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MINUTES FOR REGULAR MEETING OF DECEMBER 11, 2007

Call to Order

The Board of Education of Palo Alto Unified School District held a Regular in the Board Room at 25 Churchill Avenue, Palo Alto, California. Camille Townsend, President, called the meeting to order at 5:30 p.m.

Members present:

Ms. Camille Townsend, President
 Mr. Dana Tom, Vice President
 Ms. Melissa Baten-Caswell
 Ms. Barbara Klausner
 Ms. Barb Mitchell

Others present:

Dr. Kevin Skelly, Superintendent
 Dr. Scott Bowers, Assistant Superintendent
 Dr. Robert Golton, Interim CBO
 Mrs. Cathy Mak, Interim CBO
 Mr. Scott Laurence, Assistant Superintendent

Closed Session

The Board adjourned to closed session for Employee Evaluation pursuant to Government Code 54957 – Superintendent; Employee Appointment/Employment pursuant to Government Code 54957 – Interim Principal of Jordan Middle School; Conference with Labor Negotiator, Dr. Scott Bowers, regarding PAEA, CSEA, and Non-represented groups pursuant to Government Code 54961.6; and Conference with Real Property Negotiator pursuant to Government Code 54956.8 – Property: Cubberley, 4000 Middlefield Rd., Palo Alto, CA; and Garland, 870 N. California Ave., Palo Alto, CA; Negotiators: Kevin Skelly, Superintendent, and Robert Golton and Cathy Mak, Interim CBOs; Under Negotiation: Terms of Lease.

Reconvene in Open Session

The Board convened in open session at 6:34 p.m. Townsend announced the Board had nothing to report from closed session.

Approval of Agenda Order

MOTION: Mitchell moved to approve the agenda order. Caswell seconded. Motion carried 5-0.

Action Oath of Office

New Board members Barbara Klausner and Melissa Baten-Caswell, and re-elected member Camille Townsend, were sworn in by Skelly.

Action Election of Officers

MOTION: Townsend moved to nominate Dana Tom for President. Mitchell seconded. Motion carried 5-0.

MOTION: Klausner moved to nominate Mitchell for Vice President, Caswell seconded. Motion carried 5-0.

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	<p>MOTION: Townsend moved to nominate Skelly as Clerk of the Board. Mitchell seconded. Motion carried 5-0.</p>
<p><u>Action</u> Certification of Election Results</p>	<p>MOTION: Townsend moved to accept the Statement of Votes and Certificates of Election Results and to declare the totals to be the final results of the election. Mitchell seconded. Motion carried 5-0.</p>
<p><u>Discussion</u> 2007-08 Board of Education School Re-assignments</p>	<p>Tom suggested Klausner and Baten-Caswell e-mail him with their preferences for the schools previously assigned to Lowell and Price.</p>
<p><u>Discussion</u> 2008 Board of Education Committee Assignments</p>	<p>Tom suggested Board members e-mail him with their preferences. Caswell asked for a list of descriptions of each committee. Skelly said he would provide this.</p>
<p><u>Discussion</u> Naming the Board Representative for the County Committee</p>	<p>Townsend said she planned to nominate Tom at the next meeting.</p>
<p><u>Action</u> Call for Nominations for the California School Boards Association (CSBA) Delegate Assembly</p>	<p>It was noted that the deadline for nominations was January 7, 2008, so the two-meeting rule would need to be waived.</p> <p>MOTION: Townsend moved to waive the two-meeting rule. Mitchell seconded. Motion carried 5-0.</p> <p>MOTION: Mitchell nominated Tom to serve for Region 20 of the CSBA Delegate Assembly, Santa Clara County. Townsend seconded.</p> <p>Tom said he believed it was important for basic aid school districts to be represented in the CSBA Delegate Assembly.</p> <p>Motion carried 5-0.</p>
<p><u>Student Board Member Reports</u></p>	<p>Wong said Paly had its winter formal the prior week, and the next dance would be the Sadie Hawkins Dance. The Paly football team won CCS, and winter sports were now starting. The <i>Viking</i> just came out and featured an article on hazing, and the <i>Campanile</i> and <i>Verde</i> would be published the following week. Paly's library had just become a partner with Kepler's Books, which included discounts to students and a book club with free books for students. The prior week, Career Day was held. Youth Community Service (YCS) was holding its annual food drive, with this year's goal being 5,000 pounds of food.</p> <p>Tesler said Gunn had an awareness assembly, and a winter carnival was being planned which would include snow and hot chocolate. The following week would be Charity Week, and YCS would provide a giving tree. A carnival would be held in May and might involve rides and attractions. The next dance would be the Sadie Hawkins dance in February. The girls' basketball team was currently undefeated, and the students were considering purchasing a laser lighting system for nighttime sporting events. Surveys were being administered by the student</p>

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government to the student body about topics such as easing the Freshman transition.

Superintendent's Report

Skelly congratulated the new Board members, saying he looked forward to working with this new team. On December 18, 2007, the High School Task Force (HSTF) would present a report during a Board study session; the FLES report had been postponed to a January 8, 2008, study session; and Rene Townsend would soon be meeting with the Board to review Board protocols. Skelly thanked the Garden Court Hotel for offering the use of their facilities for this Board retreat as well as the last one, which had occurred in August. He then announced that both Gunn and Paly had been ranked among the top 100 schools in the country, and Palo Alto Partners in Education (PiE) had received an award for the benchmark study from the California Consortium of Education Foundations. He also noted the 2006-07 PTA Parent Engagement report was included in the Board packet, then announced Sandra Pearson would serve as Interim Principal at Jordan Middle School, and Paly planned to add a girls' lacrosse team in the spring. Board members thanked PTA members for their hard work, noting the large number of volunteer hours and highly successful fundraising.

Approval of Consent Order

MOTION: Townsend moved to approve the consent calendar items, which included certificated and classified personnel actions; warrants; minutes of November 1 and 13, 2007, Board meetings; Authorization to Accept Carl D. Perkins Vocational and Applied Technology Education Act Funds; Resolution 2007-08.06 – Authorization to File Preliminary Notice to Withdraw from Current Workers Compensation Coverage; and Resolution 2007-08.07 – Support of Applications for Eligibility Determination and Funding and Authorization to Sign Applications for State Facility Programs. Caswell seconded. Motion carried 5-0.

Action
First Interim Financial Report

Mak said the last budget report was presented on November 18, 2007. Total revenue had increased from the September budget by \$1,695,905, and total expenditure changes from the September budget were \$6,115,906. In addition, Mak explained the district's unfunded liability history, with current unfunded liability totaling \$2,158,002. Golton described the audit requirements related to GASB 45. The Board discussed the report with staff. Topics included GASB 45, plans for mitigation of the district's budget deficit of 2007-08 and 2008-09, projected increased need for services at the Children's Hospital, a request for staff recommendations on aligning practices, and a policy on food services and basic aid reserves. Skelly said that after discussions with staff and bargaining units, he planned to bring back an information item with a recommendation on how to address the unfunded retirement liability.

Public Comment

Triona Gogarty, PAEA President, encouraged the Board and staff to look into the reduction of the GASB 45 liability.

MOTION: Mitchell moved to give a positive certification to the County Superintendent that the District can meet its financial obligations through the end of the fiscal year and for the subsequent two years and to approve the budget revisions listed in the projected year totals. Townsend seconded. Motion carried 5-0.

Discussion

Golton said this was a discussion item with no action required at this time. Gunn Sports

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Update on Gunn High School Swimming Pool Planning

Boosters would be submitting plans for an aquatic center at Gunn High School to the State Architect (DSA). Ron Smith, Facilities Project Manager, presented images of the planned aquatic center, and the Board discussed the report with staff. Topics discussed included code changes and deadlines involving the State Architect, timing of the project with a bond election, possible access issues, energy efficiency, cost, and timeline. The Board thanked the Boosters and community for their contributions.

Public Comment

Fran Codispoti, of Gunn Sports Boosters, congratulated the new Board members. She then gave a brief history of the Boosters' accomplishments at Gunn, including the funding of a new track, mitigation of field flooding issues, and now the aquatic center. She added that the district would have a lot of support from the Gunn community on a bond measure.

Information
Strategic Plan Process and Update

Skelly gave an update on the strategic planning process, focusing on the following areas: characteristics of planning, thoughts on content, timeline, and a proposed title of the process. The Board discussed this report with Skelly. Topics discussed included utilization of focus groups and surveys involving recent PAUSD graduates and other groups to gather opinions, examination of PiE benchmarking data and other data points, the potential use of an outside facilitator, the importance of taking the time to do the project well, use of an established process, challenging all students, and student health issues.

Public Comment

Pauline Navarro welcomed the three recently-elected Board members, then said she appreciated the inclusiveness of the strategic planning process as well as the mutual respect that was evident. She also voiced her concern for struggling students, who comprised about 15% of the district's student population, saying she hoped these students would be included in the gathering of input.

Open Forum

There were no requests to speak in open forum.

Discussion
Summary of the 2007 Summer School Program and Proposal for the 2008 Program

Barbara Lançon, Educational Services Coordinator, gave an update on the 2007 Summer School program at all grade levels, as well as a proposal for the 2008 program. The Board discussed the report. Topics discussed included appreciation of staff involved in the summer programs, difficulty levels of summer courses that earn regular course credits, enrollment, tuition, student assessment and reporting, how class subjects are chosen, fiscal aspects of the course offerings, the availability of scholarships for needy students in the enrichment programs, opportunities for parent education, small intervention class sizes, use of the programs to coordinate with other intervention programs, and enrichment of staff. The Board agreed this item would return on the consent calendar at the next meeting.

Information
2006-07 Parcel Tax Fiscal Report

Mak gave a report summarizing 2006-07 parcel tax revenue, noting this is a flat tax with no inflation built in, so the general fund subsidy was growing each year. The Board thanked the Parcel Tax Oversight Committee and staff for their work.

Information
Annual Report on School Impact fees for 2006-07

Mak gave a report on school impact fees received during the 2006-07 fiscal year. She said a majority of the expenditures went toward the purchase of new modular classrooms, and it was expected this would be the case again in 2007-08. The Board then discussed the report with staff. Topics discussed included the fee collection process, the process used to increase fees, the difference between Level 1 and Level 2 fees, projection of fee receipts for the

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2007-08 and 2008-09 fiscal years, and the use of fees for the work of the demographers on the attendance area boundary study project.

Action

Proposed Ratification of Tentative Agreement with the California School Employees Association (CSEA)

Public Comment

Ruta Henard and Liz Mann, current CSEA Co-Presidents, and Franz Vereyken, President Elect, congratulated the newly-elected Board members and thanked the Board.

The Board thanked Bowers and CSEA members for the very collaborative process this year.

MOTION: Mitchell moved to approve this tentative agreement. Caswell seconded. Motion carried 5-0.

Action

Proposed Ratification of Tentative Agreement with the Palo Alto Educators Association (PAEA)

Bowers said this had been one of the most productive negotiations he had participated in, and that as with the CSEA negotiations, no attorney was present for either side during discussions. The Board then discussed this report. Discussion topics included clarification of the 2.5% increase and the importance of paying all staff well.

MOTION: Townsend moved to take action to approve this tentative agreement. Klausner seconded. Motion carried 5-0.

Action

Compensation Changes for Non-Represented Management Employees

MOTION: Caswell moved to approve the following:

- A 2.5% increase to all steps and positions in the Management Salary Schedule for 2007-2008, retroactive to July 1, 2007.
- An increase to the District maximum allowance for medical, dental, vision, and life insurance benefits to the average cost per employee established with PAEA and CSEA.
- Clarify the guidelines used to establish the placement of non-represented management personnel on the career increment continuum to include all years the employee is at the top step of the salary schedule.
- Increase the work-year for elementary principals from 210 to 212 days, with corresponding per diem increase. Add an additional \$500 to the elementary principal's base salary for 2007-08. Reduce the work year for middle school and high school principals from 224 to 220 days. Add an additional \$600 to the middle school principal's base salary for 2007-08. Add an additional \$2,000 to the high school principal's base salary for 2007-08. Add an additional \$1,100 to the high school assistant principal's base salary for 2007-08. Add an additional \$600 to the middle school assistant principal's base salary for 2007-08.
- Establish a positive work-year for management personnel.

Mitchell seconded. Motion carried 5-0.

Action

Compensation Changes for Non-Represented Confidential/Supervisory Employee Group

Bowers described which staff members fell into this group, such as some secretaries and all supervisors of classified staff.

MOTION: Klausner moved to take action to approve the following:

- A 2.5% increase to all steps and position in the Confidential /

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Supervisory Salary Schedule for 2007-08, retroactive to July 1, 2007.

- An increase to the district maximum allowance for medical, dental, vision, and life insurance benefits to the average cost per employee established with PAEA and CSEA.

Townsend seconded. Motion carried 5-0.

Action

Authorization to Contract for the Acquisition and Installation of a Modular Classroom to be Used as a Science Resource Center (SRC)

MOTION:

Caswell moved to approve the award of a contract for the acquisition and installation of the Science Resource building to ESR construction in the amount of \$592,100 and to authorize a change order allowance of 10% for this project or \$59,100, for a total award of \$651,200. Mitchell seconded. Motion carried 5-0.

Discussion

O'Connor Construction Management Amendment for Planning, Design, and Construction Management Services

Golton noted this item extended the contract through the end of the school year, and that it covered the services of Tom Hodges and Bob Price. The Board then discussed the report with staff. Topics discussed included funding of this item by the building program. The Board agreed this item would return as an action item on the next agenda.

Board Members' Reports / Correspondence / Board Operations / Recognition

Reports

Tom said the entire leadership team had attended the recent community conversation on the achievement gap.

Mitchell said that on December 4, 2007, she, Caswell, and Skelly attended a panel hosted by the Los Altos Hills Town Council, which provided an introductory forum for incoming parents of students attending the new Bullis-Purissima School. She also praised Los Altos Elementary School District for its leadership. The final School/City Liaison Committee of the year took place in November, and housing allocation and impacts on the district were discussed. The prior evening, Mitchell and Tom attended a City Council discussion on the same issue. In January, new City and District representatives would be chosen for the School/City Liaison Committee for the new calendar year.

Townsend said she and Klausner attended an informational meeting of Schools for Sound Finance recently hosted by the district, noting the number of basic aid districts in California had increased over recent years. During the meeting, attendees from a number of basic aid districts shared benchmarks.

Recess to Closed Session

The Board recessed to closed session at 10:56 p.m.

Reconvene in Open Session

The Board reconvened in open session at 11:05 p.m. Tom announced the Board took action approve the appointment of Sandra Pearson as Interim Principal at Jordan Middle School.

Adjournment

The meeting was adjourned at 11:05 p.m.

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Secretary to the Board