

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

MINUTES OF
Regular Meeting of the Governing Board

January 11, 2012

CALL TO ORDER	Board President Roy Tolles called the meeting of the Board of Education to order at 6:00 p.m.
ESTABLISHMENT OF QUORUM	President Roy Tolles; Vice President Rick Raushenbush; Board Members Ray Gadbois, June Monach were present. Board Member Martha Jones was absent.
Adjourn to Closed Session	The Board adjourned to Closed Session at 6:04 p.m. to discuss: A. Conference with District Labor Negotiator Constance Hubbard Regarding Negotiations with the Association of Piedmont Teachers (Government Code Section 54956.6)
Others Present in Closed Session	Superintendent Constance Hubbard Assistant Superintendent Randall Booker Assistant Superintendent Michael Brady
Reconvene to Regular Session	President Tolles called the Regular Session of the Board of Education to order at 7:02 p.m. and led the Board and audience in the Pledge of Allegiance. No Action was taken in Closed Session
Others Present at Regular Session	Superintendent Constance Hubbard Michael Brady, Assistant Superintendent, Business Services Randall Booker, Assistant Superintendent, Educational Services
Report of Action Taken in Closed Session	None
Agenda Adjustments	Superintendent Hubbard announced that VII. Review and Action Items A. and B., reports from our independent auditor, may need to be taken out of order as our auditor is also presenting to another School Board this evening.
COMMUNICATIONS/ ANNOUNCEMENTS	
Association of Piedmont Teachers (APT)	APT President Harlan Mohagen invited Board members to attend the CTA-sponsored Annual School Board Breakfast this Saturday, January 21, 8:15 a.m. in Walnut Creek. She asked Board members to let her if interested if they are interested in attending and car-pooling to the event. She announced that she will be attending a CTA "Issues in Education Conference" in Las Vegas this weekend where the main issue will be teacher evaluation. She will share what we are doing with evaluation process work and will bring back information from other districts.
Parent Clubs	None

Student Representative to Board of Education

Karina Chan, Student Representative to the Board, reported that:

- Last night was 8th Grade Parent Orientation and she is looking forward to next year's new students
- January 14 is the Winter Ball; the theme is the Roaring 20's and about 280 guests are expected
- Finals will be held in two weeks
- AP Bio Night is this evening at PHS where AP Bio students work with their parents in the DNA Lab
- The Women's Varsity Soccer team remains undefeated in their league; today they trounced Encinal 10-0
- The Winter Instrumental Concert will be held Jan 17-18; the Acapella concert will be January 19
- Students are working on the musical "Bye-Bye Birdie" and it will open February 12

Persons Wishing to Speak to Any Item Not Listed on the Agenda

Lois Corrin, a resident of Piedmont, proud parent of a Piedmont graduate and substitute teacher, announced that she spent the day with Home Base, which she described as a fabulous program with caring faculty and staff and successful students.

Nick Levinson, President of the Piedmont Baseball and Softball Organization, explained their difficulties scheduling field space since the policy change of June 8, 2011 changed Saturday hours from 8:00 a.m. until dark to 8:00 a.m. to 5:00 p.m. Piedmont High School reserves the field from 10:00 a.m. to 2:00 p.m. As a result, his organization is now unable to host a double-header on the weekend, and he would like to request that the Board consider a change in hours back to the former closing time of 7:00 p.m. or dark.

President Tolles explained that the Board cannot respond formally to his request because the item was not publically announced on the agenda; he suggested that the request be considered a point of clarification.

Superintendent Announcements

Superintendent Hubbard announced we will not need to rearrange the agenda because the auditors have arrived.

Superintendent Hubbard responded to Mr. Levinson's concerns that due to an error in the Facility Use Handbook, the policy was not to change the closing time of the field but to clarify that the Pilot Program is open only until 5:00 p.m. The field is open and rentable on Saturdays until sundown. We are in the process of clarifying the handbook.

Board President Announcements

President Tolles clarified that Board Member Martha Jones is not at the meeting and is out of the country.

President Tolles introduced Lois Corrin, who along with the Diversity Committee organized the Piedmont Annual Celebration of Martin Luther King, Jr. Day. This year marks the fifteenth year of this event, which will be held Monday, January 16 from Noon to 3:00 p.m. A potluck will be held followed by presentations from Oaktown Jazz and Piedmont students, and the film, "At the River I Stand," which is a movie about the sanitation workers' strike in Memphis and gives a different perspective on

civil rights in this country. She encouraged everyone to bring friends and family to this fun and free event.

President Tolles announced that the film "Extremely Loud and Incredibly Close" would be shown at 4:00 p.m. the afternoon of January 16 at the Grand Lake Theater. This is a fundraiser for Piedmont schools and tickets are \$50.

Educational Services Report: Spotlight On Student Learning

The Spotlight on Student Learning serves as a platform for information and recognition of our instructional priorities and academic success in the Piedmont Unified School District.

"Spoken Word"

Assistant Superintendent Booker introduced Piedmont Middle School teacher John White, who explained working with students on "Spoken Word," a form of self-expression that combines public speaking, dramatic performance, and literary expression. He introduced Piedmont Middle School students, Nina Adarkar – 7th grade, Tom Jara – 8th grade, and Sarah Stuetz – 8th grade, who performed their original compositions.

Assistant Superintendent Booker thanked the students for their moving and dramatic presentation.

President Tolles thanked the students for being so open and sharing with the Board. He thanked Mr. White for developing this activity with his students, and noted that something the Piedmont schools emphasize from an early age is public speaking, an important skill that serves our students well. He then thanked the parents and asked the students to introduce their parents. The students then introduced their family members and friends.

REVIEW & ACTION ITEMS

A. Presentation and Acceptance of 2010-11 District Financial Report (Audit Report)

Assistant Superintendent Brady introduced Terri Montgomery, Managing Partner from the independent auditing firm of Vavrinek, Trine, Day & Co., LLP. Assistant Superintendent Brady thanked Ms. Montgomery for her work and explained that this year is her last year working with us. Next year will see a change of auditor because Education Code requires a change of lead partner every six years. We will still work with Vavrinek, Trine, Day & Co., LLP but will work with another partner, Ki Lam. Assistant Superintendent Brady extended his appreciation to Ms. Montgomery for her work, dedication and mentorship of some staff over the past six years.

Ms. Montgomery presented the 2010-11 Annual Financial Report. She explained that the purpose of this audit is to review the numbers as of June 30, 2011, and verify them for accuracy from an outsider's point of view. The auditors gave a "clean" or "unqualified," meaning the financial statement is fairly presented and free from material misstatements.

She explained that the Fund Balance Chart (page 37) has changed since the District Financial Report of 2010-11 because the General Accounting Standard (GAS) has redefined how categorical fund balances are classified, so the groupings have been changed.

She emphasized that this financial report presents information as of June 30, 2011, and that Note 9 (pg. 38) regarding Postemployment Health Care Plan and other Postemployment Benefits (OPEB Obligations) is somewhat out-of-date. A new study is being done and the numbers will be updated.

A summary of the auditors' results regarding Federal and State Awards (p. 67) gave an "unqualified" opinion with no negatives.

Ms. Montgomery presented some findings of instances of noncompliance and/or questions costs relating to State program laws and regulations, and the District's responses:

1. In Financial Statement Findings regarding Internal Control of Associated Student Body (pgs. 68-70) significant deficiency was found and suggestions were made related to segregation of duties and operating controls. The District's response (p. 69) indicated that there have been administrative changes, additional training, and staff development on these issues. The District reaffirms that no items purchased with student funds were identified as questioned costs.
2. Ms. Montgomery explained that State Award Findings and Questioned Costs – Attendance (Pgs. 71-72) is an archaic item in her view: State Education Code requires districts to maintain paper copies of attendance rosters even if they are utilizing and electronic roster, unless formal approval is granted for the use of a completely paperless system. PUSD maintains electronic roster as well as paper copies.

The District response (pg. 72) explains that the procedural issue identified in the audit has been resolved, and the District believes it is now in full compliance with requirements for maintenance of certified attendance records.

Assistant Superintendent Brady explained that our electronic system software, Infinite Campus, is approved by the State and we intend to move forward to obtain a state waiver. This will require a process of independent validation by our auditing firm.

3. In Section 2011-3 – Attendance (pgs. 72-73) the audit found that policies and procedures over the independent study program were not followed in that some independent study work assignments were not signed by the supervising teacher.

The District accepted the finding and noted that all independent student contracts are properly signed and all work products are reviewed and corrected. Henceforth, teachers will be instructed to sign individual student work samples, in addition to reading, marking, scoring and recording them.

4. In Section 2011-4 – Kindergarten Continuance (pgs. 73-74), the audit notes that the parental approval form in use was not a form approved by the California Department of Education, and in one case procedures for maintaining agreements signed prior to the start of the school year were not followed.

The District response is that it will provide the Standardized Kindergarten continuance forms to the sites and ensure they are used in the future.

5. In Section 2011-5 – School Accountability Report Card (pgs. 74-75) the audit found that information reported in the Facility Inspection Tool evaluation form was not compared to the school facility information contained in the School Accountability Report Card (SARC). The District response is that it will ensure that information on the FIT evaluation forms is consistent with the School Accountability Report Cards.

In their letter to the Board, Vavrinek, Trine, Day & Co., LLP are pleased to report there were no disagreements or difficulties in performing the audit.

Board Member Gadbois asked Assistant Superintendent Brady for a status report on actuarial updating. Assistant Superintendent Brady explained that the Board approved a contract for a new report for 2011. The information was submitted after the close of school in 2011 and data was exchanged. The report was not available to Vavrinek, Trine, Day & Co., LLP. It will reflect our total liabilities as of June 2011, and will not reflect the substantial changes to our collective bargaining agreements. It might be better for the Board to order an additional report that would reflect updated information and show our liabilities as of June 2012. This report could then be incorporated into next year's audit. This is a consideration for the future.

Vice President Raushenbush thinks it would be worthwhile to see a contract for the recalculation of OPEB liabilities based on the new bargaining agreements.

President Tolles asked for clarification regarding the waiver of paper records. Brady explained that we need independent validation of our procedures and protocols that the necessary elements are in place. The auditors then write a request to the State to approve electronic submission of attendance data. Board opinion is that it would be worthwhile to pursue this.

Board Member Monach asked a clarifying question regarding the ASB deficiencies identified in the audit: Are these typical? Of other District audits Ms. Montgomery responded that they are seen in 75 – 80% of the 250+ school audits done by her firm.

Board Member Gadbois asked if we need to have two students from ASB or two employees review every transaction. Ms. Montgomery explained that it is a combination depending on function: for outgoing checks it could be any two individuals, but bank statements and reconciliations should be reviewed by employees.

President Tolles summarized the auditor results for the Financial Awards for Federal and State are unqualified, which means that everything is A-okay. Ms. Montgomery said that this is correct.

No public questions or comments were received.

Superintendent Hubbard expressed appreciation to Ms. Montgomery for her understanding that there is in value in how we teach kids, an important connection for auditors to make. Although the Board is not required to have an auditor present the findings, she wants to make clear to the public the direct connection between the Board and the auditors. The important part is verified as being well done, which is a credit to Michael Brady and Michelle Nguyen. We do a great job keeping track of big numbers by a small number of staff. She complimented the business Department for their attention to detail and the good job they do.

The motion as moved by Board Member Gadbois and seconded by Board Member Monach, passed as follows:

AYES: Tolles, Raushenbush, Gadbois, Monach

NOES: None

ABSENT: Jones

ABSTAIN: None

B. Presentation and Acceptance of General Obligation Bonds Financial Report - Audit Report; Presentation and Acceptance of 2011 General Obligation Bonds Agreed-Upon Procedures Report (Performance Report)

Assistant Superintendent Brady introduced the audit and explained that these audits are related to the Seismic Safety Bond Program. Under Prop 39 we are required to bring forth reports to ensure that these funds are used appropriately. The reports have been vetted by the Community Oversight Committee, which reviewed these reports in depth. He thanked the committee for their work and Jill Stenton for attending the meeting and answering their questions. Terri Montgomery, lead auditor, and Jill Stenton, manager of our audits, from the independent auditing firm of Vavrinek, Trine, Day & Co., LLP, presented the District's General Obligation Bonds (2006) Financial Report as of June 30, 2011.

Ms. Montgomery explained some changes in State law, which now set a deadline for the report to go to the Citizens' Oversight Committee by March 31, 2012, require the use of Government Accounting Standards, and allow for some changes in terminology.

Both of these reports are related to the Seismic Safety Bond Program. The purpose of the financial report is to go through the numbers and see if they are reasonable. The auditors found that the financial report presents the position of the Building Fund (Measure E) fairly and in conformity with generally accepted accounting principles.

The more important report is the performance audit, which looks at how the money is spent. The report of performance indicates that the District expended Measure E Bond Funds only for the approved projects and properly accounted for its expenditures.

President Tolles asked why 'Books and Supplies' and 'Services and Operating Expenditures' were listed in as expenditures for a building bond. Ms. Montgomery explained that the State has pre-designated expenditure groupings and 'Books and Supplies' would indicate items used for equipping a classroom such as whiteboards. Similarly, 'Services and Fees' would include items like architect fees and other professional fees.

Board Member Gadbois asked what "Other Local Revenue" represents. The answer is that it represents the contribution from the City of Piedmont and donations from parents and others.

No public questions or comments were received.

The motion as moved by Vice President Raushenbush and seconded by Board Member Gadbois, passed as follows:

AYES: Tolles, Raushenbush, Gadbois, Monach

NOES: None

ABSENT: Jones

ABSTAIN: None

C. Budget Development 2012-13 and Beyond: Budget Priorities for Current Year and Subsequent Two Fiscal Years (2012-13 and 2013-14)

Superintendent Hubbard presented the background of budget priorities for the current school year and subsequent two years.

She described the primary goal of the Board as the preservation of current programs. In the First Interim Budget of September 14, 2011, the Board wanted to develop a budget that works over the long haul. Not knowing mid-year budget cuts by the State, the Board approved a budget with placeholders reflecting the worst-case scenario for mid-year cuts.

Based on recent information regarding mid-year cuts and other available money and summaries from various committees and clubs, we have identified these themes:

- ongoing expenditures be based on ongoing revenue
- one time revenue be used to offset possible cuts
- a top priority is reinstatement of furlough days

The mid-year trigger cut for 2011-12 appears to be around \$40,000 for Piedmont Unified School District, much less than the \$644,540 "placeholder" used in the First interim Budget. Two budget drafts were presented based on estimated trigger cuts: Draft #1 shows the results of buying back two furlough days and Draft #2 shows the results of buying back three furlough days in 2012-13.

PUSD faces a estimated shortfall of \$433/student to \$800/student in 2012-13 depending upon the outcome of the November 2012 election, a decision on the local parcel tax levy amount, and the allocation of private fundraising dollars. The primary driver of this estimate is whether voters will approve the Governor's state tax extension initiative in November.

Superintendent Hubbard asked the Board to provide direction with regard to budget priorities in developing the 2012-13 and multi-year budgets given the various financial uncertainties. She recommended that programs/services be maintained at 2011-12 levels and there be no planned layoffs for next year. She also recommended that furlough days be reinstated, which would benefit 2,500 students and over 300 employees. She asked Board Members to address the following questions in setting priorities:

1. Should any programs or services recently cut be reinstated with new funds?
2. Should any student and/or professional development furlough days be reinstated with one-time revenue for 2012-13 only?
3. What reserve level is the Board most comfortable with given state funding volatility and uncertainties?

Board President Roy Tolles led the Board in discussion of its assessment

of the risks currently faced by the Board. There was overwhelming agreement on the Board to respect the interests of the Parents' Clubs to fund the reinstatement of student and professional development furlough days, since student instruction time and professional training both impact the quality of the education students receive.

Because of the uncertainties in state revenue projections, the Board supported the reinstatement of two days, given the availability of one-time Parent Club funds. The Board was not comfortable providing direction at this time to reinstate a third furlough day. Because the multi-year projections show continued deficit spending in 2012-13 and 2013-14, the Board agreed it would not be prudent to use one-time funds to reinstate ongoing program or service reductions previously made. In addition, higher reserve levels would need to be maintained to address current and future budget uncertainties.

The Board asked staff to develop several budget scenarios by year for the next three years, utilizing different assumptions regarding parcel tax levels and the Governor's tax initiative. Staff will develop several "budget scenarios" to see how various changes ripple throughout the multi-year projections. These scenarios will be used to assist the Board to put budget priority discussions in context, and will be presented at the next meeting. At that time the specifics of mid-year trigger cuts will be known.

The Board provided direction in regard to the discussion about the instructional calendar and budget development by renewing its commitment to no layoffs for 2012-13, buying back two furlough days, and considering raising more money for a third buy-back day.

Jon Elliot, Piedmont parent and former president of the Parcel Tax Citizens' Advisory Committee, was concerned about adopting a budget before knowing the results of the Governor's tax initiative. He wondered if buy back of furlough days once passed could be deferred if necessary.

Superintendent Hubbard explained that while there is some flexibility, buyback is an issue of commitment and needs to be stable for planning purposes for staff, students and parents. Since new money is driving this discussion, it is not impacted by the results of the November initiative.

APCP President Mary Ireland clarified for the Board that \$250,000 in Parent Club funds had been earmarked by all groups for use this year to address potential mid-year cuts and other program preservation needs. Since the magnitude of the mid-year cuts for this year was significantly less (approximately \$40,000), she suggested that the Parent Club funds be applied to reinstatement of at least two furlough days (\$180,000) next year. Figuring that funding is about \$60,000 short to buy back a third day, she suggested that parent clubs begin discussing releasing more funds and raising more money to buy back an additional day. She thanked the Board for accepting the funds.

Association of Piedmont Teachers President, Harlan Mohagen, extended her appreciation to the Parents Clubs, the Piedmont Education Foundation and the Board for recognition of the severe concessions made by teaching staff and for the commitment to make the reinstatement of some student and professional development furlough days possible for 2012-13.

D. Conduct Public Hearing and Adopt 2012-13 Instructional Calendar

Superintendent Hubbard asked the Board to approve the Instructional Calendar as brought forth in December and published on the District webpage, with the addition of identifying March 20, 2013 as a "Bought Back Student Furlough Day" and August 20, 2012 as a "Bought Back Professional Development Furlough Day." She suggested that if funds become available to buy back a third day, the Board designate Monday, October 8, 2012 as a "Bought-Back Student Furlough Day." For parent and staff planning, this day needs to be identified by April 2012.

Jon Elliott asked if a student furlough day were bought back before the election, could a furlough day in March be pulled back after election?

Superintendent Hubbard stated that the mid-week day in March is the day most needed for AP and STAR testing, while October 8 is a day many school districts are out for a national holiday.

A motion was made by Vice President Rick Raushenbush and seconded by Board Member June Monach to adopt the Instructional Calendar with instructions to use program preservation funds to buy back the March 20, 2013 and August 20, 2012 furlough days, and instruct the Superintendent that if additional funds are identified, October 8, 2012, will be an additional student buy-back day.

The motion passed as follows:

AYES: Tolles, Raushenbush, Gadbois, Monach
NOES: None
ABSENT: Jones
ABSTAIN: None

E. Review Contract Opener Proposals, Conduct Hearing for 2012-13 Negotiations Between the District and the Association of Piedmont Teachers (APT)

The 2011-14 Collective Bargaining agreement between the District and the Association of Piedmont Teachers includes the provisions for negotiations for the 2012-13 school year to re-open: Article XVI – Benefits, Article XVII – Salaries, and up to two additional articles of choice by APT and up to two articles of choice by the District.

In keeping with the Interest-Based Bargaining process used in Piedmont, the Association of Piedmont Teachers and the District have mutually identified the following articles to be opened in addition to Benefits and Salary:

- Article VI - Hours and Professional Responsibility
- Article XIX - Employee Evaluation

The process requires that articles to be reopened are "sunshined" for the purpose of providing the public with an opportunity to provide comment prior to the Board approval of the articles to be considered. Any person wishing to provide information concerning the articles to be re-opened may communicate with members of the Board of Education and the Superintendent via email, phone or in writing.

Roy Tolles Board President	rtolles@piedmont.k12.ca.us
Rick Raushenbush Board Vice President	rraushenbush@piedmont.k12.ca.us
Martha Jones Board Member	mjones@piedmont.k12.ca.us
Ray Gadbois Board Member	rgadbois@piedmont.k12.ca.us
June Monach Board Member	jmonach@piedmont.k12.ca.us
Constance Hubbard Superintendent	chubbard@piedmont.k12.ca.us

The second and final Public Hearing of the reopener articles will be heard at the Regular Board Meeting on January 24, 2012. The Board will vote on the identified articles to be re-opened, which signals the start of the negotiations process. Negotiations are confidential.

Jon Elliot asked if there was support for articles to include contingency cuts or restoration of furlough days.

APT President Mohagen emphasized the mutual agreement between APT and the District regarding the articles to be opened. She further explained that her name was misspelled in the agenda: it is spelled with an "e" as her background is Norwegian, rather than an "a" from the Irish spelling of the name.

Superintendent Hubbard stated that this is not the time for discussion: The Board can take Mr. Elliot's input and provide direction during negotiations.

Assistant Superintendent Booker asked if contingency plans would be openable in these negotiations. Superintendent Hubbard indicated they would fall under Article XVII – Salaries.

F. Approve Fee Proposal between District and murakami/Nelson Architects for Seismic Strengthening and Site Work for Beach Elementary School

Assistant Superintendent Brady presented a request to the Board to approve a fee proposal for architectural fees to murakami/Nelson at a total cost of \$51,600. These fees represent modifications that were deleted during the Beach "Phase 1" bidding process. The "Phase 2" exterior site work was not included in the current construction project in favor of setting aside funds to secure developer financing from Cahill Construction sufficient to finish the Beach Elementary School "Phase 1" interior seismic strengthening project. The Board's decision to move forward with the interior seismic work absent approximately \$8.4M worth of IOU's from the State Allocation Board (SAB) has proven to be a wise decision. With the release of the entire \$8.4M to PUSD as a result of the State's latest bond sale, there are now funds available to complete the "Phase 2" work, simultaneously freeing up approximately \$735,000 in finance fees that can now be directed toward full project completion. It should be noted that the "Phase 2" exterior site work is of greater scope than what was presented in the original plans. This is because the District must replace existing asphalt paving that was damaged during construction and has been removed to accommodate replacement of the City sewer mains. This expanded area of work has now triggered

NPDES C.3 compliance for stormwater filtering, and remediation may require an underground filter vault (or bioswale) similar to that which was installed in three locations at the Havens Elementary School site. Additionally, the Beach Parents Organization has requested the incorporation of garden and landscape design changes as part of the exterior site work. Of the \$51,600 in proposed fees, BPO's portion for the additional scope of work is \$6,460.

Assistant Superintendent Brady stated that we have had great cooperation from the City of Piedmont and that the addition of the garden and landscape changes will make the site more pleasing.

Board President Tolles explained that the Bond Steering Committee has reviewed this proposal in detail.

No public questions or comments were received.

The motion, as moved by Board Member Ray Gadbois and seconded by Vice President Raushenbush, passed as follows:

AYES: Tolles, Raushenbush, Gadbois, Monach
NOES: None
ABSENT: Jones
ABSTAIN: None

G. Approve Fee Proposal between District and murakami/Nelson Architects for Seismic Strengthening and Modernization Auditorium Redesign for Beach Elementary School

Assistant Superintendent Brady presented a request that the Board approve a fee proposal for architectural fees to murakami/Nelson fee at a total cost of \$10,550. This modification is to revise the scope of work in the Beach auditorium/theater to address unforeseen conditions discovered during construction and add infrastructure upgrades as requested by the Beach Parents Organization (BPO). The scope for the auditorium work includes replacement of stage curtains and associated battens, tracks and riggings. It was determined by murakami/Nelson that the existing curtains could not be temporarily removed and returned to their original condition (as was done at Ellen Driscoll Theatre and Wildwood Auditorium) because all of the mechanical equipment is either broken, structurally compromised, or beyond repair. Consequently, all equipment must be replaced. In addition to this work, the Beach Parents Organization has requested infrastructure upgrades to the sound and lighting systems in the auditorium. Of the \$10,550 in proposed fees, BPO's portion for the additional scope of work is \$2,575.

No public questions or comments were received.

The motion, as moved by Board Vice President Raushenbush and seconded by Board Member Monach, passed as follows:

AYES: Tolles, Raushenbush, Gadbois, Monach
NOES: None
ABSENT: Jones
ABSTAIN: None

INFORMATION / ANNOUNCEMENTS

- A. Announcement Regarding Celebration of Dr. Martin Luther King, Jr. Day
Board President Tolles announced that a celebration in honor of the life of Dr. Martin Luther King, Jr. will be held at Piedmont Community Hall from Noon to 3:00 p.m. on Monday, January 16th.
- B. Announcement of Regular Board Meeting to be Held on Tuesday, January 24, 2012
The second regular Board meeting in January will be held on Tuesday, January 24, 2012 due to the Superintendent's planned attendance at the Annual Statewide Superintendents' Symposium from Wednesday, January 25, through Friday, January 27, 2012.
- C. Announcement of Special Board Meeting, February 29, 2012
Superintendent Hubbard announced that the Board will conduct a Special Board Meeting on Wednesday, February 29, 2012, from 4:00-5:00 p.m. in the District Administration Office Conference Room for the swearing-in of new Board members and reorganization of the Board, in order to meet the timeline set by the California Education Code.

CORRESPONDENCE

Board Member June Monach acknowledged the following:

- Email from APCP President regarding program preservation and the allocation of club funds
- Email from community member sharing two *New York Times* articles
- Email from District's teacher-librarians

Board President Tolles acknowledged receiving several emails in regard to a scheduling snafu with the baseball field.

Board Vice President Rick Raushenbush acknowledged the following:

- A phone call of a complaint about loudspeakers
- A phone call with questions about the Fair Accurate and Respectful Education (FAIR) Act

BOARD REPORTS

Board Member Gadbois attended the Piedmont High School Parent Club meeting last week.

Board Member Monach attended a Diversity and Respect Task Force meeting, and the PHS WASC accreditation process is going full force and she attended a meeting yesterday.

Vice President Raushenbush attended the Parcel Tax Advisory Committee meeting and a candidates' forum in front of Piedmont High School Civics classes,

President Tolles also attended the Parcel Tax Advisory Committee meeting and the Steering Committee for the Bond. This committee is striving to present some modifications in the GMP at the first Board meeting in February.

CONSENT CALENDAR

President Tolles acknowledged a donation from Sarah Pearson and Evan Seevak in the amount of \$1,000, in honor of Brooke Zimmerman with requested use for the Wellness Center.

It was moved by Board Member Ray Gadbois, seconded by Board Member Monach, and passed unanimously to approve all items on the Consent Calendar as presented:

- A. Accept Donation
- B. Adopt Regular Board Meeting Minutes of December 14, 2011
- C. Approve Quarterly Report of Complaints received under Williams Settlement Agreement for the 4th quarter of 2011
- D. Approve Personnel Action Report
- E. Approve Monthly Financial Report of the District for December 2011
- F. Approve one Master Contract and Individual Service Agreement with Behavioral Intervention Associates (BIA) to provide monthly consult for one student, effective November 9, 2011 through June 30, 2012 at a total cost not to exceed \$8,000.00. Funding: Special Education
- G. Approve one Independent Contractors Agreement with Welcome Transportation Group, to provide transportation for one student, effective January 17, 2012 through June 8, 2012, at a total cost not to exceed \$7,410.00. Funding: Special Education
- H. Approve reimbursement to parents for transportation of one student to a non-public residential school, at a total cost not to exceed \$2,896.93. Funding: Special Education
- I. Approve Internship Contract Agreement Between Brandman University and Piedmont Unified School District fro October 15, 2011 through October 15, 2013

FUTURE BOARD AGENDA ITEMS

Future Board Agenda items are as follows and subject to change:

—▶ **SUBJECT TO CHANGE** ◀—

- Discuss Items for 2012-13 Contract Reopeners Between the District and Association of Piedmont Teachers (APT), Public Hearing #3; Board to Take Action (Jan 24)
- Discuss Items for 2012-13 Contract Reopeners Between the District and the California School Employees Association, Chapter 60 (CSEA), Public Hearing (Jan 24)
- Adopt 2012-13 District Budget Development Calendar (Jan 24)
- Approve Consolidated Application, Part II (Jan 24)
- Announcement of Application Opening for Arthur Hecht Volunteer of the Year Award (Jan 24)
- SARC (Student Accountability Report Cards) (Jan-Feb)
- Report from Citizen’s Advisory Committee to the Parcel Tax Program (Feb 8)
- Special Board Meeting for Swearing-In of New Board Members and Reorganization of Board @ District Office from 4-5 p.m. (Feb 29)
- Mid-Year Assessment of District Goals and Commitments (TBD)
- Approve Beach Guarantee Maximum Price (GMP) (TBD)
- Update from Evaluation Committee (TBD)

- Special Board Meeting to Discuss "Common Assessments" (TBD)
- Use of Athletic Facilities (TBD)
- Review and Approve Facilities Funding Agreement for Upkeep of City and School District Athletic Facilities ("Preservation Fund") (TBD)
- Uniform Complaint Form Board Policies (TBD)
- Conduct First Reading of Proposed Revised Board Policy 6146.1, "High School Graduation Requirements" (TBD)
- Conduct First Reading of Proposed Revised Board Policy 5144, "Discipline" (title to be changed to "Student Discipline") (TBD)
- Conduct First Reading of Special Education Board Policies (TBD)
- Review of Board Bylaws (Section 9000) (TBD)
- Report of Professional Development (TBD)

It was recommended that Beach GMP and work progress be reported at February 8th Board meeting.

The Consolidated Application Part 2, the application we send in for all categorical programs (e.g., Title I, Title IV, ELA, GATE) is submitted in June. A summary of where we are will be presented in January. This application is being changed to online submission; however, the State is not ready to receive online submissions.


Board President Tolles and Vice President want the District to push forward with the Facility Funding Agreement with the City of Piedmont. Superintendent Hubbard reported that she is meeting with the Piedmont City Manager next week.

Adjournment

There being no further business, and with no objection by the Board, President Tolles adjourned the meeting at 10:12 p.m.



ROY TOLLES, Board President
Piedmont Unified School District
Board of Education



CONSTANCE HUBBARD
Secretary, Piedmont Unified School District
Board of Education