

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

MINUTES OF  
Regular Meeting of the Governing Board

September 12, 2012

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CALL TO ORDER	Board President Rick Raushenbush called the meeting of the Board of Education to order at 6:30 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 6:31 p.m. to discuss: Conference with District Labor Negotiator Constance Hubbard Regarding Negotiations with California State Employees Association (CSEA), Chapter 60 (Government Code Section 54956.6)
Others Present in Closed Session	Constance Hubbard
Reconvene to Regular Session	President Raushenbush called the Regular Session of the Board of Education to order at 7:04 p.m. and led the Board and audience in the Pledge of Allegiance. After the Pledge to Allegiance there was a moment of silence in honor of Christopher Stevens, who died on September 11. He was Ambassador to Libya and a member of the Piedmont High School class of 1978.
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 were some minor adjustments to the consent calendar.  President Raushenbush welcomed student representative Elise Lasky to the Board.
COMMUNICATIONS/ANNOUNCEMENTS	
Association of Piedmont Teachers (APT)	APT President Harlan Mohagen showed her back-to-school present from administration; a mug imprinted with the motto "Achieve the Honorable: Communicate, Collaborate, Celebrate." This motto is descriptive of the evaluation process the district has been developing. She also expressed her appreciation for Mr. Steven's active involvement in the Piedmont theater community.
CSEA	None
Parent Clubs	None
Student Representative to Board	Elise Lasky, PHS Senior and ASB Vice-President, announced that school has gotten off to a good start. The football team has a home game with John Swett this Friday. Women's water polo won their first tournament at Contra Costa Community College last weekend. Men's Water Polo will not have a game for several

weeks. Cross county, volleyball and women's tennis have meets tomorrow night.

ASB provided a welcome back for students last week. They gave out donuts and orange juice the first day, and later in the week sunglasses, root beer floats and nachos. Homecoming will be on October 8 and September 27 will be club Day. Back to school night is tomorrow night for the high school, the Senior Picnic is Friday and auditions are now open for the musical Oklahoma.

Persons Wishing to Speak to Any Item Not Listed on the Agenda None

Superintendent Announcements

Tomorrow at 4:00 p.m. in the Community Center, there will be a memorial for Sandra Humphries, a long time resident and school district employee for over 30 years.

The Beach Open House hosted by the Piedmont Educational Foundation will be held Sunday from 1:00 to 3:00 p.m. This is an opportunity for the community to see the changes at Beach, which looks beautiful.

Board President Announcements:

None

EDUCATIONAL SERVICES REPORT:  
SPOTLIGHT ON STUDENT LEARNING

Assistant Superintendent Booker announced that every document supporting the evaluation process is posted on our website. We are proud of the evaluation process, a team effort and a groundbreaking process that we believe will be useful for other districts throughout the state. Also available on the website are the rubric and State and district standards as well as the documents for evaluation of certificated administrators.

Report on Back to School Night

Last week, Assistant Superintendent Booker attended the Back to School Nights for Grade 1-5 students and Piedmont Middle School. Both were packed with parents and offered the opportunity for teachers to present themselves to parents. Tomorrow night's PHS Back to School Night gives parents a connection with their student's experience. All the campuses look great.

2012 STAR Exams

Individual STAR test results were sent out to parents in the past two weeks for students in grades 2 -11 in 2011-12. Standardized Test Reporting (STAR) are standards-based tests that measure achievement in English Language Arts (ELA), mathematics, science, and history/social science.

For the State of California, ELA was under 50% while for Piedmont over 90% of students scored advanced or proficient. What we look for are trends in scores. For example, PHS tenth graders have gained 17 percentage points over the last three years (from 75% advanced/proficient in 2010 to 92% in 2012).

In math, over 90% of elementary students and over 90% of all 6<sup>th</sup> and 7<sup>th</sup> grade students scored advanced or proficient. The scores for Geometry and Algebra stand out. At the middle school, 95% of students scored advanced or proficient for Algebra I and 100% scored advanced or proficient for Geometry. For high school students only 34% of Algebra 1 students, 50% of Geometry students and 75% of Summative Math students scored advanced or proficient. In Algebra these same high school students do well on the SAT and ACT. We want all of our students to meet the qualifications for entry into UC and CSU, which require Algebra II. Over

90% of our students meet the UC / CSU requirements.

In Science 94% of all elementary students, 94% of all 8<sup>th</sup> grade students and 90% of all 10<sup>th</sup> grade students scored advanced or proficient. Eighty-three percent of Earth Science students, 89% of Chemistry students and 85% of Physics students scored advanced or proficient. In History Over 95% of all 8<sup>th</sup> grade students, 81% of 10<sup>th</sup> grade students and 90% of all 11<sup>th</sup> grade students scored advanced or proficient.

We use this data to analyze how we are doing. In Algebra I, for example, there are two common assessments and we can see how students did and how the assessments compare. While we want the data to be a reflection of student proficiency, students tend to be less interested in the STAR tests as they get older. To some extent, we can compare the results of Algebra 1 SAT scores with STAR scores but what is being tested may not be the same.

The Board discussed the ways the District is getting better at analyzing and using this data and the role of Data Director in tracking individual student performance. Mr. Booker explained that all teachers are required to review how the students they taught last year did on the STAR exam and how their current students scored last year. This helps them identify students who may need additional help. Teachers reflect upon the scores and write about this as well as discuss it in departmental or grade-level meetings. As part of their evaluation, the teacher's reflection becomes part of the goal-setting conference with their administrator. In Algebra I when teachers meet for departmental review they will talk about how we teach students who had better performances and this will become part of peer observation: teachers will observe others who had success with particular aspects of the curriculum.

Superintendent Hubbard thanked Piedmont Educational Foundation for their support of Data Director and professional development. She looks at the percentage of student participation: she would rather have 90 kids participating and passing than 80 kids scoring 90%.

## REVIEW AND ACTION ITEMS

Conduct Public Hearing and Approve 2011-12 Unaudited Actuals Financial Report and Revised 2012-13 District Budget for All Funds Operated by the District: General Fund, Adult Education, Cafeteria, Deferred Maintenance, Capital Facilities, Building, Special Reserve/Noda, and Special Reserve/Parcel Tax and Authorize Appropriate Budget Transfers

Assistant Superintendent Brady presented the unaudited actual financial reports from the 2011-12 school year and the revised 2012-13 budget, which was approved by the Board on June 27, 2012. To meet the requirements of Ed Code 42127, the revised budget, which mirrored the approved 2012-13 budget, was presented on August 22, 2012. Tonight the revised 2012-13 budget, including any changes, must be approved by the Board. As assumptions change, such as Beginning Fund Balance, enrollment, staffing and State revenue, the budget must be revised. The current budget will be reviewed at least two more times: the First Interim budget presented in December 2012 will reflect year end projections based on actual expenditures through 10/13/12, and the Second Interim Budget presented in March 2013 will be based on actual expenditures through 1/31/13. We will make adjustments based on the impact of the elections in November.

In reviewing the Unaudited Actuals for 2011-12, the General Fund is the most significant as it represents day-to-day operations of the District. Expenditures over the past five years (between 2008 and 2013) have stayed relatively flat, increasing by less than 1% each

year (<4%) while revenue from the State has decreased. Preserving student program has been a goal of the District. The Ending Fund Balance is \$1.4M more than anticipated as a result of a slight increase in one-time revenue and a decrease in actual expenditures from categorical programs.

In looking at the level of funding from the State, it is easy to see that our reimbursement has dropped since 2008. If neither of the budget measures passes in November, the reserve will help us meet the worst case scenario of a \$1.1M mid-year cut. The Total Ending Fund Balance includes \$924k for required 3% reserve and \$1.929k for funding to support program for 2013-14. We can take the mid-year cut and not affect program.

For other funds, Adult Education had an increase ending balance, the Cafeteria Fund had a slight uptick, and leftover money in Deferred Maintenance was rolled forward. The Building Fund, which is funds District construction projects authorized as part of the Bond program, has a balance of \$3.1M. The School Facilities fund is the fund supporting seismic and modernization work and does not include the final Beach GMP. The combined total for both the Facilities and School Support Facilities Fund is \$3.5M. This does not include any possible reimbursement of Prop. 1D money for Havens. The Board will have to vote on any post-seismic funds including Allen Harvey Theatre life safety improvements, school gardens, etc. The Capital Facilities Fund received more in rentals than anticipated. Modernization money can be used to fund capital facilities. There is no significant change in the NODA Fund. The Special Reserve Fund, which is used to account for transfer to support Parcel Tax programs, reflects no transfers in 2012-13. All bond money is spent and final expenditures for Beach will be run through the Building Fund.

Board Member Gadbois asked why Adult Ed income was up. He commented that adding back two furlough days in 2012-13 also increased salary costs. Mr. Brady replied that more people have been signing up for exercise and language classes, and that we still have participation in exit exam prep classes. Mr. Gadbois asked if the Facilities Fund included interest on BANs (Bond Anticipation Notes), and Mr. Brady said it does.

Board Member Pearson was interested in how we handle new student enrollments after the beginning of the school year. Mr. Booker explained that we try to make it work; the student might not get their first choice elective and sometimes we need to add another elective or section, but this is rarely done.

Vice President Swenson asked how we estimate enrollment numbers. Superintendent Hubbard said once we looked at Kindergarten enrollment in March, we knew we would have more students. We added a 6<sup>th</sup> grade section in June. If we have to add a student after school begins, we talk to the teacher to see if additional resources are needed. Ms. Swenson asked what would happen to the \$1.9M if neither school funding proposition passes in November, and Mr. Brady said we would have to subtract \$1.1M, which would affect the 2013-14 school year.

President Raushenbush noted that 40 new students did not increase revenue much. Superintendent Hubbard said this is the biggest uptick of students she has seen in awhile. Attendance rates

are important and in the First Interim Budget, revenue gets adjusted. We can look at current attendance or last year's and use whichever is higher.

President Raushenbush asked how much money is committed to Cahill. Assistant Superintendent Brady said we have nine change orders and the Board has approved six of them. The last part looks to be in the \$300,000 range. We have program contingency funds to backfill this number. HVAC improvements have been paid.

Board Member Tolles said that there is \$2.2M in state money outstanding and another \$1.5M if we get the Prop. 1D funds for Havens. Mr. Brady pointed out that we do not yet know if Prop. 1D will be approved by the State.

There was no public comment.

Superintendent Hubbard explained that the ending fund balance was better than expected. It had been planned and hoped for because the budget for 2011-12 was conservative. Until the First Interim Budget, we will not know the actual employee costs. Vice President Swenson asked that if there could be mid-year cuts if neither Proposition 30 nor 38 passes. Superintendent Hubbard said yes, there could be cuts in revenue but no cuts in program at PUSD for 2012-13.

It was moved by Board Member Gadbois, and seconded by Board Member Tolles to approve the 2011-12 Unaudited Actuals and Revised 2012-13 Budget as presented for all of the Funds operated by the District and to authorize appropriate budget transfers to reflect changes in the 2012-13 Revised Budget as presented. The motion was unanimously approved.

Adopt Resolution 02-2012-13, Authorizing "Temporary Borrowing from the Alameda County Treasury per Education Code 42620"

Assistant Superintendent Brady asked the Board to approve the Resolution to allow the District to borrow from the Alameda County Treasury on an as-needed basis to meet cash flow needs throughout the year due to the State's deferral of apportionments to K-12 schools. The funds are borrowed on a temporary basis and no loan amount crosses fiscal years. Borrowing between District funds and the County Treasurer allows the District to meet monthly financial obligations is a cost savings to the alternative of issuing a Tax Revenue Anticipation Note (TRAN).

It was moved by Board Member Tolles and seconded by Board Member Pearson to adopt Resolution 02-2012-13, "Temporary Borrowing from the Alameda County Treasury per Education Code 42620"

The motion passed as follows:

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

Adopt Resolution 03-2012-13 in Support of the Schools & Local Public Safety Protection Act (Proposition 30) and Our Children Our Future: Local Schools and Early Education Investment Act (Proposition 38)

Superintendent Hubbard explained that the State budget was passed with the assumption that Prop 30 would pass. The Legislature added trigger cuts so that if Prop 30 does not pass, our apportionment from the State will go down \$1.1M this school year. We are not certain of what will happen if both propositions pass. The bottom line is that education is underfunded in California; we are 47<sup>th</sup> in the nation in school funding. PUSD student outcomes compare with states like Pennsylvania and New York, which provide \$17-19,000 ADA per student. Our spending is at the national average of about \$11,000 per student. Public education cannot afford any more reductions and the societal effect will begin to show.

Board members voiced their clear support for passing both propositions and spoke against the chronic underfunding of schools in California.

Harlen Mohagen, APT President, said we do not want to cut off any options and expressed support for voting yes on both propositions.

Community member Jon Elliott said this is an opportunity to make a statement about funding for public education.

It was moved by Board Member Pearson and seconded by Vice President Swenson to adopt Resolution 03-2012-13 in Support of the Schools & Local Public Safety Protection Act (Proposition 30) and Our Children Our Future: Local Schools and Early Education Investment Act (Proposition 38)

The motion passed as follows:

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

Adopt Resolution 04-2012-13 In the Matter of the Reductions or Discontinuance of Classified Services Related to the Seismic Safety Bond Program for the 2012-2013 School Year

The Board is asked to adopt Resolution 04-2012-13, which authorizes the reduction or discontinuance of classified services in support of the Seismic Safety Bond Program. No one is losing their job and employees affected by this reduction will be given first opportunity to fill any vacancies for which they are qualified. It is anticipated alternative placements will be offered to each.

## INFORMATION/ANNOUNCEMENTS

Update on Planning Process for Renewal of School Support Tax

Superintendent Hubbard was asked by the Board to begin working with a small advisory committee and Tramutola Associates to plan for renewal of the School Support (Parcel) Tax, which must go before voters in March or June of 2013. The current tax expires at the end of the 2013-14 school year and provides a critical source of local funding for the District: it represents more than 30% of the annual operating budget.

As members of the planning committee, Board Member Gadbois and former Board Member June Monach were asked by the Superintendent to search for two volunteers who were strong leaders recognized in the community, strong proponents of public education, good planners with excellent communications skills, representative of the community and having flexible work schedules. He and June talked to former chairs and identified two candidates who accepted the position of co-chair for the School Support Tax committee. Doug Ireland has served on the PEF

Board, as chair of the Endowment Campaign, on the Havens Site Council and has coached many young people, as well as being involved in many community activities. Katie Kortozer has served on the Steering Committee for the Wellness Center, as chair of the Fall Festival 5K Run, as a member of the PMS Parent Council Board and Fundraising Co-Chair, and this year as PHS Parent Club Board member responsible for communication. Cathie Geddeis, who is a CPA and has been Treasurer of virtually every organization in the schools as well as Treasurer of a former parcel tax committee, has volunteered to be Treasurer. Together they bring to the campaign a depth of knowledge about the schools and Piedmont community and a wide range of leadership and organizational skills.

Next Regular Board of Education Meeting

The next meeting of the Board will be held on Thursday, September 27, rather than the usual Wednesday night.

Announcement of League of Women Voters Meeting

A presentation, "School Funding – Why Proposition 30 Matters to You," will be sponsored by the Piedmont League of Women Voters on Wednesday, September 19 at 7:30 p.m. in the Ellen Driscoll Theatre. Damon Smith, Associate Superintendent of Business Services for the Alameda County Office of Education will explain in concrete terms what passage of Prop. 30 will mean for local schools. Superintendent Hubbard will address the more specific effects of the proposition on Piedmont schools.

CORRESPONDENCE

Vice President Swenson received a parent email expressing concern about the fall parent conference schedule for the elementary schools and one email from a PMS parent concerned about construction at a house near the school.

Board Member Pearson has received inquiries and calls about the conference schedule, which is different this year. Parents do appreciate the goal-setting discussion at their conference. Superintendent Hubbard said that parents will be surveyed after the conferences and in the spring. As we plan the conference schedule for 2013-14, we will have input from parents and will make sure it is on the calendar that is published in June. President Raushenbush explained that the Board was pushed to have the conference days not be in November. IN the past we had five minimum days, which were not popular with parents, and this year there are two days off. The number of class minutes is the same as last year.

BOARD REPORTS

Board Member Tolles attended the PMS Back to School Night and the PMS Site Council and is looking forward to PHS Back to School Night.

Board Member Gadbois went to the Tri-School Site Council, which looks at elementary education across the three schools and will review the Student Achievement Plan and will approach English Language Arts using the Reader's Workshop method. He also attended the Wildwood Parent Council and will attend the PHS Back to School Night.

Board Member Pearson went to the Diversity & Respect Task Force Retreat, where they previewed an excellent video from Welcoming Schools. She attended the PHS Parent Club, the 6<sup>th</sup> Grade Bonanza, the PMS Open House where she observed parent enthusiasm about the new teachers, the PMS Site Council, the Wildwood Back to School Night and the Beach Dads' Pancake Breakfast.

Vice President Swenson attended the City Public Safety committee where the fire and police presented their plan for the Harvest Festival. At the Beach Parents Club, which included 40 people and many dads, Mr. Brady made a presentation on the budget and emphasized the effect of student attendance on the budget. She and President Raushenbush attended a presentation by several architects on the life safety work for Allen Harvey Theatre.

President Raushenbush also attended the PMS Parent Council where the president spoke about the importance of attendance numbers, the Beach Back to School Night and the Bond Steering Committee, which is working on closing out Beach and the other DSA-required work.

## CONSENT CALENDAR

Board Member Gadbois asked to be recused from the vote on the Personnel Action Report since one of the new hires is his client. Superintendent Hubbard asked that Item A be removed, as it has minor errors, and that the motion be made to accept the consent calendar absent Items A and D.

Board Member Tolles moved to accept the items on the consent calendar, absent Items A and D. Vice President Swenson seconded the motion and it was unanimously approved.

Vice President Swenson moved to accept Item D on the consent calendar, the Personnel Action Report. It was seconded by Board Member Pearson and approved with four in favor and one abstaining.

- A. \*Accept Donation
- B. \*Adopt Regular Board Meeting Minutes of August 22, 2012 Board Meeting
- C. \*Approve Monthly Financial Report of District for Month of August 2012
- D. \*Approve Personnel Action Report
- E. \*Adopt Resolution 05-2012-13, "Gann Limit"  
The resolution establishes maximum appropriation limitations ("Gann Limit") for public agencies, including school districts
- F. \*Conduct Annual Review of Specific Board Policies (Superintendent Hubbard) (requires no action)  
Education Code requires that these policies be reviewed annually:
  - Board Policy 5116.1, "Assignment of Piedmont Students to Piedmont Elementary Schools"
  - Board Policy 6145, "Extra and Co-Curricular Activities"
- G. \*Biennial Review of Board Bylaw 9270, "Conflict of Interest"  
The Board is directed by Government Code 87306 to review its Conflict of Interest Code in every even numbered year and to certify to the Clerk of the Alameda County Supervisor's Office that it has been reviewed. There are no changes to the Board Policy, which includes Exhibit E and Appendix.
- H. \*Approve 2012-13 Class Size Reduction Program Application
- I. Approve one Individual Service Agreement with Bayhill High School to provide individual counseling services for one student, effective July 1, 2012 through June 30, 2013, at a



total cost not to exceed \$4,940.00. Funding: Special Education

- J. Approve one Master Contract with Communication Works, to provide direct speech and language services as well as staff consultation for the district, effective July 1, 2012 through June 30, 2013, at a total cost not to exceed \$11,400.00. Funding: Special Education
- K. Approve one Independent Contractor Agreement with Carrie Kartman, M.F.A., ET/P, to provide nonpublic tutoring for one student, effective August 22, 2012 through June 13, 2013, at a total cost not to exceed \$14,100.00. Funding: Special Education
- L. Approve one Independent Contractor Agreement with Carrie Kartman, M.F.A., ET/P, to provide consultation with district staff, effective July 1, 2012 through June 30, 2013, at a total cost not to exceed \$900.00. Funding: Special Education
- M. Approve one Independent Contractor Agreement with Welcome Transport Group, to provide nonpublic transportation for one student, effective August 20, 2012 through June 7, 2013 at a total cost not to exceed \$14,040.00. Funding: Special Education
- N. Approve one Independent Contractor Agreement with Welcome Transport Group, to provide nonpublic transportation for one student, effective August 27, 2012 through June 7, 2013, at a total cost not to exceed \$16,200.00. Funding: Special Education
- O. Approve one Independent Contractor Agreement with Maxim Health Services, to provide a licensed vocational nurse for one student, effective August 22, 2012 through June 13, 2013, at a total cost not to exceed \$60,750.00. Funding: Special Education
- P. Approve one reimbursement to parents of one student for ESY math tutoring, effective June 18, 2012 through July 12, 2012, at a total cost not to exceed \$1,800.00. Funding: Special Education
- Q. Approve one Master Contract with STE Consultants, LLC, to provide ABA training to district staff, effective July 1, 2012 through June 30, 2013, at a total cost not to exceed \$660.00. Funding: Special Education

#### FUTURE BOARD AGENDA ITEMS

President Raushenbush said that a workshop on Special Education Issues had been added to future items.

Superintendent Hubbard said that Goals and Commitments would be brought back for Board Approval. This was discussed at the August 22, 2012 Board Meeting. And action plan is being developed and will be brought back by the second meeting in October.

President Raushenbush asked when the Board could discuss Interdistrict Transfers. Superintendent Hubbard explained that we are at capacity: Beach is impacted, the middle school is bursting and the high school has some physical space but no additional staffing. This subject will be addressed at the next Board meeting.

→ SUBJECT TO CHANGE ←

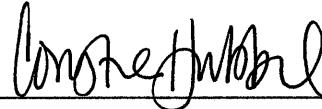
- Conduct Public Hearing and Adopt Resolution on Sufficiency of Textbooks and Instructional Materials (Sept.)
- Final Beach GMP (Sept.)
- Conduct Annual Review of Specific Board Policies (Sept.)
- Approve Collective Bargaining Agreement with CSEA (TBD)
- Review of Board Bylaws (Section 9000) (TBD)
- 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 9:29 p.m.



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



CONSTANCE HUBBARD  
Secretary, Piedmont Unified School District  
Board of Education