

MINUTES FOR MEETING OF NOVEMBER 18, 2009

Opening

The School City Liaison Committee held a meeting in Room A, 25 Churchill Avenue, Palo Alto, California. The meeting was called to order at 8:18 a.m.

City of Palo Alto Representatives Present:

- John Barton, Council Member
- Larry Klein, Council Member
- James Keene, City Manager
- Greg Hermann, Management Fellow
- Steve Emslie, Deputy City Manager
- Greg Betts, Community Services Director
- Dennis Burns, Chief of Police
- Rob DeGeus, Recreation and Golf Director

Palo Alto Unified School District Representatives Present:

- Camille Townsend, Board Member, Chair of Committee
- Melissa Baten Caswell, Board Member
- Bob Golton, CBO and Bond Manager
- Carol Zepecki, Student Services Director
- Ann Dunkin, IT Director
- Nancy Pang, Ed. Technology Coordinator
- Betty Munoz, Secretary to Co-CBOs

Oral Communications

Penny Ellson: Speaking for the Palo Alto Council of PTAs Traffic Safety Committee.

The Traffic Safety Committee wants to bring the Committee's attention to a confluence of factors that could affect the sustainability of our Safe Routes to School Partnership and programs. Some of these factors include the upcoming consideration of proposed Tier II City of Palo Alto budget cuts, school enrollment, attendance boundaries, and school district master plan developments.

In June 2009 with Tier I City of Palo Alto budget cuts, we lost one of two PAPD School Resource Officers (SRO). If Tier II cuts are implemented, the budget could eliminate the Police Traffic Team (four positions), end shuttle service (used by students at some school sites), eliminate the half-time Program Coordinator (who assists PTA volunteers with organizing bike licensing/helmet fitting events among her other duties), and eliminate the remaining PAPD School Resource Officer. The proposed Tier II cuts essentially would eliminate the enforcement arm of our Safe Routes to School programs (with the exception of the crossing guards, although it is not clear who will manage the crossing guards without the PAPD Traffic Team).

As you know, the Safe Routes to School partnership in Palo Alto is founded on maintaining a proper balance among the four E's: Engineering, Education, Encouragement, and Enforcement. It is not possible to achieve and sustain traffic safety and car trip reduction without all four of these. The City, school district and PTA collaborate effectively on the first three, but only the police can enforce vehicle code on public streets that make up the city's school commute routes.

On the School District side of the equation, we are working with the district to make sure that impacts of the proposed secondary school expansions are properly mitigated to maintain safety and efficiency on school commute routes. The district's Draft Mitigated Negative Declarations for the high school expansions rely heavily on TDM measures comprised of our Safe Routes to School programs, understate auto trip generation and overstate the ability of existing programs to offset the impacts of

MINUTES FOR MEETING OF NOVEMBER 18, 2009

increased trip generation. We are in the process of working with the school district to identify feasible alternate solutions to mitigate expansion impacts, but these are not trivial challenges.

The district has begun a policies and procedures update that will include discussions about school size and enrollment and attendance boundaries while the city is looking at revisions to the Comprehensive Plan that may increase housing densities in some areas. All of these are important discussions with huge policy and practical implications for Safe Routes to School. We hope that the city and school district will properly consider and engage with their Safe Routes to School Partners as they move forward with these processes.

While school site densities and related traffic impacts increase, PTA Traffic Safety teams find our resources being reduced. We hope that as policy makers review budgets, policies, procedures, and long-term plans that you will bear in mind the Safe Routes to School Partnership Consensus Statement and the Comprehensive Plan policies that support Safe Routes to School. Further, we hope that the district and city will place appropriate priority on the programs that have been so effective in mitigating the traffic impacts of eliminating school buses and enrollment growth. As our challenges increase, we hope our resources will not be cut.

Approval of Minutes –
September 2, 2009

MOTION: Townsend moved to approve the minutes from the October 28, 2009 meeting. Caswell seconded. Motion carried 4-0.

Update on Student Mental
Health

Zepecki said one of the groups to whom they have spoken is media experts. One is a very large firm in the east coast that has worked with crises, another is a local expert that works with Stanford Hospital, and a third is an internal person. Zepecki said as a result of some those conversations they have come up with some ideas and strategies. One is to look at consistent messages: what is the message they want this community to know, what are they are doing, what do they plan to do, how do they focus all of their energy around this topic. As a result of those conversations, they have decided to expand and initiate information on the District website to include a variety of things: the people they have spoken, the articles they have read, and links to the various committees and some of the work they are doing so people get a full sense of some of the things that are going on. Zepecki said they hope to have this information up in the next two weeks. She said the second thing in terms of experts, they have talked to experts, many of them in the field of student mental health/student support, two of them that have done a lot of work in the state are Rich Lieberman and Steven Brock. The Santa Clara County Office of Education is bringing both up in January to provide a workshop to school districts and the County. They will have Rich Lieberman, maybe Steven Brock as well, join them for an evening workshop on January 19th or 20th. Steven Brock and Rich Lieberman have a different approach, both coming from a psychological point of view, but Steven has done a lot of work around a curriculum called Prepare, and it has to do with community crisis and how communities deal with it and so they will be looking into it as well. If anyone is interested it is available online and these are the kinds of things they would like to put on the district website. These are experts who look at student health issues, but look at student health issues in the context of the environment and how it all flows together to work for students. Townsend asked if it is student curriculum or parent curriculum? Zepecki said it is a little bit of both, it is pretty broad and but there is a student component as well. She said the third expert is groups looking at the systems. Marlene Wong will be the person joining them in December to look at the systems piece on how systems work on crisis and she will certainly talk about students and student issues, but more in the context of how the community of the schools, the community of the home, and the community of the city respond to those kinds of things. Zepecki said one thing they learned about the experts is that at Harvard alone, there at least 5 experts who actually deal with different aspects of crisis: some from the student point of view, some from the systems point of view, and some from the safety point of view. Every time somebody sends a recommendation, they do go online and try to research them and what their approach is and how

MINUTES FOR MEETING OF NOVEMBER 18, 2009

they might fit in.

Townsend asked if there is an event coming up at Gunn?

Zepecki said there are several events coming up:

- Tomorrow evening, November 19th at Paly - Haymarket
- Panel at 7:00 p.m. with Gloria Zolinsky from Parents Place, Dr. Salsmon, Tom Tarses, and William Durgin
- Saturday the American Foundation for Suicide Prevention will be holding their annual survivor for suicide loss day 9-12:45 p.m. at Paly

Townsend said she thought she heard from a community member there was some event at Gunn. Zepecki said there has been discussion about a panel that might happen at Gunn. Degeus said the City's interest is largely on the systems and how they can work together on a common goal. He handed out a 2 page matrix, first page summarizes the task force and the second page is a new table with the same information as page one, but broken down and a little easier to understand. Degeus said there are different strategies, primarily casualties, education prevention or intervention. There are short term and long term strategies that will be an ongoing effort. The first of which is reduction of lethal wounds of self harm and how they are changing the dynamics. Degeus turned it over to the Chief of Police, Dennis Burns. Burns said they have engaged committee groups assisting them and actively controlling the area of the tracks. They also found out that these folks have great intentions, and are giving them some training and clarifying what their expectations are and ensure their safety, but they are not sure they are going to be able to sustain that so what the City needs to do is come up with a longer term strategy. Burns said he would be discussing the same today with his superior. He said the experts have said they need to have a significant presence for the next three months before they can break this cluster. Degeus said the other things they are doing at the tracks are new lighting, street lights, poles that are twice as tall, and vegetation cut back. Degeus turned it over to Greg Herman with the City Managers Office. Herman said the light wattage has been increased from 100 watts to 250 watts on the east and west side of the intersection and options are being explored to extend arm lights out perpendicular pointing toward the tracks on both the east and west sides, in addition to flood lights. They have been working with Caltrain and discussing how dramatically they can change the lighting and they are pretty much working in tandem. They have had some conversations, Caltrain and their staff, with national experts and it is always disconcerting when you go to the experts and they say everything that you are doing is about right and they don't have anything outside of what you are doing to add. DeGeus said they had the 14-15 youth leadership groups in town come together and asked the leaders of each of those groups to put together a forum. They created a three prong plan. The first is the youth forum and they will take them over to City Hall like on a Saturday morning and have break up sessions. The second forum on a different day, where they ask all the parents to report their findings and what they would like to see. The third forum is the accountability piece for the youth, where the adults and policy makers report back to the youth. Caswell asked when they expect the policy maker's forum would take place? Degeus said they don't want it to be more than a month out for each, sometime in February. Caswell asked if DeGeus could let the District know when the exact dates of the forums will be. Klein asked if these events will be publicized? Degeus said they typically do not publicize these types of things. Townsend said isn't it that when there are things that make it unappealing to be there, you want people to know? They want to know that there is folks on the train tracks, they want to know that the bushes are cut back, you want them to know that these actions you have taken are there; making it the notion that this is the way out, that is not OK, but these kinds of things you would want the people to know. Herman said that the experts they have been speaking with have all had different answers to this and so he doesn't think there is one clear answer because they want to be responsive and let the community know that something is being done, but on the same token, any attention given to this location could be really adverse to what they are doing. Zepecki said that it also depends on how you are asking the

MINUTES FOR MEETING OF NOVEMBER 18, 2009

question, what you are really thinking of doing as you make some of those judgments. They have also learned that good, positive, short information is better. Caswell said she thinks publicizing that there is a multi-prong strategy, that as a community, the city and the schools have come together, can only have a positive message and educating the community. Zepecki said that is a message they share with the principals, to please let the community know that there is a multi-prong approach and they continue to expand those efforts. Klein said they have two different audiences and they might try using adult channels of communication and not putting it out in the school student newspapers. Degeus said task force websites are more parent adult focused and the information can be put out that way about, this is what the City is doing and here is what the District is doing. Caswell said one way is to maybe meet with the Paly journalism department to discuss whatever messages they would like the students to write and go out to the students. Degeus said the medical foundation is working on training for media so if they do something they know what the boundaries are and where not to go. This should include the youth and the journalism group would be perfect. Zepecki said in the overall planning, people are suggesting they do some very focused work on Facebook and informing students of a variety of issues and resources, etc. The drug and alcohol committee on Monday actually talked about that and their efforts on publicizing the information. Zepecki said the media center is working with them on doing some sound bites and short videos. Caswell said another site very actively used by the teenage community is the green earth site. Zepecki said they are still working on the screening project. They have looked at teen screen, which Columbia supported originally and then there is signs of suicide that particularly districts in the east coast have used and it's both a screening and also a program. They are continuing to move forward and looking at that idea of screening students, but they are trying to be sure that if they screen students, they then have the resources to support the students. They continue to work with Dr. Ren and the Heard Group (Health Care Alliance in Response to Adolescent Depression) and various professionals have volunteered their time. They presently have a three session list and it's a group of local professionals, who are willing at a very reduced rate, to see our families and students who need something beyond what they can offer in terms of mental health support. They have a one page referral form and they send back information on the bottom of the form. She said they want to expand that list and are fully aware of some issues with that as well. Zepecki said they would need to do a very careful screening and how insurance plays in, etc. They are trying to utilize the support of those who do have some expertise and can help our families in the community. Herman said the City is working with the American Association of Suicidology, who offers media education on this arena. He said Caltrain is interested in partnering with them on that. Townsend asked if they have talked to the Center of Disease Control? Zepecki said they did and did receive some information from them. Caswell asked if for each of these strategies, the City could send the District who the lead person is for each of them. This item will return to the December agenda.

Staff Updates on Library and Technology

Golton introduced the new IT Director, Ann Dunkin and Nancy Pang, Educational Technology and Library Media Coordinator. Dunkin and Pang gave a presentation on technology and libraries. Dunkin said they are working on the student information system replacement. The current system is approaching end-of-life and once it's out of support there won't be any updates for CALPEDS or testing. They have decided to replace it by 2010-11 school year. The new system will do a lot of things the current system does not do. Dunkin said the current voicemail system is obsolete and they are testing three systems: Alturra, Cisco, and another small supplier. They are doing an implementation by December and so a decision meeting will take place on December 14th based on those three demos. Dunkin said they just wrapped up creating the IT standards for construction. Townsend asked if there is any magic they should know about that? Dunkin said the biggest thing is they should get some consistency on the network management rooms and how those are managed and run. Townsend asked if there is any emergency aspect of these communications systems? Golton said they have UPS (Uninterruptable Power Supplies). Dunkin said if you are asking about the school emergencies, one of the things they are doing in classrooms is making a network port available for voice over ip (VOIP) phones and have the ability to put phones in all the classrooms.

MINUTES FOR MEETING OF NOVEMBER 18, 2009

Dunkin said they are working on the iNet replacement. She said there was a consortium that worked with Comcast ten years ago and Comcast put in dark fibers for a number of organizations to use for ten years free of charge and those ten years are up in June. Comcast is trying to separate the City and School District and prices are coming in high and they are trying to keep the JSA together. They are trying to look at other suppliers. Caswell asked who the person is with City working on this? Emslie said it is Glen Lu and they are negotiating with Comcast. Emslie said that have very limited negotiation strategies because of the recent state legislation. Klein said At&t is proposing this would cost \$600-\$700,000 for the District. Golton said the District has a lot more exposure than the City and other districts. Caswell asked if the City could share any reports they get. Dunkin said they are doing a security audit with a third party to identify any access vulnerabilities. They are also pointing them to some resources. Dunkin said they currently don't have a repository for IT documentation and so they are currently working on that. Dunkin said they also need to make sure their IT staff is cross trained. They need to look into network stability. Dunkin said they are doing some cleanup on e-mail and resolving some obsolete accounts and adding some limited access to e-mail. They are working on getting a proper development environment and development test and staging servers. Townsend asked how many are on the IT team? Dunkin said the total resources are about 20. Pang said they provide professional development in technology and applications for staff and teachers. They have 27 tech leaders who are teachers at school sites and they assist teachers in using the technology with their students. Nancy said they have a computer lab with full day workshops for teachers and staff. They also provide NexTech in a series of 5 days for those teachers who want to learn more on technology and also PowerUp for those who would like to prepare material. Caswell asked if this is optional training or required? Pang said it is optional, but all teachers might request the training. They have a partnership with Apple and they provide training and updates about the technology, about the hardware and software. They have workshops for blackboard which is the online communication tool to post assignments, attendance, and grades. They are getting more and more Smartboards, an interactive board, throughout the District. Pang said they teach people about collaborative tools such as, blogs, wikis, video chats. They support iLive and they are moving more into podcasting. They provide training for staff, especially on Office and have online tutorials. Pang said they have library media services for students and teachers. Their librarians are teachers and they work with teachers with any resources they need for their teaching days. They have 17 librarians that are certificated in teaching and library science. They now have Worldbook online available K-12 which is an online encyclopedia, as well as specialized databases; a couple of them are living green and early peoples. ENSCO host is a new acquisition this year and it is a K-12 product. Pang said they have some funding this year, \$65K for new science library books. Their timeline is to order by mid December. Townsend said it would seem every year they have a presentation and in the past they have been more integrated, City and School and the presentation has been more meaningful. Townsend said they would like to bring back the team with the City.

Upcoming PAUSD Parcel Tax Election

Townsend said the school board has not voted on this it yet. It will come back in December and this is for information only. Golton said the parcel tax will be a discussion item on December 8th and action on December 15th. Golton said their current parcel tax is \$493, has a senior exemption and it expires next year. They don't want to wait until the last minute because this is 6% of the District's general fund budget. Klein asked if the parcel tax covers specialized items? Golton said correct. He said the District's revenue has declined by \$461 per student. Golton said there are substantial parcel taxes in other districts and most districts have cost of living. As far as election dates, they have a number of options: Mail-in only election – can be almost any Tuesday, Polling place special election – April 6, 2010; General election – June or November 2010, the recommendation is an April 6, 2010 polling place special election. The resolution must be approved by January 8th in order to have an election on April 6th. The District will keep the term the same and request only an additional \$96 to the current \$493 parcel tax. Golton said the change other than the amount, is the COLA. Caswell said they could spend some time at the next meeting discussing the parcel tax.

MINUTES FOR MEETING OF NOVEMBER 18, 2009

Future Meetings and Agendas

Items recommended for the December 16, 2009 meeting were:

- Update on Student Mental Health
- PAUSD Parcel Tax Election
- 2010 City School calendar of meetings

Adjournment

The meeting was adjourned at 9:40 a.m.