

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

MINUTES OF
Regular Meeting of the Governing Board

September 11, 2007

CALL TO ORDER	Board President Monach called the Board of Education meeting to order at 6:39 p.m. check
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 6:40 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)
Others Present for Closed Session	Constance Hubbard, Superintendent Michael Brady, Assistant Superintendent, Business Services
RECONVENE TO REGULAR SESSION	Board President Monach called the Regular Session of the Board of Education meeting of September 11, 2007 to order at 7:09 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
Others Absent at Regular Session	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	Not present
PERSONS REQUESTING TO SPEAK ON ITEMS NOT ON THE AGENDA	None
Superintendent Announcements	The Superintendent announced that today, in commemoration of the events of six years ago, the flags were flown at half-staff.

Also, she stated there has been a lot of misinformation and confusion about the Parent Calendar Committee survey and results that were taken last school year. Briony Bax, Committee Chair, was in attendance at the Board meeting. There will be a link in the Piedmont Post tomorrow that will explain how to connect to the survey results. Copies of the survey summary will be available at the Superintendent's office. She clarified that the survey was conducted and tallied by the Associated Parents Club of Piedmont (APCP) Parent Instructional Calendar Committee, and not by the school district. She added that an information night regarding the Instructional Calendar and process will be held on Thursday, October 11 at 7:00 p.m. in the high school library and KCOM will be taping the program. For more information contact brionybax@yahoo.com

She announced that Assistant Superintendent David Roth is attending a PRAISE meeting and that is why he was unable to attend the Board meeting.

Another conflict will occur on September 26: the New Parent Welcome sponsored by the APCP will be held on that evening, which is the same evening as the next Board meeting.

Superintendent Hubbard shared that, at the September 26, 2007 Board meeting, there will be a formal presentation by the high school staff and student support services about the implementation of a Wellness Center at the high school. The Wellness Center will address mental health needs of the students. Even though the doors have not yet opened and the center is not completely organized, students are already being serviced. It will be in place to support the "Every 15 Minutes" program (October 1-2). There is evidence of a real need for this center.

Board President Announcements

President Monach made the following announcements:

- The Senior Picnic will be held on Wednesday, September 12
- The Millennium High School Family Picnic will be held on Sunday, September, September 16 at 1:00 p.m. at Joaquin Miller Park
- Thursday, September 20 is the high school's Back to School Night
- On Monday and Tuesday, October 1 and 2, the "Every 15 Minutes" program will be held for Piedmont High and Millennium High School students. It is a drunk driving prevention program to educate students about making mature decisions when alcoholic beverages are involved
- Monday and Tuesday, October 8 and 9 are Professional Development Days and there will be no school for students on either of those days

REVIEW & ACTION ITEMS

A. Measure E Bond Program

1. Update on Capital Program Management Overall Bond Program & Expenditure Reports

Superintendent Hubbard noted that the PowerPoint presentation being given tonight is slightly different from the hard copy version. The substantive portion is the same.

The Board will start receiving quarterly reports on the bond expenditures.

Priscilla Meckley-Archuleta of Capital Program Management, Inc., Project Manager, stated the purpose of the presentation is to provide program and cash flow information; review the near-term program work and major program milestones; and provide any additional information as may be requested by the Board.

Elementary Schools Status of Projects:

Havens Elementary –

- the Interim Housing Project has been completed through move-in; only ongoing expenses for temporary housing rental & related expenses (utilities) continues
- The project investigation and concept development phase is nearing the end of that part of the program
- The Havens refined concepts are anticipated to return in October
- The Havens Program Plan Development Phase is anticipated to start in December 2007

Beach Elementary -

- Consultants are in the process of developing the design concepts, along with their cost estimates; this will be brought to the Board in October

Wildwood Elementary –

- The investigation work has been completed and the report of findings is being prepared; the project would then move into concept development. This would happen in the month of November.

Piedmont Middle School –

- The investigation has been completed and is right now in the concept development phase. The information about this and the Middle School concepts and associated costs will be brought to the Board in November

Piedmont High School -

- Both the priority and non-priority buildings are now in the middle of the concept development phase. They will be presented to the Board, with the completion of this first phase, in November

Maintenance Buildings –

- The investigative report for the Maintenance buildings, as well as concepts, will be presented to the Board in October

Ms. Meckley-Archuleta stated we are still in the very first phase of the bond program. It is a critical point within the program; we are actually identifying the project scopes, budgets and schedules.

The program plan development phase will take a little while to get all the way through.

Funding and Expenditures were briefly discussed. Near-Term Work planned between now and the end of November 2007 are:

- Complete investigation phase work for all projects
- Complete and present all concept development phase work, except Wildwood (preliminary concept presentation for Wildwood is scheduled for November 14, 2007)

Major program milestones were discussed as follows:

September 2007

September 11, 2007 Board meeting:

- Bond program update presentation

September 26, 2007 Board meeting:

- Bond Program Policies Discussion (principle over-arching issues relative to bond program decisions and what is/is not in the program); this will be a kickoff discussion

October 2007

October 10, 2007 Board meeting:

- Wildwood Investigation Results report

October 24, 2007 Board meeting:

- Havens Concepts Presentation
- Beach Concepts Presentation
- Maintenance Facility Investigation Results report and concepts presentation

Public Engagement, Site Staff and Other Discussion Meetings (dates not yet selected)

November 2007

November 14, 2007 Board meeting:

- PMS Concepts Presentation
- PHS Concepts Presentation
- Wildwood Preliminary Concepts Presentation and Cost Estimates

November 28, 2007 Board meeting:

- Bond Program Update and Decision-making phase kick off presentation for program plan development phase

December 2007/January 2008

Public engagement, site staff and other discussion meetings (dates not yet selected)

Topics will be, for instance, the relationship between Measure E money and State modernization money – how might that be

handled; what would be the general approach to the historic significance and the aesthetic value of some of our buildings – clay tile roofs, the murals, the tile murals at the High School – what would be the overall approach to handle? The program does have to address accessibility. “Green” facilities: how would that affect what products are chosen and directions we give to the design team? How do we balance programmatic educational issues with the future for flexibility – where does that interface with the Measure E primary focus of safety? These are big questions that the Board should start discussing and give the public opportunity for input.

On November 28, a Special Board meeting will be held solely dedicated to the bond program. A time has not been set but it will be in the evening. The Bond Steering Committee has suggested that Special Board meetings be held separately from regular Board meetings in order to give time to conduct regular business and special meetings to discuss only the bond program projects.

There was no one from the audience requesting to speak.

2. Accept Notice of Completion of Piedmont High School Temporary Roof Replacement Project

Assistant Superintendent Michael Brady reported that the project is complete. It was scheduled to take eight weeks to complete and only took six weeks. The project came in under budget as well.

The Board commended Vila Construction for their exemplary work.

It was moved by Vice President Geddeis, seconded by Board Member Lindenmayer, and passed unanimously to accept the Notice of Completion of the Piedmont High School Temporary Roof Replacement Project.

3. Update by Board Subcommittee on Public Engagement Process

The subcommittee met with Gina Bartlett, the District consultant from the Center for Collaborative Policy, to continue to define the purpose and format for the public engagement meetings relative to the program milestones as presented tonight. An October community meeting would take place after the Board has begun its policy discussion. There will be a special Board meeting on November 28 dedicated to the bond program and would serve as the kickoff of the program plan development phase. Public input would be solicited in December and January. Board Member Lindenmayer suggested that input be solicited beginning in January since December is a busy time of year for many.

The subcommittee will hold another meeting with Gina Bartlett this week and talk much more about the workshop format, such as breakout sessions.

No one from the audience requested to speak.

- Certify Competence of Administrators in the Assessment of Certificated Employees

Education Code requires all administrators assigned to evaluate certificated employees must possess certain demonstrated competencies. A list of those administrators was presented for

approval.

It was moved by Board Member Geddeis, seconded by Board Member Gadbois, and passed unanimously to certify the competence of the administrators in the assessment of certificated employees.

Conduct First Reading of Proposed Revised Board Policy 5141.3, "Health Examinations"

The purpose for the proposed revision in wording is to include new mandated language about oral health assessment. The Administrative Regulation was provided for informational purposes, only.

There was no one from the audience requesting to speak.

Conduct First Reading of Proposed Revised Board Policy 5141, "Health Care and Emergencies"

The purpose for the proposed revision in wording is to include information about Automatic External Defibrillators, (AEDs), explain the reasons for emergency contact information, and note that all employees will be annually notified of the location of a defibrillator at their site. The Administrative Regulation was provided for informational purposes, only.

Board Member Lindenmayer questioned how the parents are notified of injuries, as he, as a parent, was never notified of a shoulder injury his student suffered.

Superintendent Hubbard will re-check with the High School as to their procedures and report back to the Board.

Conduct First Reading of Proposed Revised Board Policy 4030, "Discrimination / Hazing / Harassment (including Sexual Harassment – *Employee Version*)"

The purpose for the proposed revision is to include wording that includes harassment of a teacher, administrator or any other staff member by a student(s). The Administrative Regulation was provided for informational purposes, only.

There was no one from the audience requesting to speak.

Conduct First Reading of Proposed Revised Board Policy 5145.3, "Discrimination / Hazing / Harassment (including Sexual Harassment – *Student Version*)"

The purpose for the proposed revision is to include wording that includes harassment of a teacher, administrator or any other staff member by a student(s). The Administrative Regulation was provided for informational purposes, only.

Board Member Geddeis questioned the wording of harassment of employees by anyone, including a member of the public. Board Members Gadbois and President Monach thought the language in the employee version of the policy was inclusive and addressed Board Member Geddeis' concern.

There was no one from the audience requesting to speak.

REVIEW & DISCUSSION ITEMS
Update on State Adopted Budget

As reported last, the State passed its budget. The implications for the education budget are such that in between the May Revise and the final Adopted Budget, there was a difference of \$1.2 billion - \$400 million in one-time cuts for categorical programs, most of which do not affect us. Another \$350-\$360 million was an accounting error. In years past, the District received approximately \$225,000 in Mandated Costs, which has been cut. The projected COLA for 08-09 has moved up from 3.7% to 4.3%. That good news is tempered with the District's

declining enrollment. We are down about ten students. The Revised Budget for 07-08 and Unaudited Actuals for 06-07 will come before the Board at its September 26th meeting.

Review of 2006-07 Accountability Progress Report (APR):

- 2007 Academic Performance Index (API) and
- 2007 Adequate Yearly Progress (AYP)

In the absence of Dr. Roth, Superintendent Hubbard reviewed the information from the 2006-07 Accountability Progress Report.

She emphasized that scores range from 200 to 1,000 and once you reach 800, you are not evaluated for any additional monies. All Piedmont schools have always been at the 800 mark or above. The standard deviation is not published so there is not way to tell the difference between, for instance, 815 and 830. Piedmont is at 916 – slightly down from the previous year. However, once you get that high, there is little “wiggle room”. Piedmont is compared with other *unified* school districts.

Piedmont is ranked number 2 State-wide. La Canada and San Marino are numbers 1 and 3. The difference in scores between each of the schools is less than 10.

Piedmont does not emphasize testing solely as the only focus. We want our students to be learning and engaged; these tests are not the only measure of how we are doing. We want to look at the whole child and their needs.

The AYP (Academic Yearly Progress) Report is the federal version of the API. The AYP has its own federal guidelines. We meet all the criteria for all categories. Dr. Roth is working with staff on analyzing the data more in-depth in order to provide information on teaching and learning so students can be supported as early as possible.

There were no questions from the public.

INFORMATION / ANNOUNCEMENTS

Election Timetable for Municipal Elections
– March 4, 2008

An election timetable was provided in the Board packet, which gave information on dates for filing nomination papers, absentee voting, deadlines, etc. Nomination papers for becoming a candidate for the Board of Education (three openings) can be taken out on November 12 and must be filed by December 7, 2007. The 2008 election date will still be in March.

There were no questions from the public.

Annual Board Business Calendar

As an additional piece of information to keep the public informed of upcoming items to come before the Board, an “Annual Board Business Calendar” has been developed. The information will be posted on the web site. It should be noted that due to circumstances beyond the Board’s or District staff’s control, such as waiting for additional research/information; an already lengthy agenda, etc., items may be held over to a future meeting.

There were no questions from the public.

New Email Addresses for Board Members and Protocol for Communications to the Board

This information was provided at the August 22 Board meeting but was brought back since everyone is now back from summer vacation. The centralized "schoolboard" email address has been discontinued. Each Board member now has their own email address as follows:

June Monach	jmonach@piedmont.k12.ca.us
Cathie Geddeis	cgeddeis@piedmont.k12.ca.us
Ray Gadbois	rgadbois@piedmont.k12.ca.us
Roy Tolles	rtolles@piedmont.k12.ca.us
Ward Lindenmayer	wlindenmayer@piedmont.k12.ca.us
Constance Hubbard (Superintendent)	chubbard@piedmont.k12.ca.us

It should be noted that for matters involving the entire Board and school issues, an email should be sent to all Board members, including the Superintendent, so all persons are fully informed.

A communication regarding the protocol for communications with the Board was also included in the Board packet and has been placed on the District web site.

There were no questions from the public.

CORRESPONDENCE

Board Member Gadbois advised that he had received an email from a Middle School parent regarding a class scheduling issue. He will always suggest that a parent be directed back to the site. If unresolved, the next step would be to bring the issue to the Superintendent. There is also a Uniform Complaint Procedure policy and complaint form that a parent can submit.

BOARD REPORTS

President Monach stated that traditionally, during this portion of the agenda, each Board member would review the various meetings they have attended, but she would like to change the venue in lieu of that by having each Board member share a couple of insights they observed that was school or school board related.

President Monach started, saying that, having attended the Middle School Back to School Night, she saw that school-to-family communications are very important. She talked about some of the comments she heard and read in the classrooms.

Board Member Geddeis has been working on the "Every 15 Minutes" program occurring on October 1 and 2nd. She has been overwhelmed by the volunteer involvement of the parents, staff and community.

Board Member Gadbois reported on the recent High School assembly held recently about Date Rape. The acting and messages were both powerful and important. He also continues to be very impressed with the upcoming "Every 15 Minutes" program.

He announced that the District K-12 Curriculum Council will be meeting to discuss K-12 Math Curriculum, the first meeting will be held on September 27 at the Middle School. If anyone is

interested in participating, please contact Curriculum Director Jamie Adams and she can add that person to the email distribution.

Board Member Tolles, a liaison to the Beach Parents Club, talked about the parent meeting held in Dracena Park. It said it had a very inclusive feeling and every new parent received extra cheers. It was very upbeat.

He also commented that it is clear that everyone is trying to re-engage with the bond projects since returning from summer vacation. He encouraged everyone to stop and listen and we will come to a resolution of issues.

Board Member Ward Lindenmayer commented on the Millennium High School Back to School Night. He is glad to see the way Millennium has progressed and to see the increased parent involvement.

He also announced the Harvest Festival coming up on Sunday, September 23 from 11:00 a.m. – 3:00 p.m. at the Piedmont Community Center.

CONSENT CALENDAR: ACTION ITEMS

Board President Monach noted there were minor edits to the Board minutes. The edits were provided to each Board member and placed at the public information table.

She then acknowledged matching donations from **Dao K. Vu** and **Sun Microsystems**, in the amount of \$1,000 each, for a total amount of \$2,000.

It was moved by Vice President Geddeis, seconded by Board Member Tolles, and passed unanimously to approve the Consent Calendar as presented, including the revised Board meeting minutes of August 22, 2007. Items presented were as follows:

1. Accept Donations
2. Adopt Regular Board Meeting Minutes of August 22, 2007
3. Approve Personnel Action Report
4. Approve 2007-08 Class Size Reduction Program Application, Grades K-3
5. Approve 2007-08 Morgan Hart Class Size Reduction Program Application
6. Approve Monthly Financial Report of District for August 2007

FUTURE REGULAR BOARD MEETING AGENDA ITEMS

- Professional Development Activities (comprehensive report)(2nd Sep mtg)
- Conduct Public Hearing on Unaudited Actuals Financial Report and Revised District Budget (2nd Sep mtg)
- Annual Review of Specific Board Policies (2nd Sep mtg)
- Conduct Public Hearing and Adopt Resolution on Sufficiency of Textbooks and Instructional Materials (2nd Sep mtg)
- Adopt Resolution on Gann Limit (2nd Sep mtg)

- Adopt Resolution Re Adult Education Program Plan (2nd Sep mtg)
- Adopt Resolution re: Authorization for Assignment Out of Credentialed Area (if needed) (Sep)
- Approval of Assignment Under Ed Code 44258.3 and 44258.7(c) & (d) (if needed) (Sep)
- Announcement of Fall PEF Grants (2nd Sep mtg)
- Comprehensive School Safety Plan (Oct)
- Grades 7-12 Counseling Grant Report (Sep/Oct)
- Wellness Center, PHS, Presentation (Sep/Oct)
- Enrollment Figures for Beginning of 2007-08 School Year (1st Oct mtg)
- Approve Quarterly Report of Complaints received under Williams Settlement Agreement (1st Oct mtg)
- Review of Board Bylaws (Section 9000) (Board Workshop-TBD)

ADJOURNMENT

There being no further business, and with no objections by the Board, the meeting was adjourned at 8:56 p.m.

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

CONSTANCE HUBBARD
Secretary, Piedmont Unified School District
Board of Education