

**LOS ALTOS SCHOOL DISTRICT**  
**Board of Trustees**  
**Regular/Annual Organizational Meeting Minutes**  
**Los Altos School District Board Room**  
**201 Covington Road, Los Altos**  
**December 5, 2011**

CALL TO ORDER	Regular/Annual Organizational Meeting was called to order by Mr. Cooper at 5:45 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, Kris Swenson, Brenda Dyckman, Jim Grijalva, Niki Mitchell, Dorothy Cowell, Erica Gilbert, Nancy Davis, Kimberly Attell, Judi Hultberg, Jackie Sigua, Lisa Waxman, Gail Wade, Leslie Crane, Sue Wood, Christina Shilling, Kelly McLean, Terry Pomposo, Amanda Terry, Roberta Pyne, Linda Eckols, Wade Spenader
PRESS	Traci Newell, Nicole Baldocchi
OTHERS	Valerie Taglio, Audrey Crowley, Tom Campbell, Kristine Bardman, Nikki Selden, Margaret Brooks, Curtis Cole, Martha McClatchie, Margaret Yen, Linda Baxley, Lisa Cuppett, Vladimir Ivanovic, Lalitha Rajagapalan, Pam Lytle, Debbie Torok, Rose Filicetti, Brooke Schiller, Kelly Toshach, Brenda Taussig, Shobanna Gubbi
CLOSED SESSION	The meeting adjourned to Closed Session at 5:46 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, Ms. Logan to approve the agenda of the meeting.  AYES: 5                                      NOES: 0                                      ABSENT: 0
STAFF AND STUDENT SUCCESSES	Mr. Baier recognized Mira Kaniyur, second grade student at Loyola School. She was one of 24 students selected to have their artwork on display at the Santa Clara County Office of Education. Over 200 pieces of artwork were submitted and the 24 new selections will hang alongside over 800 other pieces that have been collected over the past 15 years.
SUPERINTENDENT'S UPDATE	Mr. Baier thanked the teachers for their work in preparing for conferences held the week before Thanksgiving. Last week the district sponsored Innovation in Education, featuring the work being done on blended learning for various districts and members of the press.

Mr. Smith thanked the translators who assisted the non-English speaking parents during the conferences.

Mr. Baier reported Mrs. Harrigan is retiring from the Board of Trustees after 12 years of service. He thanked Mrs. Harrigan for her years of service to the district as a board member and a parent.

On behalf of Senator Simitian, Brenda Taussig presented Mrs. Harrigan with a resolution from the California State Legislature.

The following speakers thanked Mrs. Harrigan for her years of service: Rose Filicetti on behalf of the Santa Clara School Boards Association and the California School Boards Association, Audrey Crowley on behalf of the LASD PTAs, Brenda Dyckman on behalf of the school principals, Jim Grijalva on behalf of LATA, Kris Swenson on behalf of CSEA and Kimberly Dickerson on behalf of the Art Docents.

The board members thanked Mrs. Harrigan for her service to the district.

Mr. Cooper called for a short recess at 7:55 p.m.

Mr. Cooper called the Annual Organizational Meeting to order at 8:18 p.m.

Mr. Baier administered the oath of office to Mr. Steve Taglio.

MSC: Ms. Logan, Mr. Smith to nominate Mr. Mark Goines as President.

AYES: 5                      NOES: 0                      ABSENT: 0

MSC: Mr. Taglio, Mr. Cooper to nominate Mr. Doug Smith as Vice President.

AYES: 5                      NOES: 0                      ABSENT: 0

MSC: Mr. Smith, Mr. Cooper to nominate Ms. Tamara Logan as Clerk.

AYES: 5                      NOES: 0                      ABSENT: 0

Mr. Goines read the list of proposed appointments of board committee representatives:

Communications	Steve Taglio
County Committee on School District Organization	Tamara Logan
Santa Clara County School Boards Association	Tamara Logan
Community Health Awareness Council	Steve Taglio
Facilities/Modernization	Mark Goines
Curriculum Council	Bill Cooper
Legislative Network	Doug Smith
Consolidated Programs Committee	Bill Cooper
MVLA PTA Council	Steve Taglio
Budget Review Committee	Mark Goines
City/Schools Committee	Mark Goines, Doug Smith
Fields Committee	Bill Cooper

AYES: 5                      NOES: 0                      ABSENT: 0

AYES: 5                      NOES: 0                      ABSENT: 0

Mr. Goines adjourned the Annual Organizational Meeting at 8:24 p.m. and returned to the Regular Board Meeting.

- 1.1 Regular Board Meeting Minutes, November 7, 2011 and Special Board Meeting Minutes, November 14, 2011
- 1.2 Purchase Orders
- 1.3 Resolution #11/12-09, Budget Adjustments
- 1.4 Personnel Actions
  - Classified
  - 1. Employment
    - 1.1 Mattie Briggs, Instructional Assistant-Special Education  
Effective: November 14, 2011
    - 1.2 Elizabeth Cauley, Instructional Assistant-Special Education  
Effective: November 28, 2011
  - 2. Re-Classification
    - 2.1 Jane Sanders, Program Specialist-Library, Gardner Bullis School  
Proposed: School Administrative Secretary, Almond School  
Effective: December 5, 2011
    - 2.2 Marissa Susbilla, Instructional Assistant-Special Education  
Proposed: District Office Clerk  
Effective: November 21, 2011
  - 3. Resignation
    - 3.1 Venny Hoekstra, School Administrative Secretary, Almond School  
Effective: December 17, 2011

AYES: 5                      NOES: 0                      ABSENT: 0

Kris Swenson, CSEA President, also welcomed Mr. Taglio to the board. Mrs. Swenson reported Sue Wood has been elected the new CSEA President. Mrs. Wood has been on the negotiating team and has been with the district since 1997.

COMMUNITY  
COMMENTS

Sue Wood thanked Mrs. Swenson for serving as CSEA President for the past six years and for her years of service as a district employee.

Mr. Goines thanked Mrs. Swenson for serving as CSEA President.

INFORMATION/  
ACTION ITEMSJunior High/Middle  
School Committee  
Status Update

Mrs. Gallagher reported this committee, comprised of principals, junior high and elementary teachers, and parents, was formed under the direction of the board to examine the following four topics:

- Research the effective elements of junior high and middle school programs.
- Identify the necessary elements if LASD was to change to a middle school model.
- Determine the feasibility of a grade level configuration shift.
- Make a recommendation to the Assistant Superintendent of Curriculum and Instruction.

The committee was able to address the first two topics. The third topic requires creating program and board direction is needed to proceed with that task.

The reasons for investigating this concept include: board request, the Educational Blueprint showing this configuration to be a strength and a weakness, a recurring conversation within the community, the configuration of neighboring school districts, curriculum is typically written for grades K-5 and 6-8, and a greater range of offerings for grade 6 students in a 6-8 configuration. The focus of the committee was not just on sixth grade students but on the best possible program for all students in grades 6-8, the opportunity to analyze our current program and to enhance the educational experience for all students.

The committee used results from the "Gaining Ground in the Middle Grades: Why Some Schools Do Better" study completed in February 2010 by Stanford University and EdSource. This is the most extensive large-scale study done of the middle grades. Although the study does not find any correlation between grade level configuration and success, it does offer strategies that have a high correlation to student academic success.

The Program Subcommittee focused on academic excellence, developmental responsiveness, social equity and organizational structure and process. The Facilities and Personnel Subcommittees were limited in their work due to an undefined program.

The board provided Mrs. Gallagher further direction for the committee.

## Financial Update

Mr. Kenyon presented the 1<sup>st</sup> Interim Financial Report for approval. General Fund Revenues were higher than the adopted budget due to LAEF funding, higher property tax estimates and increased special education and categorical funding. Expenditures were also higher due to staff restorations due to LAEF funding and board action, savings from lower than projected health benefit rate increases and negotiated agreements with employee groups, unspent monies carried forward into the current year and savings on new hires. The district continues to deficit spend over the next several years; however, the reserve level will stay above 3% until 2016-17.

The multi-year projections show the district's reserves will drop to 7.3% by the end of 2013-14. With the end of the new parcel tax in 2017-18, the reserve level will drop to -2.5%.

The current state budget contains automatic mid-year cuts to K-12 education if revenues do not materialize. The Legislative Analyst Office projects state revenues will be \$3.7B short of May projections. The worst-case scenario would be \$190 per student funding cut resulting in a \$1.1M impact on the district.

**Financial Update (continued)** The projected ending balances in the Capital Funds include \$185K in the Deferred Maintenance Fund, \$115K in the Building Fund and \$125K in the Capital Facilities Fund. These funds are near depletion and need to be addressed.

Addressing the structural problem is one of the goals of the Educational Blueprint. The multi-year projections show several years of deficit spending based on the assumptions. Masking the structural problem is funding from the new parcel tax, PTA contributions and LAEF funding for low class sizes. If this funding is removed from the budget, the structural problem could be an annual deficit of \$4-5M.

Mr. Kenyon recommends a Positive certification as the district can meet the financial obligations for the current and two subsequent years.

Audrey Crowley provided public comment.

MSC: Mr. Cooper moved and Ms. Logan seconded to approve the 2011-12 1<sup>st</sup> Interim Financial Report as presented. Mr. Goines recalled that based on legal counsel the district could continue to collect the prior tax (\$597) in addition to the current tax (\$193). Mr. Goines asked Mr. Kenyon if this has been confirmed by the tax collector. Mr. Kenyon confirmed that both taxes will be assessed by the tax collector.

AYES: 5

NOES: 0

ABSENT: 0

**GASB 45 Update** Mr. Kenyon reported the Governmental Accounting Standards Board (GASB) Statement No. 45 requires school districts to account for retiree health benefits liability. As part of this requirement an actuarial evaluation must be done every two years. An initial evaluation was performed by Bartel & Associates in August 2009 and a new valuation was performed by North Bay Pensions in July 2011. The report helps the district to determine how much cash is needed each year for future payments to retirees. The new report shows the accrued liability is \$20.5M, slightly higher than first reported due to a change in assumptions regarding rate increases for health benefits. For the current year and the next five years the district should set aside \$1.5M and should continue to grow that fund in order to have adequate cash for the benefit for the next 30 years. The next evaluation will be in 2013.

**Collective Bargaining** Mr. Kenyon reported the state requires the disclosure of any potential collective bargaining agreements followed by ten business days for public input before an agreement can be ratified. The agreement to be presented is with the classified staff only and includes a permanent change to health benefits. Currently the district pays 95% of the health care premium for classified employees. Under the new model the district will pay 90% and employees will pay 10% of the health care premium. The savings will be \$60K in the current year and will grow over time as rates change. The board will vote on this agreement at the meeting on January 9, 2012.

Kris Swenson provided public comment.

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 holiday concerts begin this week. The kindergarten information night at each elementary school had lower attendance than previous years due to the earlier date. A discussion at tomorrow's Administrative Council meeting will include next steps and sharing information with the local preschools. Two producers from 60 Minutes would like to interview district representatives regarding blended learning.

Mr. Kenyon reported CACF will be meeting on December 7, 2011.

Mr. Baier reported the board will visit Springer School on December 9, 2011.

ADJOURNMENT

The meeting was adjourned at 10:09 p.m.

Date \_\_\_\_\_

\_\_\_\_\_  
Jeffrey Baier, Secretary to the Board of Trustees

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Tamara Logan, Clerk