

LOS ALTOS SCHOOL DISTRICT
Board of Trustees
Regular Meeting Minutes
Los Altos School District Board Room
201 Covington Road, Los Altos
September 28, 2010

CALL TO ORDER	The meeting was called to order by Mrs. Harrigan at 6:30 p.m.
PRESENT	Mrs. Margot Harrigan, President; Mr. Bill Cooper, Vice-President; Mr. Mark Goines, Clerk; Ms. Tamara Logan, Member; Mr. Doug Smith, Member
ABSENT	None
ADMINISTRATION	Mr. Jeffrey Baier, Superintendent; Mrs. Alyssa Gallagher, Assistant Superintendent, Curriculum and Instruction; Mr. Randall Kenyon, Assistant Superintendent, Business
STAFF	Marcy Birnie, Kris Swenson, Mary Beth Miller, Carin Causey, Vanessa Jordan, Terri Stromfeld, Joseph Chan, Carol Rossi, Jim Grijalva, Susan Goforth-Mauthes
PRESS	Traci Newell
OTHERS	Suzanne Thomas, Mary Healy Jonas, Wendy Grant, Diane Sasaki, Jennifer Carlstrom, Tom Campbell, Elena Shea, Katia Kamangar, Ann Enthoven, Sheila McGovern, Jean Limbach, Elizabeth Maciag, Gail Wong, Erin Eggleton, Gita Gopal, Laura Teksler, Michelle Sturiale
CLOSED SESSION	The meeting adjourned to Closed Session at 6:31 p.m. for anticipated litigation pursuant to Government Code §54957.
RECONVENE TO OPEN SESSION	The meeting reconvened at 7:18 p.m.
PLEDGE OF ALLEGIANCE	Mrs. Harrigan asked the public to stand and recite the Pledge of Allegiance to the flag.
CLOSED SESSION REPORT	Mrs. Harrigan reported no action was taken in Closed Session.
AGENDA APPROVAL	MSC: Mr. Cooper, Mr. Smith to approve the Agenda of the meeting. AYES: 5 NOES: 0 ABSENT: 0
STAFF AND STUDENT SUCCESSES	Mr. Baier recognized Margie McCracken, District Health Aide, for her efforts in administering an Epi-Pen to a student at Santa Rita that saved his life. Mr. Baier recognized Joe Chan, 5 th grade teacher at Almond, for his educational study tour of China over the summer. He learned about the culture of East Asia by touring elementary, junior high and high schools, hospitals and meeting with politicians. He is collaborating with the sixth grade teachers at Almond on the lessons on China.
CONSENT ITEMS	MSC: Mr. Goines, Mr. Smith to approve Consent Items 1.1 through 1.6: 1.1 Regular Board Meeting Minutes, September 13, 2010 and Special Board Meeting Minutes, September 20, 2010 1.2 Purchase Orders 1.3 Supervisor Salary Schedule - Nurse 1.4 Quarterly Report on Williams Uniform Complaints 1.5 Denial of Interdistrict Transfer #11/12-01

CONSENT ITEMS
(continued)

1.6 Personnel Actions

Classified

1. Employment

- 1.1 Robert Capriles, Noon Duty Assistant, Springer School
Effective: August 27, 2010
- 1.2 Caroline Chan, Program Specialist – Science, Santa Rita School
Effective: September 7, 2010
- 1.3 Tiffancy Choy, Instructional Assistant – Readers for the Blind, Egan School
Effective: August 30, 2010
- 1.4 Setareh Ghaffarian, Noon Duty Assistant, Covington School
Effective: August 24, 2010
- 1.5 Timothy Heaney, Noon Duty Assistant, Covington School
Effective: September 14, 2010
- 1.6 Cynthia Karr, Instructional Assistant – Special Education
Effective: September 22, 2010
- 1.7 Jordan Samari, Program Specialist – Computers, Gardner Bullis School
Effective: September 13, 2010
- 1.8 Katherine Sanders, Instructional Assistant – Special Education
Effective: August 31, 2010
- 1.9 Ruchira Sood, Noon Duty Assistant, Santa Rita School
Effective: September 14, 2010
- 1.10 Sione Tuakoi, Noon Duty Assistant, Springer School
Effective: September 23, 2010
- 1.11 Amanda Villa, Instructional Assistant – Special Education
Effective: September 7, 2010
- 1.12 Jasmine Xu, Instructional Assistant – Readers for the Blind, Egan School
Effective: August 30, 2010

2. Re-employment

- 2.1 Sandra Furuichi, Noon Duty Assistant, Covington School
Effective: August 31, 2010
- 2.2 Patricia Sisler, Instructional Assistant – Special Education
Effective: August 24, 2010

3. Request to Decrease FTE

- 3.1 Jennifer Villanueva, District Office Clerk (.750 FTE to .325 FTE)
Effective: October 1, 2010

AYES: 5

NOES: 0

ABSENT: 0

EMPLOYEE
REQUESTS TO
ADDRESS THE
BOARD

Jim Grijalva, LATA President, reminded the board that LATA will have a booth at the Los Altos Fall Festival this weekend.

Kris Swenson, CSEA President, recognized Margie McCracken for her years of service.

COMMUNITY
COMMENTS

None.

INFORMATION/
ACTION ITEMS

Curriculum and
Instruction Update

Mrs. Gallagher reviewed the mathematics and science STAR results shared at the previous meeting. The English-language arts results showed an increase with 92% scoring at proficient or advanced. The writing performance for seventh grade students showed 97% scored at proficient or advanced. The same cohort scored only 52% at proficient or advanced in fourth grade. Due to budget cuts, the writing test was not administered to fourth grade students this year. The updated English-language arts materials include new English language development and intervention components. Training on the new components will begin next week.

Curriculum and Instruction Update (continued)	<p>The results of the history-social science test administered to eighth grade students showed 89% scoring at proficient or advanced.</p> <p>Mrs. Gallagher reported the district's Academic Performance Index is 965. Information on the Academic Yearly Progress will be presented at a future meeting.</p>
PTA Goals for 2010-11	<p>Elena Shea, Los Altos Mountain View Council President, shared PTA is a volunteer organization working on behalf of schools to improve education, health and welfare. Their main three goals include supporting education in schools, community building and fundraising. She introduced the school presidents who highlighted their 2010-11 school goals: Sheila McGovern, Special Education, continue to create a more inclusive and supportive community, increase enrichment opportunities and continue to work with the district to improve the special education program; Jean Limbach, Almond School, enhanced communications with an updated website and the addition of classroom websites, create volunteer positions to sustain technology and work on the reporting systems; Elizabeth Maciag, Blach School, continue to fund zero period for students needing additional assistance, online communication, technology support and updating software standards; Suzanne Thomas, Egan School, community support for Go Green, focus on physical fitness, technology support; Mary Healy Jonas, Gardner Bullis School, continued community building, created a committee to improve communication and technology committee was formed to develop long and short term plans; Erin Eggleston, Loyola School, increased communication and technology committee was formed to develop long and short term plans as well as conservation of physical and volunteer resources; Ann Enthoven, Santa Rita School, community building and technology and Trish Fairbanks, Oak School, continue the Project Cornerstone and Starting Arts programs, support the maintenance of the multipurpose room and technology.</p>
Community/Schools Meeting	<p>Mr. Baier reported on the Community/Schools Committee meeting held on September 21. The plans for Rosita Park have gone out for bid. The city plans to install the hardscape and have the Parks and Recreation Department make the decisions on the play structure and equipment. Discussions also included the small playground at the rear of Covington School that needs upgrading. A shared use agreement with the city and the district would allow the school access to both playgrounds in exchange for sharing the cost of equipment and upkeep. The district discussed with the city the long-term possibility of expanding the use of Covington School and needing access to the school from Rosita. The city stated that would not be possible with the current plans.</p> <p>Mr. Baier also reported discussions were held on the Blach area traffic study and the water district project. The city has offered to lend their expertise in helping with traffic during the construction of the water district project.</p> <p>Mr. Smith reported on the allocation of crossing guards throughout the district. There is concern with the Edith Avenue and Foothill Expressway intersection. The city will report back to the district with absolute and relative allocations.</p> <p>Mr. Goines reported on a home that is planned for redevelopment on the corner of Linden and Portola Avenues. The city was informed that the construction vehicles parked in that area could be hazardous to students walking/biking to Egan. The city will take that into account during the planning phase. The possibility of opening a rear entrance to Egan was discussed. It was determined the city owns a strip of land from the back of Egan to Kingswood Terrace that the neighbors have built on. Enrollment at the Egan site has gone from 500-600 students to over 1,000 students with BCS sharing that site. The city will look into this and report back to the district. At Santa Rita School students have been exiting through a gate at the back of the school and walking through a neighbor's yard to get to the back streets of the school. There is another gate along the property line of Pilgrim Haven that could possibly be used in lieu of the other gate. This area of Pilgrim Haven is not slated for redevelopment but the area the gate exits to may not allow for student traffic. Mr. Baier will discuss this with Pilgrim Haven.</p>

Community/Schools Meeting (continued)	<p>MSC: Mr. Goines, Mr. Smith to request the city of Los Altos explore with the Los Altos School District a shared used agreement for the playgrounds at the Covington School side of Rosita Park and the Rosita Park side of Covington School to find a way to develop both of them for community and school use.</p> <p>AYES: 5 NOES: 0 ABSENT: 0</p>
Proposed Water District Project at Blach School	<p>Mr. Kenyon reported the water district held a neighborhood meeting on September 21. At the meeting conceptual plans for the project was presented and public input was taken. The plans will be refined and may be available for review by the October 25 meeting. The board will need to continue studying the issues so they are prepared to make a decision in December or January. Ms. Logan shared the neighbors are concerned with safety, the turf field and the stability and placement of the slope for the basin.</p> <p>Tom Campbell provided public input.</p>
Parcel Tax Feasibility Task Force	<p>Mr. Baier reported Mr. Goines and Mrs. Harrigan attended the first meeting of the Parcel Tax Feasibility Task Force. The meeting focused on the campaign messaging based on the May 2010 survey results. Once the messaging is complete another survey will be performed to refine the information in a few areas and to help determine what the community would support in a parcel tax.</p>
Board Protocols	<p>Mr. Baier reported at the meeting on September 20 discussions were held on board policies and bylaws involving district governance. At the meeting Mrs. Harrigan and Ms. Logan agreed to serve on a subcommittee to develop board protocols. Mr. Baier would like to formally call this ad-hoc committee.</p> <p>MSC: Mr. Cooper, Ms. Logan to form an ad-hoc committee to investigate the development of board protocols.</p> <p>AYES: 5 NOES: 0 ABSENT: 0</p>
Resolution #10/11-03, Allocation of Teaching Stations to Bullis Charter School	<p>Mr. Kenyon reported this resolution was shared with the board earlier but additional time was needed to finalize it. Mr. Smith shared some minor wording changes were made to the resolution. If the resolution is passed it will be sent to the BCS board for their vote. The resolution states the classroom loading numbers for BCS will be adjusted after April 1. If the numbers decrease the district will allocate the same amount of facilities in the preliminary offer, if the situation worsens then BCS agrees to accept a reduced offer of facilities. This would be a three-year agreement and a mediation clause is included.</p> <p>Katia Kamanger and John Phelps provided public comment.</p> <p>MSC: Mr. Smith, Mr. Cooper to adopt the resolution with the following amendments: strike 2010-11 from the title, delete the third paragraph and insert "or obligated" to the last sentence of section 3.</p> <p>AYES: 3 NOES: 2 (Goines, Logan) ABSENT: 0</p>
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> <p>Mrs. Harrigan reported CSBA has asked for one piece of artwork from the district for Senator Joe Simitian's Legislator of the Year celebration. Mrs. Gallagher will respond to this request.</p> <p>Mr. Baier reported on November 2 a long-term planning meeting for the district will be held and additional information will be shared at the next meeting. Senator Simitian will be at the Los Altos City Hall on September 30 at 6:30 p.m. for a Town Hall meeting. The board will be visiting Springer School on October 8.</p>

BOARD AND
ADMINISTRATION
COMMENTS,
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AGENDAS
(continued)

Mrs. Gallagher reported on September 30 teachers in grades 4 and 5 will be trained on a student data management system. The first district minimum day will be held on October 7. Teachers in grades K-5 will be trained in the updated English language development and intervention materials from Houghton Mifflin, grade 6 teachers will discuss the math diagnostic assessments and identify students for pre-algebra, the traveling teachers will be in inclusion training for drama, music and art and classified employees will receive training from Project Cornerstone on playground interactions. GATE enrichment class registration is currently taking place and classes will begin in mid-October.

Mr. Kenyon will be meeting with Ms. Logan and Mr. Goines to review the board committees.

ADJOURNMENT

Mrs. Harrigan adjourned the meeting at 10:10 p.m.

Date _____

Jeffrey Baier, Secretary to the Board of Trustees

Mark Goines, Clerk