

**ALBANY UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION**

**MINUTES OF REGULAR MEETING  
JANUARY 8, 2019  
Ocean View Elementary School Multi-Purpose Room**

**I. OPENING BUSINESS**

**A) CALL TO ORDER**

President Kim Trutane called the meeting to order at 6:02 p.m.

**B) ROLL CALL**

1. **Board Members Present:** President Kim Trutane, Vice President Brian Doss, Trustee Jacob Clark, Trustee Sara Hinkley, Trustee Clementina Duron
2. **Staff Members Present:** Superintendent Valerie Williams; Cheryl Cotton, Director, Human Resources, Jackie Kim, Chief Business Official; Diane Marie, Director III, Special Education

**C) IDENTIFY CLOSED SESSION PURSUANT TO SECTION III BELOW**

**II. PUBLIC COMMENT PERIOD FOR CLOSED SESSION ITEMS**

Having no one present to comment on Closed Session, the Board Adjourned to Closed Session in Room 9.

**III. CONVENE TO CLOSED SESSION:** With Respect to Every Item of Business to be Discussed in Closed Session:

**A) PURSUANT TO GOVT. CODE SECTION 11126(a)1: Personnel Action**

- Custodian

**B) CONFERENCE WITH LEGAL COUNSEL - Existing Litigation (Govt. Code Section 54956.9):**

- Philip Shen, et al. v Albany Unified School District

**C) PURSUANT TO GOVT. CODE SECTION 11126(a)1: Discussion of Employment of a Public Employee:**

- Superintendent

**IV. OPEN SESSION**

**A) CALL TO ORDER (Reconvene to Open Session)**

President Trutane called the meeting to order at 7:15 p.m.

**B) ROLL CALL**

1. **Board Members Present:** President Kim Trutane, Vice President Brian Doss, Trustee Jacob Clark, Trustee Sara Hinkley, Trustee Clementina Duron, Student Board Member Michaela Weinstein, and Student Board Member Audrey Mallah
2. **Staff Present:** Superintendent Valerie Williams; Jackie Kim, Chief Business Official; Carrie Nerheim, Director I, Student Services; Cheryl Cotton, Director of Human Resources; Diane Marie, Director III, Special Education
3. **Staff Excused:** Marie Williams, Director III, Curriculum, Instruction, and Assessment

#### **C) PLEDGE OF ALLEGIANCE**

#### **D) READING OF THE AUSD MISSION & VISION STATEMENT**

Student Board Members Weinstein and Mallah read the AUSD Mission and Vision statement.

#### **E) REPORT OF ACTION TAKEN IN CLOSED SESSION**

President Trutane reported that in Closed Session, the Board unanimously upheld the dismissal of a classified employee.

#### **F) APPROVAL OF AGENDA**

- **Motion to approve the agenda:** Trustee Hinkley
- **Seconded:** Trustee Duron
- **Result:** Approved unanimously

#### **G) SCHOOL SPOTLIGHT: Albany High School/MacGregor High School**

Alexia Ritchie, Principal of Albany High School, and Darren McNally, Coordinator of Alternative Education and Principal of MacGregor High School, spotlighted some positive initiatives at the schools.

Principal McNally introduced Diane Peterson, Guidance Counselor at MacGregor, and Chris Knight, Social Studies teacher, both of whom spoke briefly about their work at MacGregor.

Principal Ritchie introduced Josette Wheaton, Site Coordinator for Tobacco Use Prevention and Education (TUPE) and Albany High School Campus Security. Ms. Wheaton introduced 3 high school students, Shavese, Sara, and Jamaica, who are Peer Educators for TUPE. These students provided information about tobacco use and Juuls.

Principal Ritchie introduced Mariflorence Hudson, Albany High School Social Studies teacher and Teacher on Special Assignment as the Safe and Inclusive School Coordinator. Ms. Hudson talked briefly about Challenge Day and the other activities accomplished this year.

Principal Ritchie stated that the high school is going through the Western Association of School and Colleges (WASC) accreditation process, which is required in California to validate diplomas. She stated that the data shows that last year Alban High School had a .72 increase in enrollment, which is the ADA equivalent of approximately \$20K.

## H) APPROVAL OF CONSENT CALENDAR

### 1) Superintendent:

a) *Minutes of the October 23, 2018 Regular Board Meeting*

### 2) Human Resources:

a) *Certificated Personnel Assignment Order & Classified Personnel Assignment Order*

b) *Change of Restriction for Variable Term Waiver*

### 3) Business Services:

a) *Resolution 2018-19-08: Signature Card - Authorized Agents (Payroll Documents)*

b) *Resolution 2018-19-09: Signature Card - Authorized Agents (Official Documents & Reports)*

- **Motion to Approve the Consent Calendar:** Trustee Hinkley
- **Seconded:** Vice President Doss
- **Result:** passed unanimously

## I) BOARD AND SUPERINTENDENT REPORTS

- 1) **Superintendent Williams** welcomed everyone back from winter break and wished everyone a Happy New Year.
- 2) **President Kim Trutane** reported that the Berkeley Unified School District School Board President and her wife were in a tragic car accident over the weekend and are in critical condition. President Truman asked for permission to reach out to the Berkeley School Board and send a letter or card of support to the Board President and her wife. President Trutane also commented about the many emails the Board received from the community recently. She stated that she often does not sleep at night because of the public and confidential problems and issues going on, and stated that she encouraged community involvement and engagement with the Board so that everyone can work together.
- 3) **Vice President Brian Doss** stated that he is looking forward to getting to know the people in the Albany Unified School District community. He also acknowledged the many emails received, stated that he read every single one of them, and will take everything that is said into consideration when he makes decisions for the Board.
- 4) **Board Member Sara Hinkley** reported that January 10th is the date for California Governor to announce his budget. There are a lot of rallies around the state on Saturday, January 12th, for adequate education funding, and a day of action on Friday, January 11th: Red for Education, to walk into schools and support a call for more K12 funding. She encouraged the community to attend and stated that she would post these events on her own Facebook page.
- 5) **Board Member Jacob Clark** commented on the emails that the Board is receiving from the community.

- 6) **Board Member Clementina Duron** commented that community participation and input provides an opportunity for adults to be role models for the students and for everyone in Albany to come together and work collectively.

## **J) STUDENT BOARD MEMBERS' REPORT**

Student Board Members Weinstein and Mallah provided the Student Board Member Report, which highlighted some of the recent and upcoming events in the Albany schools:

### **Cornell Elementary School**

- Students, faculty and parents will come together for Cornell Community time at 8:30 a.m. on Wednesday, January 9th.
- Latino families are invited to a "Three Kings" breakfast at 10:00 a.m. on January 12th at Cornell.

### **Ocean View Elementary School:**

- Ocean View's secretary of 21 years, Kathleen Piccardo, retired on December 21st. We recognize her for her hard work and dedication.

### **Marin Elementary School:**

- On January 9th, students are encouraged to travel to school on foot or on wheels for Walk and Roll to School Day.
- Marin is hosting Speak Up Be Safe Education Night on January 15th at 6:00 p.m. All AUSD elementary school parents are welcome to attend.

### **Albany Middle School:**

- Best Buddies is having a fundraiser at Chipotle this evening until 8:00 p.m.
- Best Buddies, Latino Bridge, and Chess Club met on Friday December 21st before school ended for winter break.

### **Albany High School:**

- Some seniors spent their winter breaks working hard on college applications or finding post-high school opportunities.

## **K) PERSONS TO ADDRESS THE BOARD ON MATTERS NOT ON THE AGENDA**

Karen DeHart, ATA Co-President and Albany High School teacher, announced the *East Bay Rally to Fund Education Now!* on Saturday, January 12, 2019 at Oakland City Hall Frank Ogawa Plaza at noon. ATA will have a table there and Superintendent Williams will also be in attendance, and encouraged all to attend. President Trutane requested that information about the Rally go on the AUSD website. Superintendent Williams confirmed that it will be posted.

## **L) REVIEW AND ACTION**

## 1) Plan For Temporary Housing for Elementary Students

President Kim Trutane provided some background information on this temporary housing plan for elementary students as presented in the agenda packet. She stated that what is in this January 8th Board packet- three scenarios using an EB/LB model for Kindergarten during construction periods, is not what the principals want and support, but it is what they were asked to provide by the Board. President Trutane also stated that the Board would not be voting on ideas that have not been presented in an agenda packet.

Superintendent Williams thanked the Staff and community for attending the meeting for this important topic. She reviewed the presentation in the agenda packet, asked the Board to make a decision whether to keep OV students on campus during construction, to use an AM/PM or EB/LB model, and direction on how the middle school annex would be used.

Note: Typo on Page 26 of the agenda packet: dollar amounts listed under “Total Cost” for Option 2 (● Lease = \$5,147,311 ● Purchase = \$3,258,060) were transposed and should actually be:  
● Lease = \$3,258,060. ● Purchase = 5,147,311.

Trustee Clark presented some additional slides to discuss total minutes school and instructional minutes at school.

Melisa Pfohl, Principal of Marin Elementary, spoke on behalf of all of the principals and stated that the options presented in the agenda packet are not options they prefer. She requested direction from the Board tonight on how to move forward and get a decision on either an Early Bird/Late Bird or AM/PM program for Kindergarten. Enrollment for Kindergarten begins in January. Ms. Pfohl added that principals are considering the health and safety of students and staff during construction phases.

The Board discussed and heard public comment from numerous people on the Plan For Temporary Housing for Elementary Students. Many community members, including parents and staff, expressed concern about student and staff safety during construction phases. A petition letter, signed by 18 parents, was submitted to the Board (attached at end of these Minutes). Many community members expressed concern about overcrowding at the middle school and the use of space there.

The Board took no formal action on this item, but decided on the following:

- There should be no students on campus at Ocean View during active construction
- There would be two elementary grades at the Albany Middle School Annex with Albany Middle School using the remainder of the Annex.

Furthermore, the Board directed Staff to do the following:

- Come up with two (2) plans that would place no students on or near campus during the active construction or demolition phases
  - one using the EB/LB model
  - one plan using the AM/PM model
- Look at all viable options for portables within the City of Albany boundaries and to determine the locations of the portables

- To ask the Division of State Architects (DSA) if it is possible to only seismically retrofit Ocean View School without triggering ADA compliance upgrades

The Board also agreed that the Board President and the Superintendent would meet with the City of Albany Mayor and the City Manager to discuss the possibility of a partnership.

To listen to the discussion in its entirety, please view the [January 8, 2019 BOE Video](#) starting at 35:15.

## **M) EXTENSION OF MEETING**

During the discussion of the Plan for Temporary Housing for Elementary Students, the Board needed to extend the meeting two (2) times. The motions are as follows:

- Motion to extend the meeting until 11:00 p.m. by Trustee Hinkley
- Seconded by Vice President Doss
- Motion to extend the meeting until 11:50 p.m. by Trustee Duron
- Seconded by Trustee Hinkley

## **N) REVIEW AND ACTION (continued)**

### **2) Board Policy 5117 (Interdistrict Attendance)**

Darren McNally, Principal of MacGregor High School, reviewed the Increased Enrollment Proposal, which is a plan to increase enrollment at Albany High School by filling vacancies in the incoming 9th grade class with interdistrict transfer students.

With respect to interdistrict transfer students and elective courses, a concern was raised if these students will be pushed into electives that they are not necessarily wanting. Mr. McNally explained that *new* students at the beginning of 9th grade may experience that (because course requests and master scheduling has already been completed by that point); but once interdistrict transfer students are enrolled they will have the ability to choose electives like all other students. It was also noted that the full increase in enrollment would not take place until 2020-2021.

Director Nerheim stated that with this particular model, the Board Policy does not need to be changed. **The Board took no action on this item.**

### **3) Budget Advisory Committee**

Superintendent Williams discussed the Budget Advisory Committee and proposed the standing Budget Advisory Committee be represented by a total of 17 members:

- (7) parents: 2 high school parents; 2 middle school parents; 3 elementary parents (one from each elementary site)
- (5) teachers: 3 elementary teachers (one from each elementary site); 1 middle school teacher; 1 high school teacher
- (1) SEIU representative
- (1) CSEA representative

- (2) Site Administrators (one elementary and one secondary)
- (1) Albany High School student

Trustee Clark suggested adding one (1) Albany Middle School student. Trustee Duron asked for parents of minority groups to be represented.

Current committee members Jessica Cross, Ben Wallace, and Morgan Paschke, all addressed the Board to give their opinions. They all stated that they agreed that increased presentation would be good but the proposed list is too long as a larger group could cause prolonged deliberation and delay in decisions. It was proposed that the standing committee consist of 4 parents (2 from elementary, 2 secondary); 4 teachers (2 elementary, 2 secondary); 1 high school student. They stated that reliability of members is key and would like a commitment of 2 year term and need a way to remove members who are not attending meetings. They stated that a session with Legal counsel would benefit the committee. They requested specific directions from the Board to work on generating revenue.

The Board discussed and determined the following for the Board-Appointed Budget Advisory Committee:

**1) Composition of the committee will be 13 members:**

- 4 parents (2 elementary/2 secondary)
- 4 teachers (2 elementary/2 secondary)
- 1 SEIU representative
- 1 CSEA representative
- 2 Site Administrators (1 elementary/1 secondary)
- 1 high school student

**2) Purpose and Charge of the Committee:** To create strategies to achieve and maintain a balanced district budget.

**3) Terms:** This will be a Standing Committee with a term length of two (2) years for members. Consistent attendance is necessary, and there will be no less than six (6) meetings annually, potentially additional meetings as needed.

Superintendent Williams stated that a notice with vacancies will be posted per the Maddy Act within 48 hours of the Board meeting. The Board determined that current committee members should re-apply for vacancies if they wish to continue service.

- **Motion to accept the Budget Advisory Committee as read:** President Trutane
- **Seconded:** Vice President Doss
- **Result:** approved unanimously

**4) Board of Education Appointment of the City of Albany Parks and Recreation Commission**

Two positions are open and both of the candidates applying for the positions are applying to be reappointed: Harriet Patterson and Hillary Sardinias. There was no discussion by the Board or public.

- **Motion to approve the two applicants:** Trustee Hinkley
- **Seconded:** Trustee Clark
- **Result:** approved unanimously

**O) REVIEW AND DISCUSSION**

**1) Supplemental Employee Retirement Plan**

Due to time constraints, President Trutane requested to table this item.

- **Motion to Table:** Trustee Clark
- **Seconded:** Trustee Hinkley
- **Result:** passed unanimously

**P) STAFF REPORT**

**1) Special Education Update**

Diane Marie, Director III, Special Education, shared an update on projections for 2019-2020 regarding the Special Day Class. She stated that the numbers listed are based on the time of the report that was created for the Board agenda packet on December 17th, and noted that these numbers fluctuate as students move in and out.

The Board and Staff discussed this report and the expectations of future reports. The Board will direct Staff on what they would like to see agendized in the future. The Board received public comment on the Special Education update. Rich Ritchie, RSP Resource Specialist Teacher at Albany Middle School, addressed the Board to comment on the data presented in the board packet, and submitted previously submitted reports and ideas for the new board members (attached to end of Minutes).

Morgan Paschke, Paraeducator at Albany Middle School, addressed the Board.

**V. AGENDA ITEMS/MATTERS INTRODUCED BY THE BOARD**

- Bring back Supplemental Employee Retirement Plan
- Bring back Board Policy and Administrative Regulations 5117
- Special Education Report in February (1st meeting)

**VI. ADJOURNMENT**

The Board adjourned at 12:58 a.m.

**FUTURE BOARD MEETINGS**

<b>Date</b>	<b>Time</b>	<b>Location</b>
January 22, 2019	7:00 - 9:30 p.m.	Cornell Elementary School
<i>January 30, 2019: Special Meeting</i>	<i>5:30 - 8:00 p.m.</i>	<i>Cornell Elementary School</i>
February 12, 2019	7:00 - 9:30 p.m.	Albany City Hall
February 26, 2019	7:00 - 9:30 p.m.	Albany City Hall



**SEE ATTACHMENTS:**      *Letter submitted from parents (names redacted)*  
*Reports submitted from Ritch Ritchie (2 pages)*

January 7, 2019

Dear President Trutane, Vice-President Doss, Members Clark, Hinkley and Duron,  
Superintendent Williams and Principal Georgeson,

I am writing to urge you to support Ocean View community's need to have temporary housing outside of the Ocean View campus as the school is being rebuilt.

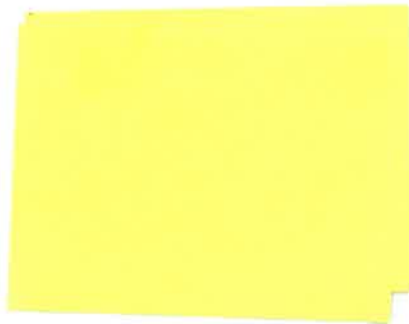
The Ocean View community including families and teachers strongly oppose this proposal because it keeps 3 grade levels on the Ocean View campus during construction. Regardless of which building plan is selected, construction is in close proximity to the 4th and 5th grade classrooms.

This is unacceptable as it compromises the health of the students and staff. Research shows that there are significant health risks from exposure to particulate matter and toxic chemicals released during construction. This results in long term pulmonary and cardiovascular problems and young children have a greater sensitivity because their bodies are still developing and they breathe at a much faster rate than adults. Here is an article to reference about the health concerns connected to construction and young children. [http://media.philly.com/storage/special\\_projects/lead-carbon-monoxide-silica-poisoning-construction-students-teachers-philadelphia-schools-toxic-city.html](http://media.philly.com/storage/special_projects/lead-carbon-monoxide-silica-poisoning-construction-students-teachers-philadelphia-schools-toxic-city.html)

By keeping 3 grade levels which is approximately 250 students on the OV campus, the district is clearly not prioritizing the health of our children.

We believe that Albany **does** care about the health and safety of all children. We believe that Albany **prioritizes** health and safety of all children. We believe that Albany residents would never **choose** to place our children at risk by placing them in a construction zone for a duration of 2 years.

Sincerely,



## Ideas for SPED District Programs/Services

**CASE MANAGER:** Separate Person to draft/complete IEP documents for Annual/Triennial/Transition/30 day IEPs. This is completely separate from SPED Teaching; one person per site for AMS and AHS to do only IEP paperwork, hold IEP meetings, affirm final agreed to IEP documents. Separate Person for all three elementary schools-based on total caseload from all three elementary schools. Having a CASE MANAGER will provide more dedicated academic student support from SPED staff and provide more dedicated support to GE teacher staff to support SPED students in their classrooms.

Create an independent position to complete ALL initial assessments/private school assessments/504 assessments for the entire district. By having this independent position, it does not impact classroom support for SPED students. This provides for a more streamlined process and ability to stay current on the most up to date IEP legal requirements.

Provide Para Professionals with a full daily shift such as 8am-3:05pm for AMS.... Adjust accordingly for each school site hours-elementary and high school. Provides support to students in need and builds a cohesive team of teacher, para professional, support provider, and student to better serve student needs. This full daily shift supports para professionals with time to prepare for/support the academics during their work day, which then in turn provides more support for students in their classrooms. Provide a more consistent work schedule such as 1 per a day/5 times a week during the same, daily GE classroom to best support students and to best support teacher lesson plans IEP accommodations/modifications for students in need.

Build in a para professional training program upon hire-perhaps a one week District level training-HR and SPED DO office to conduct training. Input from all GE teaching staff and SPED staff as to what should be covered in a new para orientation/training. Set up refresher trainings as needed when new educational concepts are added.

Provide a two-level para professional job classification: One level is more academic driven such as the Writers Coach Program at AMS to support students with grade level academic demands.

Another level is for more basic skill level academics that may also require physical aspects/lifting for the job to meet student needs.

Have a substitute (floater) para professionals pool; assigned to the district and prepared to fill in at each site as needed. The need for para professional substitutes is a daily need. Provide

Assigning substitute para professionals is an administrative duty not a teacher duty. Currently SPED teachers assign substitute para professionals, which impacts instructional minutes to students, as the SPED teacher has to stop the assigned class as teacher of record, work through the substitute assignments and inform site para staff of changes in their work schedule. This assignment duty should be handled by an administrator not a teacher.

## District SPED Office Monthly Metrics Report for School Board Agenda

Number of initial assessments (Does a student qualify for SPED Services) assigned to SPED staff-  
By site; example: 5 total district wide initial assessments assigned; 2 Oceanview/2 AMS/1 AHS

Number of 504 assessments assigned to SPED staff-By site; example: 10 total 504 assessments  
assigned; 1 Oceanview/4 AMS/5 AHS

Number of Private School assessments assigned to SPED staff-By site; example: 4 total Private  
School assessments assigned; 2 Cornell/1 AMS/1 AHS

Number of Total Out State Placements-Yearly cost to District for these placements

RS Case Load-listed by total number per grade level and which school site; example AMS-23 6<sup>th</sup>  
grade/22 7<sup>th</sup> grade/18 8<sup>th</sup> grade/ Cornell...../Oceanview..../Marin..../AHS.....

SDC Case Load-listed by total number per grade level and which school site; example AMS-5 6<sup>th</sup>  
grade/4 7<sup>th</sup> grade/3 8<sup>th</sup> grade/Cornell...../Oceanview..../Marin..../AHS.....

Number of students exited from SPED-RS/SDC

Number of para professionals assigned by site in the district

Number of substitute (floater) para professionals assigned to the district-How often used in a  
month and by which site are they being used.