

PIEDMONT UNIFIED SCHOOL DISTRICT
District Office – Board Room
760 Magnolia Avenue
Piedmont, CA 94611

MINUTES OF

Citizens' Advisory Committee to Parcel Tax Program (Measures B & E)

November 5, 2009

CALL TO ORDER

Chairperson Jon Elliott called the regular meeting of the Citizens' Advisory Committee to the Parcel Tax Program to order at 4:35 pm.

ESTABLISHMENT OF QUORUM
In Attendance:

Committee Members Ad Brugger, Catherine Ogle, Eileen Ruby, George Childs, Jon Elliott, Ken Jensen, Matthew Lifschiz, Mimi Felson, Superintendent Constance Hubbard, Board Member Liaison Martha Jones, Board Member Liaison (alternate) Richard Raushenbush (arrived 4:55 PM)

ABSENT FROM MEETING

Committee member Cathie Geddes

REVIEW & ACTION ITEM

1. Approve Minutes of 10/29/09 Meeting

George Childs moved and Ken Jensen seconded to approve the minutes from the 10/29/09 meeting as prepared.

DISCUSSION ITEMS

1. Brown Act Responsibilities

A discussion of the Brown Act included that Brown Act rules apply when there is a quorum of this Committee present and when they are doing the substantive work of the Committee (forming policy). This also includes daisy chain and hub and spoke series of meetings. Sub committees comprised of less than a quorum are not subject to the Brown Act. A discussion of the Committee's role in the broader community ensued.

2. Committee
Priorities/Approaches

The purpose of Measure E was reviewed and the language was read aloud from the Measure. Board Member Liaison (alternate) Richard Raushenbush reviewed the charge of the Committee to include getting another group of citizen's input on how to deal with the budget shortfall, including getting some "fresh eyes" on the issues. The difference between the CAC and the Budget Advisory Committee (BAC) was discussed. The Committee members were referred to the District's Goals and Action Plan 2009-10 to review.

3. Timeline to First Report

The timeline to the Committee's First Report (due beginning of February 2010) was distributed and discussed. The First Interim Financial Report prepared by the District staff will contain much of the information needed by the Committee to do its work. The timing of the First Interim Financial Report was presented by Superintendent Hubbard as follows: draft presented at BAC meeting on 12/1/09, presentation to School Board at its meeting on 12/9/09.

Currently available financial information was reviewed by the Committee. The Committee agreed to form a sub committee including Ken Jensen, Peter Feldman, Catherine Ogle and, possibly, Cathie Geddes (not present, but volunteered by Eileen Ruby), to meet and review the District's budget numbers and projections more closely and to develop an information request to

submit to the District if necessary. The discussion included that the information needed would be primarily what is already available in Board Packets and other public documents, thereby minimizing the amount of time and resources the Committee used from the District's staff members.

4. Next Meeting

The next CAC meeting was scheduled for Thursday, December 3, 2009 in the District Office Board room.

ADJOURNMENT

Without objection, the meeting was adjourned at 6:20 pm.



Jon Elliott, Chair
Citizens' Advisory Committee to the
Parcel Tax Program, Measures B & E



Catherine Ogle, Secretary
Citizens' Advisory Committee to the
Parcel Tax Program, Measures B & E