

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

**MINUTES FOR REGULAR MEETING
FEBRUARY 26, 2019
Albany City Hall**

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; Dax Kajiwara, Director of Technology; Eric Paulovich, Network Administrator

C) Identify Closed Session Pursuant to Agenda Section III Below

II. PUBLIC COMMENT PERIOD FOR CLOSED SESSION ITEMS

Having no public comment, the Board convened to Closed Session.

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

A) Pursuant to Government Code Section 54957:

- Discussion of Non-redacted Items from Comprehensive School Site Safety Plan

IV. OPEN SESSION

A) Call To Order (Reconvene to Open Session)

President Trutane called the meeting back to order at 6:27 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; Marie Williams, Assistant Superintendent, Educational Services; Dax Kajiwara, Director, Technology
3. **Staff Excused:** Diane Marie, Director III, Special Education; Carrie Nerheim, Director I, Student Services; Cheryl Cotton, Director of Human Resources

C) Pledge of Allegiance

D) Reading of the AUSD Mission & Vision Statement and the Board Meeting Norms

Student Board Members Weinstein and Mallah read the AUSD Mission and Vision statement, as well as the Meeting Norms listed on the agenda.

E) Report of Action Taken in Closed Session

President Trutane reported that the Board took no action in Closed Session.

F) Approval of Agenda

- **Motion** to approve the Agenda: Trustee Sara Hinkley
- **Second:** Vice President Brian Doss
- **Result:** approved unanimously

G) Consent Calendar

1) Superintendent:

- a) Minutes of the December 11, 2018 Regular Board Meeting
- b) Minutes of the January 8, 2019 Regular Board Meeting

2) Human Resources:

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

3) Business Services:

- a) January 2019 Warrant Report
- b) January 2019 Donation Report
- c) Independent Contractor Services Agreement with Facilitron Software

4) Curriculum, Instruction, and Assessment:

- a) Secondary School Accountability Report Cards
- b) Overnight Field Trip: Albany High School to Next Generation Jazz Festival in Monterey, California
- c) Overnight Field Trip: Albany High School to Model United Nations Conference at University of California, Davis

- **Motion** to approve the Consent Calendar: Trustee Clementina Duron
- **Seconded:** Student Board Member Michael Weinstein
- **Result:** approved unanimously

H) Board and Superintendent Reports

1) Superintendent Williams:

- Reported that a letter writing campaign for Assembly Bill (AB) 39 and Assembly Bill (AB) 428 is underway. AB39 is a revised bill by Assemblymember Muratsuchi to increase funding for

Local Control Funding Formula (LCFF). AB428 is a revised bill by Assemblymember Medina to increase funding for Special Education. Both bills will be heard by the Education Sub-committee in Sacramento on March 13th. She urged the Board and community to submit letters of support by the deadline of March 5. The Education Committee is requiring all letters be sent electronically using their website. Samples of the letters and instructions on how to submit electronically were handed out at the meeting.

- Superintendent Williams will be attending the [CSBA Legislative Action Day](#) on March 12, 2019, and invited the Student Board Members to attend.

2) **President Kim Trutane:** No report

3) **Vice President Brian Doss:**

- Attended a meeting with Assemblymember Buffy Wicks regarding funding in schools. The meeting also included Board members from Oakland, Berkeley, Emeryville, Piedmont, and Walnut Creek
- Black History Month Celebration at Albany High was a complete success
- Thursday, February 28th, there will be a meeting for the Black Empowerment Club at Marin Elementary

4) **Trustee Jacob Clark:**

- Show of support for colleagues in Oakland who are on their 4th day of the teacher's strike

5) **Trustee Sara Hinkley:** No report

6) **Trustee Clementina Duron:** No report

D) Student Board Members' Report

Student Board Members Weinstein and Mallah reported some of the recent and upcoming events in the Albany schools:

Albany High School:

- Black History Month is being celebrated in the library.
- The airplane in the Little Theatre was taken down over Mid Winter Break due to its resemblance of a World War 1 and World War 2 aircraft.
- Tim Ferdun and Renu DaSilva created Albany High School gear such as hats, sweatshirts, and more. They can be ordered on the AHS website before March 15th. All proceeds go to the Athletic Boosters.
- The Speech and Debate team made it to the final round of their competition.

Albany Middle School:

- \$5,000 of the \$10,000 dollar goal has been reached in the Cobrathon fundraiser.
- 8th grade Parent Night will be held February 27th at Albany Middle School, with information about course selection for 9th grade.

- Chamber Choir sang “All You Need is Love” as well as other songs, to students on Valentine’s Day as a part of the annual Valentine’s Grams event.

Marin Elementary School:

- In commemoration of Black History Month, Marin hosted special lunch time activities on the first three Fridays in February to celebrate and recognize African American achievements in various fields.
- Marin is hosting Parent Education Night featuring “How to Raise Kids to be Allies and Challenge Bullying Behavior” on Thursday, February 27th from 6:30-8:30 p.m.

Ocean View Elementary School:

- Dr. Cindy Acker, an education professional, will present “Signature Of Diversity And Social Justice” on Wednesday February 27th, from 6:30-7:30 p.m. in the Ocean View library.

Cornell Elementary School:

- Girls on the Run!, an afterschool care program for 3rd, 4th and 5th graders, successfully began yesterday and will run until May 10th.
- Cornell will host their monthly *Community Time* at 8:30 a.m. on Wednesday, March 6th for students, faculty and parents to attend.

Student Board Member Weinstein added that she was at Marin Elementary with Speak and had a conversation about microaggressions and stereotyping.

J) Persons To Address the Board on Matters Not on the Agenda

Nery Castillo-McIntyre spoke to recognize the retirement of Adaptive PE Teacher Nancy Henderson and read a poem that Nancy wrote. Mr. Castillo-McIntyre requested that the Board recognize her for her service.

Board Member Clark made a motion to officially recognize her. Kim Trutane and Superintendent Williams recommended that we recognize all staff members who are retiring and those who have retired already this year.

Allan Maris, Albany resident and former Board of Education member, also recognized Nancy Henderson and thanked the Board and Student Board members for their service to the community. He asked the Board specifically if they could continue the support of career technology programs for Albany students.

K) Staff Reports

1) Education Update: 2019-2020 Local Control Accountability Plan

Marie Williams, Assistant Superintendent of Educational Services, reviewed the Local Control Accountability Plan process and timeline.

- This is an annual process
- Wants to recruit a student member for the committee and asked Student Board Members to assist
- Using California State Dashboard as the data set allows community to explore the data that is of interest
- Online survey posted early March

Superintendent Williams added that Budget Advisory Committee has invited Assistant Superintendent Marie Williams to one of their meetings to discuss the LCAP and how it ties into the budget.

L) Review And Discussion

1) Curriculum, Instruction, and Assessment:

a) Elementary School Accountability Report Cards

Marie Williams, Assistant Superintendent of Educational Services, reviewed the materials presented in the board agenda packet and addressed questions by the Board. To listen to the discussion in its entirety, please view the [February 26, 2019 BOE Video](#).

- When students groups are small, data is not provided publicly but is provided to the district (confidentially)
- Identification of students who may be “socio-economically disadvantaged”- students are not duplicated for the purposes of LCAP funding; but in terms of services, they could be.
- This will be brought back on Consent at the March 12, 2019 Board Meeting

b) Board Policy 5131 (Conduct)

President Trutane pre-faced this by stating that she joined the Board Policy Committee in January. Every line, every phrase, of the policy that the committee reviews is vetted by the entire table. Marie Williams, Assistant Superintendent of Educational Services, reviewed the materials presented in the board packet and addressed questions from the Board. The Board and Staff discussed some of the language in the policy, issues about vaping and cell phones, the Behavior Matrices at the Albany High School and the Albany Middle School. To listen to the discussion in its entirety, please view the [February 26, 2019 BOE Video](#).

2) Business Services:

a) Budget Advisory Committee - Target Budget Reduction & Deliverables

Jackie Kim, Chief Business Official, introduced this item as presented in the agenda packet and reviewed the Budget Process Timeline (can be viewed on the [BOE video](#)).

The Board and Staff discussed the purpose and charge of the Budget Advisory Committee. The Board of Education would like the Budget Advisory Committee to prepare and present its report to the Board of Education on April 30, 2019. The Board provided the following direction to Superintendent Williams for the Budget Advisory Committee:

- Superintendent Williams will explain that new revenues means new funding sources (i.e. fundraising, Interdistrict transfers, parcel tax, grants)and not reallocation of funds (i.e. employee paid benefits, increase class size)
- The BAC should focus on 3% reserves goal
- The BAC is to provide recommendations to eliminate the structural deficit in 3 years
- The BAC is to determine a process to reach out to the community for input prior to the Report on April 30th.

- The BAC is not charged with the reduction of specific positions or people
- The BAC is not limited to what they can discuss and advise. However, the BAC is not to bargain in public.
- The BAC is to priority rank their recommendations to the Board of Education

M) Review And Action

1) Curriculum, Instruction, and Assessment:

a) *Low Performing Students Block Grant Expenditure Plan*

Marie Williams, Assistant Superintendent of Educational Services, presented the materials in the Board packet and answered questions from the Board.

- **Motion** to approve: Trustee Clementina Duron
- **Seconded:** Trustee Sara Hinkley
- **Result:** approved unanimously

b) *English Learner Reclassification Criteria (5 mins.)*

Marie Williams, Assistant Superintendent of Educational Services, explained that the Criteria approved by the Board in November 2018 is in *Appendix A* of this item. The District is now asking the Board to approve *Appendix B* which is the District's reclassification criteria.

- **Motion** to approve: Trustee Sara Hinkley
- **Seconded:** Vice President Brian Doss
- **Result:** approved unanimously

c) *Independent Contractor Agreement with Berkeley Rep School of Theatre for Elementary Enrichment at Cornell Elementary School*

- **Motion** to approve: President Kim Trutane
- **Seconded:** Trustee Clementina Duron
- **Result:** approved unanimously

2) Business Services:

a) *Comprehensive School Safety Plans*

Superintendent Williams introduced Dax Kajiwara, Director of Technology to present this to the Board. This was assisted by IT Network Administrator, Eric Paulovich.

- **Motion** to approve: Vice President Brian Doss
- **Seconded:** Student Board Member Michaela Weinstein
- **Result:** approved unanimously

b) *Amendment to Derivi Castellanos Architects (DCA) Agreement to Provide Program Management Services for the Albany Middle School Annex Project (5 mins.)*

Jackie Kim, Chief Business Official, reviewed the proposal. It covers DCA's staff time for the additional four months of construction. The revised schedule extends the construction period from twelve months to sixteen months. No other changes to schedule are proposed. The reason for the extension is because constructing the Annex took a little longer than expected. The additional fee is \$39,140, which will come from Bond Measure E Fund.

- **Motion** to approve: President Kim Trutane
- **Seconded:** Trustee Sara Hinkley
- **Result:** approved unanimously

3) Superintendent:

a) *Appointment of the City of Albany Arts Committee*

There are two candidates for one (1) appointment: Azul Couzens and Zhi Bo Jiang.

The Board asked to clarify the number of appointments. The City of Albany website indicated one (1) Board-appointed slot is available.

- **Motion** to appoint student Zhi Bo Jiang: President Kim Trutane
- **Seconded:** Trustee Sara Hinkley
- **Result:** approved unanimously

b) *Vote for Delegates for California School Boards Association 2018 (CSBA) Delegate Assembly Election (5 mins.)*

There are four (4) delegate vacancies in Subregion 7-B. Delegates will serve two-year terms beginning April 1, 2019 - March 31, 2021. Board members were asked to vote for no more than four (4) candidates. Recommendations were brought forward by Board members, and the Board decided on the following candidates: Robert Carlson, Jamie Yee Hintzke, Diana Prola, and Jeff Wang. Nancy Thomas- not selected.

- **Motion:** No formal motion on this
- **Seconded:** NA
- **Result:** The Board chose the following candidates: Robert Carlson, Jamie Yee Hintzke, Diana Prola, and Jeff Wang

c) *Superintendent Search: McPherson & Jacobson, LLC*

President Trutane introduced Mr. William Huyett and Ms. Nicole Anderson from McPherson & Jacobson LLC, the executive consulting firm selected to conduct the superintendent search for Albany Unified School District. Mr. Huyett and Ms. Anderson discussed with the Board the timeline of the search and the various aspects of what needs to be done, as well as the search criteria of the Superintendent for the advertisement brochure. Julie Sen, Executive Assistant to the Superintendent, was identified as the District's Point of Contact to work with McPherson & Jacobson and the Board to complete all tasks during the search.

- **Motion:** No motion taken on this

N. NEED TO EXTEND MEETING:

The Board needed to extend the meeting two (2) times. The motions are as follows:

- **Motion to extend the meeting until 10:30 p.m.:** by Vice President Brian Doss
- **Motion to extend the meeting until 10:45 p.m.:** by Trustee Sara Hinkley

VI. AGENDA ITEMS/MATTERS INTRODUCED BY THE BOARD

- Review and Action before Review and Discussion on Agenda
- Special Education Staff Report or Special Meeting
- Revise Board Policy on 9% reserve
- Coordinate Safety Plan
- Size of Contracts for Board Approval
- Rate of suspensions at the middle school - Friday update from AMS Principal

VII. ADJOURNMENT

The Board adjourned the meeting at 10:46 p.m.

FUTURE BOARD MEETINGS

Date	Time	Location
March 12, 2019	7:00 - 9:30 p.m.	Albany City Hall
March 26, 2019	7:00 - 9:30 p.m.	Albany City Hall