

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

MINUTES OF  
Regular Meeting of the Governing Board

August 22, 2012

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CALL TO ORDER	Board President Rick Raushenbush called the meeting of the Board of Education to order at 6:00 p.m.
ESTABLISHMENT OF QUORUM	President Rick Raushenbush; Vice President Andrea Swenson and Board Members Ray Gadbois, Sara Pearson and Roy Tolles were present.
Adjourn to Closed Session	The Board adjourned to Closed Session at 6:01 p.m. to discuss: A. Public Employee Performance Evaluation: Superintendent (Government Code Section 54957)
Others Present in Closed Session	None
Reconvene to Regular Session	President Raushenbush called the Regular Session of the Board of Education to order at 7:00 p.m. and led the Board and audience in the Pledge of Allegiance.
Others Present at Regular Session	Superintendent Constance Hubbard Michael Brady, Assistant Superintendent, Business Services Randy Booker, Assistant Superintendent, Educational Services
Report of Action Taken in Closed Session	President Raushenbush reported that no action was taken in closed session.
Agenda Adjustments	Superintendent Hubbard said there was a minor correction on the consent calendar.
COMMUNICATIONS/ANNOUNCEMENTS	
Association of Piedmont Teachers (APT)	APT President Harlan Mohagen said the start of the school year has been very successful. This will be her last year as President of APT, and she introduced Gabrielle Kashani, an economics teacher at PHS, who will be APT president beginning in the 2013-14 school year.  Ms. Kashani is pleased to be at the Board meeting. She has taught at PHS nine years and has children in second and fifth grades and two recent graduates. As both a teacher and parent, she is constantly impressed with how great our schools are.
CSEA	None
Parent Clubs	None
Student Representative to Board	Superintendent Hubbard announced that the student representative will be Elise Laksy. Ms. Hubbard told her to skip tonight's meeting since today is the first day of school.
Persons Wishing to Speak to Any Item Not Listed on the Agenda	None
Superintendent Announcements	None

Board President Announcements:

Recognition of Outgoing Board President

Board President Raushenbush recognized Roy Tolles for his work as Board president over the past two years. Mr. Raushenbush thanked him for his leadership during difficult budget times as well as his guidance and professional expertise on the seismic retrofit projects.

APT President Mohagen thanked him for publicly supporting teachers and for his presence at a CTA Rally last year in San Francisco. This kind of involvement is important for teachers and much appreciated by them.

Mr. Tolles thanked everyone and said it was an honor and a tremendous growth experience to serve as Board president.

Beach Open House and Celebration

Superintendent Hubbard thanked the Piedmont Educational Foundation for their sponsorship of an Open House for Beach, as it has for each school upon completion of the seismic upgrade. The Beach Open House, which will be held on Sunday, September 16, from 1:00 – 3:00 p.m., is a time for our community to visit Beach and see the results of the upgrade. Great care was taken to preserve the character of the structure and the buildings and looks great. All the woodwork was preserved and has been redone. One of the most common responses is that "it looks great and it looks the same."

EDUCATIONAL SERVICES REPORT:  
SPOTLIGHT ON STUDENT LEARNING

Opening of 2012-13 School Year

Assistant Superintendent Booker reported that the superintendents toured the schools today, watching Beach students at their first recess at the "new" Beach and watching teachers working hard to make student's first day a magical moment - a new beginning for students. One special moment was watching Kindergarten families dropping off their kids for the first time; it was hard to know who was more emotional.

The facilities looked gorgeous, thanks to the fantastic job done by our custodial and maintenance staff. Thanks also to the administrative assistants, whose work made the day a success.

Mr. Booker showed photographs that captured the excitement and enthusiasm of the first day of school today.

REVIEW AND ACTION ITEMS

Adopt Resolution 01-2012-13, "Authorizing Budget Transfers of Funds"

Assistant Superintendent Brady explained that this is a *pro forma* resolution to transfer funds for cash flow purposes. As an accepted practice, we have utilized bond funds in support of general funds in advance of reimbursement from the State. Board Member Gadbois pointed out that in the past we have needed to issue tax revenue anticipation notes (TRANS), which would result in costing the district money. Superintendent Hubbard explained that in the past TRANS were a way for the District to earn interest because interest paid was less than the interest earned. In the current economy this is no longer the case.

There was no public comment.

It was moved by Board Member Tolles, and seconded by Board Member Gadbois to adopt Resolution 01-2012-13, "Authorizing Year-End Budget Transfers of Funds."

The motion passed as follows:

AYES: Raushenbush, Swenson, Pearson, Gadbois, Tolles  
NOES: None  
ABSENT: None  
ABSTAIN: None

Review Approved 2012-13 District General  
Fund Budget (as required by Ed Code  
42127(4))

Superintendent Hubbard said it is important that the community understand the budget issues the District has to address. The budget must be brought back tonight because Ed Code 42127 requires the District budget be brought within 45 days of the State Adopted Budget approval to inform the Board and the public of any significant changes to the District's budget resulting from the State budget. This year there are no significant changes from the budget presented in June. In September the unaudited actuals will be brought back to close out the 2011-12 budget and will result in modifications to the 2012-13 District budget.

The assumptions behind the 2012-13 budget are to preserve the breadth of programs and to maintain a 3% reserve, and the budget assumes the Governor's tax measure (Prop 30) passes in November. It also includes the 22.272% deficit factor, which translates into the District receiving less than 78 cents on each dollar owed by the State. Parcel tax revenue and community and parent donations represent more than one-third of our operating budget. The Piedmont Educational Foundation contributes \$200,000 from their endowment fund, and included in the 2012-13 District budget is a one-time buy-back of two of five furlough days.

Assistant Superintendent Brady explained that our budget assumes that one of the November ballot measures passes. This would result in \$32.4M in revenue and \$30.5M in expenditures with an ending reserve fund balance of \$2M. In 2013-14 revenue would be \$30.5 with expenditures of \$29.6M. Expenditures meet revenue only if we make reductions, and in 2014-15 we would not meet the 3% threshold for reserves.

There has been a revenue problem since 2008 when our funding from the State began decreasing. The Board requested that we look at what will happen if both initiatives fail. In that case, our funding gap will not be \$1.25M, it will be \$3.M5 ongoing for 2013-14 and 2014-15.

No matter what happens in November, we will have enough to meet our obligations in 2012-13, but reductions will be required down the line starting in 2013-14.

Assistant Superintendent Booker described previous tactics, which included increasing class size and reducing support personnel, reductions in employee compensation, increases in fundraising by PEF and parent contributions, and one-time program preservation funds to build reserves and support existing programs.

The district faces difficult decisions as to how to preserve programs. Administrators, teachers and staff will participate in exercises to discuss what programs define us and what programs are essential. The included document *Shaping Our Future* did not consider there would be \$1.25M - \$3.5M in budget cuts. We will need to look closely at our priorities and invite the community to participate in these discussions, which represent an opportunity to define our programmatic priorities.

Superintendent Hubbard said it is clear that the Board, the Budget Advisory Committee and the school site councils understand that budgets reflect our priorities; they are people/program driven. It is the Board's responsibility to develop direction so that income and expenses will balance in 2015. No one single approach will work. The basic philosophy of the Board has been to preserve as much program for as many people for as long as possible, since once a program is gone, it's gone and almost impossible to get back.

We will need to act quickly as program reductions would require layoff notices, which must be in place by March 15, 2013. Ongoing discussions on approaches to balancing the budget will continue until November, when we will know if an initiative passed. The December first interim budget will help us define the task ahead. In January and February decisions must be made. This time frame is driven by the timing of information about State funding. It does not make sense to cut programs before then. We need to have the groundwork in place and be ready to move then.

The parcel tax will expire at the end of FY 2014, and people need to understand the devastation that will result if the parcel tax measure is not renewed in 2013. One thing that is remarkable is the number of people in Piedmont who understand the details of the budget.

President Raushenbush believes that it is not correct to describe this as a "structural deficit" because that makes it seem as if the problem could be overspending. If we had received what we are entitled to under Propositions 98, we would be fine, even with State funding remaining flat since 2008. The reality is that State funding has been reduced since 2008. The general problem is that California is at the bottom in funding for education and not where we should be. All the efforts within our district bring us up to the average in the nation while the education we provide is well above the average. We actually provide "more bang for the buck." We will look to direction from the governance team to focus on what programs to preserve.

Board Member Tolles stated that the problem is a budget gap. Most people move here for the schools and he would like to see us maintain programs since we have been cutting every year for the past 4-5 years. He would like to see us tag ourselves to some national average for school funding.

Board Member Gadbois believes our target should be to keep expenditures level. Plan A would be if a tax initiative passes so that we can continue programs with incremental changes and would not need drastic measures, perhaps additional funding and the parcel tax along with controlling costs. Plan B would be if both initiatives fail and would require more dramatic changes: perhaps another emergency tax, increase furlough days, review compensation and increase class size.

Board Member Pearson agrees with the concepts and thinks it is important to not assume the community will renew the parcel tax. The assumption in the budget is that parcel tax revenue stays flat; if it does not, the worst case is even worse.

Vice President Swenson says this is a process and the plan is to go through existing venues to discuss programs and timing. We will not know about the parcel tax until March or June 2013.

Superintendent Hubbard explained that the Board can have an additional meeting to discuss budget. In the budget, we don't include the \$9M loss, which would represent 100 people laid off. We have another year to plan for this. The discussion of program needs to begin internally and consider all students; we have the opportunity to look at the experience of other districts that have already had to cut program. Ms. Pearson asked if there was any scenario that did not involve cuts. Superintendent Hubbard explained that a parcel tax increase to the maximum allowed 5% would reduce the "gap" to \$800k. What we have done in the past is to issue layoff notices and later rescind them. This not only requires time/work/energy but is demoralizing in the classroom.

President Raushenbush explained that APT and CSEA have agreed to begin negotiations immediately after the election. He would like to understand the impact of bigger classes versus fewer instructional days.

Ms. Swenson announced the League of Women Voters' meeting on September 19 from 7:30 to 9:00 p.m. at Ellen Driscoll Theatre, where the tax initiatives will be discussed and Superintendent Hubbard will explain their impact on Piedmont's schools.

In response to a question about enrollment numbers, Superintendent Hubbard explained that we do not yet have final numbers; we think enrollment is up by about 40 students. Another concern is to increase the efforts to reduce absenteeism. She explained that attendance went down by 1-2% last year. Attendance sets the funding formula for the following year and absences cost us, even if they are excused. Working with parent club president, a campaign has been launched to educate parents about the costs of absenteeism. Each 1% in absenteeism costs us \$130,000 and represents another opportunity to reduce the funding gap. Our issue is not sick children, it is the discretionary absences that could be reduced.

## REVIEW & DISCUSSION ITEMS

Review of 2011-12 Goals and Commitments, Begin Discussion of 2012-13 Goal and Commitments

Superintendent Hubbard referred to the Goals and Commitments established by the School Board at the 6-22-11 Board meeting. This plan serves to set goals and identify the roles of District personnel. The Board fills a strategic role in identifying themes and goals, the governance team fills the tactical role in planning and allocating resources to meet the vision, and teachers are responsible for the operational role of implementing plans directly with students. A copy of the 2011-12 Action Plan has been included so that people can see all the things that are going on in the classrooms and schools. If the Board wants to make changes in goals, the governance team needs to know this.

President Raushenbush said the current statement reflects his concerns. Vice President Swenson appreciates that this some goals are still in process and this is not the time to add new goals. Board Member Pearson said we never use the words 'differentiated instruction' but this probably fits under the goal to adapt and improve educational program delivery and is already a priority in the classroom. Mr. Raushenbush sees this falling under the goal to support professional growth and instructional effectiveness, as does Mr. Gadbois.

According to Mr. Gadbois, the goal of investing in and preserving school facilities and infrastructure is largely completed. This goal

has to do with the Seismic Bond program and may no longer be needed. Mr. Tolles would like to see this goal remain as it is important to consider facilities in light of technology. President Raushenbush believes it is important to include long-term maintenance on the new buildings.

Superintendent Hubbard will bring back the Goals as an action item so that the goals have Board approval and that the 2012-13 Action Plan is based on approved goals. Tactically she favors limiting the action plan so that it has more depth and less breadth so the District is doing less but doing it better.

#### INFORMATION/ANNOUNCEMENTS

None

#### CORRESPONDENCE

Board Members Raushenbush and Tolles received an email, which they forwarded to Human Resources, from someone wanting to teach math.

Board Member Gadbois received a question from the Boosters Club regarding coach stipends. He told them to talk to PHS staff.

Mr. Tolles received an email from a parent and long-time community member thanking us for the work on Beach and for retaining its character.

#### BOARD REPORTS

Board Member Tolles travelled a lot with his children this summer.

Board Member Gadbois is thrilled we were able to honor our promise to parents to seismically retrofit all our schools.

Board Member Pearson expressed a parent's gratitude for a successful day for her students starting at the middle school and high school.

Vice President Swenson attended the educational School Services budget workshop in July, and would like to commend the Board and community members who worked on the Seismic Bond campaign and Assistant Superintendent Brady and his staff for the great job on Beach.

President Raushenbush expressed appreciation for the amount of effort that went into rebuilding Beach. He asked for a brief report on the HVAC project.

Assistant Superintendent Brady was happy to report that the work on HVAC systems has been completed. He commended Vila Construction, particularly Pete Palmer and Rich Vila, Mark Bello from ATI and the PMS staff for their roles in accomplishing this. He also mentioned that the sewer main reconstruction has been completed. Chester Nakahara and the City of Piedmont were great to work with; there were several logistical challenges that were worked out. At Wildwood, there was a tree whose branches split. Our maintenance staff was able to remove the limb and today the entire tree came down. It was completely hollow inside. He is already receiving suggestions as to a replacement.

#### CONSENT CALENDAR

Superintendent Hubbard explained that Item L should read "PHS and MHS" rather than "PHS and PMS." The item itself is correct.

Board Member Tolles moved to accept all items on the consent calendar. Vice President Swenson seconded the motion and it was unanimously approved.

A. Adopt Regular Board Meeting Minutes of July 11, 2012, and

Special Board Meeting Minutes of July 11, 2012

- B. Approve Williams Report for the period April 1 - June 30, 2012
- C. Approve Monthly Financial Report of District for Months of June and July 2012
- D. Approve Personnel Action Report
- E. Approve one reimbursement to parents of one student for nonpublic school tuition for the 2012-2013 school year, at a total cost not to exceed \$29,700.00. Funding: Special Education
- F. Approve one Independent Contractor Agreement, with American Cab Express, to provide nonpublic transportation for one student, effective July 1, 2012 through June 30, 2013, at a total cost not to exceed \$26,600.00. Funding: Special Education
- G. Approve one Master Contract and one Individual Service Agreement with Bayhill High School, to provide nonpublic services for one student, effective July 1, 2012 through June 30, 2013, at a cost not to exceed \$26,699.40. Funding: Special Education
- H. Approve one Master Contract and one Individual Service Agreement with TLC Child and Family Services, to provide nonpublic services for one student, effective July 1, 2012 through June 30, 2013, at a total cost not to exceed \$96,828.00. Funding: Special Education
- I. Approve on Individual Service Agreement with TLC Child and Family Services, to provide nonpublic services for one student, effective July 1, 2012 through June 30, 2013, at a total cost not to exceed \$32,326.50. Funding: Special Education
- J. Approve on Individual Service Agreement with TLC Child and Family Services, to provide nonpublic services for one student, effective July 1, 2012 through June 30, 2013, at a total cost not to exceed \$32,572.80. Funding: Special Education
- K. Approve one Independent Contractor Agreement with Jim Elliot, A.P.E., to provide services for one student, effective August 8, 2012 through May 24, 2013, at a total cost not to exceed \$1,520.00. Funding: Special Education
- L. Approve Probation Eligibility Policy for PHS/MHS Student Participation in Extra-Curricular Activities
- M. Approve Overnight Field Trip for 28 Piedmont High School students to attend a JV and Varsity Volleyball Program in Jackson, California, August 24-26, 2012
- N. Approve Overnight Field Trip for 16 Piedmont High School students to attend an ASB Team Building Retreat at Lake Chabot from August 31-September 1, 2012

FUTURE BOARD AGENDA ITEMS

Ms. Pearson announced that the Beach Dads' Pancake Breakfast will be held at Beach on September 9.


Superintendent Hubbard announced that Friday through Sunday from Noon to 3:00 p.m. the Piedmont Center for the Arts is presenting a very nice show of artwork by school staff. President

Raushenbush said the work in the show is very impressive.

- —→ SUBJECT TO CHANGE ←—
- Conduct Public Hearing on Unaudited Actuals Financial Report and Revised 2012-13 District Budget (Sept. 12)
- Conduct Public Hearing and Adopt Resolution on Sufficiency of Textbooks and Instructional Materials (Sept.)
- Final Beach GMP (Sept.)
- Conduct Annual Review of Specific Board Policies (Sept.)
- Approve Collective Bargaining Agreement with CSEA (TBD)
- Review of Board Bylaws (Section 9000) (TBD)
- Technology Infrastructure and Modernization (TBD)
- Discussion of Interdistrict Transfer Policies (TBD)
- Athletic Facilities Use Agreement (TBD)

Adjournment

There being no further business, and with no objection by the Board, President Raushenbush adjourned the meeting at Xp.m.



RICK RAUSHENBUSH, Board President  
Piedmont Unified School District  
Board of Education



CONSTANCE HUBBARD  
Secretary, Piedmont Unified School District  
Board of Education