

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

MINUTES OF
Regular Meeting of the Governing Board

June 27, 2007

CALL TO ORDER	Board President Lindenmayer called the Board of Education meeting to order at 6:34 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 6:35 p.m. to discuss: A. Conference with District Negotiator Constance Hubbard Regarding Negotiations with the California School Employees Association (CSEA), Chapter 60 (Government Code Section 54956.6) B. Conference with District Labor Negotiators David Roth and Randall Booker Regarding 2007-08 Negotiations with the Association of Piedmont School Administrators (APSA) (Government Code Section 54956.6)
OTHERS PRESENT FOR CLOSED SESSION	Constance Hubbard, Superintendent Michael Brady, Assistant Superintendent, Business Services David Roth, Ph.D., Asst. Superintendent, Educational Services Randall Booker, APSA President 2007-08
RECONVENE TO REGULAR SESSION	Board President Ward Lindenmayer called the Regular Session of the Board of Education meeting of June 27, 2007 to order at 7:05 p.m. and led the Board and audience in the Pledge of Allegiance.
OTHERS PRESENT AT REGULAR SESSION	Constance Hubbard, Superintendent Michael Brady, Assistant Superintendent, Business Services David Roth, Ph.D., Assistant Superintendent, Educ. Services
Action Taken In Closed Session	None
Agenda Adjustments	A revised Personnel Action Report was presented to the Board and included at the Public Information table.
COMMUNICATIONS / ANNOUNCEMENTS	
Association of Piedmont Teachers (APT)	None
California School Employees Association (CSEA)	None
Parent Clubs	None
Student Representative to the Board	None (not present)

PERSONS REQUESTING TO SPEAK ON ITEMS NOT ON THE AGENDA

Resident George Childs requested to speak but learned his issues would be covered under Review and Action Item A. 1 and 2.

Superintendent

Superintendent Hubbard requested that the community refrain from using Witter Field while it is being renovated, including the track. People are jumping the fence to use the track and the new track will need time to cure. Although costly, the school district will be hiring security to keep people off the track.

She also thanked neighbors living near Witter Field; they have been asked to park on one side of the street in order that the heavy equipment can be driven onto Witter Field.

It is anticipated that the renovation of the Witter Field track and playing field will be completed by August 15.

Superintendent Hubbard additionally asked that parents not allow children to play on the heavy equipment stationed at Witter Field; it is dangerous to do so.

Board President

Board President Lindenmayer announced that Dracena Park has a new play structure which is now open for younger children. Coaches' Field is open. In lieu of using the Witter Field track, community members can use the "Turkey Trot" route. He asked that the community please respect the closed gates at Witter Field until the end of the summer.

He announced the 4th of July Parade will be held next Wednesday, the Wells Fargo Stagecoach will be included. This is the 100th anniversary of the City of Piedmont.

PRESENTATIONS

A. Measure E Bond Program: Annual Report to the Board from the Piedmont Unified School District Citizens' Oversight Committee

Assistant Superintendent Michael Brady stated that the Citizens' Oversight Committee was established after the passage of the Piedmont Unified School District Bond Measure E. The purpose of the committee is to ensure that expenditures from the Bond Program are used in accordance with the ballot measure. The committee consists of twelve members, all volunteers, each serving a two-year term, and meeting criteria as prescribed by State Education Code.

Mr. Brady introduced Rick Raushenbush, President of the committee.

The annual report was noted and will be placed on the District web site.

Assistant Superintendent David Roth introduced Piedmont High School Principal Randall Booker and Director of Student Services Brooke Zimmerman, both of whom reported out on the Healthy Kids Survey.

The California Healthy Kids Survey is a voluntary, anonymous, confidential student and school staff student report of attitudes, health risk behaviors, and protective factors. The survey gathers information on behaviors such as physical activity and nutritional habits; alcohol, tobacco, and other drug use; school

safety; and environmental and individual strengths. Used by California schools since 1997, the CHKS consists of age-appropriate survey instruments for students in grades five, seven, nine and eleven and is designed in a flexible, modular format that is customizable to meet local district needs. The CHKS is intended for use in planning and evaluating student support programs, primarily alcohol, tobacco, other drug and violence prevention programs. The CHKS is a requirement of funding for districts that accept federal Title IV Safe and Drug-Free Schools and Communities (SDFSC) funds of State Tobacco-Use Prevention Education (TUPE) funds. The survey was displayed at the public information table, and a PowerPoint presentation was given.

For the survey administered in our District, the margin of error is minimal and there is a high participation rate. The test gives the school district more information in which to identify prevention and health goals.

Striking statistics for our District were that:

- 34% of eleventh graders had binge drank within the last 30 days prior to taking the survey
- 54% of eleventh graders had been very drunk or sick, and 53% high within the last 30 days prior to taking the survey
- 21% of 7th graders said they have seriously considered suicide

Compared with other districts in the county and state, we are quite high in terms of alcohol use. In comparison to 2004, Piedmont was the highest school district in Alameda County in terms of alcohol use.

In terms of feeling safe at school, our District rates very high [good]; in terms of bringing a gun or knife to school or bullying/harassment, our District has very low [good] rates. Principal Booker said in the last three years, the statistics for Piedmont have not changed a lot.

Principal Booker said administrators are not seeing a lot of students high or drunk on school property; rather it is information that administrators hear about off-campus parties.

Ms. Zimmerman said it is important to recognize that these are society, community and family issues.

In terms of how to proceed, Principal Booker said we must acknowledge that these issues exist and pool our resources. For instance, the high school conducts assemblies on alcohol and drugs and follows up with a family discussion night.

Vice President Monach said parents should also find windows of opportunity to keep open lines of communication with their student.

Resident Billy Allen stated that a high percentage of drinking occurs in parents' houses, including when the parents are there.

Resident Bill Blackwell feels there is a correlation between the use of cigarettes and alcohol because they are stress-related and the expectations are high in this community.

Resident Rick Raushenbush supported what Billy Allen said: his middle-school aged children have gone to other children's homes after school where the parents weren't home and some of the students started drinking. He feels this is not a community value; it is a police issue. It is not legal to give alcohol to minors and if some parents found out they were going to be "hailed in" and printed up in the Piedmont Post, there may be less of this happening.

REVIEW & ACTION ITEMS

A. Bond Program:

1. Measure E Bond Program Update

In preparation for a summer of intensive work within the Bond Program, Capital Program Management (CPM) co-project manager Priscilla Meckley provided an update on overall bond program progress and specific information on the status of individual projects, and reviewed the overall program cash flow status and near-term program work and milestones. John Nelson, President of *murakami*/Nelson, was also present to answer any questions.

The complete report will be available at pusdbond.org by June 28, 2007.

Contracts currently committed as of May 14, 2007 amount to: \$3.977 million.

Near-term work through August 2007:

- Complete PHS quad building temporary roof replacement project
- Continue investigation and concept development phase work

Major Program Milestones:

Havens:

- Present concept refinements with costs (September/October 2007)

Beach:

- Present concepts with costs (September/October 2007)

Wildwood:

- Present investigation report (Sept/Oct 2007)
- Present preliminary concepts with costs (Nov 2007)
- Present Final Concepts with Costs (Dec 2007-Jan 2008)

Piedmont Middle School:

- Present investigation report (Aug-Sep 2007)
- Present concepts with costs, if authorized by Board (Nov 2007)

Piedmont High School:

- Present non-structural building investigation report (Aug-Sep 2007)

- Present non-structural building concepts with costs (Nov 2007)
- Present priority building concepts with costs (Nov 2007)

Maintenance Facility:

- Present investigation report (Aug-Sep 2007)
- Present concepts with costs (Oct-Nov 2007)

Project Scopes: Budgets and Schedules Determined (Nov 2007 – Jan 2008 or sooner)

Bill Drum, resident and member of the Citizens' Oversight Committee, and observer to the Bond Steering Committee, said the planning management and design team has been doing an excellent job of moving along on a high quality basis. He urged the Board to do as much as possible at any one site where it does not impact the educational process. The problem he sees already is that the bond money is a limitation. It's not going to be arriving fast enough so hopefully there will be some creative ideas on how to keep the construction moving forward when the bond monies are not available to do so. This needs to be thought about right now.

Superintendent Hubbard responded that as the District moves along on the design and decision making process, the bond capacity will be issued sufficiently to do the projects as fast as they can get done. The cash flow analysis is not ready yet.

2. Approve Extension of Time on *murakami*/Nelson Contracts to December 31, 2007 for Scope of Services on the Following Agreements:

- Havens Elementary School Conceptual Design
- Wildwood Elementary School Evaluation
- Piedmont High School Evaluation

Extension of time on these contracts were recommended as follows:

Havens Elementary School:

Time needed to more fully develop the "hybrid" concept design. Structural, ADA and Life Safety solutions will be selected for further development with an updated cost estimate. In addition, "master planning" for the Havens campus for current and future development will take place. The draft plans and cost estimate will be brought to the Board at their meeting of September 26, 2007.

Wildwood Elementary School:

Additional field investigation is needed during the summer because there are no available drawings and the Tier 2 analysis cannot be completed until after that information is provided. A milestones draft report will be brought to the Board at their meeting of September 26, 2007 and a final report after comments are received.

Piedmont High School

Additional field investigation is needed during the summer because there are no available drawings and a concept design cannot be completed without the supplementary information. A concept design and cost estimate will be brought to the Board at their meeting of November 14, 2007.

None of these extensions will increase the time and material expenses already approved.

Dana Serleth, parent, asked: What is improvement? Security? Better buildings? Design of the school? We, as a community, have to agree which of these things are of interest to us.

It was moved by Vice President Monach, seconded by Board Member Geddeis and passed unanimously to approve the extension of time to December 31, 2007 on the following contracts:

Havens Elementary School Conceptual Design
Wildwood Elementary School Tier 2
Piedmont High School Evaluation

There is no cost to be added to these contracts for the extension of time.

3. Update by Board Subcommittee on Public Engagement Process

Vice President Monach advised that a couple of meetings will be scheduled to review and update information for the web site and to meet with the Center for Collaborative Policy to prepare for a fall public meeting

Conduct Public Hearing; Adopt 2007-08 District General Fund Budget and All Budgets Operated by the District; and Adopt Resolution 28-2006-07, "Authorizing Year-End Budget Transfers"

Districts are required to adopt a budget prior to June 30 of each year for the next fiscal year. Because the State Budget has not been adopted, and actual expenses for the year ending June 30 are not determined, changes are expected in the revised budget that will be presented 45 days after the State Budget is adopted. It will reflect the information from the Approved State Budget and the year-end Financial Reports of the District.

A Public Hearing will be conducted in order for the Board to receive input on the budget. After the hearing, the Board will be requested to approve the 2007-08 District Budget. Staff will submit all of the required documentation by the statutory deadline of July 1, 2007.

Summaries of each fund and the list of assumptions used in the development of the 2007-2008 Budget were provided. The General Fund is the most significant of the funds managed by the District because it represents the day-to-day operations of the District. It is the only fund that is not entirely restricted as to expenditures of funds received from all sources. Included is a chart that depicts the sources of revenues and expenditures for the General Fund, the Budget Adoption Calendar, enrollment projections and the multi year projections for 2008-09 and 2009-10. The summary forms recap the information included in the Standardized Account Code Structure (SACS) format that is required by the State. The complete SACS formatted budget was available for display at the meeting and a copy will be provided upon request.

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

- Programs included as essential in Piedmont students' experience have been maintained and are included as part of the 2007-08 budget.
- Compensation to attract and retain the most qualified staff remains a priority. There has been significant progress toward the goal to attract and retain the best employees by providing compensation that compares to the top of the non-basic aid, unified school districts included in the list of comparable districts in the Standards and Criteria Report. Personnel costs represent approximately 88% of the total expenditures.
- Although the reserve level for economic uncertainty in the General Fund meets the required minimum of 3%, the Board remains committed to a goal of a 4% reserve level.
- State and federal support for public schools in California have fluctuated greatly in the last few years. Although there is an increase projected for 2007-08 in per pupil allocation of funds from the State, the number of pupils used in the funding formula is 20 fewer than the current year. The final funding from the State is not determined until the final state budget is approved by the Legislature and approved by the Governor.
- The widening gap between the increase in the operational cost of programs and a decrease in State funding due to declining enrollment has been closed by increases in Parcel Tax assessments, an increase in donations from support groups such as the Parent Clubs and Piedmont Educational Foundation, and a decrease in program cost in areas with minimal or no direct impact on student programs.
- The Parcel Tax support has been an essential component of the District's revenue for the maintenance of programs for students. It has grown from being approximately 11% of the District's total revenue in 1985 to approximately 26% in 2007-08 from Measures B and C approved in June 2005. As was done in 2001 to support instructional programs in the final year of Parcel Tax Measures A and B, the District transferred \$500,000 from the General Fund to the Parcel Tax Reserve Fund for use to support programs in 2009-10, the final year of the tax term.
- Revenue from Measures B and C, approved by the Piedmont community by 88.10% and 83.13% margins, respectively, on June 7, 2005, are included as part of the multi-year projections. They do not include the allowable increase of up to 5% per year beyond the 2007-08 budget.
- The funds raised by Parent/Support Groups and the Educational Foundation to support programs remain an integral part of the District's budget, representing about 5% of the total budget. The combined community support for the District budget in 2007-08 totals about 31% of the total budget or \$3,431 per student.
- The District continues to experience a decline in enrollment. Staff continues to monitor enrollment very closely and makes adjustments as needed in a timely manner. The 2006-07 budget received \$5,585 per the 2538 Average Daily Attendance from the 2578 students enrolled (total \$14,174,730).
- The anticipated 2007-08 State budget with the projected 4.53% COLA translates to an additional \$249 per ADA for the

District. However, the ADA for the calculation in 2007-08 is 20 fewer than the previous year because of a decline in enrollment. Average daily attendance from the students enrolled returned to traditional levels of approximately 97.6%. The total per ADA State revenue is expected to be \$14,690,012, for a 3.35 % increase over the previous year.

- Enrollment/attendance patterns must be monitored carefully. In 2007-08, the loss in increased revenue due to a decline in enrollment is \$116,680. The District is unable to reduce expenditures by an equal amount of reduction in revenue because of fixed costs such as energy and the pattern of student program that does not permit personnel adjustments based on revenue.
- The Budget Advisory Committee consisting of representatives from all stakeholders in the District meets regularly to discuss the District Budget and provide recommendations to the Board of Education in the budget development process. The 35 members also report information on the budget back to their constituent groups.

It was moved by Board Member Gadbois, seconded by Vice President Monach and passed unanimously to adopt the 2007-08 District General Fund Budget and All Budgets Operated by the District.

It was moved by Board Member Geddeis and seconded by Vice President Monach to adopt Resolution 28-2006-07, "Authorizing Year-End Budget Transfers."

The Board was polled and the motion passed unanimously.

Approve Salary Increase for 2007-08 for Members of the Association of Piedmont School Administrators (APSA), and Other Unrepresented Employees on Personnel Services Contracts (Food Services Manager, Superintendent)

It was moved by Board Member Geddeis, seconded by Board Member Tolles and passed unanimously to approve a 3.5% salary increase for 2007-08 for APSA and other unrepresented employees on personnel services contracts (Food Services Manager, Superintendent). These monies have already been included in the 2007-08 budget preparations.

Conduct Public Hearing and Adopt Proposed New Science/Health Textbook, "Decisions for Health", Grade 7

The proposed textbook has been reviewed, evaluated, and recommended for adoption by teachers at the Middle School, after incorporating conversations from the Curriculum Council meetings and articulation with High School Science/Health and elementary teachers. The books have been on display for the required 30-day public review period and the Board will be requested to adopt the textbook for the 2007-08 school year.

It was moved by Vice President Monach, seconded by Board Member Gadbois and passed unanimously to adopt the new science/health textbook, "Decisions for Health", Grade 7 for the 2007-08 school year.

INFORMATION / ANNOUNCEMENTS
Announcement of Annual Board Reorganization

It was announced that the Board will reorganize for the 2007-08 school year by appointing a President and Vice President at the regular Board meeting of July 25, 2007.

Board of Education Agenda and Background Material Available Online

Superintendent Hubbard announced that complete Board agendas, including the staff backgrounds and other individual

reports/presentations, will now be available online at the District web site: www.piedmont.k12.ca.us , click on "About Us", click on "Board Agendas and Minutes" and choose the Board meeting date for which you are interested. The complete material should be available by late Monday mornings prior to a Board meeting. Thanks and appreciation was given to District web master Dan Garvin.

CORRESPONDENCE

Five emails were received on the schoolboard email since the last Board meeting regarding the Havens bond program project.

BOARD REPORTS

Board Member Roy Tolles attended a Bond Steering Committee meeting, and a seismic subcommittee meeting.

Vice President Monach enjoyed the Middle School ceremony and the High School graduation.

Board Member Geddeis thanked Vice President Monach for hosting an end-of-the-year gathering for Board members, administrators and District office personnel.

CONSENT CALENDAR: ACTION ITEMS

It was moved by Vice President Monach, seconded by Board Member Tolles, and passed unanimously to approve all of the items presented on the Consent Calendar as follows, including the Board minutes with minor corrections:

1. Adopt Regular Board Meeting Minutes of June 13, 2007
2. Approve Personnel Action Report
3. Approve one Consultant Services Contract with Jinguji Consulting to provide a one-day workshop on "Polar Heart Monitors" and "PE Manager" program for District Physical Education staff, effective Monday, June 25, 2007 at a total cost not to exceed \$2,000. Funding Source: PE, Music and Arts Block Grant
4. Approve one Consultant Services Contract with Educational Services, to provide one intake session and twenty hours of tutoring for one high school student, effective June 18, 2007 through October 31, 2007, at a total cost not to exceed \$1,751. Funding: Special Education.
5. Approve Submission of Consolidated Application, Part I
6. Approve Agreement Between the District and Quint & Thimmig, LLP, for financial legal bond counsel services in connection with the 2007 Tax and Revenue anticipation Notes (TRAN)
7. Approve Amendment #1 to Contract Between the District and Hazard Management Services for increase in cost (\$1,245) due to additional work on the Piedmont High School roof, to include extension of time (through June 30, 2007). Funding Source: Measure E Bond
8. Approve one Individual Service Agreement and one Master Contract with Behavioral Counseling and Research (BCRC), to provide assessment and consulting for one middle school student, effective January 23, 2007 through May 30, 2007, at a total cost not to exceed \$4,554. Funding Source: Special Education
9. Approve District Warrant List dated June 15, 2007 for Goods and Services Rendered

FUTURE REGULAR BOARD MEETING
AGENDA ITEMS

Future Regular Board Meeting Agenda Items:
(subject to change)

- Review of Board Bylaws (Section 9000) (July)
- Reorganization of the Board (July)
- Review of Board Committee Assignments (July)
- Budget Update (July)
- Quarterly Report of Complaints Under Williams Settlement Agreement (July)

ADJOURNMENT

There being no further business, and with no objections by the Board, the meeting was adjourned at 10:48 p.m.

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

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