

**PIEDMONT UNIFIED SCHOOL DISTRICT
Board of Education**

REGULAR MEETING
Wednesday, September 26, 2007

Council Chambers, City Hall
120 Vista Avenue, Piedmont

Closed Session: 6:00 p.m.
Regular Session: 7:00 p.m.

A G E N D A

- 6:00 p.m. I. CALL TO ORDER
- II. ESTABLISHMENT OF QUORUM
A majority of the Governing Board must be present in order to establish a quorum, allowing the Board to conduct business.
- 6:01 p.m. III. ADJOURN TO CLOSED SESSION
Members of the public may speak to any Closed Session item on the agenda. The Board President may limit speaker time.
- A. Conference with District Representative Constance Hubbard
Regarding Negotiations with the Association of Piedmont
Teachers (APT) (Government Code Section 54956.6)
- 7:00 p.m. IV. REGULAR OPEN SESSION
- A. Call to Order
B. Pledge of Allegiance
C. Report of Action Taken in Closed Session
D. Agenda Adjustments
- 7:05 p.m. V. COMMUNICATIONS / ANNOUNCEMENTS
The comments are informational only, covering items of interest to the Board, staff and community.
- A. Association of Piedmont Teachers (APT)
B. California School Employees Association (CSEA)
C. Parent Clubs
D. Student Representative to the Board
E. Persons Wishing to Speak to Any Item Not Listed
on the Agenda
F. Superintendent
G. President, Board of Education
- 7:10 p.m. VI. PRESENTATIONS
- A. District Data Management
A presentation by Maureen Rhodin, District Data Manager, will be given on student information mandated to be kept by the District
- B. Wellness Center
Principal Randall Booker and Brooke Zimmerman, Director of Student Support Services, will give a presentation regarding the proposed

7:30 p.m.

VII. REVIEW AND ACTION ITEMS

(The Board President may limit speaker time)

- A. *Approve Contract Changes Between the District and California School Employees Association (CSEA, Chapter 60) from 2006 through June 30, 2009 (Superintendent Hubbard) Page 8
The Board will be requested to approve the contract between the District and CSEA at tonight's meeting. A summary of the provisions is attached.
- B. Measure E Bond Program:
1. * Discussion of Guidelines for Measure E Project Decisions (Superintendent Hubbard) Pages 9-16
This evening the Board will begin discussion of the policy and planning issues linked to the decisions required in the Program Plan Development phase of the Measure E projects. Attached is a staff report from the Superintendent outlining issues, options and impacts.
 2. *Ratify and Authorize Piedmont Middle School Concept Development Phase Agreement Between District and *murakami*/Nelson Architects Pages 17-23
(John Nelson, President, *murakami*/Nelson Architects)
This phase will develop solutions to remove the identified accessibility, fire/life safety and structural and non-structural seismic deficiencies noted in the investigation and analysis phase work; provide a cost estimate based upon the concept design; and make presentations to committees, District and site staff, as well as at Board meetings and public engagement meetings. The Board is being requested to ratify work completed from August 22, 2007 through September 26, 2007, and to authorize work from September 27, 2007 through February 29, 2008, at a total contract amount of \$177,600, including reimbursable expenses and subcontractor fees.

This contract was previously approved by Superintendent Hubbard with her delegated authority under Resolution 29-2006-07. The Board will be requested to ratify past work and authorize work beyond September 26, 2007.
 3. *Ratify and Authorize Agreement Between District and *murakami*/Nelson Architects for Concept Development Phase for the Piedmont High School Non-Priority Buildings: Social Science-Building D; Science-Building E; Gymnasium-Building F; Millennium High School/Administration-"40's building"-Building G Pages 24-30
(John Nelson, President, *murakami*/Nelson Architects)
The concept development phase will outline solutions to remove the identified accessibility, fire/life safety and structural and non-structural seismic deficiencies noted in the investigation and analysis phase work, provide a cost estimate based upon the concept design and to make presentations to committees, District and site staff, as well as at Board meetings and public engagement meetings. The Board is being requested to ratify

work completed from August 22, 2007 through September 26, 2007 and to authorize work from September 27, 2007 through February 29, 2008, in a total contract amount of \$135,245.00, including reimbursable expenses and subcontractor fees.

This contract was previously approved by Superintendent Hubbard with her delegated authority under Resolution 29-2006-07. The Board will be requested to ratify past work and authorize work beyond September 26, 2007.

4. *Ratify Agreement Between the District and *murakami/Nelson Architects* for the Wildwood Elementary School Concept Development and Authorize Total Amount of Contract
(Superintendent Hubbard)
The Board will be requested to ratify the agreement, which is effective from September 9, 2007 (work started on September 9, 2007) through February 29, 2008, at a total cost not to exceed \$235,000. The end date should allow for program plan decision-making. The Superintendent's authority under Resolution 29-2006-07 covers approval authority up to \$100,000, therefore, the Board would also be authorizing the total cost expenditure. The Bond Steering Committee has endorsed this agreement. Pages 31-40

5. * Update from the Public Engagement Subcommittee and Authorize Subcommittee to Schedule and Plan Community Workshop with Center for Collaborative Policy
(President June Monach / Board Member Ray Gadbois)
The subcommittee has developed a Meeting & Public Engagement Plan in conjunction with the Major Program Milestone Schedule released by CPM at the September 11, 2007 meeting. Included in the plan are briefing and Parent & Staff input meetings scheduled after this evening's staff report by Superintendent Hubbard on Guidelines for Measure E Project Decisions. There will also be an announcement of an interactive Community Workshop scheduled for Saturday, December 8, 2007, 9:00 a.m. – 1:00 p.m. in the Piedmont Middle School multipurpose room. A major outreach effort will be initiated with key community groups to invite Piedmont citizens to attend the December workshop. Pages 41-42

1. *Conduct Public Hearing and Approve the 2006-07 Unaudited Actuals and 2007-08 Revised District Budget for All of the Funds Operated by the District: General Fund; Adult Education; Cafeteria; Deferred Maintenance; Capital Facilities; Building; Special Reserve/Noda; Special Reserve/Parcel Tax
(Assistant Superintendent Michael Brady)
The Board will conduct a public hearing on the 2006-07 Unaudited Actual Financial Report, and be requested to approve the report. They will also be requested to approve the District's Revised 2007-08 Budget and authorize the appropriate budget transfers Pages 43-112

2. *Adopt Resolution 02-2007-08, "Authorizing Budget Transfers of Funds" Page 113

- C. *Conduct Public Hearing and Adopt Resolution 03-2007-08, "Resolution on Sufficiency of Textbooks and/or Instructional Materials" Pages 114-115
(Jamie Adams, Director of Curriculum)
Education Code Section 60119 requires a school district to conduct a public hearing determining whether textbooks and instructional materials, including lab equipment for science lab classes, were provided to all students, including English learners. The Board will be requested to adopt the resolution.

- D. *Adopt Resolution 04-2007-08, "Disposal of Obsolete Textbooks" Pages 116-117
(Superintendent Hubbard)
The Board will be requested to approve the disposal of obsolete elementary science textbooks. The Curriculum Director will be working to find agencies desiring the textbooks for educational use.

9:30 p.m. VIII. REVIEW AND DISCUSSION ITEMS

- A. *2006-07 Annual Report on Supplemental Counseling Grant, Grades 7-12 Pages 118-119
(David Roth, Ph.D., Assistant Superintendent, Educational Services)
Dr. Roth will review the State-mandated District report regarding the Middle and High School Supplemental Counseling Grant. The District is receiving ongoing funding from the State to deliver supplemental 7-12 grade counseling that focuses particularly on supporting students at risk of school failure.

- B. *Review of Planned Activities for District-wide Professional Development Days, October 8-9, 2007 Page 120
(David Roth, Ph.D., Assistant Superintendent, Educational Services)
Dr. Roth will review the professional development activities scheduled throughout the District on October 8th and 9th. In addition to a range of other professional development opportunities during the two days, Math and Writing will be District-wide areas of emphasis. This year's programming is particularly rich due to funding provided by the Piedmont Educational Foundation, the Rawlings Foundation, and Parent Clubs.

10:00 p.m. IX. INFORMATION / ANNOUNCEMENTS

- A. * Announcement of Piedmont Educational Foundation Fall 2007 Grant Applications Page 121
(Superintendent Constance Hubbard)
Grant Applications have now been distributed to site staffs. The deadline for completed grant application submittals to Site Principals is Monday, October 15, 2007

10:05 p.m. X. CORRESPONDENCE

10:10 p.m. XI. BOARD REPORTS

10:20 p.m. XII. CONSENT CALENDAR: ACTION ITEMS

The following items are considered routine and can be handled with one action since it is recommended that all items be approved unanimously.

Board members may request any item(s) be removed from the Consent Calendar and considered separately.

1. *Accept Donations Page 122
2. Adopt Regular Board Meeting Minutes of September 11, 2007 Pages 123-132
3. *Approve Personnel Action Report Page 133
4. *Approve Warrant List dated September 12, 2007 Page 134
5. *Ratify Contract Amendment #1 Between the District and Capital Program Management, Inc. for Program Management Services Pages 135-139
This no-cost amendment changes the duration of the contract from September 30, 2007 to February 29, 2008; the Senior Program Manager; and the Program Manager's Scope of Service.
6. *Ratify Amendment #1 to the Maintenance Facility Investigation and Analysis Contract Between the District and *murakami/Nelson Architects* Page 140
Amendment #1 to the contract is a no-cost amendment that allows the *murakami/Nelson* team to do the initial concept development and non-structural seismic hazard mitigation planning at the Maintenance facility. This amendment is needed since there is no other agreement planned for additional work at this time. Amendment #1 does require a time extension (contract ends September 30, 2007) and is requested to be extended to February 29, 2008, since the agreement time has expired. The Board of Education clearly directed the team to proceed with this work, and the Bond Steering Committee has also endorsed this Amendment.
7. *Approve the following 2007-08 Budgetary Management Agreements Between the District and the Contra Costa County Office of Education/Regional Occupation Program, for a Total Amount Not to Exceed \$88,795 Pages 141-144
The agreements are for payment for ROP teachers for the following programs. The CCCOE provides the instructional materials, textbooks, software, and technology for classroom instruction
 - Journalism, PHS \$16,368
 - Biotechnology, PHS \$17,647
 - Sports Medicine, PHS \$35,679
 - AP Environmental Science, PHS \$19,101
 - \$88,795
8. Approve one Consultant Services Contract with **Barbara Davidson**, to provide psychological assessment services for the District, effective July 1, 2007 through June 30, 2008, at a total cost not to exceed \$16,000.00. Funding: Special Education
9. Approve one Consultant Services Contract with **Carrie Kartman, M.F.A.**, to provide tutoring services for one high school student, effective July 1, 2007 through June 30, 2008, at a total cost not to exceed \$10,800.00. Funding: Special

Education

10. Approve one Consultant Services Contract with **Carrie Kartman, M.F.A.**, to provide tutoring services for one middle school student, effective July 1, 2007 through June 30, 2008, at a total cost not to exceed \$4,320.00. Funding: Special Education
11. Approve one Consultant Services Contract with **Helen Miller, Assistive Technology Specialist**, to provide a one-time Kurzweil training workshop for high school and middle school resource specialists, effective September 19, 2007, at a total cost not to exceed \$337.50. Funding: Special Education
12. Approve one Approve one Consultant Services Contract with **Melissa Wenters, Au.D.**, to provide audiological services to District hearing-impaired students, effective July 1, 2007 through June 30, 2008, at a total cost not to exceed \$19,800.00. Funding: Special Education
13. *Adopt Resolution 05-2007-08, "Gann Spending Limit" Pages 145-148
The resolution will approve the Gann Spending Limit, which establishes maximum appropriation limitations for public agencies, including school districts.
14. *Adopt Resolution 06-2007-08, "Authorization for Assignment Out of Credentialed Area" Page 149
Education Code allows assignment of existing staff to areas outside of their credentialed teaching area under specific criteria
15. *Waive Second Reading and Adopt Proposed Revised Board Policy 5141.3, "Health Examinations" Pages 150-153
A First Reading was conducted at the Board meeting of September 11, 2007. The purpose of the proposed change in wording is to include a new State mandate about oral health assessment. The accompanying Administrative Regulation is provided for informational purposes, only, to indicate what changes will be made
16. *Conduct Second Reading and Adopt Proposed Revised Board Policy 5141, "Health Care and Emergencies" Pages 154-156
A First Reading was conducted at the Board meeting of September 11, 2007. The purpose of the proposed change in wording is to add information about Automatic External Defibrillators (AEDs), explain the reason for emergency contact information, and note that all employees will be annually notified of the location of a defibrillator at their site. The accompanying Administrative Regulation is provided for informational purposes, only.
17. *Conduct Second Reading and Adopt Proposed Revised Board Policy 4030, "Discrimination / Hazing / Harassment (Including Sexual Harassment – *Employee Version*)" Pages 157-165
A First Reading was conducted at the Board meeting of September 11, 2007. The purpose of the proposed change in wording is to include language that includes harassment of a teacher, administrator or any other staff member by a student(s). The accompanying

18. *Conduct Second Reading and Adopt Proposed Revised Board Policy 5145.3, "Discrimination / Hazing / Harassment (Including Sexual Harassment – *Student Version*" Pages 166-175
 A First Reading was conducted at the Board meeting of September 11, 2007. The purpose of the proposed change in wording is to include language that includes harassment of a teacher, administrator or any other staff member by a student(s). The accompanying Administrative Regulation is provided for informational purposes, only.
19. *Approve Overnight Field Trip to Lafayette Retreat Center for PHS Students as part of the "Every 15 Minutes Program" Page 176
 Several PHS students participating in the "Every 15 Minutes Program" will spend the night at a retreat center in Lafayette as part of those who were "killed" (enactment) every fifteen minutes by a drunk driving accident. Students will discuss the dangers of driving while drinking and the impact it has on others besides themselves. Their removal from the PHS site creates a sobering affect on other students
20. *Approve Overnight Field Trip for PHS Varsity and Junior Varsity Football Team to participate in games to be played in Weaverville, California (west of Redding), from Friday noon, September 21, 2007 through Sunday, September 23, 2007. Page 177

10:30 p.m. XIII. FUTURE REGULAR BOARD MEETING AGENDA ITEMS

—————▶ **(SUBJECT TO CHANGE)** ◀—————

- Annual Review of Specific Board Policies (Oct)
- Adopt Resolution Re Adult Education Program Plan (1st Oct mtg)
- Comprehensive School Safety Plan (1st Oct mtg)
- 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)
- Announcement (Reminder) of Filing Timeline for Position of Member, Board of Education (3 openings) (2nd Oct mtg)

10:35 p.m. XIV. ADJOURNMENT

Next Regular Board of Education Meeting: Wednesday, October 10, 2007,
 7:00 p.m., City Hall, Council Chambers, 120 Vista Avenue, Piedmont.

Public Comment: *Individual speakers are asked to limit their comments for any item on the agenda to not more than three minutes in order to allow everyone who wishes to speak the opportunity to do so. Groups are asked to limit comments to a total of ten minutes.*

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Superintendent's Office at (510) 594-2614. Notification by Monday noon preceding the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

*Attachment

The scheduling of time for agenda issues is approximate.