

PIEDMONT UNIFIED SCHOOL DISTRICT

Council Chambers, City Hall

120 Vista Avenue

Piedmont, California 94611

MINUTES OF

Regular Meeting of the Governing Board

January 27, 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, and Board Members Amal Smith, Doug Ireland and Rick Raushenbush were present. Sarah Pearson
Adjourn to Closed Session	The Board adjourned to Closed Session at 6:10 p.m. to discuss: 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.
Reconvene to Regular Session	President Swenson called the Regular Session of the Board of Education to order at 7:05 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 Song Chin-Bendib, Chief Business Official
Others Absent from Regular Session	Board Member Sarah Pearson was absent from the meeting. Assistant Superintendent Booker attended the Speakers Series.
Report of Action Taken in Closed Session	The Board met in closed session and no action was taken.
Agenda Adjustments	Superintendent Hubbard said she would like to pull the health policies (Item C) from the Consent Calendar. There are some formatting and technical issues. They will be brought back at the next meeting. If there are no substantive changes they will be on the consent calendar; otherwise they will be on a revue and action item.
COMMUNICATIONS/ANNOUNCEMENTS	
Association of Piedmont Teachers (APT)	None
CSEA	None
Parent Clubs	None
Student Representative to Board	Claire O'Connor, PHS senior, reported the following: <ul style="list-style-type: none">■ At today's mandatory tutoring session the seniors took a quiz on the social environment of the school.■ First semester ended Friday and finals are over.■ The soccer and basketball teams are doing well. NCIS championships will begin soon.■ Tryouts for spring sports begin in mid-January; softball tryouts are February 9.■ Thursday will be club day; clubs will set up tables and sell goods and treats to raise funds.

- ASB Winter Ball is Saturday night in the Oakland Rotunda and has a James Bond theme
- Students are getting excited about Valentine-O-Grams -- students write private letters to other students; they are delivered to students by the Troubadours, who drop off the letters and sing to the class.

Persons Requesting to Speak on Items Not on the Agenda

Lois Corrin, Piedmont resident, congratulated Superintendent Hubbard on her retirement and asked the Board to look for diversity in the new superintendent. She would like to see the position of Special Education Director be a full-time position to emphasize its importance.

Ms. Hubbard said the Special Ed Director is on FMLA leave and her position is being filled with someone who is very experienced.

Superintendent Announcements

Superintendent Hubbard explained that Mr. Booker is not here because he is attending the Speakers Series where Dan Meyer is making a presentation on Common Core math and changing the way math is taught. Mr. Meyer met with 70 staff members this afternoon.

President Announcements

President Swenson thanked everyone who participated in the superintendent search process by attending stakeholder meetings and completing the online survey. In over 40 meetings, 146 people were interviewed, 482 filled out the survey and over half of them provided comments. This is listed on the front page of our website. Last Friday HYA met with 14 former school board members whose tenure goes as far back as 1976 to as recently as two years ago. A photograph of the former school board members will hopefully run in the *Piedmonter*.

REVIEW AND ACTION ITEMS

Budget Development Calendar – Fiscal Year 2015-16

The budget development calendar outlines the steps and dates for developing and approving the budget for fiscal year 2015-16. Ms. Chin-Bedib reviewed the important dates and noted that there are no proposals for certificated layoff anticipated for the purpose of reducing expenditures. On March 25, the Board will begin discussion of District goals to coincide with budget considerations as part of the Local Control Accountability Plan (LCAP). The March 25th meeting will include the annual report from the School Support Tax Subcommittee as to the levy of parcel taxes and the first public hearing of the Board to determine the levy and amount for Measure A. The preliminary 2015-16 District Budget and LCAP will be presented to the Board on June 10th and adopted at the June 24, 2015 Board meeting.

It was moved by Ms. Smith and seconded by Mr. Raushenbush to adopt the Budget Development Calendar for 2015-16. The motion was accepted by a vote of 4-0.

Review District Facilities Use Handbook; Provide Direction on Methodology for Fee Schedule Based on Civic Center Act Requirement

At their November 12, 2014 meeting, the Board reviewed a first draft of modifications to the Facilities Use Handbook. The last time it was reviewed was in 2010. The reasons for the review are to: explore the expansion of hours of operation, to clarify the permit process and insurance requirements for users, and to examine the current schedule of fees and fee group types. Mr. Brady thanked Ms. Smith and Mr. Raushenbush as well as the law firm of Stubbs & Leon for their assistance in revising the handbook.

As part of improving the reservation process, Mr. Brady explained that new software will be used and new fees implemented on July 1 for the new fiscal year. The District required new software because the current software does not provide all the features needed. Permits already granted will be honored.

Wes Smith, representing the Boy Scouts of America, discussed the program partnership between BSA and the schools. BSA has been

part of the community for 105 years and meets at all three elementary schools. Half of eligible youth join, which is the highest rate in the nation. He asked the board to take into consideration their position.

Mr. Brady explained that the District will send information to all individuals on the active rental list when the new software is available. Users will be invited to sign up using the new software, which will collect their contact and insurance information and allow them to view photos of the facilities.

There was discussion about revisions to the fee schedule. Rental rates have not yet been determined. Amendments to the Civic Center Act (EdCode 38130, et seq) allow the District for the first time to charge users their proportional share of replacement costs as well as direct costs. These will be determined based on established criteria as outlined in the Civic Center Act. The District cannot charge more than costs; however, the District can subsidize usage by offering a facility at a lower cost. This will be determined by the Board after they know the usage and replacement costs and can review the budget to find money for any subsidies. In February there will be more information on the true direct and replacement costs per facility.

Scheduling is an issue that goes to priorities for use. Ours is not a first-come first-served system. The District tries to allocate based on our priorities for use. A delineation of user groups is included in the handbook.

Ms. Smith moved to Adopt the Facilities Use Handbook, as edited, with the exception of the fee schedule. Mr. Ireland seconded and the motion passed by a vote of 4-0.

Draft 2015-16 Board Meeting Schedule

The school district is organized under the City of Piedmont charter. In November 2014 voters approved a change to the City Charter to hold elections for the City Council and School Board in November of even-numbered years beginning in November of 2016. This amendment also allows the reorganization of the School Board and its meetings to be in keeping with the California EdCode, which specifies that a district hold their reorganization meeting by December 15 of each year. The Board is no longer required to reorganize in July and for that reason the recommendation is to not hold a Board meeting in July. The Board will need to decide whether the April, 2016 meeting should be held on Tuesday, April 5 or Wednesday, April 27. The Board agreed to keep to the Wednesday meeting time and hold the meeting on April 27, 2016.

Ms. Hubbard clarified that the board is charged with approving the regular meeting schedule as far in advance as possible and can revise the regular meeting schedule at any time. The Board can call a special meeting or workshop with 24-72 hours' notice depending on the circumstances.

The 2015-16 Board Meeting Schedule will be brought back for approval at the February 11, 2015 meeting.

Approve Certificated Assignment by Waiver

Districts have the option of assigning teachers by waiver when they are unable to employ a teacher with the appropriate credential, usually in an area of recognized teacher shortages. It is difficult for us to find a Mandarin teacher for PMS because it is a one-semester class. We expected the PHS Mandarin teacher to teach this class but she has a scheduling conflict. We were fortunate to locate Hanning (Iris) Zheng, who earned her Master's degree from Middlebury College in Teaching Chinese as a Foreign Language and has recent teaching experience at the Urban School in San Francisco. We have observed her in the classroom and are confident in her teaching ability. We ask the Board to authorize a waiver for the CBEST test requirement; she will take the

CBEST in March, which is the next date it is offered.

Mr. Ireland moved to approve the Certificated Assignment by Waiver for Hanning Zheng to teach Mandarin A for two classes for the Spring of 2015 at Piedmont Middle School. The motion was seconded by Mr. Raushenbush and approved by a vote of 4-0.

INFORMATION

Review of Governor's January Budget Proposal for 2015-16

Ms. Chin-Benib reported on the budget proposal made by Governor Brown in January. The budget reflects positive economic growth to fuel public education spending. It provides spending for public education but does not include any funding to address increased district costs for the California State Teachers' Retirement System and California Public Employees' Retirement System funds.

There is also no proposal to remove the cap on reserve funds that limits the amount a school district can set aside for reserves. The limit for a district the size of Piedmont is 6%. We anticipate that conditions will trigger the reserve cap this year. Mr. Raushenbush said the district will either get a waiver for one year or need to spend any money above the cap. The Legislative Analyst's Office has concluded that this is a bad law, and efforts are being made to pressure legislators to repeal this provision.

President Swenson said it is important that the public understand that the discussions about increases in school funding do not mean that PUSD has extra money. In fact, the additional pension contributions from the District represent a last-minute cost to the district of \$1M over three years. The increase in state funding is intended to bring us up to the 2007-8 level of spending power by 2020-21.

The Governor's budget proposal includes one-time funding that can be used for Common Core State Standards. It includes a block grant for Adult Education divided between maintenance of effort and funding to consortiums; we will know more next week and our understanding is it will provide us with Adult Education funding at the 2012-13 level. The proposal includes money to eliminate deferrals of payments to districts; this is not new money but it will reduce cash borrowing.

ANNOUNCEMENTS

None

CORRESPONDENCE

Board Member Smith received several emails about the facilities use handbook and one about a scorecard for the next superintendent. She received additional input as part of an ongoing conversation about the Alan Harvey Theater information put out by the District and AHT supporters.

Ms Swenson received many emails about the math task force and an email about PHS students babysitting during parent education events. She also received a nice letter to the editors from someone who used to work with Ms. Hubbard. The letter was sent to the *Post* and she hopes it is published.

BOARD REPORTS

Mr. Raushenbush attended the East Bay Choir Winter Concert and the PHS Site Council and the bell schedule and options were discussed.

Mr. Ireland attended the Modernization Committee and said the committee has a tremendous amount of knowledge that should be institutionalized while the committee is together. He attended the Speaker Series and will attend *Footloose* next week. He enjoyed his interview with HYA. He was reminded of the motto "Achieve the Honorable" when he heard that Ernie Banks died this week. Mr. Banks was a great baseball player, the first Black player for the Chicago Cubs. He never played in a playoff game but he put effort in every day

and would say, "Let's go play twice."

Ms. Smith attended the MLK Celebration and was impressed with the Poetry Slam presented by high school students. She attended a Common Core Math standards night for PHS and PMS. About 35-40 people attended and there were good ideas about compression and expansion.

Ms. Swenson attended APCP, the Math Task Force, the Budget Advisory Committee, and the Math Parent Education Night where six or seven options for pathways were presented.

CONSENT CALENDAR

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

- A. Adopt Regular Board Meeting Minutes of January 14, 2015 Board Meeting
- B. Approve Personnel Action Report
- C. *Second Reading and Approval of New and Revised Board Policies and Administrative Regulations:
 - Proposed Revised BP 3153.3 and AR 3513.3 – Tobacco Free Schools
 - 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
- D. *Approve field trip for 40-60 PHS and MHS students to attend Camp Everytown in the Santa Cruz Mountains from March 4-7, 2015.
- E. Approve Contract between Piedmont USD and Pacific Office Automation for the lease of a Sharp Photocopier at Piedmont Adult School in the amount of \$10,560 for a term of 60 months. Funding: Adult Education
- F. Approve contract between Piedmont USD and Marin IT
The Board is requested to approve a service contract to provide Information Technology (IT) systems and network management to the Piedmont Unified School District. Hourly rate for services is \$125/hr; the discounted rate is \$110/hr. Funding: General Fund
- G. Ratify contract between Piedmont USD and Cleary Bros for irrigation work in the amount of \$5,550 at Lake & Howard Avenue to support planting of trees by the City of Piedmont to provide shade at Beach Elementary School. Funding: Modernization
- H. Ratify contract between Piedmont USD and Pacific Power and Systems in the amount of \$48,878 to provide electrical, fire alarm system, and low voltage conduits for the Piedmont Unified School District Professional Development Center near Binks Gym. Funding: Modernization
- I. Approve contract between Piedmont USD and murakami/Nelson

Architects in the amount of \$13,500 for design services for the installation of ceiling fans to control interior room temperatures in elementary school classrooms. Funding: Modernization

- J. Ratify contract between Piedmont USD and CAS Inspection, Inc. in the amount of \$3,600 for inspection services for the shade structure at Wildwood Elementary School. Funding: Modernization
- K. Ratify contract between Piedmont USD and Marzano Research Laboratory in the amount of \$814.13 for professional development honorarium at MRL workshop in October, 2014. Funding: Title III reimbursement to Corpus Christi School per Federal mandate.
- L. Ratify contract between Piedmont USD and Parlant Technology in the amount of \$4,000 for implementation of Parentlink, a mobile application for intended use by the PUSD community. Funding: General Fund
- M. Ratify contract between Piedmont USD and OSSI Global in the amount of \$1,750 for PUSD online student registration services. Funding: General Fund
- N. Ratify contract between Piedmont USD and the Contra Costa County Office of Education (CCCOE) in the amount of \$4,963.83 for media services through the "ed1stop" web portal provided by CCCOE. Funding: General Fund
- O. Approve contract between Piedmont USD and Danielle O'Dea in the amount of \$500 for choreography services to Piedmont High School. Funding: General Fund
- P. Approve contract between Piedmont USD and Jasabe, LLC in the amount of \$2,120 for authorization, implementation, and start up fees to provide facilities reservation software system services for a period of twelve months commencing February 1, 2015. Funding: General Fund
- Q. Ratify contract between Piedmont USD and Robin Winokur, MD at no cost to the District.
The Board is requested to approve the services of Robin Winokur, MD to review protocols relating to emergency treatment of anaphylaxis, review and sign standing orders for epiPens and re-fills, and provide consultation related to training and supervision of school employees in emergency care for anaphylaxis.
- R. Approve contract between Piedmont USD and Jasabe, LLC in the amount of \$2,120 for authorization, implementation, and start up fees to provide facilities reservation software system services for a period of twelve months commencing February 1, 2015. Funding: General Fund
- S. Ratify contract between Piedmont USD and Robin Winokur, MD at no cost to the District.
The Board is requested to approve the services of Robin Winokur, MD to review protocols relating to emergency treatment of anaphylaxis, review and sign standing orders for epiPens and re-fills, and provide consultation related to training and supervision of school employees in emergency care for anaphylaxis.
- T. Ratify contract between Piedmont USD and MCT Vision Screening Program in an amount not to exceed \$936 for vision screening of students. Funding: General Fund

FUTURE BOARD AGENDA ITEMS

- Report from HYA regarding Leadership Profile for Superintendent (February 11)
- First Reading of Math Task Force Recommendations for 2015-16 (February 11)
- 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 8:47 p.m.

andrea swenson

ANDREA SWENSON

Board President, Piedmont Unified School District
Board of Education

Constance Hubbard

CONSTANCE HUBBARD

Secretary, Piedmont Unified School District
Board of Education