubbard added that the TAC felt comfortable with all three firms; they were all well-qualified. She is recommending that she be given authorization by the Board to enter into negotiations with two firms - one for the single-story wood frame building work for Havens, and one for the concrete building work for Piedmont High School, each

for an amount not to exceed \$20,000 on a time and materials basis. The Tier II study is in the process of being finalized but finalization of contracts by the January 23 Board meeting is not possible, yet work needs to begin. Therefore, with the Board's approval, actual contracts would be brought to the Board for approval at the February 14, 2007 Board meeting.

It was moved by Board Member Geddeis, seconded by Vice President Monach, and passed unanimously to authorize the Superintendent and Project Manager David Burke to enter into time and materials agreements with selected firms as structural peer reviewers, and authorize expenditures up to \$20,000 for each, until the final contracts are brought before the Board at the February 14, 2007 Board meeting.

Mr. Burke talked about scheduling. A very systematic, proscribed process on the seismic evaluation, modernization, accessibility and fire/life safety are proceeding methodically. The process is well defined and as efficient as possible. He is trying to schedule various milestones that would reflect the most appropriately expeditious plan, which will come before the Board at the January 23rd meeting.

Update by Board Subcommittee on Public Engagement Process and Upcoming Community Meetings

Superintendent Hubbard said discussions were held today at the TAC, Steering Committee and Board Subcommittee on Public Engagement. The District needs to make sure that when we schedule the community meetings, we have the information to share that is pertinent.

Vice President Monach stated that, in terms of planning the community meetings, it takes a lot of time and it is important to keep the public apprised and informed at the appropriate times when there is substantive information to present. Two dates were announced for public engagement meetings for January 18 and February 8. However, given what was learned today, there will be insufficient information for the February 8 meeting and it is recommended that the February 8 meeting be postponed.

The District is actively working with the City's Master Plan project and coordinating schedules of the District and City in order to identify what the interests and needs are of both parties.

The January 18 community meeting will be held in the Council Chambers at 7:00 p.m. and will be broadcast live on KCOM.

First Reading of Proposed Revised Board Policy 6146.1, "High School Graduation Requirements"

Revised wording on subject requirements in Science was brought to the Board's attention by Superintendent Hubbard. The Board acknowledged the First Reading.

Review Proposed New Courses:

- "Physical Science", Grade 9
- "Biology", Grades 9-10
- "College Preparatory Physics", Grades 11-12
- "Biotechnology: Methods and Principles", Grades 11-12 (through ROP)
- "Sports Medicine", Grades 11-12 (through ROP)
- "Introduction to Publications"

Principal Randall Booker explained some of the courses. He clarified that ninth graders are still required to take a ninth grade science class.

The High School is looking toward shifting away from the Integrated Science program. A wider array of students can be better served through a streamlined program of physical science in the ninth grade and a biology class for the tenth grade.

Students going into 9th grade and wanting to take biology must meet a criteria standard such as maturity, well thought out study habits,

- (Semester Course), Grades 9-10
- “Journalism”, Grades 11-12 (through ROP)

passion/desire for the subject, willingness to put in the extra time and effort, and high test scores.

Although the High School is trying to get this class as a UC lab-approved course falling into the “d” requirement, he feels it is unlikely this will happen. There are many other classes meeting the “d” lab requirements if the class does not get approved as such.

The other classes were reviewed, also.

Parent Lily Mirels agreed with the process that was used, although she mentioned the lack of AP Chemistry and AP Physics.

Parent Martha Jones felt very positive about the proposed changes being considered. She liked the collaboration of the course selection process whereby it allowed the students and teachers to have She wanted to thank the teachers and administrators involved. She questioned the issue of funding resources for these new programs. It was not clear to her in the Curriculum Council meetings why AP Chemistry and AP Physics were not going to be offered. She publicly encouraged the Board to keep it on the “front burner”. She was also not clear if the High School was going to help students prepare for those two exams for those who wanted to take more classes in chemistry/physics outside of school. Her daughter took classes elsewhere and found it was difficult to mesh her High School schedule with her college courses. She urged the Board to approve the courses.

Resident George Childs questioned from where the funds associated with these courses would come. The Superintendent responded that the ROP programs will be funded by the State. The District would bill the ROP and be reimbursed for the class.

Review of 2007-08 District Budget Development Calendar

Superintendent Hubbard reviewed the various dates shown on the calendar. It is anticipated that the District Goals, Budget and parcel tax levy will be reviewed at the same times. The calendar will return for adoption at the January 23, 2007 Board meeting.

INFORMATION ITEMS

Announcement of Regular Board Meeting on Tuesday, January 23, 2007

Superintendent Hubbard announced that due to the Association of California School Administrators (ACSA) Superintendents’ Symposium held from Wednesday, January 24 through Friday, January 26th, the regular Board meeting is scheduled for Tuesday, January 23, 2007.

Announcement of Annual Celebration of the Life and Teachings of Dr. Martin Luther King, Jr., Piedmont Community Hall, Monday, January 15, 2007, 12:00 p.m. (potluck lunch)

Superintendent Hubbard announced the annual celebration of the life and teachings of Dr. Martin Luther King, Jr. on Monday, January 15 at the Piedmont Community Hall at 12:00 p.m. A pot luck lunch will be served.

Final Performance Report on Federal Foreign Language Assistance Program (Mandarin Grant)

Superintendent Hubbard thanked the Piedmont Asian American Club (PAAC) for underwriting the entire grant proposal. Parent Linda Lei was the monitor managing the grant. She always donated her management fee back to the program. 2005-06 was the final year of the three-year grant. A complete copy is available in the Superintendent’s office.

CORRESPONDENCE

None

BOARD REPORTS

Board Member Tolles attended the subcommittee of the Technical Advisory Committee, a Technical Advisory Committee meeting, a Steering Committee meeting and Beach Parent Board meeting.

Board Member Gadbois attended the Piedmont Appreciating Diversity Committee meeting, public engagement today, PMS PC meeting;

Board Member Geddeis stated that High School Parents Club is very busy, along with the High School Boosters.

Vice President Monach attended the City-School District Liaison meeting and public engagement subcommittee meeting. She participated in the informational meeting for parents regarding the proposed changes to the science curriculum.

President Lindenmayer attended the Piedmont Sports Hall of Fame Reception which was held this past Saturday. There were nine inductees and it was very well attended.

CONSENT CALENDAR: ACTION ITEMS

President Lindenmayer acknowledged the donation by Dimitri Magganas of 100 DVD, "Classical Greek Values & Modern Realities", and 100 hardbound books, "Too Much for Our Own Good: The Consumeritis Epidemic and Good Movies", valued by the donor in the amount of \$4,400 for use by the District.

It was moved by Board member Geddeis, seconded by Vice President Monach, and passed unanimously to approve all of the items presented on the Consent Calendar as follows:

1. Accept Donation as noted above
2. Adopt Regular Board Meeting Minutes of December 13, 2006
3. Approve Monthly Financial Report of the District for December, 2006
4. Approve Personnel Action Report
5. Approve Quarterly Report (October 1, 2006 through December 31, 2006) of Complaints Received Under the Williams Settlement Agreement
6. Adopt Resolution 14-2006-07, "Declaration of Surplus Property" (grounds equipment)
7. Approve Educational Media Agreement Between District and Contra Costa County Office of Education for "Ed1Stop" Program
8. Approve Student Teaching Agreement Between District and St. Mary's College, effective August 31, 2006 through August 1, 2007
9. Approve one Consultant Services contract with Carrie Kartman, M.F.A., to provide tutoring services for one high school student, effective December 7, 2006 through June 30, 2007, at a total cost not to exceed \$9,000. Funding Source: Special Education
10. Approve one Consultant Services contract with Quality Behavioral Outcomes, to provide behavior intervention services for one elementary school student, effective July 1, 2006 through June 30, 2007, at a total cost not to exceed \$5,000. Funding Source: Special Education.

FUTURE REGULAR BOARD MEETING AGENDA ITEMS

Agenda items for upcoming meetings:

1. Review of Board Bylaws (Section 9000)
2. Maintenance Condition of Witter Field and Track

3. Announcement of Application Opening of Arthur Hecht Volunteer of the Year Award (2nd Bd Mtg in January)
4. Adopt District Budget Development Calendar (2nd Bd Mtg in Jan)
5. Approve Consolidated Application, Part II (2nd Board Mtg in Jan)
6. CSEA Reopeners (Jan/Feb)
7. Annual Review of Facilities Use and Fees (March)
8. Announcement of Applications for 2007 Lois Blair Rawlings Foundation Educational Inspiration Award (March)
9. Approve School Improvement Plans/Block Grant Spending Plans (March/April)
10. Approve School Safety Plans (March/April)
11. Tentative Board Workshops (subject to change/cancellation):
 - Monday, February 12, 2007, 8-10 a.m., City Hall
TBA (topic chosen at 1-10-07 Board Meeting: Budget / Communications
 - Monday, March 12, 2007, 8-10 a.m., City Hall
TBA (topic chosen at 1-10-07 Board meeting: State Funding
 - Monday, April 23, 2007, 8-10 a.m., City Hall
TBA (topic chosen at 1-10-07 Board meeting: CPM / Decision-Making Models / Effects on Timeline
 - Monday, May 7, 2007, 8-10 a.m., City Hall
Subject: TBA
 - Monday, June 11, 2007, 8-10 a.m., City Hall
Subject: TBA

ADJOURNMENT

There being no further business, and with no objections by the Board, the meeting was adjourned at 10:47 p.m.

WARD LINDENMAYER, Board President
Piedmont Unified School District
Board of Education

CONSTANCE HUBBARD, Superintendent
Secretary, Piedmont Unified School District
Board of Education