

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	<p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p>

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.			
	<table border="0"> <tr> <td data-bbox="418 869 505 896">AYES: 5</td> <td data-bbox="776 869 862 896">NOES: 0</td> <td data-bbox="1109 869 1230 896">ABSENT: 0</td> </tr> </table>	AYES: 5	NOES: 0	ABSENT: 0
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SCHOOL PRESENTATION	Mrs. Amy Romem, Oak School Principal, reported their leadership team chose to present teaching techniques at Oak School highlighting 21 st 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, 3 rd grade teacher, and Laurel McNeil, 6 th 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:			
	<ul style="list-style-type: none"> 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 			
	<u>Certificated</u>			
	<ul style="list-style-type: none"> 1. Employment - Temporary <ul style="list-style-type: none"> 1.1 Tracy Wright, 1.000 5th Grade Teacher, Covington School Effective: October 24, 2011 			
	<ul style="list-style-type: none"> 2. Resignation <ul style="list-style-type: none"> 2.1 Richard Julian, 1.000 5th Grade Teacher, Covington School Effective: October 29, 2011 			
	<u>Classified</u>			
	<ul style="list-style-type: none"> 1. Employment <ul style="list-style-type: none"> 1.1 Megan Byerly, Program Specialist, Behavior Effective: November 3, 2011 			

Single Plans for Student Achievement	<p>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.</p> <p>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.</p> <p>MSC: Mr. Smith, Mrs. Harrigan to approve the Single Plans for Student Achievement as presented.</p> <p>AYES: 5 NOES: 0 ABSENT: 0</p>
Transitional Kindergarten Update	<p>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.</p> <p>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.</p>
Timeline for Long-Term Location of the Bullis Charter School	<p>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.</p> <p>Ron Haley provided public comment.</p> <p>Following board discussion, the board identified additional information that will be needed for future discussions.</p>
Review of Process for Filling Upcoming Vacancy on the Board of Trustees	<p>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 public posting will be made by November 23, 2011 and the appointed candidate will be sworn in at the December 5, 2011 meeting.</p>

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