

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

MINUTES OF  
Regular Meeting of the Governing Board

March 26, 2008

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CALL TO ORDER	Board President Monach called the Board of Education meeting to order at 6:02 p.m.
ESTABLISHMENT OF QUORUM	President June Monach, Vice President Cathie Geddeis, Board Members Ray Gadbois, Roy Tolles, Ward Lindenmayer; Incoming Board Members Martha Jones, Rick Raushenbush
ADJOURN TO CLOSED SESSION	The Board adjourned to Closed Session at 6:04 p.m. to discuss:  A. Public Employee Performance Evaluation: Superintendent (Government Code Section 54957)
OTHERS PRESENT FOR CLOSED SESSION	Constance Hubbard, Superintendent David Roth, Ph.D., Assistant Superintendent, Educ. Services
RECONVENE TO REGULAR SESSION	Board President Monach called the Regular Session of the Board of Education meeting of March 26, 2008 to order at 7:04 p.m. and led the Board and audience in the Pledge of Allegiance. She welcomed new Board members Rick Raushenbush and Martha Jones.
OTHERS PRESENT AT REGULAR SESSION	Constance Hubbard, Superintendent David Roth, Ph.D., Assistant Superintendent, Educ. Services
Action Taken In Closed Session	None
Agenda Adjustments	President Monach advised that Item VIII. A. of the Consent Calendar should have stated the Special Board Meeting Minutes of March 15, 2008, rather than February 27, 2008.
COMMUNICATIONS / ANNOUNCEMENTS	
Association of Piedmont Teachers (APT)	None
California School Employees Association (CSEA)	None
Parent Clubs	None
Student Representative to the Board	Not present
PERSONS REQUESTING TO SPEAK ON ITEMS NOT ON THE AGENDA	None
Superintendent Announcements	On the web site, <a href="http://www.piedmont.k12.ca.us">www.piedmont.k12.ca.us</a> , the first District newsletter has been posted. It is anticipated that this will be a quarterly publication. She thanked Assistant Superintendent David Roth, Director of Curriculum Jamie Adams, Principal of Adult Education Karen Gnusti, and Director of Student Support

Services Brooke Zimmerman, for writing articles.

#### Board President Announcements

President Monach offered some “save the date” events:

- Thursday, May 8, 7:15 – 8:45 a.m., a presentation and discussion of “green schools” will be held
- Saturday, May 10 is the Spring Fling, “Moonstruck”, a community event, with the proceeds going to the elementary schools of the District

#### PRESENTATION

Announcement by Piedmont Educational Foundation of the Amount Available for Funding to the District for the 2008-09 School Year, on Behalf of the Endowment Fund

Lisa Lomenzo, President of the Piedmont Educational Foundation, stated that this year, the Foundation, on behalf of the Endowment Fund, will be making available \$158,684 to the District and looks forward to hearing what the District plans for its use. She recognized Endowment Fund Chair Dana Serleth for her fundraising efforts.

#### Recognition of Outgoing Board Members

Outgoing Board Members Cathie Geddeis and Ward Lindenmayer were praised and commended for their service on the Board and presented with gifts from the Board. Principal Randall Booker, President of the Association of Piedmont School Administrators (APSA), presented both outgoing board members with mementos from the group. Former Board member Grier Graff spoke about both outgoing members and their service to the community.

Both Ms. Geddeis and Mr. Lindenmayer thanked the members of the Board for the individual strengths they bring to the Board and gave their best wishes to the incoming Board members. They also thanked Superintendent Hubbard for her oversight of the District.

#### Reorganization of the Board

Pursuant to Education Code Section 35143, the Governing Board of a school district shall hold an annual meeting and the meeting shall be held on a day within a 15-day period that commences with the date upon which a Governing Board member elected at that election takes office. Incoming Board members Martha Jones and Rick Raushenbush were sworn in on March 17 by the City Clerk. The reorganization taking place tonight will be for the term of March 2008 through June 2008, after which time the Board will again do their regular annual reorganization for the period July 1, 2008 through June 30, 2009.

It was moved by Board Member Gadbois, seconded by Board Member Tolles and passed unanimously to nominate and elect June Monach as President of the Board.

It was moved by Board Member Tolles, seconded by Board Member Raushenbush, and passed unanimously to nominate and elect Ray Gadbois as Vice President of the Board.

It was moved by Vice President Gadbois, seconded by Board Member Jones, and passed unanimously to nominate and elect Superintendent Constance Hubbard as Secretary to the Board.

## REVIEW AND ACTION ITEMS

### Measure E Bond Program:

1. Accept Recommendation for Developer of Havens Elementary School Construction Project and Authorize the Superintendent to Begin Negotiations for a Preliminary Services Agreement

Requests for Qualifications (RFQs) were published in three newspapers. The deadline date for submittals was Thursday, March 20, 2008. Two firms submitted RFQs: Webcor Builders and Overaa Construction Company. Interviews were conducted today, March 26<sup>th</sup>. The interview committee consisted of: Superintendent Constance Hubbard, Assistant Superintendent Michael Brady, Board President June Monach, Board Member Roy Tolles, Technical Advisory Committee Chair Janiele Maffei, Mark Bello, ATI Architects & Engineers, Rich Vila, Vila Construction Company, Bob Hendrickson, Bond Steering Committee, Wes Smith, Technical Advisory (TAC) Committee,

Ken Jensen, Citizens' Oversight Committee, and Mark Becker, Designer.

The Superintendent is recommending to the Board that Webcor Builders be selected as the firm to be the developer for the Havens Elementary School Replacement Project. This was also the consensus of the interview committee.

Resident George Childs still has serious concerns about the entire Havens proposal. Some of the discussion he previously put forth related to the amount of money being spent for this project which does not seem to take into full account the amount of money that will still have to be expended for the seismic work on the Ellen Driscoll Playhouse to get all of the necessary work done. It also does not include some of the costs for temporarily housing the students taken out of the existing structures. Also, of the three structures that will be removed: the multipurpose building, Building D-First Grade Wing, and the SchoolMates building, from what he has seen and heard, they are all usable structures. The City has been asked for \$1 - \$1.2 M for replacement of the SchoolMates facility which he sees as another tax and should be brought before the electorate to have 55% approval.

Superintendent Hubbard said this will be covered in the next agenda item.

Resident David Hollander read and presented a petition to the Board with 96 signatures of residents who support the Becker Design. The signatures were predominantly not from Havens parents.

Resident Rod Adams pointed out that Mr. Becker and Mr. Ball are giving all of us the opportunity to make something that is monumental and something so much beyond just seismically retrofitting the school. The money set aside would be equal to or surpassed if an attempt was made to remodel the building. "There are so many issues that will be killed with one rock," he said.

Resident Ron Heckmann believes the Becker/Webcor design has a lot of merits and supports the plan.

Board President Monach wanted to share her individual perspective with respect to the lease/lease-back option. This particular contractual arrangement is used less frequently in the public sector but its approach in construction management and the business philosophy of how projects are executed is something which is much more familiar in the private sector in terms of how the team of professionals work together to problem solve at the front end and spend a lot more time strategizing in the beginning before they reach an agreement for a gross maximum price. She feels it is a very fine fit with Webcor Builders in their collaborative approach to accomplishment of a project.

It was moved by Board Member Gadbois, seconded by Board Member Raushenbush, and passed unanimously to accept the Superintendent's recommendation to select Webcor Builders as the developer for the Havens Elementary School Replacement Project, and to authorize the Superintendent to begin negotiations for a Preliminary Services Agreement.

#### Report on Measure E Budget

President Monach first thanked the Superintendent, Assistant Superintendent Brady, and the consulting team for working under such a tight timeframe in order to prepare information for the Saturday, March 29 community meeting. Tonight is a preview in very draft form – a work in progress - and based on information that is currently available, and prepared with the following goals in mind: to respond to the concern that work on the other elementary sites might be postponed or not completed if work proceeds on the current Havens rebuild proposal; and to respond to some of the questions the Board has heard, such as: Does the District really think it will be possible to implement the entire program as recommended within the authorizations? What additional funds – State/City of Piedmont - is necessary and may be available; and to provide some rough cut budget estimations for the overall program which helps us see that the overall vision for the Measure E bond program is doable.

The Superintendent presented a brief PowerPoint presentation. She stated that District staff and the consultants first met and reviewed the figures from CPM, the former project management team. These figures were tracked back to the presentation given in December 2007. Havens was completely taken out of the process. Then, the group looked to see whether or not the costs should be adjusted on things like inflation. It was agreed that the soft costs that were added and percentages for contingencies were on the high side. Then the red-tagged buildings were reviewed and then the two elementary schools in the order of most need; therefore, the order was Piedmont High School, the Maintenance buildings, Wildwood, and then Beach. Years of phasing were added. The current bonding capacity was looked at and the group subtracted out what had already been spent and what it was spent on, and how much would be needed from now on to complete the projects.

At the end, the group looked at Havens with the Becker Design in mind, looking at real construction costs having to do with the classroom buildings and construction of replacing Building D-1<sup>st</sup>

Grade Wing, which *does* meet life safety requirements per ASCE 31. Measure E monies would not be used for rebuilding of the multipurpose room. Monies for Ellen Driscoll were reduced because of a potential savings in the ADA restroom issues being addressed in the other plan. Additional interim housing monies for 2009-10 will be needed (16 portables).

Superintendent Hubbard continued that SchoolMates is in the \$20 million range. She does not know what percentage of the \$20 million is for SchoolMates but she does know that the \$20 million includes SchoolMates and the field turf. She added that the City will be contributing \$150,000 from the SchoolMates

designated fund and the rest is out of the City's General Fund but she does not know how the taxes work on that.

Superintendent Hubbard reiterated that the information is all very preliminary and in draft form tonight and will be presented in more refined form at the Saturday meeting.

She has received confirmation that there is State funding available. The District would need to have its plans approved by the Division of the State Architect by March or April of 2009 and get its application into the State Allocation Board and on the SAB agenda in April, May or June. There is money, and it can be earmarked for us. Once that happens, it goes into another account and is set aside for our District. She believes the District will receive about 50% of the monies up front and then have up to 18 months to show significant progress.

Update from the Public Engagement Subcommittee

Vice President Gadbois of the subcommittee shared that a community meeting specifically to address the Becker proposal, answer questions, and provide an opportunity for community feedback will be held on Saturday, March 29, 2008 from 9:00 a.m. to 12:00 p.m. at the Ellen Driscoll Theater. The first portion of the meeting will include a walk-through of the Havens Elementary School. Gina Bartlett from the Center for Collaborative Policy will be the facilitator. A letter was sent to all community members, and information on the meeting was placed in all of the school newsletters and emailed to a wide community distribution. For anyone interested, please RSVP to Beverly Feusier in the District Office.

Conduct Review of Proposed New Courses of Study, Piedmont High School; or, Waive Second Reading and Adopt New Courses of Study

Education Code Section 51224 states that the governing board of a school district maintaining a high school shall prescribe courses of study designed to provide the skills and knowledge required for adult life for pupils attending the schools within its school district. The two new courses being proposed are:

“Introduction to Web Design”, Grades 9-12; and  
“Honors Statistics”, Grades 11-12

Randall Booker, Piedmont High School Principal, stated that the web design course is not an addition but will trade off with the High School's year-long “Computer Skills” course. There is a teacher in place. The High School is keeping the semester-long “Computer Skills” course. The “Introduction to Web Design” was

made possible by a generous grant from the Piedmont High School Parents' Club (software).

Currently, the High School offers a college preparatory "Statistics" course for primarily eleventh and twelfth grade students. The proposed "Honors Statistics" course will count for an extra GPA boost like an AP course would. Students would be prepared to take the AP course in May in Statistics. Colleges, when looking at students, will judge a senior on how many AP or Honors courses they take versus what is offered. The High School has a number of students who enroll in AP Calculus AB who are not ready for it, but it is the only AP/Honors Math course offered.

Principal Booker provided a brief PowerPoint presentation of the pathways for the different courses. He foresees coming to the Board again for a new course for the 2009-10 school year, also.

There was no one from the public requesting to speak.

It was moved by Board Member Raushenbush, seconded by Board Member Jones and passed unanimously to withhold approval for the new courses until the meeting of April 9, 2008, which item is to be placed on the Consent Calendar if no public objections are received regarding the courses.

Conduct Public Hearing on Proposed New Textbooks:

- "Discovering Algebra: An Investigative Approach" (Algebra I, Grades 9-10)
- "Statistics in Action: Understanding a World of Data", (Honors Statistics, Grades 10, 11, 12)
- "Calculus", Grades 10, 11, 12

Jamie Adams, Director of Curriculum presented the various textbooks, the process for choosing, and the reasons for the choices.

The Mathematics textbook adoption process that our teachers follow is developed by the California Mathematics Committee of Curriculum and Instruction, with support from the California Mathematics Council. The process delineates three components for a textbook review:

1) developing a District "lens"; 2) standard sampling; and 3) a program component review. This Mathematics adoption toolkit offers a clear, data-driven process for reviewing mathematics instructional materials to help District personnel make informed, objective recommendations to the school board. Under the umbrella of the three components is a process that is organized around accountability questions:

- What do you want your students to know?  
(Mathematics Content)
- How will you know your students "know it"?  
(Assessment)
- How will you make sure your students "know it"?  
(Instructional Strategies)
- How will you make sure All students "know it"?  
(Accessibility)

#### District Lens

The toolkit is based on the premise that a District's adoption should reflect its unique and specific needs. Therefore, creating

a District “lens” before analyzing the materials is critical to making the best selections for students and teachers. The District lens came from the administrators and teachers looking at the State Standards for Math Curriculum and Instruction for each course, District expectations through the Board’s goals, student performance data through assessments, and the needs of the learning community through the Curriculum Council.

Things then for the teachers to consider are:

- Identify programs that best support Mathematic content standards for each course
- Identify and acquire the instructional materials for review
- Establish professional collaboration time for the evaluation of materials
- Collect and compare data to ensure text matches District goals & needs.
- Determine how well the textbook fits with the approach/philosophy of each individual course.
- Look for the flexibility the text can offer teachers who teach the course
- Determine if materials support the instruction required to prepare all students for content proficiency.
- Look for materials to support key mathematical concepts and standards to prepare student for further mathematics.
- Look for readability & quality of presentation (format)
- Question whether or not to undergo a pilot phase of the program before making a recommendation

Using the four established areas: content, assessment, instructional program and accessibility, teachers begin standards sampling, taking an in-depth look at each textbook.

In one standard sampling, teachers select a standard(s) they have identified as difficult to teach and compare the content, assessment, instructional program and universal access among all the texts. In another sampling, teachers will select a standard(s) that the data shows students struggle with. The intent of analyzing and comparing materials is to help teachers narrow down the field of program choices.

The next step is for the team to look at the teachers’ editions to determine which programs demonstrate the most robust mathematics course of instruction to meet the needs of the students and the teachers.

Teachers then begin to “tease out” the program components, such as the organization of the texts, whether or not it is well written, access for all students, looking for the closest match.

At this time, the team begins to pilot lessons, units and/or books to gain information as to the implementation of the program.

After these steps are taken, the team sees if there is a consensus of the best text for the curriculum.

At the end of the process, John Hayden, Math Department Chair, indicated that each of the books chosen complement the style and philosophy of instruction that the department has adopted for the particular course. The books are accessible to different levels of students offering challenges to the more advanced students while being accessible to the rest of the students.

After the 30-day display and comment period (March 27-May 8, 2008), a recommendation to adopt the textbooks will be brought for action at the May 14, 2008 Board meeting.

Parent Kathi Roisen stated she is pleased with the Curriculum Council process, but concerned about some of the selections being proposed; in particular, the "Discovering Algebra" textbook. She has learned that this textbook was chosen by other schools in Northern California that are very small parochial schools or public schools with a very low API and/or low-performing schools. In terms of having time to look at the books, rather than having to go to the District Office to review the textbooks, there is an online web site where the textbooks can be reviewed for a 30-day preview. [www.keyonline.keypress.com]

Regarding the "Calculus" textbook, the authors are known for their development and promotion of the graphing calculator. The AP Calculus test does have components that use the graphing calculator; however, at least seven professors in the UC Berkeley Math Department do not allow use of calculators at all on their Calculus exams. She felt cautioned should be used in selecting a book with a heavy calculator use.

Accept Facility Use Fee Schedule for 2008-09 (existing fees)

Superintendent Hubbard advised that it is not being recommended to raise the Facility Use Fees for 2008-09, as an acknowledgment of the continuous support provided by the citizens of Piedmont during these difficult financial times.

An online system is not proposed at this time. The District has tried one which did not work well. The software system used by the City would also not meet the school district's needs in terms of tracking and billing.

There was no one from the public requesting to speak.

It was moved by Board Member Tolles, seconded by Vice President Ray Gadbois, and passed unanimously to continue with the same rates for the Facility Use Fee Schedule for 2008-09.

Conduct Public Hearing on the Levy of the Current 2007-08 Parcel Tax for 2008-09

The District must comply with various legal requirements to levy the Parcel Tax, Measures B and C. A timeline was provided showing the necessary steps to be taken. At the final public hearing of April 9, 2008 Board meeting, a recommendation by the Superintendent will be made to assess the full 5% levy. If the Board authorizes an increase, Resolutions will also be adopted at that meeting.

Resident George Childs said it is obvious that there is really no choice but to increase the parcel tax levy. The District is going to need to start looking at declining enrollment and what effect this and the State budget is going to have on the District budget and District programs over the [coming] years.

Adopt Resolution 16-2007-08, "Designated Signatures"

It was moved by Board Member Tolles and seconded by Board Member Raushenbush to adopt Resolution 16-2007-08, "Designated Signatures", to authorize the signatures of all Governing Board Members and persons authorized by the Board to sign orders for filing with the County Superintendent of Schools.

REVIEW AND DISCUSSION ITEMS  
Discussion of Goals for 2008-09

The Board was polled and the motion passed unanimously.

President Monach talked about the District's goals and priorities for 2007-08 and some of the goals reached to date.

David Roth, Assistant Superintendent for Educational Services, reviewed some of the highlights of the District's goals. The District was able to provide a very comprehensive professional development program for staff this year, which was made possible by generous grants from the Piedmont Educational Foundation, the Rawlings Foundation, and all of the Parent Clubs. Workshops and ongoing training and modeling of lessons were given. The two content areas of interest were writing and math.

The District plans to continue with professional development opportunities into next year because of continuing support from the Piedmont Educational Foundation.

Curriculum Council: the process began last year with the Science cycle and lead to additional course opportunities for students.

GATE Advisory Council: the group has met several times to go over the programs in the District. The Council is in the process of GATE identification. A conversation about what the programming should look like will be held next week. A GATE plan will be coming to the Board for adoption in the near future.

The Wellness Center was launched under the leadership of Brooke Zimmerman, Director of Student Support Services. Since it opened, there have been over 900 student visits, ranging from mild adjustment problems, relationship issues, or anxieties, up to quite serious mental health crises.

The "Every 15 Minutes Program" was held this year, which is a very compelling program to make students aware of the far-reaching effects of drinking while driving.

Superintendent Hubbard added that:

- in terms of communications with the community, the first District newsletter has been posted on the District web site and it is anticipated they will be published quarterly.

- Continuous improvement will be made on the “Promote Respect” program.
- The Technology Plan has been written; web sites are getting updated; and the infrastructure has been improved. Facilities management is ongoing and is working well with the City.
- In the area of fiscal management, the District has been working very hard to keep our footprint at a manageable amount. Parent Clubs and Support Clubs have been helpful in keeping the mindset.

President Monach said the Board is interested in doing a survey the same as last year regarding the parents' and staff's perspectives on District's goals.

#### Discussion of Board Committee Assignments

A list of the present assignments was provided. Board members will contact the President with the assignments in which they may be interested.

#### Report on Discussion Held at Budget Advisory Committee Meeting Regarding the 2008-09 Budget

The parcel tax was discussed at the last Budget Advisory Committee meeting, and there is broad understanding of how the budget works. One of the most significant agenda items discussed was what other ways can we support funding. Pressure must be continued on the State not to reduce funding. Discussion was held on the possibility of expanding interdistrict transfers to include students of head coaches, adult school teachers, grandparents who pay the parcel tax who are in the District, and other City employees.

#### CORRESPONDENCE

President Monach received eight emails supporting the Becker proposal; a copy of Mr. Hollander's petition was received; an email was received asking about the lease-lease-back program; an email was received from a high school student about anatomy class, which is being addressed by the high school principal; and Board Member Jones copied her on an email to a parent who participated on the GATE work. Comments from a person on the Curriculum Council were sent and will be forwarded to Dr. Jamie Adams as Director of Curriculum for response. Input was also received on the bond web site regarding the Becker Design proposal.

Board Member Tolles received an email about textbook adoption and a phone call. He also received the letter on the anatomy class. He commended the student for expressing their opinion.

President Monach said she will acknowledge receipt of the emails, on behalf of the Board.

#### BOARD REPORTS

President Monach expressed her excitement to be working with the reconstituted Board. She added that, at the City-School District Liaison meeting yesterday, Mayor Friedman reiterated his interest in forming an environmental task force that would be a community task force and that he would be asking the Board to either appoint a representative from the Board or from the

parent school community.

CONSENT CALENDAR: ACTION ITEMS

It was moved by Board Member Raushenbush, seconded by Board Member Tolles and passed unanimously to approve the Consent Calendar as amended. Items approved were as follows:

- Adopt Regular Board Meeting Minutes of March 12, 2008 and Special Board Meeting Minutes of March 15, 2008
- Approve Personnel Action Report
- Approve Internship Contract Agreement Between the District and Chapman University
- Approve Warrant List Dated March 26, 2008
- Approve Overnight Field Trip for Two Piedmont High School Music Students to Attend CMEA All-State Honor Orchestra Program, March 12-15, 2008, Sacramento, CA
- Approve Overnight Field Trip for Piedmont High School Mock Trial Team to Perform in Nationals, March 27-30, 2008, Riverside, CA
- Approve Overnight Field Trip for Piedmont High School Drama Class to attend Ohlone Festival, April 4-5, 2008, Felton, CA

FUTURE REGULAR BOARD MEETING  
AGENDA ITEMS  
(subject to change)

Future Regular Board Meeting Agenda Items are as follows:

- Budget Update (Apr)
- Certification of Athletic Coaches (Apr 9)
- Public Hearing and Recommendation to determine the parcel tax levy and amount for Measures B and C for the 2008-09 fiscal year (Apr 9)
- Announcement of Availability of Noda Memorial Grants (Apr 9)
- Discussion of District Goals for 2008-09 (Mar & Apr)
- Approve Single Plans for Student Achievement, including Safety Plans (Mar 26)
- Notification of 2008 Arthur Hecht Volunteer of the Year Award (Apr)
- Recognition of 2008 Arthur Hecht Volunteer of the Year (May)
- Review of Board Bylaws (Section 9000) (TBD)

The next Board meeting will be held on Wednesday, April 9, 2008 at 7:00 p.m. in the City Hall Council Chambers.

ADJOURNMENT

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

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

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CONSTANCE HUBBARD  
Secretary, Piedmont Unified School District  
Board of Education