

PIEDMONT UNIFIED SCHOOL DISTRICT

Council Chambers, City Hall

120 Vista Avenue

Piedmont, California 94611

MINUTES OF

Regular Meeting of the Governing Board

January 14, 2015

---

CALL TO ORDER	President Andrea Swenson called the meeting of the Board of Education to order at 6:00 p.m.
ESTABLISHMENT OF QUORUM	President Andrea Swenson, Vice President Sarah Pearson and Board Members Amal Smith, Doug Ireland and Rick Raushenbush were present.
Adjourn to Closed Session	The Board adjourned to Closed Session at 6:10 p.m. to discuss: Pending Litigation with District's Attorney (Government Code Section 54956.9(b)(1)  Conference with District Labor Negotiator Constance Hubbard Regarding Negotiations with Association of Piedmont Teachers (APT) (Government Code Section 54956.6))
Others Present in Closed Session	Superintendent Hubbard, Assistant Superintendent Michael Brady and Assistant Superintendent Randall Booker.
Reconvene to Regular Session	President Swenson called the Regular Session of the Board of Education to order at 7:12 p.m. and led the Board and audience in the Pledge of Allegiance.
Others Present at Regular Session	Superintendent Constance Hubbard Randall Booker, Assistant Superintendent, Educational Services Song Chin-Bendib, Chief Financial Official
Others Absent from Regular Session	Board Member Doug Ireland was excused from the regular session.
Report of Action Taken in Closed Session	The Board met in closed session and no action was taken.
Agenda Adjustments	None
COMMUNICATIONS/ANNOUNCEMENTS	
Association of Piedmont Teachers (APT)	None
CSEA	None
Parent Clubs	None
Student Representative to Board	None
Persons Requesting to Speak on Items Not on the Agenda	Dimitri Magganas, Piedmont resident, said recent events overseas in Russia and the Middle East point to conflicted situations and a consensus that it is a conflictual world with a deficit of leadership, proactivity and long-term vision. He is wondering if PUSD and the School Board can do something about these problems, and concludes that elevating PUSD to the top should not be difficult given the proximity to UC, the privileged location, the small size of the District and the untapped resources.
Superintendent Announcements	None
President Announcements	President Swenson announced that Readmont will take place on Wednesday, February 11 and the book to be discussed is <i>The</i>

*Smartest Kids in the World* by Amanda Ripley.

President Swenson presented an update on the superintendent search. She urged everyone to fill out the online survey to share the characteristics you would like to see in the next superintendent. A community forum will be held on Wednesday, January 21 to give community members an opportunity to give feedback to the consultants. School Board members will not be present.

Martin Luther King, Jr. Day will be celebrated at the Piedmont Community Center from 1:00-4:00 p.m. on January 16.

EDUCATIONAL SERVICES REPORT:  
SPOTLIGHT ON STUDENT LEARNING  
PUSD Math Task Force Progress  
Update – Traditional and Integrated Math

Assistant Superintendent Booker presented an update on the work of the Math Task force: where they are to date, their recommendations on implementation and course sequencing, and future parent engagement opportunities. The Math Task Force, comprised of parents, teachers, students and staff has been charged with reviewing and recommending compression opportunities at PMS and PHS/MHS, a pathway to AP Calculus AB & BC, and multiple compression entry points. Teachers are excited about the opportunities presented by Common Core math to better reach all students and enhance the high quality of courses for advanced students.

The task force is charged with recommending either the integrated or traditional pathway. Both approaches have the same content standards, and have the same entrance and exit points. The task force is recommending the integrated approach, which is a sequence of three model courses, each of which includes algebra, geometry and statistics standards. This approach offers better compression opportunities and supports all students with opportunities for compression and expansion. The final recommendation will be much more developed and will include the recommendation of one or two new courses, which will go through the course adoption process later in the year.

Over 60 parents attended the January 13 PMS Family Math Night and more such events will be scheduled. There are many more opportunities for parent engagement; meeting times, detailed information and an FAQ about Common Core Math are posted on the District website.

REVIEW AND ACTION ITEMS

Presentation and Acceptance of 2013-14  
District Annual Financial Report (Audit  
Report)

Jill Stenton, from the independent auditing firm, Vavrinek, Trine & Day presented the District's 2013-14 Annual Financial Report. The purpose of the audit is to verify the numbers presented to the Board in the unaudited actuals; the only difference is the addition of long-term assets and liabilities required by actuarial standards. The auditors issue three opinions: a report on financial statements, and compliance with State and Federal requirements. There were no audit adjustments: the auditors issued an unmodified opinion in all three areas, which means the auditors have reasonable assurance that the budget is free from material misstatement and the District is in compliance with the State and Federal requirements they audited.

The auditors found some material deficiencies with ASB for 2013-14. At PMS there was no tracking system for cash receipts and no supporting documents for some disbursements. At MHS bank reconciliations were not done properly. VTD met with staff and corrective action has been taken.

Ms. Stenton told the Board that in the 2013-14 budget there is a new District standard that must be reported – GASB 65, which affects items that were previously reported as assets and liabilities.

Conduct First Reading of New and Revised Board Policies and Administrative Regulations

It was moved by Mr. Raushenbush and seconded by Ms. Smith to accept the 2013-14 District Annual Financial Report. The motion was accepted by a vote of 4-0.

Due to recent changes in the law, the following Board Policies and Administrative Regulations are in need of updating. These policies and regulations aim to provide better support systems for students and employees. The policies were revised based on recent legislation. These policies will be brought back at the next meeting for approval on the consent calendar.

- Proposed Revised BP 4112.4 - Health Examinations (TB Testing) – Staff
- Proposed Revised BP 4112.4 - Health Examinations (TB Testing) – Staff
- Proposed Revised BP 5131.6 and AR 5131.6 – Drugs, Alcohol, Tobacco
- Proposed Revised BP 5141.21 and AR 5141.21 – Administering Medication and Monitoring Health Conditions
- Proposed BP 5141.24 and AR 5141.24 – Diabetes
- Proposed BP 5141.26 – Tuberculosis Testing – Students
- Proposed Revised BP and AR 6153 – Field Trips

There was a discussion about the use of epi-pens for students with serious allergies. The recommendation is that students who need them carry epi-pens in their backpacks. Mr. Booker asked that parents notify the staff of their child's need for an epi-pen so we can check to make sure the pen has not expired and the student is carrying it. The schools recently reviewed every student identified with an allergy and notified parents if the student was not carrying an epi-pen or the pen had expired.

ANNOUNCEMENTS

Superintendent Hubbard announced that the next Board meeting will be Tuesday, January 27. Board Member Pearson will be unable to attend that meeting.

CORRESPONDENCE

Board Member Smith did not receive any correspondence.

Board Member Pearson received an email from a staff member asking to be on the search committee. Ms. Pearson explained that the Board does not expect to have a search committee and will get input through the online survey and stakeholder meetings. The process recommended by HYA Associates is that the process ensure that the identity of applicants remains confidential, which offers the largest and best pool of candidates. The Board will conduct the interviews.

Ms Swenson received several emails with concerns about the superintendent survey and one asking the district to honor the 50<sup>th</sup> anniversary of the bird calling contest.

BOARD REPORTS

Mr. Raushenbush attended the Modernization Steering Committee and the Troubadours performance in December.

Ms. Smith and Mr. Raushenbush attended a meeting on facilities to work on revising the Facilities Handbook and setting the rate for the allocation of costs for facilities rentals. The entire Board attended a special workshop in December.

Ms. Pearson attended the CSBA Annual Conference along with Mr. Ireland and Ms. Swenson. She attended the Acapella concert, the PEF meeting, the Mask Task Force and the Math Parent Night.

Ms. Swenson attended the Special Board meeting, the PHS Parents Club where Ms. Hubbard gave a presentation on the budget, the Math Night for parents, the Math Task Force, the PEF Meeting and the Public Safety Meeting where they talked about disaster preparation.

## CONSENT CALENDAR

Ms. Smith moved and Mr. Raushenbush seconded a motion to approve the consent calendar. The motion was approved by a vote of 4-0.

- A. Adopt Regular Board Meeting Minutes of December 10, 2014 Board Meeting
- B. Approve Financial Report for December 2014
- C. Approve Warrant List for November 1 – December 31, 2014.
- D. Approve Personnel Action Report
- E. Approve Williams Report for the period of October – December, 2014
- F. Approve Field Trip request for eight PHS students to participate in the Junior State of America Winter Congress in Sacramento from February 7-8, 2015.
- G. Ratify contract between Piedmont USD and Crisis Management Solutions for the Pilot Safe Schools Plan, including assessment and training, in the amount of \$2,300, effective November 25, 2014 – June 30, 2015. Funding: Modernization Fund.
- H. Ratify contract between Piedmont USD and Diamond Tree Service for tree removal on November 25, 2014 at Beach Elementary in the amount of \$5,945. Funding: Modernization Fund.
- I. Ratify contract between Piedmont USD and Ransome Company for trenching and excavation for portables on December 14, 2014 in the amount of \$11,950. Funding: Deferred Maintenance.
- J. Ratify contract between Piedmont USD and All American Entertainment for services provided by Dan Meyer to the Education Speaker Series.  
The Board is requested to ratify a contract with All American Entertainment for a parent education program and a professional development program by Dan Meyer on January 27, 2014, in the amount of \$2,688.50. Funding: Adult Education Fund and the Piedmont Educational Foundation.
- K. Approve contract between Piedmont USD and American Program Bureau, Inc. for services provided by Rosalind Wiseman to the Education Speaker Series  
The Board is requested to approve a contract in the amount of \$12,000 with American Program Bureau, Inc. for a parent education program and a PMS student assembly by Rosalind Wiseman on February 24, 2014. Funding: Adult Education Fund and the Piedmont Educational Foundation.
- L. Ratify contract between Piedmont USD and Sullivan Heating & Air for ductwork at Alan Harvey Theater for April of 2015 in the amount of \$112,815. Funding: Capital Facilities
- M. Ratify Independent Contractor Agreement between the District and Julie Moll to act as the District's Communications Consultant. This contract is for the 2014-15 school year and is in the amount of \$55,000. Funding: General Fund

- N. Ratify Independent Contractor Agreement between the District and Carol Boyd to act as a Coaching Consultant. This contract is for the 2014-15 school year and is in the amount of \$15,000. Funding: Piedmont Educational Foundation
- O. Approve one Independent Service Agreement with Faltz Associates, Inc., to provide nonpublic services to one student, effective January 1, 2015 through February 28, 2015, at a total cost not to exceed \$650.00. Funding: Special Education
- P. Approve one Independent Service Agreement with Seneca Family of Agencies, to provide nonpublic services to one student, effective January 1, 2015 through June 30, 2015, at a total cost not to exceed \$37,950.00. Funding: Special Education
- Q. Approve one Independent Contractor Agreement with Jasman Behavioral Consultation, to provide nonpublic services to one student, effective January 1, 2015 through June 11, 2015, at a total cost not to exceed \$3,600. Funding: Special Education

FUTURE BOARD AGENDA ITEMS

- Second Reading and Approval of Board Policies and Administrative Regulations (January 27)
- Budget Development Calendar (January 27)
- Review Recommendations of Math Task Force for 2015-16 (Feb./March)
- Report from HYA regarding Leadership Profile for Superintendent (February 11)
- Special Board Workshop for Presentation of Slate (February 24)
- Facilities Master Plan Process Review (March)
- Second Interim Budget Report (March 11)
- Superintendent Appointment (March 25)
- School Support Tax Levy Hearing (April 22)

ADJOURNMENT

The meeting was adjourned at 8:30 p.m.

---

ANDREA SWENSON  
Board President, Piedmont Unified School District  
Board of Education

---

CONSTANCE HUBBARD  
Secretary, Piedmont Unified School District  
Board of Education