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MINUTES FOR THE REGULAR MEETING OF SEPTEMBER 8, 2009

<u>Call to Order</u>	<p>The Board of Education of Palo Alto Unified School District held a Regular Closed Session Meeting in Room A at 25 Churchill Avenue, Palo Alto, California. Barb Mitchell, President, called the meeting to order at 5:00 p.m.</p> <p>Members present:</p> <ul style="list-style-type: none"> Ms. Barb Mitchell, President Ms. Barbara Klausner, Vice President Ms. Melissa Baten Caswell Mr. Dana Tom Ms. Camille Townsend Mr. Steve Zhou, Student Board Rep, Gunn Mr. Jason Willick, Student Board Rep, Paly <p>Staff present:</p> <ul style="list-style-type: none"> Dr. Kevin Skelly, Superintendent Dr. Linda Common, Assistant Superintendent Mrs. Ginni Davis, Assistant Superintendent Dr. Scott Bowers, Assistant Superintendent Dr. Robert Golton, Co Chief Business Official Mrs. Cathy Mak, Co Chief Business Official <p>Others present:</p> <ul style="list-style-type: none"> Mr. Tom Hodges, O'Connor Construction Management Mr. Irwin Lee, DLM Architects
<u>Closed Session</u>	<p>The Board adjourned to closed session for Conference with Real Property Negotiator pursuant to Government Code §54956 – Property: Garland, 870 N. California Ave., Palo Alto; Negotiators: Robert Golton, Co-CBO & Bond Manager; and employee Discipline/Dismissal/Release pursuant to Government Code 54957.</p>
<u>Reconvene in Open Session</u>	<p>The Board reconvened in regular session at 6:30 p.m. Mitchell announced that no action was taken in closed session. She added that a study session was held earlier in the day to discuss the timeline and process for a parcel tax renewal decision.</p>
<u>Approval of Agenda Order</u>	<p>MOTION: Townsend moved to approve the agenda order. Baten Caswell Seconded. Motion carried 5-0.</p>
<u>Staff and Student Successes</u>	<p>Skelly recognized Michael Allen, a teacher at Hays, for receiving a 2009 summer fellowship in the 2009 Industry Initiatives for Science and Math Education (IISME) program. Skelly said staff efforts would revolve around building a timeline for a March parcel tax election, and polling would be done that would include some of the questions which arose during the earlier meeting. He also recognized Becki Cohn-Vargas, Director of Elementary Education, who would soon be leaving to become Superintendent at Luther Burbank School District. He also recognized Golton for applying to the Quality Schools Program, which would allow the District to issue \$25 million in bonds.</p>
<u>Student Board Representatives</u>	<p>Zhou, of Palo Alto High School, reported on the first football game, first rally, first pool rally, first assembly, and homecoming plans.</p> <p>Willick, of Gunn High School, reported on Thursday's introduction of the new attendance policy enacted to reduce truancy, Freshman Friday, Back to School Night with a special meeting for parents of freshman, and an upcoming Paly rally including the Fire Department.</p>
<u>Information</u> Superintendent's Report	<p>Skelly said school sports and middle school activities were underway. In addition, meetings with the City and Stanford had occurred regarding the continuation of these partnerships. The following day would be the 11th day of enrollment, so the next Board meeting should include an updated report.</p>
<u>Action</u> Approval of Consent Calendar	<p>MOTION: Tom moved to approve certificated and classified personnel items; minutes for the meeting of August 25, 2009; variable term waivers for Library Media Teacher and Spanish Immersion Teacher; authorization to teach a single subject class upon meeting course work requirements; authorization to issue Addendum No. 3 to Deems Lewis McKinley Architecture; and Furnishings and Equipment Budget for Gunn High School – Industrial Arts Building. Klausner seconded. Motion carried 5-0.</p>

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Public Hearing

Certification of Availability of Textbooks and Instructional Materials and Approval of Resolution No. 2009-10./05 Sufficiency of Instructional Materials

Mitchell opened the public hearing.

There were no requests to speak.

Mitchell closed the public hearing.

Action

2009-10 District Focused Goals

Skelly reviewed a number of changes and additions made to the report as a result of the discussion held at the previous Board meeting such as student sleep, strategic plan timeline, and year's progress.

Board member comments included increase of health benefit costs, supporting students above grade level, determination of proficiency, college readiness, upcoming reporting, student surveys measuring success and college readiness possibly using Facebook, possible expansion of the notion of "success," and not losing sight on other achievements.

MOTION: Tom moved to approve the suggested goals as presented. Baten Caswell seconded. Motion carried 5-0.

Discussion

2008-09 Ending Balance and Budget Update for 2009-10

Skelly said the budget was balanced for this year; however, there was no money set aside for salary and benefit increases. For the following years, the outlook was less positive, so action needed to be taken in a way that would not damage the District.

Mak gave a 2009-10 September budget update presentation focusing on:

- Budget development/financial reporting/calendar for the 2009-10 and 2010-11 budgets
- 2009-10 PAUSD budget
- State budget
 - "Fair Share" reductions to the basic aid district
 - 2009-10
 - 2010-11
 - Reduction to PAUSD
- Property tax close out for 2008-09
- Property tax close out for 2009-10
- Property tax next year 2010-11
- Property tax growth
- Property tax revenue per student
- Change in property tax revenue amount
- Change in enrollment
- Change in property tax revenue per student
- Revised 2009-10 budget (bad)
- Revised projection on 2010-11 budget
- Values to guide the budget balancing process
- Unknowns/variables

Skelly then elaborated on values, including:

- Transparency and openness about the challenge
- Strategic plan
- Participation by all stakeholder groups
- Maintaining current programs
- Honoring all staff work and contributions
- Optimism about the District's ability to solve problems
- Avoiding layoffs of teachers

Board member comments included commitment to academic excellence, parcel tax renewal and benefit cost assumptions, the importance of spreading out the problem over time, one-time federal stimulus funding for Special Education in relation to the general fund, the need for continued flexibility and caution in light of the many uncertainties, use of last year's ending balance to soften the blow on the current budget, values listed by Skelly, soft hiring freeze requiring re-evaluation of each position as it opens up, variation of actual property tax growth over time versus District projections, affect of reassessments on county-wide property taxes, assumptions used in creating the June adopted budget, unsecured taxes, saving money in ways such as reducing energy costs, frequency of change in the state budget, obtaining clarification of Lapkoff & Gobalet enrollment projections, and maintaining academic excellence in the face of enrollment growth.

Skelly said the ending balance reflected the good work being done by staff. He said that property tax information was expected in November, and in December the first revision of the PAUSD budget would be presented. Also during this time, the budget would be more carefully examined for additional possible reductions. Lapkoff & Gobalet projections would also be examined.

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Discussion

Approval of Conceptual Design for Palo Alto High School and Gunn High School and Authorization to Proceed with Schematic Design

Golton said this was a presentation of preliminary plans for both high schools. He said the California Environmental Quality Act (CEQA) was not yet complete in regard to traffic.

Lee gave a presentation focusing on:

- Palo Alto High School
 - Group 1 projects
 - Conceptual design
 - Classroom building: math and social studies
 - Media arts building
 - Next steps

Hodges reviewed the project budget.

Board member comments included transparency of the Paly Forum and use of it as a possible assembly space, membership of Paly's planning group, media wall in the Forum, cost discrepancy for planning for each of the Paly buildings, duration schedule of construction at Paly, evolution of plans over time and the importance of maintaining themes, teacher and student access to teacher offices, use of dining area near Media Arts building, possible lack of efficiency and increased noise in a building with a large atrium in the center, contributions of ideas from stakeholders including allowing students to study current plans and provide feedback, reason for the design of the Media Arts building, the importance of having spaces for small groups to work (flexible spaces), possibility of bringing some staff and students to the next meeting to add texture to the discussion, use of covered walkways, use of color, tying the new buildings in with the older ones, theater planning status and application for a performing arts grant, change in square footage of the math/social studies building, second floor restrooms, request for more information on the proposed media wall, reason for reduction of planned square footage, staff rooms, and quantity of science labs.

The presentation continued, focusing on:

- Gunn High School
 - Group 1 projects
 - Conceptual design
 - Classroom Building A: Math and English
 - Classroom Building B: World Languages
 - Gymnasium
 - Relocatable classroom buildings
 - Next steps

Hodges reviewed the project budget, adding that the main interest at this point should be conceptual, such as access and floor plans.

Board member comments included openness of Building A, maintaining the color scheme throughout the campus, staff office space, use of gym space, traffic flow in and out of Gunn, current auditorium style language lab in the World Language building and addition of air conditioning, use of a landscape architect at both campuses to maintain harmony and vision, making both sets of plans available for viewing at the District Office and on the website and publicizing this availability, use of the two gyms, and space for student/teacher conferences.

Public Comment

Penny Ellson said there were now 635 bicyclists at Gunn, which was an increase over last year. She suggested that rough plans for traffic and bicycles be included in these conceptual plans.

Duncan MacMillan said he had seen a lot of input from steering committee meetings taken into account. He was concerned, however, about the lack of traffic planning thus far in the process. New data should be collected and studied.

Skelly said as much work as possible would be done over the next two weeks, and staff would present responses to Board concerns at the next regular Board meeting, and possibly the following one as well.

Open Forum

There were no requests to speak.

Action

Approval of Conceptual Design and Projects for Jordan, J.L. Stanford, and Terman Middle Schools

Golton said changes to this item reflected since the last discussion appeared in italics.

Hodges described the two main changes, including locations of the buildings, and said discussions would occur soon with interested parties. As community input was rather limited in the spring, further input was being solicited at back to school nights.

Board member comments included the timeline for a schematic design phase, contract negotiations with AEDIS for schematic design and removal of Garland from the plans, presentation of AEDIS contract addendum to the Board at the next regular meeting for a one-meeting approval, budget changes regarding this plan, number of people contacted at Terman and JLS during back to school nights, and positive feedback received at Jordan and JLS.

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Discussion

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MOTION: Townsend moved to approve the conceptual designs and proposed projects for Jordan, J. L. Stanford, and Terman middle schools, and authorize staff to proceed with schematic designs for these projects. Tom seconded. Motion carried 5-0.

It was suggested the statement about the English/Language Arts adoption be amended to reflect this had been waived.

It was agreed this item could return on the consent calendar at the next meeting.

Discussion

Agreements Between the City of Palo Alto and the Palo Alto Unified School District for the administration of the Middle School Sports Program and for the Summer Enrichment Program

Golton said this was a routine item for longstanding agreements between the District and the City of Palo Alto, and there were few changes.

Board member comments included the District program coordinator position held by Golton.

It was agreed this item could return on the consent calendar at the next meeting.

Board Members'

Skelly said there were two grand jury reports: one about inventory control and the other regarding Board/Superintendent compensation and expenditures. These reports would be distributed to the Board shortly.

Townsend and Baten Caswell reported on the student mental health update given at the last School City Liaison Committee meeting. Cal Train would be the "umbrella" organization arranging concerned entities for information-sharing. In addition, health providers were meeting to discuss suicide as well. Concern had also been raised about Cal Train's goals, and the possible need of a group with goals beyond train track safety. Carol Zepecki, Student Services Director, had also presented a plan that was under discussion. The City budget was also discussed. At the next meeting traffic, including Town and Country and Paly, would be discussed.

Townsend attended the Sustainability Committee meeting and was impressed by their discussion, including the possible use of school building roofs and teacher/parent collaboration.

Adjournment

The meeting was adjourned at 10:16 p.m.

Secretary to the Board