

LOS ALTOS SCHOOL DISTRICT
Board of Trustees
Regular Meeting Minutes
Los Altos School District Board Room
201 Covington Road, Los Altos
March 7, 2011

CALL TO ORDER	The meeting was called to order by Mr. Cooper at 6:00 p.m.
PRESENT	Mr. Bill Cooper, President; Mr. Mark Goines, Vice-President; Mr. Doug Smith, Clerk; Mrs. Margot Harrigan, Member; Ms. Tamara Logan, Member
ABSENT	None
ADMINISTRATION	Mr. Jeffrey Baier, Superintendent; Mr. Randall Kenyon, Assistant Superintendent, Business
STAFF	Marcy Birnie, Jim Grijalva, Kris Swenson, Amanda Terry, Diane Rabago, Pat Koren, Eileen Cuzzi, Sandy Carse, Maggie Harris, Susie Greenwald, Meghan Francis, CiCi Nakano, Sascha Mowrey, Janelle Ho, Jen Ebrahimi, Heiko Ritter, CJ Evenhuis, Leslie Crane, Kate Goines, Roberta Robertson, Judy Harabaglia, Beth Rubinstein, Anne Spector, Amy Romem, Brenda Dyckman, Niki Mitchell, Stephanie Tyson, Katie Campodonico, Terry Pomposo, Marron Honnigman, Sheri Laramie
PRESS	Traci Newell
OTHERS	Janet Medlin, Margaret Brooks, Tom Ashkanazi, Natalie Lillie, Marisa Gong, Rhea Bergman, Samantha Rubinstein, Kyle Bystrom, Alex Haggart, John McNelly, Jennifer Carlstrom, Hannah Robinson, Drew Descourouez, Shawn Descourouez, Joan Mellea, Vladimir Ivanovic, Toni Bagley, Joe Seither, Peter Richardson, Tom Campbell, Andrea Eyring, Brooke Schiller, Raymond Lim, Kristine Bardman, Michelle Blaine, Audrey Crowley, Shobana Gubbi,
CLOSED SESSION	The meeting adjourned to Closed Session at 6:01 p.m. for anticipated litigation pursuant to Government Code §54957 and conference regarding negotiations with LATA, CSEA and non- represented groups pursuant to Government Code §54957.6.
RECONVENE TO OPEN SESSION	The meeting reconvened at 7:10 p.m.
PLEDGE OF ALLEGIANCE	Mr. Cooper asked the public to stand and recite the Pledge of Allegiance to the flag.
CLOSED SESSION REPORT	Mr. Cooper reported no action was taken in Closed Session.
AGENDA APPROVAL	MSC: Mr. Smith, Ms. Logan to approve the agenda of the meeting. AYES: 5 NOES: 0 ABSENT: 0
SCHOOL PRESENTATION	Blach School student Rhea Bergman introduced a video on two of Blach's electives: Video Production and Eco Action. Student council members Drew Descourouez, Natalie Lillie, Hannah Robinson, Kyle Bystrom, Marisa Gong, Tom Ashkenazi, Samantha Rubinstein, John McNelly and Alex Haggart spoke on various student council tasks, spirit days, leadership class, student outreach organizations and the student store.
SUPERINTENDENT'S UPDATE	Mr. Baier shared he will make his comments during the agenda items.

CONSENT ITEMS

MSC: Mrs. Harrigan, Mr. Goines to approve Consent Items 1.1 through 1.7:

- 1.1 Regular Board Meeting Minutes, February 7, 2011 and Special Board Meeting Minutes, February 17, 2011
- 1.2 Purchase Orders
- 1.3 Santa Clara County Schools' Insurance Group Amended Joint Powers Agreement
- 1.4 Board Policy 4112.21, Interns
- 1.5 Resolution #10/11-16, Budget Adjustments
- 1.6 Denial of Interdistrict Transfer Requests #11/12-02 – 11/12-05
- 1.7 Personnel Actions

Certificated

1. Request to Change FTE (coverage for colleague's medical leave over)
 - 1.1 Dena Zacanti, PE/Health Teacher, Egan School (1.000 FTE to .800 FTE)
Effective: February 28, 2011
2. Request for Leave of Absence Without Pay
 - 2.1 Anne Adams, on leave of absence without pay since 7/1/10
Effective: 2011-12 school year
 - 2.2 Suzanne Chandler, on leave of absence without pay since 7/1/10
Effective: 2011-12 school year
 - 2.3 Jennifer Highlander, on leave of absence without pay since 7/1/10
Effective: 2011-12 school year
 - 2.4 Carol Korte, 1.000 4th Grade Teacher, Oak School
Effective: 2011-12 school year
 - 2.5 Melissa Nolan, on leave of absence without pay since 7/1/10
Effective: 2011-12 school year
 - 2.6 Hillary Sterne, 1.000 6th Grade Teacher, Springer School
Effective: 2011-12 school year
 - 2.7 Sarah Wedel, 1.000 6th Grade Teacher, Covington School
Effective: 2011-12 school year
3. The following certificated staff will be dismissed effective June 30, 2011 due to Temporary Employment Status
 - 3.1 Erin Aitken, 1.000 3rd Grade Teacher, Gardner Bullis School
 - 3.2 Briana Barrett, .200 School Psychologist, Gardner Bullis and Santa Rita Schools
 - 3.3 Christine Boucher, .500 5th Grade Teacher, Oak School
 - 3.4 Michael Bourquin, .833 6th Grade Teacher, Springer School
 - 3.5 Ashley Button, 1.000 Kindergarten Teacher, Santa Rita School
 - 3.6 Kristin Casterson, 1.000 4th Grade Teacher, Gardner Bullis School
 - 3.7 Michelle Donecho, 1.000 1st Grade Teacher, Loyola School
 - 3.8 Alisha Ferrario, 1.000 6th Grade Teacher, Gardner Bullis School
 - 3.9 Richard Julian, 1.000 5th Grade Teacher, Covington School
 - 3.10 Cynthia Meek-Prock, .344 Physical Education Teacher, District Office
 - 3.11 Nicole Montre, 1.000 4th Grade Teacher, Loyola School
 - 3.12 Gina Moore, 1.000 Science Teacher, Egan School
 - 3.13 Jennifer Portillo, 1.000 5th Grade Teacher, Covington School
 - 3.14 Erin Zaich, 1.000 6th Grade Teacher, Covington School
4. Resignation
 - 4.1 Annette Kern, on leave of absence without pay since 7/1/09
Effective: March 2, 2011
 - 4.2 Erika Lozuk, on leave of absence without pay since 7/1/09
Effective: February 17, 2011

CONSENT ITEMS
(continued)

1.7 Personnel Actions (continued)

Classified

1. Employment

1.1 Maria Bettencourt, Noon Duty Aide, Covington School
Effective: February 28, 2011

1.2 Casey Nye, Noon Duty Aide, Loyola School
Effective: January 31, 2011

2. Resignation

2.1 Lynda Hickey, Administrative School Secretary, Gardner Bullis School
Effective: June 18, 2011

AYES: 5

NOES: 0

ABSENT: 0

EMPLOYEE
REQUESTS TO
ADDRESS THE
BOARD

Jim Grijalva, LATA President, reported his organization is donating \$1K to CSEA's eye glasses fund. Mr. Grijalva reported that LATA is aware of the district's financial situation and anticipates they will be part of the solution. The average teacher contribution to this year's budget shortfall was one thousand two hundred dollars for the three furlough days. The compensation package for the district's teachers are average for the county. LATA has supported the district in the past and will support the district in the future.

Kris Swenson, CSEA President, reported her group is aware of the situation facing the district and they are willing to do what they can through negotiations and in support of the parcel tax.

COMMUNITY
COMMENTS

Janet Medlin, Joan Mellea and Michelle Blaine spoke on the facilities offer for the Bullis Charter School. Toni Bagley spoke on the parcel tax measure. Joe Seither spoke on LAEF issues discussed at the previous board meeting.

INFORMATION/
ACTION ITEMS

Demographer's
Enrollment Forecast

Shelley Lapkoff, the district's demographer, presented her annual report. This year's kindergarten enrollment is much higher than all other cohorts. The new kindergarten legislation lowering the kindergarten age coupled with lower births in 2009 should result in lower kindergarten enrollment in 2014. The kindergarten pre-registration numbers are currently down this year from last year.

Grade progressions were higher this year for grades 1-6. Enrollment at the charter school has stabilized in grades K-3 but is expected to increase in grades 4-6. This year seventh grade was added and eighth grade will be added next year with an anticipated 50 students per grade.

The completed new housing developments show a small number of new students in the district with the rest of the children in the developments being pre-school age. The Crossings show higher enrollment in kindergarten and first grade the past two years over previous years.

In 1996 the district had 300 interdistrict transfer students with only 91 today, excluding the students from the Palo Alto Unified School District.

2010-11 Second
Interim Financial
Report

Mr. Kenyon presented the Second Interim Financial Report for approval. The changes in revenue from the First Interim Financial Report include \$163K in mandated costs reimbursements and an increase of \$150K in special education funding, which is offset somewhat by increased costs. Changes to other funds include \$468K in bond monies and the transfer of \$70K into the Capital Facilities Fund. The guidelines from the County Office assume that the state taxes will not be extended, resulting in a \$1.5M annual loss of funding to the district.

2010-11 Second
Interim Financial
Report (continued)

As with the First Interim Financial Report, Mr. Kenyon is recommending a Qualified Certification of the Second Interim Financial Report.

The long term budget plan includes a projected \$6.2M annual deficit assuming medium enrollment forecast, low property tax growth, no new parcel tax, state taxes are not extended, no changes in current compensation and no step and column salary increases.

The short term budget plan under the worst case scenario solves a projected \$4.5M deficit and assumes no new parcel tax, state taxes are not extended and LAEF funding removed from the budget due to the uncertainty of programs being offered next year.

The budget plan includes the following program changes:

- Programs to be restructured: ELL, computer instruction and support at schools, advanced math and special education services
- Programs to be reduced/eliminated: science support, library, music/art (grades 4-6), PE (grades 1-6), junior high teacher in charge, junior high counseling, District Office staff, Maintenance and Operations staff
- Class size: loading classes at all grade levels up to 30 students requiring some students to move out of their neighborhood schools

Negotiations with the employee groups will take place beginning this week. At the next board meeting discussions will begin on priorities for possible restorations, LAEF and staff survey results will be presented and the Budget Review Committee will share its preliminary recommendations.

MSC: Ms. Logan, Mr. Smith to approve the Second Interim Financial Report with a Qualified Certification.

AYES: 5

NOES: 0

ABSENT: 0

Brenda Dyckman provided public comment.

Resolution #10/11-14A,
Tie Breaking Criteria

Mr. Baier reported this resolution is a revision to the criteria approved on February 7, 2011. This resolution includes the same tie breaking criteria as the original resolution, with the addition of a point scale associated with each of the criterion. The addition of the point scale will allow for tie breaking to be applied in an objective and fair manner to any group of employees with an identical seniority date.

MSC: Mr. Goines, Mr. Smith to approve Resolution #10/11-14A, Tie Breaking Criteria as presented.

AYES: 5

NOES: 0

ABSENT: 0

2010-11 Certificated
Staff Seniority List

Mr. Baier reported the certificated seniority list includes all certificated staff in the district in seniority order. The list includes hire dates and the order to be followed if layoffs are needed.

MSC: Mr. Goines, Mr. Smith to approve the 2010-11 certificated staff seniority list as presented.

AYES: 5

NOES: 0

ABSENT: 0

Resolution #10/11-17, Reduction of Particular Kinds of Services Impacting Certificated Personnel for the 2011-12 School Year	<p>Mr. Baier reported March 15 is the legal deadline for certificated staff to receive a precautionary notice that they may not be rehired next school year. The resolution presented outline the reductions necessary to cover the \$4.5M deficit.</p> <p>Mr. Baier noted the need to amend Grade 7/8 Psychologist/Counselor to Grade 7/8 Counselor on the resolution.</p> <p>MSC: Mr. Goines to approve Resolution #10/11-17, Reduction of Particular Kinds of Services Impacting Certificated Personnel for the 2011-12 School Year. Mr. Cooper amended the resolution to change Grade 7/8 Psychologist/Counselor to Grade 7/8 Counselor. Ms. Logan seconded the motion.</p>		
	AYES: 5	NOES: 0	ABSENT: 0
Educational Blueprint Goals Progress Report	<p>Mr. Baier and Mr. Kenyon highlighted the progress of the goals set at the Educational Blueprint meeting in November. All goals are either on target or have been completed, except the launch of the new website which has been delayed due to problems with the vendor and the CACF subcommittee report on the costs associated with a long-term location for the charter school is anticipated to be completed in May/June.</p> <p>Mr. Baier shared a video on the Khan Academy from the perspective of district students and teachers participating in the pilot.</p> <p>Mr. Baier reported a crew from the NBC national news was on Santa Rita’s campus filming a Khan Academy story that will be broadcast on March 10, 2011 at 5:30pm.</p>		
Resolution #10/11-18, Supporting Placing a Revenue Tax Extension Measure on the Ballot	<p>Mr. Baier reported CSBA is recommending all school districts approve a resolution in support of Governor Brown’s attempt to place tax extension measures on the June 2011 ballot.</p> <p>MSC: Mr. Smith, Ms. Logan to approve Resolution #10/11-18 as presented.</p>		
	AYES: 5	NOES: 0	ABSENT: 0
2011 CSBA Delegate Assembly Election	<p>Mr. Baier reported there are five vacancies in the district’s CSBA region. The board will vote as a single entity for up to five candidates.</p> <p>Following board discussion, five candidates were agreed upon.</p> <p>MSC: Mr. Goines, Ms. Logan to vote for Michael A. Gipe, Ben Liao, Nancy Newton, George Sanchez and Pam Parker for the 2011 CSBA Delegate Assembly.</p>		
	AYES: 5	NOES: 0	ABSENT: 0
BOARD AND ADMINISTRATION COMMENTS, UPDATES, QUESTIONS, ITEMS FOR FUTURE AGENDAS	<p>The board members used this opportunity to share their participation in district and community events followed by comments and concerns.</p>		
ADJOURNMENT	<p>MSC: Mr. Smith, Ms. Logan to adjourn the meeting at 10:09 p.m.</p>		
	AYES: 5	NOES: 0	ABSENT: 0

Date _____

Jeffrey Baier, Secretary to the Board of Trustees

Doug Smith, Clerk