

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

MINUTES OF
Regular Meeting of the Governing Board

January 15, 2008

CALL TO ORDER	Board President Monach called the Board of Education meeting to order at 6:31 p.m.
ESTABLISHMENT OF QUORUM	President June Monach, Vice President Cathie Geddeis, Board Members Ray Gadbois, Roy Tolles, Ward Lindenmayer
ADJOURN TO CLOSED SESSION	The Board adjourned to Closed Session at 6:32 p.m. to discuss: A. Conference with District Representative Constance Hubbard Regarding Negotiations with the Association of Piedmont Teachers (APT) (Government Code Section 54956.6) B. Conference with District Representative Constance Hubbard Regarding Negotiations with the Association of Piedmont Teachers (APT) (Government Code Section 54956.6)
OTHERS PRESENT FOR CLOSED SESSION	Constance Hubbard, Superintendent Michael Brady, Assistant Superintendent, Business Services 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 January 15, 2008 to order at 7:01p.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	None
COMMUNICATIONS / ANNOUNCEMENTS	
Association of Piedmont Teachers (APT)	None
California School Employees Association (CSEA)	None
Parent Clubs	None
Student Representative to the Board	Riely White, Student Representative to the Board, reported that: <ul style="list-style-type: none">The Youth Educator Team has selected 16 juniors to teach skills training and team bonding until February and will then

conduct seven full-length lessons to 8th grade Middle School students

- This Friday is the Winter Sports rally for boys' and girls' soccer and boys' and girls' basketball
- Next week are finals
- The Winter Ball is scheduled for February 2 at Hs. Lordship's in Berkeley which includes dinner

Student Representative White excused himself from the meeting.

PERSONS REQUESTING TO SPEAK ON ITEMS NOT ON THE AGENDA

None

Superintendent Announcements

Superintendent Hubbard reminded everyone that Monday, January 21 is the Martin Luther King, Jr. holiday. There will be no school on that day. A celebration in his honor will be held at the Piedmont Community Center on that day. January 28 is a semester break day (non-student day).

The next Board meeting in January will be held on Tuesday, January 29, 2008 and the remaining Board meetings will be held on the regularly scheduled Wednesdays.

Board President Announcements

President Monach thanked Superintendent Hubbard and the administrative staff for exemplary communication to parents brought about by a recent incident on Piedmont Avenue at the music school. The communication was timely and showed a great show of support from school to home. Within twenty minutes of the message being sent out, the Board received feedback from parents expressing their appreciation.

REVIEW AND ACTION ITEMS

Presentation and Accept 2007-08 Annual Financial Report (Audit Report)

Ms. Terri Montgomery, managing partner of Vavrinek, Trine & Day, LLC, the District's independent auditing firm, presented the District's 2007-08 Annual Financial Report.

Ms. Montgomery advised that the purpose of an audit report is to verify that the numbers already presented are materially accurate. The audit revealed only recommendations for strengthening the process.

The recommendations were as follows:

- Student Body Accounts: outstanding checks that have not cleared the bank within six months should be routinely investigated to determine if replacement checks have already been issued or if the checks may need to be voided
- Accounting: There should be more segregation of duties as an internal control of journal entries in order to enhance and safeguard assets to prevent or detect errors or misappropriation
- Vendor services should be submitted to the Board for approval prior to the vendor beginning to provide services

- Some invoices were not paid in a timely manner by Account Payables
- Manual attendance data for the continuation high school were not calculated correctly
- Limitations of existing software led to minor interface errors on Categorical Programs financial reporting
- Capital Asset schedules did not include all capitalized expenditures. The auditor recommends that the District consider hiring additional staff, review the Standardized Accounting Code Structure (SACS) as it relates to construction projects, and provide training to individuals working this area to make sure expenditures are coded properly.

The District has already implemented safeguards for these deficiencies, where possible.

There was no one from the audience requesting to speak.

It was moved by Vice President Geddeis, seconded by Board Member Gadbois and approved unanimously to accept the 2007-08 Annual Financial Report (Audit Report) of the District.

Presentation and Accept 2006 General Obligation Bonds Financial Report (Audit Report)

The audit is through June 30, 2007. The Measure E Citizens' Oversight Committee will be reviewing this report at their meeting of January 24, 2008 and will subsequently present their biannual report at the Board meeting of January 29 or February 13 which will have the backing of the General Obligation Bonds Financial Report and Performance Audit first.

Terri Montgomery of the auditing firm of Vavrinek, Trine, Day & Co., LLC added that the financial statements referred to were presented fairly.

The authorized issuance amount of the 2006 bonds is \$56,000,000. Bond activity shows 2006 bonds in the amount of \$15,000,000 were sold. Approximately \$424,498 in interest was earned and approximately \$2.8 million was expended.

There was no one from the audience requesting to speak.

It was moved by Board Member Gadbois, seconded by Vice President Geddeis, and passed unanimously to accept the 2006 General Obligation Bonds Financial Report (Audit Report) through June 30, 2007.

Presentation and Accept 2006 General Obligation Bonds Agreed-Upon Procedures Report (Performance Report)

Ms. Montgomery advised that Proposition 39 language mandated that there must be an audit report and a performance report; that is why they are separate. The performance report reviews the intention of the expenditure of funds: have the funds been spent in accordance with what was approved in the voter-approved measure?

Total expenditures and commitments through June 30, 2007 were \$4,095,196.

The auditor's review did not reveal any items that were paid from the General Obligation Bond funds that did not comply with the purpose of the bonds that were approved by the registered voters of the District. Only 25% of expenditures were selected. Professional judgment was used in determining which accounts to select.

There was no one from the audience requesting to speak.

It was moved by Board Member Lindenmayer, seconded by Board Member Tolles, and passed unanimously to accept the 2006 General Obligation Bonds Agreed-Upon Procedures Report (Performance Report), as of June 30, 2007.

Measure E Bond Program:
1. Update on Overall Bond Program and Expenditure Reports

Priscilla Meckley-Archuleta of Capital Program Management, Inc. (CPM), provided a PowerPoint presentation showing an update on the status of all projects, and the cash flow of all bond program projects. A review of upcoming program work and major program milestones was also included. Total program expenditure commitments through September 30, 2007 are \$5,187,761. The commitments are for program management expenses, investigation and analysis work, concept design work, interim housing, the High School Quad/Library Building corrections / Modifications; and other miscellaneous expenses such as materials testing, hazardous materials reports, title reports, and boundary surveys.

Project Investigation and Concept Development on all projects at all school sites were completed as of December 2007.

Expenditures for each of the projects as of September 30, 2007 were as follows: (does not include balances remaining)

Beach Elementary:	\$ 391,010
Wildwood Elementary:	\$ 207,597
Havens Interim Housing:	\$1,476,990
Havens Elementary:	\$ 475,107
Piedmont Middle School:	\$ 124,700
Piedmont High School Project:	\$ 945,100
Piedmont High School Quad Roof:	\$ 48,955
Piedmont HS Counseling Office:	\$ 91,679
Program Planning & Mgmt.:	\$1,400,124
Maintenance Building:	\$ 26,500

There was no one from the audience requesting to speak.

Change in Order of Agenda

Superintendent Hubbard requested that Item D. 3 be discussed and acted upon before Item D. 2, to which the Board President agreed.

Measure E Bond Program:
3. Ratify and Authorize Amendment #4 to the Architectural-Engineering Services Agreement Between the District and

Amendment #4 to the agreement between the District and *murakami*/Nelson Architects will move all remaining work and all scopes of services from seven (7) closed contracts into this contract via this amendment. This amendment also

murakami/Nelson Architects, and Closed Seven (7) murakami/Nelson Contracts

incorporates additional work scope not already part of the existing contracts.

This amendment increases the contract sum by \$1,599,875 to a new total contract sum amount of \$2,765,405. The increase in this contract sum is the total aggregate contract sum for all seven (7) closed contracts. There is no fee increase to *murakami/Nelson* and no added commitment of bond funds with the addition of this amendment. The amendment also extends the contract time to April 30, 2008.

The current balance of the \$2.7 million contract is \$893,375.02 remaining as a possible fee.

The Bond Steering Committee supported this amendment.

It was moved by Board Member Lindenmayer, seconded by Board Member Tolles, and passed unanimously to ratify and authorize Amendment #4 to the *murakami/Nelson Architect Agreement* and close seven (7) *murakami/Nelson contracts*.

On behalf of the District, President Monach extended thanks and appreciation to Capital Program Management, specifically Priscilla Meckley-Archuleta and Mike Wassermann, for all of their assistance during this phase of the bond program.

Superintendent Hubbard also thanked CPM and Priscilla for all of the help they provided during the transition period.

Measure E Bond Program:
2. Review Recommendations by Superintendent on Program Plan Development Phase

The investigative phase of the Measure E Bond Program is essentially completed and was presented as part of the beginning of the Program Plan Development Phase at the November 28, 2007 Board meeting. Approximately 100 Piedmont citizens participated in an interactive Community Workshop on December 8, 2007. The decision-making process, Board guidelines, investigative reports and possible approaches for the overall program planning were discussed at the Community Workshop. It was an opportunity for the community to learn and express interests as well as the Board to listen and understand community input for the development of an overall Measure E Bond Program Plan. The feedback and information was reviewed at the December 12, 2007 Board meeting. The Board directed the Superintendent to present recommendations for the Program Plan for discussion at this evening's meeting. It was also requested that the members of the Technical Advisory Committee provide their feedback on the projects to be included in the Program Plan.

Following are the Superintendent's recommendations for the Program Plan and the assumptions on which they were developed. Included is feedback on the proposal from the Technical Advisory Committee (TAC) members. The recommendations have also been reviewed by the Bond Steering Committee.

The goal is for the Board to review and receive input this evening. The Board will be requested to take action at the

January 29, 2008 meeting on that portion of the Program Plan that can move forward as soon as possible, with the understanding that there will be additional discussion and input on portions of the Plan. February 13, 2008 is the target for the Board to conclude deliberations and decide next steps and the overall program outline.

The Measure E Program Plan recommendations are based on assumptions and information known as of December 2007. It is anticipated that the recommendations may change as more information becomes available.

Assumptions

1. The primary focus for the use of Measure E funds is for seismic safety of the PUSD facilities. The evaluation criteria used was ASCE 31 and includes:
 - Structural safety of all buildings
 - Non-structural seismic deficiencies
2. The design criteria used to correct structural and non-structural deficiencies was ASCE 41
3. Address those buildings identified as likely to be unusable (red tagged) first. Bring all buildings to likely "green tagged" status after an earthquake
4. The Division of the State Architect (DSA) will require that projects with extensive construction to include upgrades for:
 - Fire/Life safety (including integrated fire alarm systems)
 - Accessibility in accordance with the Americans with Disabilities Act
5. Maximization of receipt of all eligible State funds
6. Current budget numbers based on broad order of magnitude from the evaluation of buildings. Strict project budgets to be established after schematic design and cost estimates.
7. Delivery methods for each project not decided
8. Sequence of projects to be determined after schematic designs to better understand duration/disruption and need for student housing.
9. Include the development of District-wide plans for:
 - Facilities Standards
 - Non-structural seismic protocols
 - Accessibility plan for all sites
10. Energy efficiency and "green" options to be incorporated/considered for schematic designs
11. Maintain historical features of 1930's buildings in retrofit design
12. Definitive deadline of April 2008 to make decisions on next steps for Havens project to allow time to explore options
13. Do not authorize implementation of any project (i.e. construction) until schematic designs and project budgets verified for Program Plan
14. Acquire necessary information as soon as possible to make next set of decisions for all potential projects. Make decisions on delivery method per project.
15. Sequence of project implementation (may vary slightly depending on delivery method):

- Investigation/Academic Programming
- Concept Design/Programming – rough order of magnitude cost estimates
- Schematic Design
- Design Development – cost estimates
- Construction Documents
- DSA review/revise/approval
- Construction/completion

Recommendations – By Site – Suggested Timeline

Piedmont High School – January 29, 2008

1. Building A (Quad/Library) – Authorize Schematic Design and Design Development
2. Building B (Student Center) – Authorize programming exercise (deadline for completion: April)
3. Address non-structural seismic deficiencies per District-wide plan for entire campus
4. Include integrated fire-alarm system for PHS/MHS/PMS contiguous campuses

Maintenance Facility – January 29, 2008

1. Set budget cap of \$2 million for renovation/replacement of facilities
2. Begin programming exercise
3. Explore alternate locations on District property
4. Explore interface possibilities with City of Piedmont
5. Bring plan and budget to Board for approval as soon as possible

Piedmont Middle School – January 29, 2008

1. Include fire alarm system as part of PHS project
2. Address non-structural seismic deficiencies per District-wide plan

Beach Elementary School – January 29, 2008

1. Authorize Schematic design for structural retrofit project
2. Address non-structural seismic deficiencies per District-wide plan

Wildwood Elementary School – January 29, 2008

1. Complete investigation of area with no drawings to verify conditions
2. Authorize Schematic design for structural retrofit project
3. Address non-structural seismic deficiencies per District-wide plan

Ellen Driscoll Auditorium - January 29, 2008

1. Authorize Schematic design for structural retrofit project

Havens Elementary – April 2008 deadline

1. Designate \$18.4 million from Measure E for Havens Elementary School
2. Allow citizens' group to explore possible replacement of school
3. Schedule presentation of proposal for January 29, 2008 Board meeting for citizens group working

Piedmont Middle School and Alan Harvey Theater – 2010

1. Delay all decisions until mid-way through Program Plan Implementation

Elementary Schools “Master Planning” – February 13, 2008 (deadline)

1. Summarize inventory of current classrooms and programs in tri-school
2. Staff to present “mini Master Plan” for tri-school classroom/program needs

Summary

The Technical Advisory Committee (TAC) reviewed the recommendations and agreed with the recommendations as presented. There was one member who voiced a minority opinion that work on the schematic designs for Wildwood and Beach should not be authorized until a Master Planning exercise is done to consider the current and anticipated needs for the District elementary program. There was extensive discussion as to the definition of the planning process and duration. Concern was expressed that such a process could be very lengthy and result in costly delays for decision making. The TAC is scheduled to meet to discuss the elementary school issues in February. The structural sub-committee is scheduled to meet to discuss the findings of the pro-bono PML study in process by committee member, Dr. Charles Thiel.

Proceeding with the PHS projects immediately will facilitate the opportunity to receive State funds for which the District is eligible.

Proceeding with the pursuit of a repair/replacement of the Maintenance facility will allow the continuation of on-going maintenance that is critical to extend the life/usability of District facilities. It also improves the District's ability to respond in the event of an earthquake or other disaster.

Before decisions to include the retrofitting of Beach and Wildwood, the Board will consider the cost of retrofitting prior to an earthquake based on schematic designs and the cost post earthquake. The estimation of Probable Maximum Loss (PML), the disruption to student programs and effects of inflation and demand on construction costs will need to be considered as part of the decision.

Because the current cost estimates are based on concept drawings, they are not consistent with setting project budgets for an overall Program Plan. The cost estimates based on schematic designs that are based on more detailed drawings will provide the information to develop a Program budget that includes phasing and interim student housing needs. It is anticipated that the schematic design phase may be completed by June/July 2008.

The recommendations as presented allow the Measure E program to continue to move ahead on parallel tracks. The goal is to allocate funds in phases so that the District can finalize a comprehensive Program Plan that includes program budgets for a defined scope and to sequence projects for maximum use of Measure E funds and the capture of State funds.

The recommendation for Havens includes setting aside the estimated funds needed to do the retrofit project (NOT the hybrid) for the classrooms and Ellen Driscoll. The budget may be altered based on the delivery method and final project options selected.

The District is transitioning to a project management model that will include construction management. The intent is to hire support staff as soon as possible. A recommendation to the Board is in process.

The Superintendent's request for approval on January 29, 2008 for the items presented will allow the time for continued discussion for the Program Plan in its final form and keeps within the Measure E fund capacity.

Board discussion ensued about proceeding with the schematics or getting a cost benefit analysis from the TAC first, even though the majority of the Technical Advisory Committee have already reviewed and agreed with the recommendations presented this evening by the Superintendent.

The next phase is waiting for approval to start with the schematics.

Ralph Kokka and David Hollander from the Havens Dads Club, presented and read a resolution composed by their club requesting the Board to reevaluate the rebuilding of Havens Elementary School. They expressed excitement over a proposal by Havens parent Mark Becker to rebuild the school at a cost of \$25 million, and Havens parents would be willing to raise private funds. They do not want to do the minimum fixes for Havens, but want long-term solutions. The Dads' Club requested that the Board designate \$20 million under Program B or \$23 million under Program C for Havens School. Both of these plans were presented at the Board meeting of December 8, 2007.

Board President Monach advised the Board has received approximately 30 emails regarding the proposal of Mr. Becker's.

Havens parent Pat Pendergast, stated that although the portables have admirably serviced the students, his children most miss not having a playground. He hopes the Board will consider moving the portables to Vista and Bonita rather than just Bonita, in order to get more playground space.

Rick Raushenbush, Chair of the Citizens' Oversight Committee for the Measure E Bond Program, stated:

- He heard talk about a 50% rule: that we cannot replace a building if it can be repaired for 50% of the cost. He said this language is not in Measure E and it does not need to be viewed as an absolute rule
- There seems to be a feeling that we have to put back what we replace; this is not in Measure E, either; he thinks we have the discretion to replace a building that needs seismic work but it does not mean that just because the building does not work now, that you replace it with something else that doesn't work again. He supports some programmatic use of the building (Student Center)
- Yellow tagged buildings: 70% of the people attending the community workshop felt they should be replaced now; this sentiment will not change whether we have schematics or not, and he would encourage the District to go forward with work on the yellow tagged buildings
- The District needs to take a hard look at the delivery mechanisms now; looking at a design build contract and competitive bidding would be helpful before the District proceeds with plans
- The Maintenance buildings are the lowest on the list; he encourages the Board to solicit someone now to ask how much it would cost to fix the building; he does not favor making any commitments to fix the maintenance buildings now
- If the Board proceeds with conceptual or schematics now from the architect, he feels the Board has some obligation to tell the architect at this point what is the target the Board is shooting at: is the Board looking to fix this building at a not-to-exceed cost? Ask them what they can do for that amount of money

Resident Rick Arney, said that he has two children not yet in school, yet regarding the rebuild option, it is very energizing to him to see what is going on and he supports the Havens Dads' Club recommendations.

Katherine O'Connor, Havens Parents' Club President but speaking as a parent, reiterated an email she sent to the Board earlier:

- Refined hybrid seems best
- Concur with setting aside \$23 million
- Explore Mr. Becker's proposal
- If there is a monetary gap, look to the Havens community
- Fully explore the rebuild option for Havens
- Seems like we should hold off on the Ellen Driscoll Theater until it is known what is going to be done at Havens
- Also focus on the High School and explore other uses

Regarding the Student Center at the High School, resident George Childs felt that if the building is currently very under-utilized and has been for a considerable period of time, and the bond measure allows for replacement, if you find that the building need is substantially less than the square footage there today, wouldn't it make more sense to spend less money and build something smaller or add on to something else instead of upgrading that structure? A serious look ought to be taken at the use of the structure and if it would be better served with something smaller.

Kyla Oh, Havens parent, is very excited about Mr. Becker's proposal to rebuild. She feels the students have sacrificed so much without even knowing it. They haven't had the real elementary school experience and she hopes whatever is put back is better than what there is now. She supports the \$18.4 million for Havens and would like it to be more.

Wynne Kokka, Havens parent, supports the Mark Becker proposal for rebuild. It is an opportunity to do the right thing by taking a physically substandard school and making it better. She supports setting aside from \$18-\$23 million for Havens.

Superintendent Hubbard clarified some of the public misunderstandings of the bond projects:

- The Student Services Center is purposely not being used at this time because the District restricted use due to its seismic condition; it has been used excessively in the past
- The \$9 million estimate is not just for the Quad; a portion of that (\$4 million) is for the Student Center. There is no intent to change the use of the Quad Center
- Mr. Becker will be providing a presentation at the January 29th Board meeting; this was in the confines of what the District could do within Measure E in terms of addressing a lot of the programs. Mr. Becker's proposal for Havens is based on a very strict timeline and replacing "for like" without going outside the constraints of Measure E

President Monach asked the Board for their comments in an effort to set some direction.

Board Member Gadbois

- Move forward on design of Quad building
- Move forward on non-structural issues (fire systems, maintenance facility (he still has a question on the proposed expense of \$2 million)
- Set aside some money (hybrid cost) for Havens and pursue discussion of whether rebuild could be done for that amount of money; the Board will need to be comfortable with assumptions made in Mr. Becker's proposal
- Move forward with Student Center planning but not the schematics until the Board has had an opportunity to think about the planning
- Ask the Technical Advisory Committee (TAC) for input on yellow buildings and cost benefits and then move forward on schematics

- Do mini-planning on the elementary schools (report by February 13)

Vice President Geddeis

- Agrees with moving forward on the design of the Quad Building
- Agrees with moving forward on the non-structural issues and fire alarm systems
- Would like to see a determination on the best use of the Student Center

Board Member Tolles:

- “full speed ahead” on the Quad Building
- Is in agreement with moving forward on the non-structural and fire alarm systems
- Would like to pursue what the District can do collaboratively with the City in terms of the Maintenance building and location
- Agrees on moving forward with the Student Center planning but not the schematics
- Does not feel Havens should be addressed yet
- Proceed with yellow tagged buildings
- Agrees with mini planning of the elementary schools
- Hesitant on Ellen Driscoll; more discussion needed; date for taking any action is January 29th

Board Member Lindenmayer:

- Completely agrees with the Superintendent’s recommendations
- Stressed importance of striving for elementary school parity
- In dealing with a specific single building on a multi-building campus, community input is not needed; he relies on the staff and administration – they know what they would want to use their buildings for
- Supports the programming exercise for the Student Center but encourages the Board to go beyond the mini programming (Items 1-3-4)

President Monach:

- Confirmed there is Board consensus on High School recommendation and integrating PMS/PHS fire alarm systems
- Solicited individual Board Member feedback on Havens:
 - support allocation of \$18 to \$24 Million for work at Havens
 - majority open to considering Havens rebuild as unique opportunity. Board Member Tolles expressed minority opinion in wanting to consider other options in addition to Mr. Becker’s idea. Board President Monach added that the Board needs to focus rather than expand options to ensure staff has time to focus on District’s educational program priorities.
- High School: treat the site as a whole; do not parse out work; the work is integral to the site as a whole
- On Beach and Wildwood, wait to hear from the TAC

subcommittee (Board Member Lindenmayer is content to go with what has already been suggested).

- Supports Ellen Driscoll recommendation in order to maximize opportunity for State funds
- At Havens, would support hybrid option if Mr. Becker's idea was determined not to be viable. Board Members Tolles and Geddeis agreed.

Vice President Geddeis said the District would be in a better position to make a decision on the Ellen Driscoll Theater at Havens after Mr. Becker's presentation.

Both Board Member Gadbois and President Monach wanted to go ahead with the other yellow-tagged buildings.

There was discussion on waiting on the Middle School and Alan Harvey Theater. Board Member Tolles is in favor of opening up the Middle School for review. If it is done now, the State may pay for half of it. There did not appear to be Board consensus on this issue. Board Member Geddeis noted that we cannot do all of the work at once, and that the priority of the PMS buildings had not changed as a result of the investigation and analysis.

Board Member Tolles added that Havens should not be treated differently than any other facility. He thinks there needs to be a formalized way by which the Board have an assessment of what is the matter with the facility.

Vice President Geddeis agreed that the concept of alternate locations for Maintenance should be explored, with a cap of \$2 million for the project.

Board Member Tolles stated that in the bond language, Maintenance was at the bottom for priority but since that time, through Measure E discussions, we have gone from safety to property protection and earthquake recovery, and safety would come first in front of the Maintenance building. Now, however, we are talking about recovery, making Maintenance near the top of the list because they will be the ones to help assess conditions (broken pipes, etc.); Maintenance buildings are the most dilapidated facilities that we have.

Measure E Bond Program:

4. Update from Public Engagement Subcommittee

President Monach announced that feedback from the survey taken at the December 8 community workshop is on the bond web site. She thanked those who participated.

Adopt 2008-09 Instructional Calendar

It was moved by Board Member Lindenmayer, seconded by Vice President Geddeis, and passed unanimously to adopt the 2008-09 Instructional Calendar. The first day of school for students will be August 25, 2008; the last day of school for students will be Thursday, June 11, 2009. There will be no October holidays as there were this year; there will be two Professional Development days taking place during the Thanksgiving week, and there will be no mid- semester break day which the secondary level has traditionally had. The calendar has had a two-week public review period.

An email was received by parent Lisa Scimens regarding the Instructional Calendar which she requested to be read. She felt the posting as seen on the PUSD web site and in an elementary newsletter was misrepresented and should have been indicated as proposed.

A staff response was sent to Ms. Scimens. President Monach clarified that when the Instructional Calendar was placed on the District web site, it did state that the calendar was being presented to the Board for approval at tonight's meeting.

Board Member Gadbois stated that the process had been incredibly thorough, transparent, and inclusive and included several meetings, committees, surveys, etc., and thinks the criticism is misplaced. He added that a massive amount of effort was given to educate the community.

Superintendent Hubbard stated that plans for bringing the 2009-10 Instructional Calendar will be brought to the Board before the end of this school year, and public comment will be accepted. A communication will go out to that effect.

First Reading, Proposed New Board Policy 5030, "Comprehensive School Wellness Policy"

The new Board Policy is a mandate and is very general. The Administrative Regulations are still being developed and will include details on the wellness program.

REVIEW AND DISCUSSION ITEM
Review of 2008-09 District Budget
Development Calendar

Michael Brady, Assistant Superintendent, Business Services, advised that the District has an obligation to closely monitor and manage District finances so we can sustain our educational program. The calendar shows this is a developed process, and includes input from the Budget Advisory Committee, parent groups and others in the process. It will be brought back for Board action at the January 29, 2008 Board meeting.

INFORMATION

Announcement of Annual Celebration of the Life and Teachings of Dr. Martin Luther King, Jr., Piedmont Community Hall, Monday, January 21, 2008, 12:00 p.m. - 4:00 p.m.
Annual Celebration of the Life and Teachings of Dr. Martin Luther King, Jr., Piedmont Community Hall, Monday, January 21, 2008, 12:00 p.m. – 4:00 p.m.

President Monach advised of the potluck lunch and activities to be held at the Dr. Martin Luther King, Jr. celebration.

2007-08 State Budget Update

Assistant Superintendent Brady summarized the information provided at the Governor's Budget Workshop held in Sacramento today by School Services of California. It is important to work within our community because our fundamental responsibility is to approach this logically, treat our employees fairly, and maintain and sustain a quality education program.

Even though a 4.94% cost of living allowance was funded, a deficit factor of 6.99% was applied, with a net result of 2.5% less revenue. Cuts are also expected in categorical programs and special education. We are looking at \$1.6 million in cuts. Between now and May, the District will have to make some very

difficult decisions. This will be brought back in more detail at the January 29 Board meeting.

CORRESPONDENCE

The Board received correspondence from a citizen regarding walk-through registration; feedback from parents regarding a school communication; and information from a CSBA representative regarding budget information.

BOARD REPORTS

Board Member Tolles attended a PASS meeting.

CONSENT CALENDAR: ACTION ITEMS

President Monach acknowledged donations by Heidi Rose in the amount of \$2,500 for use by the District's Special Education Program; and a donation of astronomy equipment valued by the donors in the amount of \$1.725 from Calvin and Nancy Walters, for use by the Piedmont High School Science Department.

It was moved by Vice President Geddeis, seconded by Board Member Tolles, and passed unanimously to approve the Consent Calendar as follows:

- A. Accept Donations (as acknowledged above)
- B. Adopt Regular Board Meeting Minutes of November 14, 2007 and December 12, 2007
- C. Approve Personnel Action Report
- D. Monthly Financial Report of the District for December 2007
- E. Approve Out of State Field Trip for Piedmont High School Journalism Students, to New York City, New York, effective March 18-21, 2008
(students to attend workshops on writing a school newspaper; other high schools to attend, also)
- F. Approve Quarterly Report (October 1, 2007 – December 31, 2007) of Complaints Received Under the Williams Settlement Agreement

FUTURE REGULAR BOARD MEETING AGENDA ITEMS (subject to change)

Board Member Tolles felt it would be useful to have an informational presentation to clarify the March 2008 election. Superintendent Hubbard will contact the City.

- Review of Board Bylaws (Section 9000) (Board Workshop-TBD)
- Approve Consolidated Application, Part II (Jan)
- State Budget Update (Jan)
- Application Opening of Arthur Hecht Volunteer of the Year Award (Jan)
- Appointment of Parent to North Region SELPA Community Advisory Committee (Jan)
- Accept Notice of Completion & Release of Retention Fee for Witter Complex Track & Field Renovation (Feb)
- California Physical Fitness Test, 2007 (Feb)
- Mid-year assessment on 2007-08 goals and objectives (Feb)

- Appoint Board of Education Members; Reorganization; Adopt Resolution Regarding Designated Signatures (Mar)
- Review and Approval of Facilities Use Fees (March)
- Report on Model Arts Program – 5 Year Grant Program (March)
- Certification of Athletic Coaches (March)
- Public Hearing and Recommendation to determine the parcel tax levy and amount for Measures B and C for the 2008-09 fiscal year (Mar & Apr)
- Announcement of Availability of Noda Memorial Grants (March)
- Discussion of District Goals for 2008-09 (Mar)
- Approve Single Plan for Student Achievement / SIP Plans (March)
- Approve School Safety Plans (March)
- Approve Emergency Plan Portion of Comprehensive School Safety Plan (March)
- 2008 Spring PEF Spring Grant Applications (Apr)
- Notification of 2008 Arthur Hecht Volunteer of the Year Awardee (Apr)
- Recognition of 2008 Arthur Hecht Volunteer of the Year (May)
- 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 10:45 p.m.

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

CONSTANCE HUBBARD
Secretary, Piedmont Unified School District
Board of Education