

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

MINUTES OF  
Regular Meeting of the Governing Board

September 26, 2007

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CALL TO ORDER	Board President Monach called the Board of Education meeting to order at 6:03 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 6:04 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 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 September 11, 2007 to order at 7:03 p.m. and led the Board and audience in the Pledge of Allegiance.
OTHERS PRESENT AT REGULAR SESSION	Constance Hubbard, Superintendent Michael Brady, Assistant Superintendent, Business Services David Roth, Ph.D., Assistant Superintendent, Educ. Services
Action Taken In Closed Session	None
Agenda Adjustments	President Monach announced that Agenda Item VI. A. "District Data Management" is being removed from tonight's agenda.
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"><li>• "Club Day" was held a couple of weeks ago</li><li>• Back to School Night was September 20</li><li>• A football game is coming up this Friday and the Homecoming Game and dance will be the week after</li><li>• The "Every 15 Minutes" program was just held</li></ul>

PERSONS REQUESTING TO SPEAK ON None  
ITEMS NOT ON THE AGENDA

The Superintendent thanked the Parent Calendar Committee and chair person, Briony Bax, for gathering all of the data and putting together the Instructional Calendar survey that was conducted back in February 2007. One of the recommendations was that an evening meeting be held where the public can hear about the Instructional Calendar process and the many issues surrounding its development. The meeting will be held on Monday, October 22 from 7:00 – 9:00 p.m. in the City Council Chambers and will be televised.

#### Board President Announcements

President Monach made the following announcements:

- Tomorrow at 3:30 p.m. is the first Curriculum Council meeting in the Piedmont Middle School multipurpose room
- The Harvest Festival is this Sunday, September 30 from 11:00 a.m. to 3:00 p.m. at the Piedmont Community Center
- Monday, October 1 and Tuesday, October 2 will be the “Every 15 Minutes Program” for Piedmont High School students. A video reenactment will be held for parents and interested community members on Tuesday, October 2 at 7:00 p.m. in the Alan Harvey Theater
- PRAISE is sponsoring an evening with an education consultant on transition from high school to college for special needs students on Tuesday, October 2 at 7:15 p.m. in the PHS library
- A GATE Advisory Committee meeting will be held on Thursday, October 4 from 3:30 – 5:00 p.m. in the PHS library
- Monday, October 8 and Tuesday, October 9 are staff development days for teachers and non-school days for students

President Monach thanked the Superintendent, Assistant Superintendents, Director of Fiscal Service and the Administrative Assistant to the Superintendent for all of their behind-the-scene work on the 177-page Board packet material that they all worked together on for a seamless presentation.

#### PRESENTATION

Wellness Center  
Principal Randall Booker and Brooke Zimmerman, Director of Student Support Services, will give a presentation regarding the proposed Wellness Center for Piedmont and Millennium High Schools

Randall Booker, Principal, Piedmont High School, stated that over the last six months, he and Ms. Zimmerman have appreciated the various opportunities to speak to the Board regarding the Wellness Center.

The issue faced at school is that a high percentage of students who have participated in at-risk behavior associated with alcohol, drugs and/or tobacco, to include marijuana on school property, binge drinking, and thoughts of committing suicide.

“Get healthy in every respect” is the mission statement of the Wellness Center. A Wellness Center logo has been designed by high school students Evan Yee and Jessica McKean.

The Wellness Center will serve both Piedmont High School and Millennium High School students.

Principal Booker stated it is important to understand that there is a relationship between a students' health and their ability to succeed academically. Although students continue to succeed academically, school staff can better support students in a health manner by using different interventions.

During the planning stages of the Wellness Center, health centers in Berkeley and Alameda were visited. The focus for those facilities was on medical support, but the Piedmont Wellness Center will focus on mental health services for stressed out students.

The idea for a Wellness Center came from a recommendation by the WASC (Western Association of Schools & Colleges) who, during their visitation of the High School, advised that the school needed to do a better job of mental health services and outreach to all struggling students. When students are stressed and anxious, they cannot move forward cognitively in a successful manner.

Principal Booker stated the high school has always had an excellent counseling staff and they are visible throughout the high school and observant to student needs on campus. The Student Study Team has been revamped to identify the students who are struggling and to intervene and develop an action plan, thereby providing support to them more quickly. The High School also has an after-school tutoring program every day and tutorial periods.

Piedmont High School belongs to a consortium dedicated to bringing change to support students mentally.

The Wellness Center will offer individual counseling, crisis intervention, family counseling, group counseling, and school mediation (disputes between students). It will be open and staffed from Monday through Friday, 8:00 a.m. to 3:00 p.m.

Principal Booker thanked the High School Parents Club and Piedmont Parent Network, not only for their financial support but for all of the time, effort and energy given by the individual parents.

A Wellness Center organization chart was reviewed. Goals and measurable outcomes for the Wellness Center are being established.

The Wellness Center is located near the College Career Center.

All Board members expressed their strong support for having a Wellness Center. There were no questions from the public.

#### REVIEW & ACTION ITEMS

Approve Contract Changes Between the District and California School Employees Association (CSEA), Chapter 60, from 2006 through June 30, 2009

Superintendent Hubbard stated that the District negotiates a year in advance in order to assist in the development of the budget and to see that employees are considered as a first priority.

There is now a complete contract through 2008-09; therefore, new negotiations will begin in 2010.

A summary of the proposed agreement is as follows:

- Article 12-Salary  
An increase in the salary schedule of a minimum of 2% for 2008-09. Salary increase of 3.5% for 2007-08 was approved as part of the 2006-07 negotiations settlement.  
Projected cost: 2008-09 \$89,755

- Article 19-Fringe Benefits  
District will fully cover cost of health insurance for single employee. Basic medical entitlement will change from \$1,854 to \$1,000 per year.

The District will continue to provide the least costly family medical and dental programs for classified employees in 2008-09. Projected cost: 2008-09 \$79,405

- Article 21-Retirement  
An employee with a minimum of ten years of full-time service will receive \$500 per year with a maximum of \$5,000 at the time of retirement as a one-time payment. Part-time employees will receive an amount pro-rated to FTE.

Post-employment benefits

Employees hired starting July 1, 2008 will not receive the post-employment benefit that is provided to current employees to receive a monthly stipend toward health costs. All members will continue to have coverage at the current rate for health benefits to Medicare age eligibility.

- Additional areas addressed:
  - a committee consisting of three CSEA representatives and two District administrators will be established to examine reclassification
  - the work year for paraeducators will be extended by one day for the 2007-08 school year

The projected cost of the proposed agreement for 2008-09 is \$169,160. The sources of funding are from the General Fund, and revenues from the parcel tax, Piedmont Educational Foundation, site parent clubs and support groups.

There were no questions from the public.

It was moved by Board Member Lindenmayer, seconded by Vice President Geddeis and passed unanimously to approve the contract changes through June 30, 2009.

## Measure E Bond Program

### 1. Discussion of Guidelines for Measure E Project Decisions

In developing the program plan, Superintendent Hubbard advised that there are various factors to be considered:

- Safety – structural and non-structural
- ADA & Fire/Life Safety

- Funding – Measure E and State Modernization
- Recovery – FEMA Standards; pre and post Assessment of Likely use
- “Green” facility according to LEEDS™ and California High Performing Schools standards
- Preservation – historic value and aesthetics
- Program Impact – limited by structural; guided by need at all schools

Providing a safe environment for all who use the District’s facilities is one component of the fiduciary (i.e. hold in trust) responsibility of the Board of Education. Prudent management of all of the Piedmont Unified School District’s resources is that to which the members of the Board of Education as trustees must be accountable.

The guidelines for decisions in the definition of program and scope of projects for Measure E include the consideration of a spectrum of issues that requires the application of over-arching policies.

Tonight the Board was expected to begin the discussion of the policy and planning issues linked to the decisions required in the Program Plan Development phase of the Measure E projects. The discussion will continue over the next two Board meetings and will allow opportunity for community input. Discussions on the issues will also be scheduled at each site’s parent club meeting in October. The goal is to have defined Guidelines for Project Plan Development by November 14, 2007 for use in the Program Plan Development that begins at the Special Board Meeting scheduled for November 28, 2007. The guidelines will serve as the principles by which decisions are made to determine scope and sequence of projects as the project components are prioritized.

Measure E provided the opportunity for the District to issue up to \$56 million in bonds for the purpose to “repair, reconstruct, or replace Piedmont public school buildings to reduce dangers from earthquakes and to meet State and federal seismic safety standards.” [exact ballot measure wording]. The full text of the ballot measure included the expectation for the improvement of accessibility per the Americans with Disability Act (ADA), and the addressing of safety issues such as non-structural seismic hazards and fire alarm systems.

The process for implementation of Measure E has three phases:

1. project investigation and concept development (completion November 2007)
2. program plan development – defining scope and sequence of all projects (November 28-2007 – January 2008)
3. implementation and construction (February 2008 – program completion)

The first phase will be substantially completed by November 2007. The information for all individual projects that have been brought to the Board for review over the past year will be

presented together at a Special Board Meeting on November 28, 2007. The presentation will include a summary of all of the information and a draft program plan that includes options for project budgets, scope and sequencing. The public input process is scheduled to go through January 2008. Clear guidelines for evaluating the priorities for each project will expedite the decision-making process. The Superintendent presented a list of issues, discussion of options and impacts and recommendations. The recommendations are based on the detailed information received as part of community input, paid consultants, volunteer experts working as advisory groups, and recommendations and input from school staff.

### **Issue 1**

#### **Use of Measure E Funds as it applies to “reducing dangers from earthquakes”**

The language and intent of the Measure E program is open to interpretation. The Board needs to agree on guidelines as to the application of the range of use of Measure E funds to individual projects and the overall plan.

*Option 1-a: Apply fiscally conservative criteria for use of funds for minimum upgrades required to meet the State and federal guidelines for the FEMA definition of “life safe”.*

*Impact:*

- *does not consider usability of buildings post earthquake*
- *aesthetics and function may be reduced/impaired*
- *State agencies such as Division of the State Architect (DSA) and the Office of Public School Construction (OPSC) have requirements that require upgrades not directly linked to life safety FEMA standards*
- *May not be best “bang for the buck”, given the disruption and invasiveness of work required*

*Option 1-b: Use Measure E funds on all structures that require seismic work, accessibility and fire life system upgrades and address infrastructure upgrades at the same time.*

*Impact:*

- *will allow for consideration of usability of buildings post earthquake*
- *aesthetics and function may be improved*
- *addresses the non-structural hazards*
- *will address requirements of State agencies such as DSA and Office of Public School Construction*
- *Program request likely to exceed funds available*
- *Increases duration of program*
- *Citizens’ Oversight Committee (COC) may not agree with scope*

### **Issue 2**

#### **Use of “matching modernization funds from State**

The District has verified eligibility from the State for modernization funds. The eligibility and receipt of funds are not

synonymous. The program plan development must include criteria for the budgeting of eligible funds and options for the timeline for the actual receipt of funds from the State by the District.

*Option 2-a: Budget State Modernization funds to supplant (replace) the use of Measure E funds*

*Impact:*

- *may be able to use less than total bond authorization for lower tax rate for community*
- *must address requirements of State agencies such as DSA and the OPSC and all requirements for receipt of "match"*
- *preliminary budgets indicate that Measure E projects will exceed the District required match and therefore supplanting is allowable*
- *does not address any program improvements*
- *defined projects not dependent on actual receipt of State funds*
- *does not take best advantage of the disruption to the educational program during construction*

*Option 2-b: Budget Modernization Funds to supplement (add) the use of Measure E funds*

*Impact:*

- *Must address requirements of State agencies such as DSA and the OPSC and all requirements for receipt of "match". Preliminary budgets indicate that Measure E projects will exceed the District required match. District has discretion as to use of Modernization Funds once match is provided*
- *Funds could be used to address non-Measure E needs for infrastructure improvements (e.g. HVAC systems, technology)*
- *Provides opportunities to address program improvements*
- *Leverages the Measure E funds to address facilities needs*
- *Modernization Funds not under purview of COC*
- *Budgets may exceed realized revenues if State funds are not available*

### **Recommendation (for Issues 1 and 2)**

Budget Measure E funds to address all safety issues related to earthquakes including non-structural deficiencies identified as first priority. No reduction of programmatic functioning is primary in the addressing of seismic needs. Use opportunities whenever possible to improve educational program function and flexibility for the future. Budget State Modernization Funds to address infrastructure issues to leverage Measure E funds on projects. Develop a prioritized list of program improvements to apply as the schedule for receipt of State funds is confirmed. For example, the addressing of seismic structural issues will require the invasion of wall and roof systems. Use Modernization funds to insure electrical, heating and technology infrastructure systems are improved. Use Measure E funds as the primary source for structural improvements. Use Modernization funds remaining to improve programmatic

functions at each school. Consider usability after an earthquake in the structural criteria, design and implementation of projects.

### **Issue 3 Accessibility and Fire and Life Safety Requirements**

There is a broad range to which accessibility and fire and life safety criteria could be addressed. The Program Plan requires guidelines for the depth and breadth as to how these issues will be addressed in the final plans.

*Option 3-a: Address only the minimum requirements of DSA and OPSC*

*Impact:*

- *May not include a level that represents respect for all to have access to our facilities for the educational process and as a community resource*
- *May not provide the minimum level of safety for non-structural hazards such as fire*
- *May be the most cost effective*

*Option 3-b: Address all requirements at all sites*

*Impact:*

- *Is cost prohibitive*
- *Unlikely can anticipate all needs*
- *Existing terrain and structures interfere*

### **Recommendation (Issue 3)**

It is likely that the requirements of DSA and OPSC on sites/projects that require major construction will be sufficient to respectfully address accessibility and provide an adequate level of safety.

The dilemma is for projects that may not require significant construction for seismic improvement that triggers required accessibility and fire life safety upgrades. The District could choose not to include these projects in the overall Program Plan and therefore not be required to address accessibility or the fire and life systems. It is recommended that all sites have the fire alarm systems upgraded to meet current standards as part of the Measure E projects. Long-term plans to address accessibility issues for sites to be developed and addressed through a combination of Measure E and the Deferred Maintenance Program. It is understood that all accessibility needs cannot be anticipated and/or addressed given the topography of Piedmont. A plan to improve wherever possible is an important component of the Measure E program and in keeping with the District's mission to serve all students.

### **Issue 4 Historic/Aesthetic Requirements in Design**

The Board of Education recognizes their responsibility to the community to protect the historically significant aesthetic assets

of the school facilities.

*Option 4-a: Cost as the primary driver in design decisions and implementation*

*Impact:*

- *Features of school buildings such as interior finishes in the auditoriums, murals in schools, tile roofs vary in historical significance*
- *Cost differential may/may not be significant*
- *Environmental quality review requirements (CEQA) may require review of historic designation that could delay projects*

*Option 4-b: Preserve aesthetic features of all buildings as is*

*Impact:*

- *Have an obligation to community to protect assets including features of school buildings that have aesthetic value such as interior finishes in the auditoriums, murals in schools, tile roofs. The obligation includes application of best fiscal practices*
- *Not all features of current structures are historically significant*
- *Aesthetics value is not obviously, uniformly definable*
- *Cost differential may/may not be significant*
- *Addresses environmental quality review requirements (CEQA) from beginning of all projects*

#### **Recommendation (Issue 4)**

Address all buildings fifty years or older as if designated as historic sites in the development of the repair options. Evaluate the cost differential of maintaining the historic features versus not. It is important to note that some of the issues such as the tile roof systems once disrupted may be no more expensive to repair to the same aesthetics. Seek repair options that maintain murals and internal features in the auditoriums. Preliminary investigations indicate that the cost differential to maintain historic features is not significant. In the design development, when the specific of a project is identified to have economically disparate impacts, consultants are to bring to the Steering Committee for a recommendation and to the Board for decision.

#### **Issue 5**

##### **Application of Sustainability / Green in Design**

The fiduciary responsibility of the Board includes attention to the effect on inhabitants of structures from the materials used, long term environmental impacts and fiscally responsible maintenance and energy use.

*Option 5-a: Require all designs to meet the requirements for LEED™ (Leadership in Energy and Environmental Design) rating system, and California High Performing Schools (CHPS).*

*Impact:*

- *Requirements address sustainability in choice of materials and use of energy*
- *Provides more ecologically friendly materials/use*
- *Certification process often expensive and time-consuming*
- *Could delay projects*
- *May impact cost*
- *May increase eligibility for State grants*

*Option 5-b: Do not consider sustainability issues in design and choice of materials*

*Impact:*

- *Not responsible to environment, community and students of future*
- *May impact cost*
- *May affect long-term cost for energy, replacement and maintenance*

### **Recommendation (Issue 5)**

Require all designs and materials to consider the requirements for LEED™ and CHPS. Incorporate sustainability and ecological impact for now and the future for use and selection of materials. Consider long-term implication for maintenance of facilities. Require all steps for certification only if improves eligibility for increased funding. Evaluate cost impact over long-term in decision making process for specific issues.

### **Issue 6**

#### **Consideration of Program Improvements**

Flexibility for facilities use for the current and future programmatic needs is a Board responsibility. Addressing the safety issues of the facilities will require the significant disruption of the educational process. Guidelines for the extent to which program improvement considerations are applied in the prioritization process will be critical in the development of the overall Program Plan Development.

*Option 6-a: Program improvements are not the purpose of Measure E and should not be considered.*

*Impact:*

- *Not responsible to community and students of future to ignore*
- *Fiscal implications not clear*
- *Some programmatic improvements such as accessibility required to be addressed*

*Option 6-b: Consider program improvements only for those structures that will be disrupted by significant structural work as part of Measure E.*

*Impact:*

- *May affect parity for opportunities for students across the District*
- *May allow for addressing flexibility and future needs as doing work*

*Option 6-c: Consider program improvements for all sites in Program Plan Development*

*Impact:*

- *Addresses parity for educational opportunities for all students across the District*
- *Addresses flexibility and future needs for all sites*
- *Funding of program improvements may not be allowable as part of Measure E and/or State Modernization Fund*
- *Cannot anticipate all future needs*

### **Recommendation (Issue 6)**

Given the level of invasive work that is required to address the seismic issues, it is incumbent on the design team to consider program needs. Solving as many issues at once as possible is in keeping with Board goals. It makes sense to address programmatic and infrastructure needs at the same time students, staff and the facility is being disrupted.

It is recommended that the Board direct staff to define programmatic needs and to develop strategies to address issues of parity in conjunction with the Measure E Program Plan. This may include alternative methods of delivery of programs, additional teaching resources and professional development opportunities for staff.

Parity in program offerings at the elementary level as they are impacted by facilities for all sites must be considered in the Program Development. Educational interests can be addressed in multiple ways that include resources other than those under the purview of Measure E.

### **Issue 7**

#### **Consideration of Use of Facilities Following an Earthquake**

Measure E is intended to make our buildings safer in the event of an earthquake. Imbedded in this notion is the housing of students in a safe environment after an earthquake.

*Option 7-a: Address only those projects that are identified as deficient by current standards to meet the life safe definition by FEMA standards*

*Impact:*

- *Some sites may not meet the technical definition of "life safe" but are unlikely to collapse and likely to allow for safe exiting after an earthquake*

- *Some sites meet the technical definition of “life safe” and are unlikely to be usable after an earthquake*

*Option 7-b: In addition to the FEMA standards, evaluate building for likely use after an earthquake. Use professional judgment and provide recommendations for likely performance during and after an earthquake (e.g. red, yellow, and green tagging by FEMA).*

*Impact:*

- *Fiscal implications – increase in use of funds now versus cost of repair after an earthquake*
- *May affect sequencing of projects from original grouping*

### **Recommendation (Issue 7)**

Recovery after an earthquake is an integral part of the overall Program Plan Development. The cost of strengthening prior to an earthquake is likely to be significantly less than repair after an earthquake. The unknown is how the structure will actually behave and what damages are sustained. The strict application of the ASCE standards may not accomplish the intent of Measure E in a fiscally responsible manner. The professional consultants’ recommendations as part of the Program Plan Development will include likely use after an earthquake for each project. The priority order of projects may need to be altered to improve the District’s ability to attend to after an earthquake. The maintenance facility, for example, is in the third category to be addressed. In the Program Plan, it may make sense to address it sooner than later to improve our ability to attend to the needs of the sites after an earthquake.

### **Summary**

The agreement and communication on the guiding criteria for decision making by the Board before the November 28, 2007 Board meeting that begins the decision making phase of the Program Plan Development will aid in the prioritization process. With clarity on the over-arching issues, decisions about the details of the scope and sequence of projects can proceed from a common starting point.

Clear guidelines will expedite the overall Project Plan. Inflation and market conditions significantly impact the budgeting of projects. Delays can also significantly impact the receipt of funds from the State. Once the Project Program Plan is developed, issues of cash flow and bond issuance can be addressed.

There will be opportunity for further discussion and input from the public at the next Board meeting and additional Board meetings as appropriate.

Board discussion ensued. Various questions were asked, such as:

- Is legal counsel being sought on criteria versus community perception of issues?
- What is the intent of Proposition 1-D?
- What would trigger being obligated to do accessibility work? [per John Nelson of *murakami/Nelson*, if more than \$120,000 is spent on a project over a 3-year period, that would trigger ADA work, according to the Division of the State Architect (DSA)]
- How much funding might possibly come from the State? [this will be known on November 28]

Board members commended Superintendent Hubbard for her logic, detail, and comprehensiveness in compiling her report.

Resident Ken Jensen asked what was the best way for community members to have their questions answered. He was advised that persons can send their questions to [input@pusdbond.org](mailto:input@pusdbond.org)

He is concerned that the instructional programs component seems to have the same weight as other factors, and should it really be part of the criteria? It seems to move beyond the original intent of Measure E. He hopes a lot of time is spent on this issue as to whether or not it should be part of the criteria.

Ratify and Authorize Piedmont Middle School Concept Development Phase Agreement Between District and *murakami/Nelson* Architects

Under a resolution adopted by the Board, the Superintendent was authorized to amend or modify existing contracts in connection with the Bond program, at a total cumulative amount not to exceed \$100,000 and that the amendments would return to the Board for ratification.

The first agreement is to have *murakami/Nelson* begin the concept development phase for the Middle School in an amount of \$177,600.

Other Concept Development contracts are as follows:

Beach: \$232,300

Wildwood: \$235,430

High School: 668,100

(3 components included: priority buildings, additional materials testing at the Quad building, as well as investigation of the non-priority buildings)

High School: \$135,245

(for non-priority buildings concept design contract)

Havens: \$293,300

(the concept development was incorporated into the initial contract on the program (Amendment #3 and #4 was for additional work on the "hybrid" at Havens). The original contract Amendment #1 was for the Havens Conceptual Design.

Maintenance: \$26,500

(the Maintenance contract was for investigation and analysis; an

Amendment #1 is on the Consent Calendar this evening, for concept development work which will be coming back to the Board in October.

It was moved by Board Member Gadbois, seconded by Board Member Tolles and passed unanimously to ratify and authorize the Piedmont Middle School Concept Development Phase Agreement Between the District and *murakami*/Nelson in an amount not to exceed \$177,600, including reimbursable expenses and subcontractor fees. The ratification of work is from August 22, 2007 through September 26, 2007, and the authorization of work is from September 27, 2007 through February 29, 2008.

Ratify and Authorize Agreement Between the 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

It was moved by Vice President Geddeis, seconded by Board Member Lindenmayer and passed unanimously to ratify work for the Concept Development phase for the Piedmont High School Non-Priority buildings 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, including reimbursable expenses and subcontractor fees.

Ratify Agreement Between the District and *murakami*/Nelson Architects for the Wildwood Elementary School Concept Development and Authorize Total Amount of Contract

It was moved by Board Member Tolles, seconded by Vice President Geddeis, and passed unanimously to ratify the agreement for work for the Wildwood Elementary School Concept Development, effective from September 9, 2007 through February 29, 2008, at a total cost not to exceed \$235,430, and authorize the total cost expenditure.

Update from the Public Engagement Subcommittee and Authorize Subcommittee to Schedule and Plan Community Workshop with Center for Collaborative Policy

President Monach, also chair of the Public Engagement Subcommittee, discussed sending out a newsletter on the bond program advising what has been accomplished over the summer and what is coming up next.

She added that the subcommittee met with Gina Bartlett of the Center for Collaborative Policy, to discuss the format desired for the next public engagement meeting. Ms. Bartlett felt the community input should be more of an interactive session. The District will also be working with a company called CoVision to organize the format of the event. An outreach plan is being devised.

A community meeting was talked about for December or January; a Saturday, December 8 meeting was decided upon. It will be held from 9:00 a.m. to 1:00 p.m. in the Piedmont Middle School multipurpose room.

There was no one from the public requesting to speak.

It was moved by Vice President Geddeis and seconded by Board Member Tolles to authorize the Measure E Public Engagement Subcommittee to schedule and plan a community workshop in collaboration with the Center for Collaborative Policy in subcontract with CoVision.

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

The 2007-08 Adopted Budget for all funds operated by the District was approved by the Board on June 27, 2007. A revised District Budget was presented for review.

The 2006-07 Unaudited Actuals for all funds operated by the District was also presented.

The General Fund is the most significant of the funds managed by the District because it represents the day-to-day operations of the District. The General Fund includes income from the State and Federal government, the Parcel Tax Measures B and C, and support group donations.

#### Unaudited Actuals for 2006-07

- Total Revenues: \$28,401,340
- Total Expenditures: \$27,396,057
- Ending Balance: \$2,103,768

The projected increase in State revenue of \$74,280 is based on the verified final apportionment for programs such as Class Size Reduction, Special Education entitlements for mental health, and a small increase in Mandated Costs funded claims. The Federal entitlement for Special Education was slightly higher than anticipated.

The substantial increase in local revenues of \$503,023 includes a designated anonymous donation of \$100,000 for technology at the High School; an increase of \$86,000 in earned interest and earned revenue from Tax and Revenue Anticipation Notes (TRANS); a designated donation from the Lois B. Rawlings Foundation of \$35,000 for professional development; a designated donation of \$33,000 for support of at-risk students; a \$27,000 reimbursement from the Piedmont Educational Foundation; a \$12,000 contribution from CHIME; additional \$15,000 in designated donations from PRAISE; parent contributions of \$18,000 toward lost ADA; and over \$100,000 in receivables from parent and community organizations that were committed and expended to support student programs.

Components of the Ending Fund Balance include \$821,000 in reserve for economic uncertainty, \$229,562 in Mandated Cost Reimbursements, and \$836,634 in restricted funding that is now included as expenditures for 2007-08. There is an Undesignated Ending Fund Balance of \$190,690.

There was no one from the audience requesting to speak.

Following the public hearing, it was moved by Board Member Lindenmayer, seconded by Board Member Gadbois and passed unanimously to approve the 2006-07 Unaudited Actuals and Revised 2007-08 Budget as presented for all of the Funds Operated by the District: General Fund, Adult Education; Cafeteria; Deferred Maintenance; Capital Facilities; Building; Special Reserve/NODA; and Special Reserve/Parcel Tax.

Adopt Resolution 02-2007-08, "Authorizing Budget Transfers of Funds"

It was moved by Board Member Gadbois and seconded by Vice President Geddeis to adopt Resolution 02-2007-08. The Board was polled and the motion passed unanimously.

Conduct Public Hearing and Adopt Resolution 03-2007-08, "Resolution on Sufficiency of Textbooks and/or Instructional Materials"

Dr. Roth stated that Education Code requires a public hearing be held to determine whether textbooks and instructional materials are available to all students. This was confirmed with all school sites by Dr. Jamie Adams, Curriculum Director.

There was no one from the audience requesting to speak.

It was moved by Vice President Geddeis and seconded by Board Member Tolles to adopt Resolution 03-2007-08. The Board was polled and the motion passed unanimously.

Adopt Resolution 04-2007-08, "Disposal of Obsolete Textbooks"

Since the adoption of new science textbooks, the District has obsolete elementary science textbooks which can be disposed.

There was no one from the audience requesting to speak.

It was moved by Board Member Lindenmayer and seconded by Board Member Gadbois to adopt Resolution 04-2007-08. The Board was polled and the motion passed unanimously.

REVIEW AND DISCUSSION ITEMS  
2006-07 Annual Report on Supplemental Counseling Grant, Grades 7-12

Dr. David Roth stated that last year, the District applied for and was awarded this grant in the amount of \$92,000. One of the assurances of receiving the monies is to provide an annual report to the Board.

He reported that 1,347 students were served in the 7<sup>th</sup> through 12<sup>th</sup> grade counseling program. Of those, all of the 12<sup>th</sup> grade students met graduation requirements.

There were approximately 4 students who did not pass the California High School Exit Exam and they will have another opportunity to take the test before they get to the 12<sup>th</sup> grade.

There was no one from the audience requesting to speak.

Review of Planned Activities for District-wide Professional Development Days, October 8-9, 2007

Assistant Superintendent David Roth stated that this year, due to funding provided by the Piedmont Educational Foundation, the Rawlings Foundation, parent clubs, and funding received through last year's PE, Music and Art grant from the State, the District has been able to arrange for the broadest and most comprehensive professional development program in some time. The District made an effort to reach all of the interest groups in the District to focus on what a teacher specifically does in the District.

He provided a run-down of the various workshops that will take place on October 8<sup>th</sup> and 9<sup>th</sup>.

There was no one from the audience requesting to speak.

Superintendent Hubbard especially thanked the Rawlings Foundation for their large donation to fund professional development activities.

INFORMATION / ANNOUNCEMENTS  
Announcement of Piedmont Educational  
Foundation Fall 2007 Grant Applications

The Superintendent advised that the Piedmont Educational Foundation Fall 2007 Grant applications have been distributed to all school sites. The deadline for submittal is October 15, 2007.

Carol Quan of the Piedmont Educational Foundation, is putting together a centralized timeline of the various organizations who offer grants so all of the information is in one place.

CORRESPONDENCE

All Board members received an invitation from the Alameda County Office of Education to attend a public ceremony honoring three out of six schools in Alameda County for excellence in their civics education program at their schools. The three schools are Amador High, Irvington High, and Emery Secondary.

An email was received which was a followup question from a Piedmont Educational Foundation member on the School Primer on funding.

BOARD REPORTS

Board Member Lindenmayer attended a couple of support group meetings.

Board Member Tolles has been "wrangling" with a number of issues related to the Measure E Bond Program which will be discussed at the next Board meeting.

Board Member Gadbois attended the High School Back to School Night; he was impressed by the teachers he met. He went to the recent Budget Advisory Committee meeting which was well attended.

Vice President Geddeis spoke with two of the teachers of the new course offerings. The Sports Medicine teacher, Stan Nakahara, is very enthusiastic and he is not only doing the classroom time but will be managing 60 students in doing their three hours per week for community service. The Biotechnology class taught by Tom Huffaker is fantastic. He tries to run the lab similar to an actual work environment. Both of these classes are funded through the Regional Occupation Program.

President Monach announced that the Associated Parents Club of Piedmont is hosting a new parent get-together tonight for new families with students of kindergarten through second grades. She applauds them for doing this activity because sometimes when you are a newcomer, it is not often easy to feel included.

CONSENT CALENDAR:  
ACTION ITEMS

Board President Monach acknowledged the matching donations by Sandra Vu and the GAP Foundation Gift Match Program. She also noted there were minor edits to the Board minutes which had been included in the copies to each Board member and placed at the public information table.

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

1. Accept Donations as noted above
2. Adopt Regular Board Meeting Minutes of September 11, 2007
3. Approve Personnel Action Report
4. Approve Warrant List dated September 12, 2007
5. Ratify Contract Amendment #1 Between the District and Capital Program Management, Inc. for Program Management Services  
 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*  
 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 Agreement.
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  
 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	<u>\$19,101</u>
	<u>\$88,795</u>
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. Funding Source: 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. Funding Source: 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. Funding Source: 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 Source: Special Education
12. 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.

Funding Source: Special Education

13. Adopt Resolution 05-2007-08, "Gann Spending Limit"  
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 Outside of Credentialed Area"  
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"  
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 is provided for informational purposes, only, to indicate what changes have been made
16. Waive Second Reading and Adopt Proposed Revised Board Policy 5141, "Health Care and Emergencies"  
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, to indicate what changes have been made.
17. Waive Second Reading and Adopt Proposed Revised Board Policy 4030, "Discrimination / Hazing / Harassment (Including Sexual Harassment- *Employee Version*)"  
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, to indicate what changes have been made.
18. Waive Second Reading and Adopt Proposed Revised Board Policy 5145.3, "Discrimination / Hazing / Harassment (Including Sexual Harassment – Student Version)"  
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 concerning harassment of a teacher, administrator, or any other staff member by a student(s). The accompanying Administrative Regulation is provided for informational purposes, only, to indicate what changes have been made.
19. Approve Overnight Field Trip to Lafayette Retreat Center for PHS Students as part of the "Every 15 Minutes" Program  
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 effect 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.

FUTURE REGULAR BOARD MEETING  
AGENDA ITEMS

**(Subject to change)**

- Annual Review of Specific Board Policies (Oct)
- Adopt Resolution Re: Adult Education Program Plan (1<sup>st</sup> Oct mtg)
- Comprehensive School Safety Plan (1<sup>st</sup> Oct mtg)
- Enrollment Figures for Beginning of 2007-08 School Year (1<sup>st</sup> Oct mtg)
- Approve Quarterly Report of Complaints received under the Williams Settlement Agreement (1<sup>st</sup> 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), (2<sup>nd</sup> October mtg)

ADJOURNMENT

There being no further business, and with no objections by the Board, the meeting was adjourned at 10:32 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