

PIEDMONT UNIFIED SCHOOL DISTRICT

Council Chambers, City Hall

120 Vista Avenue

Piedmont, California 94611

MINUTES OF
Regular Meeting of the Governing Board

October 9, 2013

CALL TO ORDER	Board President Richard Raushenbush called the meeting of the Board of Education to order at 6:30 p.m.
ESTABLISHMENT OF QUORUM	President Richard Raushenbush, Vice President Andrea Swenson, and Board Members Sarah Pearson, Ray Gadbois 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 Association of Piedmont Teachers (APT) (Government Code Section 54956.6) 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	Superintendent Hubbard Michael Brady, Assistant Superintendent, Business Services Randall Booker, Assistant Superintendent, Educational Services
Reconvene to Regular Session	President Raushenbush called the Regular Session of the Board of Education to order at 7:01 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 Randall Booker, Assistant Superintendent, Educational Services
Report of Action Taken in Closed Session	The Board met in closed session to discuss negotiations and no action was taken.
Agenda Adjustments	None
COMMUNICATIONS/ANNOUNCEMENTS	
Association of Piedmont Teachers (APT)	John White, PMS teacher and member of the APT Executive Board, expressed appreciation to Piedmont Educational Foundation, especially for the people who organized the event <i>Shaping Our Future 2.0</i> . It was really well-structured and very useful and successful. APT appreciates the planning that began with the back-to-school convocation, where teacher's opinions were heard and formed the basis of discussion. Due to the efforts of teachers to achieve strong academic progress, <i>Shaping Our Future</i> was able to focus on educating the whole child. Because we're meeting the academic needs of our students, we can talk about students as human beings and global citizens and discuss stress and social-ethical issues and the definition of success.
CSEA	None
Parent Clubs	None
Student Representative to Board	President Raushenbush introduced Peri Zangwill, student board representative from Millennium High School, who will alternate meetings with Allen Hosler, the representative from PHS. Ms. Zangwill said that on G days Millennium meets as a whole and that

this builds community. Millennium honors the "Falcon of the Week," a student who has demonstrated outstanding academic success or something unique or special. There are smaller group meetings with teachers to provide academic support. These resources are some of what makes MHS special. The marking period ended last week. Community College Day was held October 4 in the PHS Library. On October 19 SAT testing will be held for both Millennium and Piedmont High students. College visits are happening now; juniors and seniors can sign up at the College and Career Center to attend up to five different college meetings. On October 5 the home football game with Richmond was rescheduled due to the fires in Solano County. The game was held the next day and Richmond lost 49-0. Homecoming is October 25. On D Days there will be an MHS student store where everything is sold for a dollar and soon it will also have MHS-branded apparel. October 15th will be a consent assembly where students will demonstrate their knowledge of consent and rape laws. The Harvest Festival was held September 29 and the Wellness Center 5K Run on September 28; over 500 people attended - 100 more than last year. The top runner was John Savage, PHS grad, PHS science teacher and water polo coach.

Superintendent Announcements

None.

Persons wishing to speak to any items not on the agenda

Mark Becker, PHS parent, wanted to make the Board aware of something that has been percolating in the community for about six months - the condition of the grounds at Havens. The community invested a lot in the improvements to Havens and considers it a community resource and asset. He would like to see the City and the community take over the burden of maintenance. The District has only one groundskeeper and as a citizen, his feeling is it is the Parks Department whose job is all about keeping the city beautiful. He would like to see a partnership between the School District and the City so the School District can focus on the job at hand - educating students. He receives two to four emails and calls a week about this but doesn't think it's fair to hold the School District responsible.

PRESENTATION

EDUCATIONAL SERVICES REPORT: SPOTLIGHT ON STUDENT LEARNING

Parent Education Opportunities

Many parent education opportunities are provided by the District throughout the school year. Topics include information on the Common Core Standards, assessment, parenting, college application process, diversity, and health and safety issues.

Mr. Booker shared some of the opportunities for parent involvement. In September there were six site council and six parent club meetings, a speaker event, the PEF retreat, a meeting of the Diversity Education and Advisory Committee and a curriculum forum. In just the first week of October there was a parent education meeting around the common core, the APC New Parent Reception, Information Night for GATE parents, the consent assembly and the *Shaping Our Future* workshop. Over 400 parents attended events in one week and there were many new faces. During the rest of October there will be a Special Education Advisory Committee, GATE Advisory Committee, Diversity Education Advisory Committee meeting, six site councils, six parent clubs and a curriculum forum as well as a Speaker Series and an Education Night on the Common Core. All of these are advertised on our website, in school bulletins and on school websites. This is how we develop relationships and sustain partnerships with parents.

Superintendent Hubbard mentioned that there will be two more evening meetings on Common Core presented by the County Office

of Education. Each meeting will be different and will present new information. Over 150 people came to the first meeting.

REVIEW AND ACTION ITEMS

Conduct Public Hearing and Adopt Resolution 07-2013-14, "Resolution on Sufficiency of Textbooks and Instructional Materials"

Education Code Section 60119 requires each school district to determine if they have enough textbooks and instructional materials, including lab equipment for science lab classes, sufficient for all students, including English learners. A public hearing was held this evening and the District affirmed that it has a sufficiency of textbooks and educational materials for all students.

It was moved by Mr. Gadbois and seconded by Ms. Pearson to adopt Resolution 07-2013-14 – "Sufficiency of Textbooks and Instructional Materials."

The motion passed as follows:

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

Update on Modernization Program - Approval of Projects as Recommended by the Steering Committee on October 1, 2013

At the Board meeting of September 11, 2013, the State School Facilities fund (the fund that supports the District's Modernization projects) projected a revised ending fund balance of \$2,260,249 as of June 2013. The ending fund balance represents a combination of funds on hand plus \$855,000 in revenue not yet received from the State, which is expected by the end of 2013. Construction commitments are ongoing as the Board approves additional projects; the District estimates that approximately \$1.2M is available for additional projects, after encumbrances for already approved projects.

On September 25, the Board approved two additional Modernization projects – installation of an electronic lock, camera, intercom and monitor at Beach School and improving the lower portion of the PMS Learnscape Lunchpark. Previously the Board approved replacement of the PHS batting cage and these costs are included in the encumbrances. As previous projects are closed out, any remaining contingency is put back into the modernization program. So far all projects have been within budget.

The Steering Committee is a recommending body created as part of the seismic safety work and currently working on modernization projects. The committee is comprised of two Board members (Roy Tolles and Rick Raushenbush), the Assistant Superintendents, the Director of Technology, architects, two members of the Citizens Oversight Committee, and people with backgrounds in business, law, architecture, technology and construction – about 12 people in all. The steering committee reviews projects and then sends its recommendations to the Board, which is where decisions are made.

The District's Steering Committee is recommending the Board approve three Modernization Projects: a two-way communication system for PHS/MHS/PMS that mirrors the system in the three elementary schools, an upgrade to the phone system district-wide, and tree planting at Beach along Howard Avenue. These projects including contingency funds are within the approximately \$1.2M available. The numbers presented this evening are estimates, not specific bids, and once projects are approved, the District will get specific bids, develop contracts and bring them back for Board approval. The modernization committee will review bids and timelines and the Board review and vote on the contracts.

The estimated cost of the recommended two-way communications system with a bell system and AV educational tools is \$691K. The

District's technology plan calls for communications and AV systems that enhance campus security and provide educational tools. The overriding factors for the system is to provide two-way paging, District integration, and teaching and learning tools. Such systems were installed in the elementary schools as part of the Seismic Safety Bond Program. The Steering Committee recommends that similar systems be installed at PMS, PHS, MHS and the District Office and integrated with the elementary school systems to establish a single emergency communications system with a back-up power supply. The new systems will replace bell systems that are over 30 years old and will provide features to support 21st century schools: flexible zoning of bells and announcements in multi-use spaces between PMS, PHS and MHS; easier programming of rotating block and modified block schedules; alternate schedules for assemblies; and much more. The system will replace the one-way communication system that does not function in some locations and was not integrated for all three campuses. It will also enhance classroom audio and video functions, including new speakers and teacher voice enhancement for the benefit of all students, particularly the hearing impaired. By integrating the system, the new speakers will "duck" classroom audio under announcements and alerts, ensuring that everyone will hear announcements. New video projectors will replace projectors installed seven years ago. The integrated projectors come with many enhancements that improve reliability and use in the classroom: energy-saving management, lamp hour alerts, lifetime replacement of lamps, and the ability to display visual emergency alerts in the classroom.

The new Police Chief has stated that we need a communication system in all the schools and she would love to see two-way paging in our schools.

The recommended system meshes of safety tools with teaching and learning tools. Vendors understand this and offer them as packages; it's very difficult to separate out the functions and compare bids. In considering use of two separate vendors, what is not included in the cost is the management and coordination of the vendors. When something goes wrong, each vendor generally points a finger at the other. There is only one vendor who can do integration and the others would subcontract the work. There is a single vendor who provides a backup power system. The details of the estimate have been vetted by the Steering Committee.

The Steering Committee is recommending the purchase of a new phone system. The existing phone system is no longer supported by the vendor and we pay \$48K per year to operate and maintain this phone system. The cost of replacement with a hybrid system whereby we could use much of our existing equipment is \$133K; the operational and maintenance costs would be under \$3K per year.

The third recommended project is the planting of street trees at Beach along Howard Avenue to mitigate the impact of the eventual removal of the acacia trees planted there and assist with screening the new Beach cool roof from view. Our understanding is that the neighbors and the community would contribute to the cost and the District share is about half and comes to \$12K.

The Steering Committee recommends that the Board defer decisions on the following proposed modernization projects: a connection upgrade for Havens and Beach Reserve (\$102K), Alan Harvey Theater (Reserve \$500K), additional fencing and gate at Beach (\$100K), Highland Avenue Gate at Havens (cost estimate not available), and replacement of "Bonita Gate" retaining wall and yard

expansion at Havens (\$192K). The amount to "reserve" is an estimate. The projects under consideration total more than the \$855K in remaining (but not as yet received) modernization funds. The Board will make a final determination whether to proceed with some or all projects after the final costs of current projects is determined and the funds are received from the State.

There has been much discussion about the Highland Ave. gate at Havens. In addition to reclaiming outdoor space for students, the concerns are traffic, kids wandering, and limiting or restricting access to the school. Superintendent Hubbard met with the Police Chief and Fire Chief around safety issues. Chief Goede is not adamant about a gate and feels other factors need consideration; the thinking is that in a horrible emergency what you want is to get the students out. The Fire Chief does not want a gate and says if we install a gate, it must have a 20 feet wide opening so that a fire truck is able to get to the school. Another concern is meeting DSA requirements. An estimate for one design was \$27K but that did not include the electronics or camera. Some estimates go as high as \$88-90K.

Mark Becker, Havens designer and Piedmont parent, supports some of the projects and not others. He believes there will be lots of support for Alan Harvey Theater (AHT). He thinks that \$500K is not enough and would like to see the District set aside \$1M and start on AHT right away in order to condense the timeline and save money. Around the gate, he believes Havens is a community asset and he is very opposed to the gate. He is not opposed to bollards to provide protection from traffic. He believes that a gate proposal honoring the style of the school with pillars and a formal gate would come in close to \$150K including DSA approval. He thinks the way to go is to fix the retaining wall at Bonita because it is broken and will have to be replaced eventually, and its repair would create 1400 sq. ft. of new space.

Jenny Lynn, Havens Parent Club president, has four children in Piedmont schools. Many Havens parents thought the gate would be built over the summer. At the September and October Parent Club meetings there was about two thirds majority support for the gate.

Brian Cantrill, Beach parent, is a member of an ad hoc group of technology people in Piedmont. In looking at the proposal for a two-way communication system he has a number of questions about the RFP including how the recommended alternative compares with other alternatives, how well the recommended system works in the elementary schools, and how the proposed system aligns with other District goals.

Mark Harley, Havens parent, strongly supports the installation of the gate for additional open space and security.

Hari Titan, Havens parent, has had the experience of trying to find an unlocked gate after school or during special activities. He has seen students walk outside gates and get locked out. He thinks the best way solution would be a buzzer system with key codes given to the parents in addition to video surveillance of the perimeters of the school.

Grier Graff, member of the Steering Committee, said the committee had extensive debate about the gate. The District is proceeding with installation of a security gate behind Ellen Driscoll Theatre. The reason the Highland gate has moved down on the list is that with the new gate, it is possible to secure the campus.

President Raushenbush reminded the Board that no decision will be made this evening on the deferred items. Mr. Tolles supports all

items needing approval. He feels comfortable with the decision about the communication system, which is in use in the tri-schools and is working well. The communication system proposal has been broken down and reviewed extensively by the committee. The phone system makes sense since will pay for itself in three years. He doesn't believe the District should put more money into the design of AHT. He is comfortable with allocating \$500K. In case the bond doesn't pass he would like to see the District just do the required items. On the Haven gate he believes more discussion is needed and the focus should be on increasing play space.

Mr. Gadbois had many questions about the communication system and believes a depth of analysis has been done. In looking at the value of the system which integrates the AV system, education issues and safety issues, he believes the case has been made. Around AHT he would like to find a way to move forward and for the District to commit closer to \$1M. He would like to see public outreach happening at the same time as the bond measure. He suggested starting with an August, 2015 completion date and working backwards to determine the start date. He believes that before a decision can be made about a Havens gate, money needs to be spent on a great design and its cost determined.

Ms. Pearson agrees with Mr. Gadbois except she would like to have more conversation about the gate at Havens and would like to see more data on safety. She liked Mr. Becker's suggestion of fixing the corner wall and creating more garden space and quiet space. If the district can spend money to get AHT in operation a year sooner, she would be interested. She had a question about Calypso and the way that it is used for voice enhancement. Superintendent Hubbard explained that voice enhancement has been found to aid learning for all students, particularly those with hearing issues and currently we have to install a system in each classroom that includes a student with hearing issues.

Ms. Swenson is in favor of all three proposals and two-way communication is important to her. She would like to see a timeline for AHT at one of the next few meetings. If it's possible to move the timeline ahead by putting more money into it, she would support it. In regard to the Havens gate, emails have been running about 50-50: most current parents support the installation of the gate while most former students and their parents and community members are opposed. She would like to explore the wall at Bonita Avenue. If the fire chief thinks there should be no gate, she would support that position.

Mr. Raushenbush supports the new phone system and the tree planting at Beach. In terms of the two-way communication system, he was the most vocal skeptic and as he has learned more and reviewed the breakout of costs, he believes it makes sense to do an integrated audio-visual, voice application and video system, which is basic for a modern school. When you look at installing AV voice amplification and video without paging at \$250K and a one-way paging system at \$322 K, it makes sense to install the integrated system. He cares that the District Office is integrated with all the schools and his concern is to ensure the District gets a good price for the product. Although he would like to have reserved a lot more money for AHT, he is not inclined to spend money on plans at this point, and would like to find out the timeline. As far as the Haven gate, Havens is essentially secure; you have to go through the office to get inside. He thinks more space for students at Havens is important.

Ms. Swenson moved to Approve Projects as Recommended by the

Steering Committee, Mr. Tolles seconded the motion and it was unanimously approved.

REVIEW & DISCUSSION ITEMS

Review of Development of Instructional Calendar - School Years 2014-15 and 2015-16

The Board reviewed the process and timeline for the development of the Instructional Calendar. Options for a 2014-15 calendar that allows for the semester to end before winter break will be reviewed. This option is considered as a support for students to manage stress and optimize educational opportunities. No decision will be made this evening.

Superintendent Hubbard explained the process of developing the school calendar. The Instructional Calendar is a negotiated "working condition" as included in the collective bargaining process between the District and Association of Piedmont Teachers (APT). As part of the Interest Based Bargaining (IBB) process, the calendar is negotiated separately from annual openers each year. Although subject to negotiations, the District and APT give consideration to input from CSEA and parents.

The Instructional Calendar includes the first and last day of school for students and non-school days for students that are either vacation or designated staff professional development days. Semester length, report card grading periods, minimum days, conference days, and testing schedules are not subject to negotiations and are set after the Instructional Calendar is voted and approved by the APT membership and the Board of Education.

State requirements for instructional calendars include 180 attendance days, a specified total minimum number of minutes for each grade level, an equal amount of instructional time across schools for each grade level, and prescribed holidays. By local agreement the APT base work year is 185 days, which include 180 student days, 3 professional development days and 2 work days.

The District and APT are working together to set the 2014-15 and 2015-16 Instructional Calendars by November, 2013. It is important that a two-year sequence is considered so that the effects of starting earlier or later allow for a transition to smooth the effects on the summer of 2014. The current year end date of June 12, 2014 is already set.

The timeline is for APT to vote in October and to bring it to the Board for consideration at the Board meeting on October 23, 2013 or November 13, 2013. The options will include calendars that parallel this year, ones that start after Labor Day and end school in the third week of June, and versions that start mid-August and end the first week in June to allow for the semester to end prior to winter break.

One consideration is having time off during the school year as opposed to a concentrated school calendar. Research supports the "year round" calendar as the most supportive of student learning. Recent discussions have included the possibility of setting a calendar that allows for the semester to end prior to the traditional winter break at the end of December. Palo Alto starts a week before us and ends at the end of May so their first semester can end prior to winter break. They have found this to be less stressful for students.

Our overall goal is a schedule that supports long-term learning and balances student workload and high stakes stressors. Data from previous surveys demonstrates there is no one right answer.

One option is to begin school a week earlier and have the first semester slightly shorter. Anecdotal information indicates that when schools shift to this kind of calendar, there are some complaints the

first year but people get used to it. In a survey of PHS students, 157 students responded: 70% agreed that finishing first semester before the break meant they could perform better on finals; 82% agreed that finishing before the break would allow them enjoy their vacation more; 33% of students say they are here in August anyway for athletics and other activities; and 35% said more time before standardized tests would help them perform better. We did a survey of local high schools and the majority started when we did while DeLaSalle and Carondelet began two weeks earlier.

Mr. Becker is opposed to starting earlier; he would prefer to begin after Labor Day and have a shorter first semester.

Mary Ireland, Piedmont parent, said her children will all tell you how difficult it is to have a break and try to re-learn the material to take finals two weeks later.

Ms. Swenson is in favor of having exams before the winter break if it reduces student stress and would like have calendar with exams before winter break.

Ms. Pearson is in favor of reducing student stress and would like to see more data, especially from the Palo Alto School District about how people like the schedule. She is in favor of giving it a try. She would like to give parents plenty of warning time by making any changes to the 2015-16 school year. She also suggested beginning the school day 30 minutes later for middle school and high school, which would suit the life cycles of teenagers better.

Mr. Gadbois would like to see a shorter summer session with more breaks during the year. He believes this is better for learning and doe reducing student stress. He would love to see the semester end before winter break with a longer school year overall.

Mr. Tolles agrees with Ray. He believes that students need a week off at Thanksgiving but should not have two weeks off before exams. He would like to move forward with two years at once.

ANNOUNCEMENTS

Update on "Shaping Our Future"

More than 100 people participated in *Shaping Our Future* last Saturday. It was a very productive experience and there is much information to process. A formal presentation is scheduled for the November 13, 2013 Board Meeting

Announcement of Timeline for School Board Election

Elections for two open positions on the PUSD Board of Education will be held on February 4, 2014. Candidates can obtain the Nomination Form and all necessary paperwork from the Office of the City Clerk at Piedmont City Hall. The filing period for candidates is from October 14 - November 8, 2013.

CORRESPONDENCE

Ms. Swenson said that the Board received an email suggesting structuring the bond for AHT in way that would keep the tax burden consistent for taxpayers. There were several emails with concerns about the Havens landscape, comments about the Havens gate, and a letter about two-way communications.

BOARD REPORTS

Mr. Tolles attended "Shaping Our Future" and the Steering Committee meeting.

Mr. Gadbois attended the PHS Parents Club, "Shaping Our Future" and he met with some citizens to talk about AHT.

Ms. Pearson attended the Piedmont Appreciating Diversity screening of the movie *Poor Kids*, which was packed with high school students. She attended the consent assembly, the new parent reception, and

the highlight for her - the seventh grade medieval banquet. She attended the GATE Parent Meeting with teachers and administrators where professional development on differentiation was discussed. The PMS and PHS site councils are doing good things. At Principal Fletcher's coffee for seventh-grade parents, there was discussion about a club day and the 20 new clubs being offered at the middle school.

Ms. Swenson attended the APCP meeting and the Common Core Parent Education Night, where she was happy to see lots of fathers in attendance. She attended the Tri-Schools site council workshop, the Millennium Site Council, the new parent reception, and a public safety meeting. She was happy to see many new parents at "Shaping Our Future." She and Sarah attended a peer health meeting of groups that go around to schools to educate about health issues.

Ms. Pearson shared information from a presentation by Dr. Russell Quaglia, who lays out eight conditions critical to the development of student learning. She felt this information might be useful in our schools in conjunction with Common Core.

Mr. Raushenbush attended APCP, the steering committee, and "Shaping Our Future." He appreciated the reflection of a parent who moved here six weeks ago from mainland China and said how welcome her daughter feels even though she speaks no English. Her teacher and Principal Wozniak arranged for Mandarin speaker to come into the classroom to help her and she feels completely at home. He recommended a PBS Frontline documentary called *League of Denial*, which explores the link between concussion and traumatic brain injury.

CONSENT CALENDAR

Superintendent Hubbard said there is a minor change to the Board minutes. Ms. Swenson moved to approve all items on the Consent Calendar. The motion was seconded by Mr. Tolles and unanimously approved.

- A. Adopt Regular Board Meeting Minutes of September 11, 2013 Board Meeting
- B. Approve Monthly Financial Report of the District for September, 2013
- C. Accept donation from CHIME
- D. Approve Field Trip for 6 PHS Students on the Women's Golf Team to attend the Division II Championship Finals in McKinleyville, CA
- E. Approve Agreement with Hancock Park & DeLong, Inc.
- F. Approve one Independent Contractor Agreement with Jasman Behavioral Consultation, to provide nonpublic services for one student, effective September 23, 2013, through October 31, 2013, at a total cost not to exceed \$1,620.00. Funding: Special Education
- G. Approve one Independent Contractor Agreement with Jasman Behavioral Consultation, to provide nonpublic services for one student, effective September 23, 2013, through June 30, 2014, at a total cost not to exceed \$10,000.00. Funding: Special Education
- H. Approve one Individual Service Agreement with Behavioral Intervention Associates (BIA), to provide nonpublic services for one student, effective September 1, 2013, through January 30, 2014, at a total cost not to exceed \$1,750.00. Funding: Special Education

FUTURE BOARD AGENDA ITEMS

Items to be included on future agendas include a discussion of school policy on concussions and a basic timeline for AHT. It can be done in 22 months and the Board would need to be able to allocate about \$1M now to get design docs ready to go through DSA approval. QKA believes it will take 10 months for design docs and DSA approval.

—→ **SUBJECT TO CHANGE** ←—

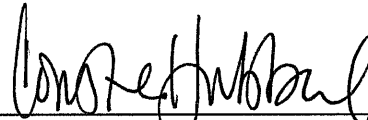
- Report on "Shaping Our Future" (Nov. 13)
- Approve Calendar Options for 2014-15 (Nov. 13)
- First Interim Budget (Dec. 11)
- 2013-14 Action Plan (TBD)
- Review Facilities Standards/ Green Policy (TBD)
- GASB 45 Actuarial Study (TBD)
- Facilities Use – Fee Structure (TBD)

ADJOURNMENT

The meeting was adjourned at 10:35 p.m.



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



CONSTANCE HUBBARD
Secretary, Piedmont Unified School District
Board of Education