#### LOS ALTOS SCHOOL DISTRICT

# Board of Trustees Study Session/Regular Meeting Minutes Los Altos School District Board Room 201 Covington Road, Los Altos November 7, 2011

CALL TO ORDER The Study Session/Regular Meeting was called to order by Mr. Cooper at 5:03 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; Mrs. Alyssa Gallagher, Assistant Superintendent, Curriculum

and Instruction; Mr. Randall Kenyon, Assistant Superintendent, Business

STAFF Marcy Birnie, Jim Grijalva, Kris Swenson, Amy Romem, Pat Koren, Janis Tjader, Stephanie Tyson

PRESS Traci Newell

OTHERS Kitty Uhlir, Andrea Eyring, Vladimir Ivanovic, Pablo Luther, Tom Campbell, Ron Haley,

Rob Dinneen, Bryan Johnson, Shobana Gubbi, Margaret Yen, David Cortright, Kristine Bardman,

Curtis Cole, Martha McClatchie, Angela Rum, Mary Boennighausen

STUDY SESSION Mr. Kenyon reported the Citizens' Advisory Committee for Finance (CACF) was tasked with

recommending principles for a sustainable compensation model. An an-hoc subcommittee comprised of Curtis Cole, Leslie Crane, Pat Koren, Francis LaPoll, Tom Campbell and Robin Abrams was formed for this task. Mr. Cole presented the results on behalf of the

subcommittee.

The philosophy of the subcommittee included starting with existing staff and programs, change as little as possible but as much as necessary and make one big change rather than a sequence of small ones. The discussions included the external effects on the district and contract and

program impacts.

The subcommittee compared the district's compensation and benefits with local districts in order to ensure any changes would allow the district to remain competitive with recruiting and retention. The comparison showed the district's expenses are similar to local districts, entry salaries are relatively lower, average salaries are above average and the highest salary is above average and achieved at a faster rate than the other districts.

The current practice has created inequities as teachers employed with the district for 15+ years are more protected from cuts than newer teachers. The subcommittee proposed the district fund 100% of the single party premium, any future increases in premiums to be split 50/50 and the district offer additional healthcare plans but not fund any incremental premiums. By capping the unsustainable expense growth of healthcare premium increases and the district designing a lean year budget of 95% revenue with 100% jobs and programs, staff will be protected from layoffs each March. The subcommittee also recommended placing up to 5% of the savings from the healthcare premiums in a board discretionary fund for times of uncertain revenue. The implementation of capping the health care premium expense is recommended to be in place by 2012-13. The inequities will shift with this recommendation based on the current situation with each employee.

STUDY SESSION (continued)

The subcommittee also noted that the parcel tax increase will end, the state may cut the basic aid benefit, a 5% discretionary fund is less than the parcel tax increase and more district employees will have more job security.

The Study Session was closed at 6:00 p.m.

**CLOSED SESSION** 

The meeting adjourned to Closed Session at 6:00 p.m. for anticipated litigation pursuant to Government Code §54956.9.

RECONVENE TO OPEN SESSION

The meeting reconvened at 7:20 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: Mrs. Harrigan, Mr. Smith to approve the agenda of the meeting.

AYES: 5 NOES: 0 ABSENT: 0

SCHOOL PRESENTATION

Mrs. Amy Romem, Oak School Principal, reported their leadership team chose to present teaching techniques at Oak School highlighting 21st Century skills that include technology while also teaching students skills they will need for future employment. Using project based learning and cooperative learning in the classroom teaches students how to be a member of a team and articulation skills for completing group projects. Janis Tjader, 3rd grade teacher, and Laurel McNeil, 6th grade teacher, shared how they incorporate these skills in their classrooms.

# **CONSENT ITEMS**

MSC: Mrs. Harrigan moved to approve Consent Items 1.1 through 1.8. Mr. Smith seconded with noted change to the minutes of October 25, 2011:

- 1.1 Regular Board Meeting Minutes, October 25, 2011
- 1.2 Purchase Orders
- 1.3 BP/AR 3100, Budget
- 1.4 BP/AR 3280, Sale, Lease, Rental of District-Owned Property
- 1.5 BP 3290, Gifts, Grants and Bequests
- 1.6 BP 7310, Facilities
- 1.7 Disposal of Surplus Property
- 1.8 Personnel Actions

### Certificated

- Employment Temporary
  - 1.1 Tracy Wright, 1.000 5<sup>th</sup> Grade Teacher, Covington School Effective: October 24, 2011
- 2. Resignation
  - 2.1 Richard Julian, 1.000 5<sup>th</sup> Grade Teacher, Covington School Effective: October 29, 2011

# Classified

- 1. Employment
  - Megan Byerly, Program Specialist, Behavior Effective: November 3, 2011

# CONSENT ITEMS (continued)

- 1.8 Personnel Actions (continued)
  - 1.2 Jonathan Delgado, Program Specialist, Technology (Elementary) Effective: October 24, 2011
  - 1.3 Suzanne Kasso, Garden Manager, Living Classroom Program Effective: October 31, 2011
  - 1.4 Ashley Morris, Noon Duty Assistant, Springer School Effective: November 2, 2011
  - 1.5 Erin O'Connell, Instructional Assistant, Special Education, Covington School Effective: November 7, 2011
  - 1.6 Jessica Ruthruff, Assistant, Living Classroom Program Effective: October 31, 2011
  - Michael Sanderson, Program Coordinator, Living Classroom Program Effective: October 24, 2011

## 2. Resignation

- Susan Posner, Instructional Assistant, Special Education Effective: October 31, 2011
- 2.2 Sione Tuakoi, Noon Duty Assistant, Springer School Effective: November 1, 2011

AYES: 5 NOES: 0 ABSENT: 0

EMPLOYEE REQUESTS TO ADDRESS THE BOARD Jim Grijalva, LATA President, reported LATA representatives participated in an Interest Based Bargaining training with administrators and board members.

Kris Swenson, CSEA President, had nothing to report at this time.

# COMMUNITY COMMENTS

Courtney Corrigan spoke on the letter Mr. Baier sent to LASD parents and also asked the board to rectify the shortcomings in this year's facility offer. David Cortright spoke on the differences between LASD and the charter school. Andrea Eyring spoke on the charter school's facilities request for 2012-13.

# INFORMATION/ ACTION ITEMS

Educational Blueprint Retreat Update Mr. Baier reported the Educational Blueprint Committee met on October 25, 2011 to review the current goals and reestablish the objectives for each goal. Staff recommended adding the goal of *Explore, Develop and Implement Innovative Practice* to emphasize the initiatives that are being implemented throughout the district to improve student learning. The committee also adopted a vision statement: *The Los Altos School District will be a leader in revolutionizing learning for all students*. Staff highlighted the revised objectives for each goal.

MSC: Ms. Logan, Mr. Smith to approve the revised goals and vision statement.

AYES: 5 NOES: 0 ABSENT: 0

PTA Goals for 2011-12

Robert Dinneen, Oak School PTA President, reported on support provided for noontime activities. At Oak School the support has included having a lead person knowledgeable in school guidelines and activities training new volunteers to provide consistency on the playground, providing activity choices for students, coordinating volunteer efforts and playground maintenance. This has resulted in positive responses in parent surveys, a consistent level of volunteers, the presence of parents has promoted positive student behavior and Project Cornerstone is being reinforced with volunteers and students.

Single Plans for Student Achievement Mrs. Gallagher presented each school's Single Plan for Student Achievement for approval. The board also received each school's goals from last year with the progress made towards the established goals.

In the past the planning process began in August with the release of the STAR results. Each School Site Council would develop their school's plan by October, monitor the goals throughout the year and review the progress of the goals in the spring. Discussions are continuing with the administrative staff about modifying the goal setting calendar to align more closely with the district goal setting process that takes place in the spring and using other indicators of student success rather than relying solely on STAR results.

MSC: Mr. Smith, Mrs. Harrigan to approve the Single Plans for Student Achievement as presented.

AYES: 5 NOES: 0 ABSENT: 0

Transitional Kindergarten Update Mrs. Gallagher reported both the Administrative Council and District Curriculum Council have recommended a phase-in of Transitional Kindergarten over the next three years. Based on analysis of historical trends it is anticipated there will be 20 students eligible for the program in 2012-13. Almond School has been identified to house Transitional Kindergarten in order to best meet the needs of the students who will be participating in this program. The students attending Transitional Kindergarten will return to their home school for kindergarten. Information on the program will be presented at the kindergarten information night on December 1, 2011.

Mrs. Gallagher and Mrs. Davis, Almond School Principal, are participating in a Transitional Kindergarten Steering Committee for curriculum development through the Santa Clara County Office of Education. Board policies regarding the promotion of students from Transitional Kindergarten to kindergarten will be presented for board approval at an upcoming meeting.

Timeline for Long-Term Location of the Bullis Charter School Mr. Kenyon reported CACF identified three alternatives for a long-term location for the charter school along with the issues associated with each alternative. The alternatives include building on a new site, sharing a current site or swapping a site. Considerations include the lawsuit appeal outcome, holding a joint meeting with the charter school board prior to March 31, 2012 as stated in the Educational Blueprint and the use of a property consultant if a new site will be acquired. Information on grade configuration will be presented at the meeting on December 5, 2011 and the annual demographer's report will be made in January. The board will need to make a decision in May.

Ron Haley provided public comment.

Following board discussion, the board identified additional information that will be needed for future discussions.

Review of Process for Filling Upcoming Vacancy on the Board of Trustees Mr. Baier reviewed the process of the provisional appointment for the remainder of Mrs. Harrigan's term. Four eligible candidates will participate in the interview process at the special meeting on November 14, 2011. The four candidates are Mark Boennighausen, Robert Dinneen, Vladimir Ivanovic and Steve Taglio. If the board chooses not to make an appointment, a special election in June 2012 will be called to fill the seat until December 2012. If an appointment is made, a pubic posting will be made by November 23, 2011 and the appointed candidate will be sworn in at the December 5, 2011 meeting.

BOARD AND ADMINISTRATION COMMENTS, UPDATES, QUESTIONS, ITEMS FOR FUTURE AGENDAS The board members used this opportunity to share their participation in district and community events followed by comments and concerns.

Mrs. Gallagher reported the work the district is doing with blended learning was highlighted last night on Fareed Zakari's GPS show on CNN and will be rebroadcast on November 12, 2011. The special education teachers will attend a training on blended learning and the 504 process. The kindergarten information meeting will be held at each elementary school on December 1, 2011.

Mr. Baier reported a Loyola student will be acknowledged at the Young Artists Showcase on November 9, 2011 at the Santa Clara County Office of Education.

**ADJOURNMENT** 

The meeting was adjourned at 9:41 p.m.

Date	
Jeffrey Baier, Secretary to the Board of Trustees	
Clerk	