

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

The mission of Albany Unified School District is to provide excellent public education that empowers all to achieve their fullest potential as productive citizens. AUSD is committed to creating comprehensive learning opportunities in a safe, supportive, and collaborative environment, addressing the individual needs of each student.

REGULAR MEETING

April 30, 2019

Albany City Hall, 1000 San Pablo Ave., Albany, CA 94706

Closed Session: 6:00 p.m. - 7:00 p.m.

Open Session: 7:00 p.m. - 10:00 p.m.

The public is encouraged to address the Board on any topic on the agenda. The President will also invite the public to speak during the section titled "Persons to Address the Board on Matters Not on the Agenda". To ensure accurate information is captured in the Board meeting minutes, please complete the "Speaker Slip" provided on the table and hand it to the clerk when speaking.

AGENDA

<p style="text-align: center;">Meeting Norms</p> <ol style="list-style-type: none"> 1. Maintain a focus on what is best for our students. 2. Show respect (never dismiss/devalue others). 3. Be willing to compromise. 4. Disagree (when necessary) agreeably. 5. Make a commitment to effective deliberation, each one listening with an open mind while others are allowed to express their points of view. 6. Participate by building on the thoughts of a fellow Board member. 7. Make a commitment to open communication and honesty; no surprises. 8. Commit the time necessary to govern effectively. 9. Be collaborative. 10. Maintain confidentiality (which leads to the building of trust). 11. Look upon history as lessons learned; focus on the present and the future. <p>All Regular Meetings are videotaped. (To view the videos, visit www.ausdk12.org)</p>	<p>I. OPENING BUSINESS 6:00 p.m.</p> <p style="margin-left: 40px;">A) Call to Order</p> <p style="margin-left: 40px;">B) Roll Call</p> <p>II. PUBLIC COMMENT PERIOD FOR CLOSED SESSION ITEMS</p> <p><i>General public comment on any Closed Session item will be heard. The Board may limit comments to no more than three (3) minutes.</i></p> <p>III. CLOSED SESSION 6:05 p.m.</p> <p><i>With Respect to Every Item of Business To Be Discussed In Closed Session:</i></p> <p style="margin-left: 40px;">A) Pursuant to Govt. Code Section 11126(a)1:</p> <p style="margin-left: 80px;">1. Personnel Action:</p> <p style="margin-left: 120px;">● Notice of Release - Classified Employees (5 mins.)</p> <p style="margin-left: 40px;">B) Pursuant to Govt. Code Section 54957.6:</p> <p style="margin-left: 80px;">1. Conference with Labor Negotiator (Superintendent Valerie Williams, District Representative), Regarding Negotiations as it Pertains to:</p> <p style="margin-left: 120px;">● Albany Teachers Association (ATA)</p> <p style="margin-left: 120px;">● California School Employees Association (CSEA)</p> <p style="margin-left: 120px;">● Service Employees International Union (SEIU)</p> <p style="margin-left: 120px;">(50 mins.)</p>
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IV. OPEN SESSION

7:00 p.m.

Depending upon completion of Closed Session items, the Board of Education intends to convene to Open Session at 7:00 p.m. to conduct the remainder of its meeting, reserving the right to return to Closed Session at any time.

A) Call To Order (Reconvene to Open Session)

B) Roll Call

C) Pledge of Allegiance

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

E) Report of Action Taken in Closed Session

F) Approval of Agenda

G) Recognition: Resolution 2018-19-14: Teacher Appreciation Week (10 mins.)

7:05 p.m.

H) Consent Calendar

7:15 p.m.

The Consent Calendar includes routine items that may be handled with one action. Board Members may request any item be removed from the Consent Calendar without formal action.

1) Superintendent

- a) Minutes of the March 12, 2019 Regular Board of Education Meeting----- (pg.6)

2) Human Resources

- a) Certificated Personnel Assignment Order & Classified Personnel Assignment Order----- (pg.16)

3) Curriculum, Instruction, and Assessment

- a) Obsolete Instructional Materials for Disposal----- (pg.19)
- b) Overnight/Outdoor Education Field Trip: Ocean View Elementary to YMCA Camp
Campbell May 26-29, 2020----- (pg.22)
- c) Overnight/Outdoor Education Field Trip: Cornell Elementary to YMCA Camp
Campbell May 26-29, 2020----- (pg.24)

4) Student Services

- a) Memorandum of Understanding between Contra Costa County Office of Education (CCCOE)
and Albany Unified School District (AUSD) for the California Career Technical Education
Incentive Grant (CTEIG)----- (pg.26)

5) Business Services

- a) March 2019 Warrant Report----- (pg.37)
- b) March 2019 Donation Report----- (pg.51)

I) Board and Superintendent Reports (5 mins.)**7:20 p.m.****J) Student Board Members' Report (5 mins.)****7:25 p.m.****K) Persons To Address the Board on Matters Not on the Agenda (5 mins.)****7:30 p.m.**

Board practice limits each speaker to no more than three (3) minutes. The Brown Act limits Board ability to discuss or act on items which are not on the agenda; therefore, such items may be referred to staff for comment or for consideration on a future agenda.

L) Review And Action**7:35 p.m.****1) Human Resources**

- a) Declaration of Need for Fully Qualified Educators (5 mins.)----- (pg.53)

2) Student Services

- a) Board Policy 5117 (Interdistrict Attendance) (20 mins.)----- (pg.58)

3) Business Services

- a) Albany Unified School District Elementary Breakfast Program (20 mins.)----- (pg.63)
- b) Contract With Bowen Electric for Albany High School Fire Alarm Repairs (5 mins.)----- (pg.98)
- c) Piggyback Contract with Southwest School and Office Supply for 21st-Century Furniture for the Albany Middle School Annex (5 mins.)----- (pg.101)
- d) Appointment of Budget Advisory Committee Member (5 mins.)----- (pg.104)

4) Board of Education

- a) Determine Alternates to the Stakeholder Panel for Superintendent Finalist Interviews----- (pg.107)
(5 mins.)

M) Review And Discussion**8:40 p.m.****1) Business Services**

- a) Budget Advisory Committee Report (40 mins.)----- (pg.109)
- b) Budget Reserve Policy (20 mins.)----- (pg.120)

N) Staff Reports**9:40 p.m.****1) Student Services**

- a) Promoting Safe, Supportive, and Collaborative Environments for All Students and Staff:
Report on Albany High School Social-Emotional Learning/Social Justice (SEL/SJ)

V. AGENDA ITEMS/MATTERS INTRODUCED BY THE BOARD (5 mins.)**9:55 p.m.****VI. ADJOURNMENT****10:00 p.m.**

The Board believes that late night meetings deter public participation, can affect the Boards decision-making ability, and can be a burden to staff. Regular Board Meetings shall be adjourned by 9:30 p.m. unless extended to a specific time determined by a majority of the Board.

FUTURE BOARD MEETINGS

Date	Time	Location
May 14, 2019: Work Study: Single Plans for Student Achievement (SPSA) - Elementary	5:15 - 6:30 p.m.	Albany City Hall
May 14, 2019: Regular Meeting	7:30 - 9:30 p.m.	
May 28, 2019: Work Study: Single Plans for Student Achievement (SPSA) - Secondary	5:15 - 6:30 p.m.	Albany City Hall
May 28, 2019: Regular Meeting	7:30 - 9:30 p.m.	

The Board of Education meeting packet is available for public inspection at: Albany Unified School District, 1200 Solano Avenue, and is available on the Albany Unified School District website: www.ausdk12.org. If you provide your name and/or address when speaking before the Board of Education, it may become a part of the official public record and the official minutes will be published on the Internet. In compliance with the Americans with Disabilities Act (ADA), if you need special assistance to participate in this meeting, please contact the Superintendent's Office at 510-558-3766. Notification must be given forty-eight (48) hours prior to the meeting to make reasonable arrangements for accessibility (28 CFR 35.102.104 ADA Title II).

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
RESOLUTION NO. 2018-19-14**

TEACHER APPRECIATION WEEK

WHEREAS, the Governing Board of the Albany Unified School District and Superintendent Williams wish to commend and express their appreciation to the teachers, counselors, program specialists, psychologists, speech language therapists and all certificated staff who serve the students of the Albany Unified School District; and

WHEREAS, the Governing Board and Superintendent recognize that unique and highly specialized skills are required to meet the varied needs of the young people served by district instructional programs and are proud of the success that these programs have achieved; and

WHEREAS, the certificated staff who daily touch our students' lives, have a tremendous influence on their hopes, aspirations, and future success, making each student capable of taking up the challenges of life; and not only guide our students academically, but also instill moral and ethical values;

NOW, THEREFORE, BE IT RESOLVED, that the Governing board of the Albany Unified School District proclaims May 6 - May 10, 2019 to be Teacher Appreciation Week.

BE IT FURTHER RESOLVED that the Governing Board of the Albany Unified School District encourages all members of our community to join with it in personally expressing appreciation to our teachers for their dedication and devotion to their work.

PASSED AND ADOPTED by the Governing Board of the Albany Unified School District on this 30th day of April, 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Clerk of the Board of Trustees
Albany Unified School District
Alameda County, California

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

MINUTES FOR REGULAR MEETING - PENDING APPROVAL

**March 12, 2019
Albany City Hall**

I. OPENING BUSINESS

A) Call to Order

President Kim Trutane called the meeting to order at 5:30 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; Jackie Kim, Chief Business Official; Cheryl Cotton, Director, Human Resources

C) Identify Closed Session Pursuant to Agenda Section III Below

II. PUBLIC COMMENT PERIOD FOR CLOSED SESSION ITEMS

Having no one present to address the Board, 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 54957.6: Conference with Labor Negotiator (Superintendent Valerie Williams, District Representative), Regarding Negotiations as it Pertains to:

- Albany Teachers Association (ATA)
- California School Employees Association (CSEA)
- Service Employees International Union (SEIU)

B) Pursuant to Govt. Code Section 11126(a)1:

i. Personnel Action:

1. Dismissal - Maintenance Worker
2. Notice of Release/Reassignment from Administrative Position - Director I, Student Services
3. Notice of Release/Reassignment from Administrative Position - High School Assistant Principal
4. Notice of Non-reelection - Teacher, Three (3) Positions
5. Notice of Release from Temporary Employment

IV. OPEN SESSION

7:00 p.m

A) Call To Order (Reconvene to Open Session)

President Trutane called the meeting to order at 7:00 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, Student Board Member Audrey Mallah
2. **Staff Present:** Superintendent Valerie Williams; Jackie Kim, Chief Business Official; Marie Williams, Assistant Superintendent of Educational Services; Cheryl Cotton, Director of Human Resources; Dax Kajiwarra, Director of Technology; Diane Marie, Director III, Special Education
3. **Staff Excused:** Carrie Nerheim, Director I, Student Services

C) Pledge of Allegiance

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

Student Board Members Weinstein and Mallah read the AUSD Mission and Vision statement, and the Meeting Norms of the Board of Education.

E) Report of Action Taken in Closed Session

The Board approved the following personnel actions in Closed Session:

1. Dismissal - Maintenance Worker
2. Notice of Release/Reassignment from Administrative Position - Director I, Student Services
3. Notice of Release/Reassignment from Administrative Position - High School Assistant Principal
4. Notice of Non-reelection - Teacher, Three (3) Probationary Positions
5. Notice of Release from Temporary Employment of Temporary Employees

F) Approval of Agenda of March 12, 2019 Regular Board Meeting

- **Changes to Agenda:**
 - Superintendent Williams requested to pull the Item Nc3: *Agreement With Derivi Castellanos Architects to Prepare Plans for Elementary Temporary Housing Modifications at the AMS Annex (Ball Wall)*.
- **Motion to approve the Agenda with this change:** by Trustee Sara Hinkley
- **Second:** Student Board Member Michaela Weinstein
- **Result:** unanimously approved

G) Spotlight: Albany Middle School

Deborah Brill, Principal of Albany Middle School, and Sam Haller, Special Day Class Teacher at Albany Middle School, highlighted their Coffee Cart and Best Buddies Program. Mr. Haller introduced the programs, and students from Albany Middle School demonstrated their Coffee Cart and also spoke about the Best Buddies Club. To see this spotlight, please view the [March 12, 2019 BOE video \(at 29:25\)](#).

H) Approval of Consent Calendar

1) Superintendent

- a) Minutes of the January 22, 2019 Regular Board Meeting
- b) Minutes of the February 12, 2019 Regular Board Meeting

2) Human Resources

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

3) Curriculum, Instruction, and Assessment

- a) Elementary School Accountability Report Cards

4) Technology

- a) Renewal of Agreement with Alameda County Office of Education as Internet Service Provider

5) Student Services

- a) Agreement for Services Between Albany Unified School District and UCSF Benioff Children's Hospital Oakland

• Board Comments on the Consent Calendar:

President Trutane stated that there was an error in the *Certificated Personnel Assignment Order & Classified Personnel Assignment Order*: Substitute Teacher: Dea, Norm; at DO; \$140.00/hr; Effective Date 3/13/19.

Correction: Director of Human Resources, Cheryl Cotton, has noted that this was a typo and the correct rate is \$140.00/day.

- **Motion to approve the Consent Calendar with noted change:** by Trustee Sara Hinkley
- **Second:** Vice President Brian Doss
- **Result:** unanimously approved

I) Board and Superintendent Reports

1) Superintendent Williams:

- In the very near future, the Wellness Committee will be sending out parent and student surveys on late start times for middle and high school students grades 8 - 11.

2) President Kim Trutane:

- Attended a breakfast at the Alameda County Office of Education (ACOE) with Superintendent Williams recently. Union leaders and Board members from different districts in Alameda County were also in attendance, where they learned about the school funding situation in California. She will be lobbying in Sacramento on April 3rd for public education funding.
- Presented an infographic flyer that was provided by ACOE that gave details on California School Funding.

3) Vice President Brian Doss:

- Reminder that the Diversity Club is held every last Thursday of month at Marin Elementary School and asked the community to encourage students to attend. The program will be expanding to a wider range of groups and be held each Thursday.

4) Trustee Jacob Clark:

- Gave a shout out to Albany Middle School Cobras and their wrestling team. He stated that he joined them at tournaments the last 2 weekends and wanted to thank all the parents, especially Olga, for all of the family support to the team.

5) Trustee Clementina Duron:

- Reported on the switch in Board Member Committee assignments between Vice President Brian Doss and herself: Brian Doss is now on the Wellness Committee, and Clementina Duron is now on the Board Policy Committee.

6) Trustee Sara Hinkley: No report, but requested an update on the Superintendent Search

President Trutane reported that an email was sent out that evening to the entire Albany community describing the Stakeholder Engagement Meetings to be held next week. An extensive superintendent search input process was launched to involve many different groups in the process. The AUSD website now includes a [Superintendent Search 2019](#) webpage with many details, a timeline, and important links that will continue to be updated during the entire process.

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:

Albany High School:

- The Black Student Union will hold their first annual "This is Us" festival on Saturday, March 16th from 1:00 - 4:00 p.m. in the Albany High School gym. There will be food vendors, clothing, jewelry, keynote speakers, activities, and club booths.
- The Albany High School Spirit Store will be closing this Friday, March 15th, so get your Cougar apparel while supplies last. All proceeds go to the Athletics Boosters.

Albany Middle School:

- The annual AUSD Superintendent's Concert will be held on Thursday, March 14th in the Albany Middle School gym from 7:00-9:00 p.m. Both middle and high school bands will be performing.
- There will be multiple concerts with Albany Middle School bands and orchestra in the last two weeks of March.

Cornell Elementary:

- *Girls on the Run* after school program started for 3rd through 5th graders on March 4th, and will be occurring until May 10th.
- Parents are meeting with their children's teachers to check in about progress and learning process.
- On March 13th, 5th graders will be smiling at the camera for the 5th Grade Photo.

Ocean View Elementary:

- Parents interested in the remodeling of Ocean View met with Principal Georgeson on March 14th.
- Students walked and rolled to school on March 6th for the Golden Sneaker Contest.
- A fundraiser is being held with the San Francisco clothing brand Tea Collection to benefit Ocean View.

Marin Elementary:

- A PTA meeting will be held on Wednesday, March 13th, in the Marin Multi Purpose Room.
- On March 9th, Marin families celebrated STEAM (Science, Technology, Engineering, Art, and Mathematics) Day, and got their bikes tuned up.
- School apparel is being sold by Alliance Graphics in Berkeley to raise money for Marin while also showing spirit.

Student Board Member Weinstein also reported that she attended the CSBA Election Day in Sacramento today, March 12th, with Superintendent Williams and President Trutane.

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

An AUSD parent read a letter that she sent to Superintendent Williams and members of the Board regarding her son at Albany Middle School and her concern regarding safety issues there.

L) Staff Reports

1) Special Education Update (15 mins.)

Diane Marie, Director III of Special Education, presented her report on Special Education as presented in the Board packet. Members of the Board asked Director Marie to identify areas of improvement and development in the delivery of Special Education services to students. Director Marie stated the following issues have been consistent:

- Recruiting and retaining paraeducators (salaries, training and development, etc.)
- Not seeing Special Ed as a silo but as part of the entire school site (not every student with special needs is in Special Education. Teachers need to work together and staff need to work together for all of the kids in the District.

The Board and Staff discussed issues related to hiring and retaining paraeducators. Superintendent Williams stated that she recently discussed the possibility of creating a task force with Cheryl Theis, and asked the Board for 3 more days to report out to the Board on this.

Cheryl Theis, parent and Special Education and Disabilities Rights advocate addressed the Board to talk about her interest and concerns related to Special Education, and stated:

- Education by paraeducators is not inclusion. General Education teachers need to be challenged to step up and find ways to accommodate students. This is not an Albany problem, it is a national problem. Keep students out of Special Ed if they don't need Special Ed.
- Thanked Director Diane Marie for all of her years of service problem-solving and collaboration to put the student first.

Olga Miranda, parent and paraeducator, thanked Diane Marie for all she has done, and she commented on issues in Special Ed and students in school. She stated that paras should not be replacing the general education teachers in the classroom. She asked about the Math Department and requested children who have IEP's be provided access to math tests, and requested the Board and Staff to consider that the achievement gap in math be addressed across the board. She also asked for Staff to be considerate of positions when hiring (especially in Special Ed).

President Trutane stated that the achievement gap in math is in the Board's Issues Bin as something they want to address and work towards.

M) Review and Discussion

1) Superintendent

a) Parcel Tax

Superintendent Williams and the Board discussed engaging the services of a research and tax measure planning service for the March 2020 or November 2020 ballot, and if so, when should staff post a Request for Proposal (RFP) from firms to conduct this survey. The Board directed Staff to issue a Request for Proposal. Trustee Hinkley will work with Chief Business Official Kim on the language of the RFP. To hear the discussion in its entirety, please view the [March 12, 2019 BOE Video](#).

b) Order of Board Meeting Agenda Items

Due to the time, President Trutane requested to skip this item and move it on the Agenda to follow:
Review and Action Item 4c: Resolution No. 2018-2019-13: Calling for Support of AB 39 (Muratsuchi) to Increase Local Control Funding for California's Public Schools

N) Review And Action

1) Curriculum and Instruction

a) Board Policy 5131 (Conduct)

This item was also moved on the Agenda to the end, following Review and Discussion
2b) Order of Board Meeting Agenda Items.

2) Technology

a) Contract with AT&T for District Internet Connection to Alameda County Office of Education

Dax Kajiwarra, Director of Technology, presented this contract to the Board. No discussion.

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

b) Contract with AT&T for Wide Area Connection from District Office to Albany High School

Dax Kajiwarra, Director of Technology, presented this contract to the Board.

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

3) Business Services

a) *2018-2019 2nd Interim Financial Report*

President Kim Trutane stated that there is not a lot of update in this 2nd Interim Financial Report for a reason. This is very close to the 1st Interim Report because Staff is waiting on the Budget Advisory Committee to advise us more precisely. The 2nd Interim Financial Report is being submitted as is because it is adequate, but expect the June Budget Report to look a lot different.

Jackie Kim, Chief Business Official, presented slides that summarized the 2nd Interim Report. This can be viewed on the [March 12, 2019 BOE Video](#) (at 2:19:58).

Yael Bloom, representative of SchoolCare, asked the Board and Staff to communicate to the community where the district is financially and what positions will be lost. She suggested a letter to the community. Superintendent Williams stated that the information listed in the slide presented by Chief Business Official Kim with “\$1.046 M Reductions Incorporated in 1st Interim” lists the positions that are being reduced; and she will discuss with Staff on how to get this message out to the community.

- **Motion:** to accept the 2nd Interim Budget Report by President Kim Trutane
- **Second:** Trustee Sara Hinkley
- **Result:** approved unanimously

b) *Agreement with Derivi Castellanos Architects to Provide Program Management Services for the Marin Elementary School Re-build Project*

Chief Business Official Jackie Kim presented this to the Board and stated that the total anticipated project duration is 36 months (3 years), and it will cost \$1,169,160 in 2016 Measure B Bond.

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

c) *Agreement with Derivi Castellanos Architects to Prepare Plans for Elementary Temporary Housing Modifications at Albany Middle School Annex*

This item was pulled from the agenda.

d) *Appointment of Budget Advisory Committee Members*

Chief Business Official, Jackie Kim, presented this to the Board and stated that one (1) parent resigned her position from the committee, leaving a parent vacancy. An application was submitted by Stephen Stewart, who has been attending the meetings.

- **Motion to appoint Stephen Stewart** by Trustee Sara Hinkley
- **Second:** Trustee Clementina Duron
- **Result:** approved unanimously

e) Supplemental Early Retirement Program

Jackie Kim, Chief Business Official, introduced Gail Beal, Senior Vice President from Keenan, who reviewed the material presented in the board agenda packet.

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

4) Superintendent

a) Resolution No. 2018-2019-11: Resolution To Approve An Agreement for Participation in the Alameda County Operational Area Emergency Management Organization

Superintendent Williams stated that this allows the District to participate in the County in the event of an emergency. After the resolution is passed, the Superintendent will appoint three people to work with the Alameda County Operational Area Emergency Management Organization and to receive training. After the three AUSD designees receive training, the District will determine what areas of the AUSD safety plan needs to be updated. AUSD will continue to work with county agencies in the event of a state-wide emergency, county-wide emergency, multiple-county-wide emergency.

- **Motion:** to approve by President Kim Trutane
- **Second:** Trustee Clementina Duron
- **Roll Call Vote:** Ayes: 4; Nays: 0; Abstain: 0; Absent: 1
- **Result:** approved and adopted

MOTION TO EXTEND MEETING FOR 30 MINUTES UNTIL 10:25 p.m.

- **Motion:** by Trustee Clementina Duron
- **Second:** Trustee Sara Hinkley
- **Result:** approved unanimously

b) Resolution No. 2018-2019-12: Funding for Children with Disabilities

Superintendent Williams presented this and stated that she strongly supports this Assembly Bill.

- **Motion:** to approve by Trustee Clementina Duron
- **Second:** President Kim Trutane
- **Roll Call Vote:** Ayes: 5; Nays: 0; Abstain: 0; Absent: 0
- **Result:** approved and adopted

c) Resolution No. 2018-2019-13: Calling for Support of AB 39 (Muratsuchi) to Increase Local Control Funding for California's Public Schools

Superintendent Williams presented this and stated that she strongly supports this Assembly Bill. President Trutane stated that Assembly Bill (AB) 39 provides the framework for additional funding but there is no money attached to it.

- **Motion:** to approve by Trustee Jacob Clark
- **Second:** Vice President Brian Doss
- **Roll Call Vote:** Ayes: 5; Nays: 0; Abstain: 0; Absent: 0
- **Result:** approved and adopted

O) Review and Discussion

1) Superintendent

c) Order of Board Meeting Agenda Items

The Board discussed the order of agenda items and decided that the Order of business on the agenda under Open Session should be as follows:

1. School Spotlight
2. Consent Calendar
3. Board, Superintendent, and Student Board Member Reports
4. Persons to Address the Board on Matters Not on the Agenda
5. Review and Action
6. Review and Discussion
7. Staff Reports
8. Items to be Agendized

It was further decided that if there are items under Review and Discussion that bring a large turn out of community members (parents, students, staff), then that would be moved up on the agenda to be presented earlier in the evening.

The Board decided to prioritize items in order to take care of items of interest to these groups preferentially:

1. Students
2. Parents
3. Teachers
4. School Site staff
5. District Office staff

No motion was taken on this as it was a Review and Discussion item.

P) Review And Action

1) Curriculum and Instruction (resumed)

b) Board Policy 5131 (Conduct)

Marie Williams, Assistant Superintendent of Educational Services, reviewed the material in the board packet. She stated that this Policy (Conduct) is deemed optional by California School Boards Association (CSBA), and as such, language in this policy can be found in other places (policies) having to do with discipline and student conduct.

The Board and Staff discussed questions and concerns raised at the previous board meeting related to this policy:

- Create a positive statement about “conduct” or a definition of “conduct” -
The Board did not decide on this change at this time.
- Ordering of items in the policy:
Assistant Superintendent Marie Williams stated that there was a mechanical error in tracking changes related to items that constitute prohibited student conduct. All track changes will be cleaned up upon approval.
- Language related to the use of cellular/digital phones to allow “during instructional time” would allow school sites to implement their behavior matrices and use their discretion accordingly..
- **Motion:** to pass Board Policy 5131 (Conduct) by Vice President Doss
- **Second:** President Trutane
- **Roll Call:** Ayes: 4; Nay: 1 (Duron)
- **Result:** passed 4:1

V. AGENDA ITEMS/MATTERS INTRODUCED BY THE BOARD

- Discussion about the Transitional Housing Committee Meeting (purpose, purview, etc.)
 - Subcommittee for parents of TK/K
- TK/K Program: parents to present ideas and questions and discuss with Staff

VI. ADJOURNMENT

The Board adjourned the meeting at 11:00 p.m.

FUTURE BOARD MEETINGS

Date	Time	Location
March 26, 2019	7:00 - 9:30 p.m.	Albany City Hall
April 16, 2019	7:00 - 9:30 p.m.	Albany City Hall
*April 29, 2019 SPECIAL BOARD MEETING - CLOSED SESSION FOR SUPERINTENDENT SEARCH	7:00 - 10:00 p.m.	CORNELL ELEMENTARY LIBRARY
April 30, 2019	7:00 - 9:30 p.m.	Albany City Hall

Personnel Assignment Order: Pending Approval

BOE Meeting: 4/30/2019

Class: Certificated

Category: New Hire

Position	Name	Site	FTE/Amt	Effec Date	End Date	Action	Funding
Coach, Assistant Track and Field	Bruckmann-Harmon, Loree	AMS	\$1,964.04	18-19 Season		Approve	GF
Summer School Teacher	Francis, Diane	MA	\$36.83/hr	6/21/2019	7/19/2019	Approve	GF
Summer School Teacher	Johnson, Geoff	MA	\$36.83/hr	6/21/2019	7/19/2019	Approve	GF
Long-term Substitute	Joffe, Stephany	MA	\$175/day	3/21/2019		Approve	GF

Category: Separation of Service

Position	Name	Site	FTE/Amt	Effec Date	End Date	Action	Funding
Speech Language Pathologist	Paoli, Gregory	SE	1.00	6/30/2019		Approve	
Assistant Principal	Hauptert, David	AMS	1.00	6/30/2019		Approve	

Class: Classified

Category: New Hire

Position	Name	Site	FTE/Amt	Effec Date	End Date	Action	Funding
Life Guard	Cortez, Alexander	Pool	\$15.00/hr	3/27/19		Approve	Pool
Swim Instructor	Cortez, Alexander	Pool	\$17.00/hr	3/27/19		Approve	Pool
Coach, Assistant Track and Field	Dela Torre, Roland	AHS	\$2,946.06	18-19 Season		Approve	GF
Senior Guard	Smith, Brianna	Pool	\$17.75/hr	4/3/2019		Approve	Pool
Coach, Head Ultimate Frisbee	Fahn, James	AMS	\$2,307.75	18-19 Season		Approve	AAB
Yearbook Advisor	Lewit, Barbara	AMS	\$1,718.54	4/15/2019	6/14/2019	Approve	ASB

Category: Separation of Service

Position	Name	Site	FTE/Amt	Effec Date	End Date	Action	Funding
Para-educator	Bloom, Yael	MA	0.30	6/14/2019		Approve	
Library Technician	Brotsky, Jenna	AHS	0.60	6/30/2019		Approve	
Custodian	Curry, Robert	ACC	1.00	3/29/2019		Approve	
Library Technician	Ernst, Mary	OV	0.30	6/30/2019		Approve	
Library Technician	Glendening, Margaret	CO	0.30	6/30/2019		Approve	
Para-educator	Hahn, Susan	OV	0.59	6/14/2019		Approve	

Library Technician	Lewit, Barbara	AMS	1.00	6/30/2019	Approve
Library Technician	Nichol, Monisha	MA	0.30	6/30/2019	Approve
Network Administrator	Paulovich, Eric	DO	1.00	6/30/2019	Approve

Category: Status Change

Position	Name	Site	FTE/Amt	Effec Date	End Date	Action	Funding
Early Childhood Instructor from Lead Para-educator	Howley, Renee	ACC	1.00	4/1/2019		Approve	ACC
Early Childhood Instructor from Para-educator	Liu, Weichun	ACC	0.27	7/1/2019		Approve	ACC

Category: Increase FTE

Position	Name	Site	FTE/Amt	Effec Date	End Date	Action	Funding
Para-educator	Hadjian, Shadi	ACC	0.20	7/1/2019		Approve	ACC
Para-educator, World Languages	Liu, Wenyon	ACC	0.27	7/1/2019		Approve	ACC
Para-educator, World Languages	Solis, Olga	ACC	0.467	7/1/2019		Approve	ACC
Lead Para-educator, World Languages	Tang, Hui	ACC	0.40	7/1/2019		Approve	ACC
Para-educator	Vahdantinia, Vahideh	ACC	0.467	7/1/2019		Approve	ACC
Para-educator, World Languages	Xu, Zhiling	ACC	0.40	7/1/2019		Approve	ACC
Para-educator	Yee, Delma	ACC	0.20	7/1/2019		Approve	ACC

Class: Uncompensated Service**Category: Volunteer**

Position	Name	Site	FTE/Amt	Effec Date	End Date	Action	Funding
	Alabanza, Analyn			3/17/2019			
	Chatman, Rachel			3/17/2019			
	Coty, Amy			3/17/2019			
	Easter, Kiraa			3/17/2019			
	Fox, Stephanie			3/17/2019			
	Goldbach, Michael			3/17/2019			
	Gomez-Zepeda, Miguel			3/17/2019			
	Greenhough, Jenny			3/17/2019			
	Kim, Mi Joo			3/17/2019			
	Ku, Adrian			3/17/2019			
	Lachman, Joshua			3/17/2019			
	Lee, Caron			3/17/2019			

Lee, Seung	3/17/2019	
Moritz, Melissa	3/17/2019	
Perfitt, Elizabeth	3/17/2019	
Petzold, Christopher	3/17/2019	
Pree, Stephen	3/17/2019	
Ranchod, Sanjay	3/17/2019	
Raphael, Eva	3/17/2019	
Reek, Adam	3/17/2019	
Ritter, John	3/17/2019	
Weible, Ben	3/17/2019	

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of April 30, 2019

ITEM: OBSOLETE INSTRUCTIONAL MATERIALS FOR DISPOSAL

**PREPARED BY: MARIE WILLIAMS
ASSISTANT SUPERINTENDENT, EDUCATIONAL SERVICES**

TYPE OF ITEM: CONSENT

PURPOSE: Albany Unified School District is committed to providing students with high-quality, state-standards aligned instructional materials. When new instructional materials have been adopted and purchased, obsolete instructional materials are removed from circulation and use.

BACKGROUND INFORMATION:

The California Education Code and District Board Policy and Administrative Regulation 3270 - Sale and Disposal of Books, Equipment and Supplies, provides a process for the District to declare instructional materials obsolete, with a recommendation that they be sold or disposed of by a variety of methods.

A public service notice will be published in a local newsletter and provided to local news media at least 60 days prior to the proposed sale. Community members may address the Board regarding the proposed sale of obsolete and/or no longer needed instructional materials prior to the actual sale.

Sale, donation, or disposal of the identified obsolete instructional materials will not commence prior to July 1, 2019. Materials that are not sold will be offered to the public and/or donated. Materials that are not accepted by the public or able to be donated will be destroyed.

DETAILS: The attached list identifies the instructional materials recommended for disposal through sale, donation or destruction.

FINANCIAL INFORMATION: Potential revenue to the general fund from possible obsolete instructional materials sales.

STRATEGIC OBJECTIVES ADDRESSED:



Objective #1: *Assess and Increase Academic Success. Goal: We will provide a comprehensive educational experience with expanded opportunities for engagement, assessment, and academic growth so that all students will achieve their fullest potential.*

RECOMMENDATION: APPROVE THE DISPOSITION OF OBSOLETE INSTRUCTIONAL

MATERIALS THROUGH SALE, DONATION OR DESTRUCTION.

ALBANY HIGH SCHOOL - OBSOLETE TEXTBOOKS 4/9/19

Subject	Instructional Materials/Textbooks	Publisher	ISBN	Quantity
Math	Algebra 1, 2004	McDougal Littell	0-618-25018-2	7
	Algebra 2, 2001	McDougal Littell	0-395-93778-7	176
	Geometry, 2001	McDougal Littell	0-395-93777-9	2
Spanish	Barron's AP Spanish, 5th ed, 2006	Barron's Educational Series	0-7641-7943-8	24
	Barron's AP Spanish, 3rd ed, 2001	Barron's Educational Series	0-7641-1376-3	29
	AP Spanish: Preparing for the Language Examination, 2nd ed, 1989	Prentice Hall	0-8013-1531-X	50
	AP Spanish: Preparing for the Language Examination, 3rd ed, 2007	Prentice Hall	0-13-166094-2	56
Science	Physical Science, 1988	Prentice Hall	0-13-714171-8	18
	Physical Science, Teacher's Edition, 1988	Prentice Hall	0-13-700576-8	2
	Physical Science, Laboratory Manual, 1st ed	Prentice Hall	0-13-700584-9	5
	Life Science, 1988	Prentice Hall	0-13-536137-0	30
	Life Science, Laboratory Manual, 1st ed	Prentice Hall	0-13-536095-1	5
	The California Biology Handbook, 2007	McGraw Hill	0-07-875713-4	1

There are no teachers resource materials for any of these books unless noted otherwise

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of April 30, 2019

ITEM: **APPROVE OVERNIGHT/OUTDOOR EDUCATION FIELD TRIP: OCEAN VIEW ELEMENTARY SCHOOL TO YMCA CAMP CAMPBELL MAY 26-29, 2020**

PREPARED BY: **MARIE WILLIAMS**
ASSISTANT SUPERINTENDENT, EDUCATIONAL SERVICES

TYPE OF ITEM: **CONSENT**

PURPOSE: All field trips and excursions that occur overnight require prior approval from the Board of Education. Requests shall be presented to the Board of Education at least one month in advance of departure unless the timing of the event and the Board meeting schedule do not provide sufficient time for prior approval or make prior approval impractical.

BACKGROUND INFORMATION: The YMCA Camp Campbell Outdoor Science School in Boulder Creek, CA provides a hands-on “living” curriculum in an outdoor setting where students can develop an understanding of their role in the environment.

[YMCA Camp Campbell](#) is a leading nonprofit committed to strengthening communities through youth development, healthy living, and social responsibility. The environmental education provided by the Outdoor Science School is an extension of classroom curriculum. Students see, feel, hear, and see the realities of nature.

DETAILS: All fifth grade students at Ocean View Elementary School will spend 4 days and 3 nights at the [YMCA Camp Campbell Outdoor Science School](#) in Boulder Creek, CA and participate in a hands-on outdoor science education program. The program, which is aligned with the 5th grade standards for forest ecosystems and biology for this temperate area, is filled with learning opportunities through hiking, exploring, camp games, skits, and fireside songs. Students will travel to and from the destination by chartered bus, and stay in the Camp Campbell lodge.

FINANCIAL INFORMATION: The anticipated cost per student is approximately \$350.00, which includes all camp fees, meals, lodging, and transportation. Funding will come from fees from families and fundraising from a variety of sources. Parents will be asked to contribute a fee in any amount that they can afford. No child will be denied the opportunity to participate.

STRATEGIC GOALS ADDRESSED:



Objective #1: *Assess and Increase Academic Success. Goal: We will provide a comprehensive educational experience with expanded opportunities for engagement, assessment, and academic growth so that all students will achieve their fullest potential.*



Objective #2: *Support the Whole Child. Goal: We will foster the social and emotional growth of all students, implement an array of strategies to increase student engagement, identify individual socio-emotional and behavioral needs, and apply collaborative appropriate interventions.*

RECOMMENDATION: APPROVE OVERNIGHT/OUTDOOR EDUCATION FIELD TRIP: OCEAN VIEW ELEMENTARY SCHOOL TO YMCA CAMP CAMPBELL MAY 26-29, 2020

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of April 30, 2019

ITEM: **APPROVE OVERNIGHT/OUTDOOR EDUCATION FIELD
TRIP: CORNELL ELEMENTARY SCHOOL TO YMCA CAMP
CAMPBELL MAY 26-29, 2020**

PREPARED BY: **MARIE WILLIAMS
ASSISTANT SUPERINTENDENT, EDUCATIONAL SERVICES**

TYPE OF ITEM: **CONSENT**

PURPOSE: All field trips and excursions that occur overnight require prior approval from the Board of Education. Requests shall be presented to the Board of Education at least one month in advance of departure unless the timing of the event and the Board meeting schedule do not provide sufficient time for prior approval or make prior approval impractical.

BACKGROUND INFORMATION: The YMCA Camp Campbell Outdoor Science School in Boulder Creek, CA provides a hands-on “living” curriculum in an outdoor setting where students can develop an understanding of their role in the environment.

[YMCA Camp Campbell](#) is a leading nonprofit committed to strengthening communities through youth development, healthy living, and social responsibility. The environmental education provided by the Outdoor Science School is an extension of classroom curriculum. Students see, feel, hear, and see the realities of nature.

DETAILS: All fifth grade students at Cornell Elementary School will spend 4 days and 3 nights at the [YMCA Camp Campbell Outdoor Science School](#) in Boulder Creek, CA and participate in a hands-on outdoor science education program. The program, which is aligned with the 5th grade standards for forest ecosystems and biology for this temperate area, is filled with learning opportunities through hiking, exploring, camp games, skits, and fireside songs. Students will travel to and from the destination by chartered bus, and stay in the Camp Campbell lodge.

FINANCIAL INFORMATION: The anticipated cost per student is approximately \$350.00, which includes all camp fees, meals, lodging, and transportation. Funding will come from fees from families and fundraising from a variety of sources. Parents will be asked to contribute a fee in any amount that they can afford. No child will be denied the opportunity to participate.

STRATEGIC GOALS ADDRESSED:



Objective #1: *Assess and Increase Academic Success. Goal: We will provide a comprehensive educational experience with expanded opportunities for engagement, assessment, and academic growth so that all students will achieve their fullest potential.*



Objective #2: *Support the Whole Child. Goal: We will foster the social and emotional growth of all students, implement an array of strategies to increase student engagement, identify individual socio-emotional and behavioral needs, and apply collaborative appropriate interventions.*

<p>RECOMMENDATION: APPROVE OVERNIGHT/OUTDOOR EDUCATION FIELD TRIP: CORNELL ELEMENTARY TO YMCA CAMP CAMPBELL MAY 26-29, 2020</p>
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**ALBANY UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of April 30, 2019

ITEM: MEMORANDUM OF UNDERSTANDING BETWEEN CONTRA COSTA COUNTY OFFICE OF EDUCATION (CCCOE) AND ALBANY UNIFIED SCHOOL DISTRICT (AUSD) FOR THE CALIFORNIA CAREER TECHNICAL EDUCATION INCENTIVE GRANT (CTEIG)

PREPARED BY: DR. CARRIE NERHEIM, DIRECTOR - STUDENT SERVICES

TYPE OF ITEM: CONSENT

PURPOSE: For the Board to approve the Memorandum of Understanding between Contra Costa County Office of Education (CCCOE) and Albany Unified School District (AUSD) for the California Career Technical Education Incentive Grant (CTEIG).

BACKGROUND INFORMATION: The California Career Technical Education Incentive Grant (CTEIG) program is established as a state education, economic, and workforce development initiative with the goal of providing students with the knowledge and skills necessary to transition to employment and postsecondary education. This grant supported our high school students for the last four years by funding Regional Occupational Program (ROP) classes.

The Contra Costa County Office of Education (CCCOE) is applying for the California Career Technical Education Grant (CTEIG) and Albany Unified School District (AUSD) is a member of the consortium that has been funded since the 2015-16 school year. The Memorandum of Understanding is required by all districts in the consortium. The purpose of this program is to encourage and maintain the delivery of career technical education (CTE) programs.

DETAILS: This grant may be renewed annually as long as the applicant completes all of the deliverables for the previous year.

FINANCIAL INFORMATION: For any funding received from this program, the California Career Technical Education Incentive Grant (CTEIG) requires a proportional dollar-for-dollar match as follows:

- For the funding term, July 2019 through June 2020, \$2.00 for every \$1.00 received from this program consortium-wide.

- The consortium was allocated approximately \$2,589,000 which was less than half of the amount requested.
- Albany's share is \$167,641, which is 60% of last year's funding.
- The County will contribute an additional \$1,000,000 to support the program for the consortium.
- The high school is working to adjust course offerings to fit within the new budget.

STRATEGIC OBJECTIVES ADDRESSED:



Objective #1: *Assess and Increase Academic Success. Goal: We will provide a comprehensive educational experience with expanded opportunities for engagement, assessment, and academic growth so that all students will achieve their fullest potential.*



Objective #2: *Support the Whole Child. Goal: We will foster the social and emotional growth of all students, implement an array of strategies to increase student engagement, identify individual socio-emotional and behavioral needs, and apply collaborative appropriate interventions.*



Objective #3: *Communicate and Lead Together. Goal: All stakeholders will collaborate and communicate about decisions that guide the sites and district.*

RECOMMENDATION: APPROVE THE MEMORANDUM OF UNDERSTANDING BETWEEN CONTRA COSTA COUNTY OFFICE OF EDUCATION (CCCOE) AND ALBANY UNIFIED SCHOOL DISTRICT FOR THE CALIFORNIA CAREER TECHNICAL EDUCATION INCENTIVE GRANT (CTEIG).

CONTRA COSTA COUNTY SUPERINTENDENT OF SCHOOLS

CTEIG Memorandum of Understanding

Introduction

The California Career Technical Education Incentive Grant (CTEIG) program is established as a state education, economic, and workforce development initiative with the goal of providing pupils in kindergarten through grade twelve, inclusive, with the knowledge and skills necessary to transition to employment and postsecondary education. The purpose of this program is to encourage and maintain the delivery of career technical education (CTE) programs during implementation of the school LEA and charter school local control funding formula (LCFF) pursuant to California *Education Code (EC)* Section 42238.02.

Memorandum of Understanding

Applicants wishing to apply as a JPA or as a consortium must complete a Memorandum of Understanding (MOU) establishing the partnership. The MOU should include the ADA for grades 7–12 and matching funds assigned to the lead agency

The MOU with original signatures of all participating members must be submitted to the CDE, Career and College Transition Division (CCTD), prior to issuance of the grant award notification (GAN). GANs will not be sent until the MOU with original signatures is on file at the CDE.

Parties.

The Contra Costa County Superintendent of Schools (County Superintendent), whose address is 77 Santa Barbara Road, Pleasant Hill, CA 94523 and the following School district (LEA):

LEA: Albany City Unified School District

CTEIG ADA for grades 7-12: 1,715

Matching funds assigned to the CTEIG lead agency: \$220,427

Term.

The effective date of this MOU is July 1, 2019 and it terminates June 30, 2020 unless sooner terminated as provided herein.

CTE Program Requirements

The recipients of the CTEIG funds are required to implement and maintain a CTE program meeting all of the following high quality CTE program requirements:

- 1) Offer high quality curriculum and instruction aligned with the California CTE Model Curriculum Standards including, but not limited to, providing a coherent sequence of CTE courses that enable pupils to transition to postsecondary education programs that lead to a career pathway or attain employment upon graduation from high school

- 2) Provide pupils with quality career exploration and guidance
- 3) Provide pupil support services including counseling and leadership development
- 4) Provide for system alignment, coherence, and articulation, including ongoing and structural regional or local partnerships with postsecondary educational institutions, with documented formal written agreements
- 5) Form ongoing and structural industry and labor partnerships, documented through formal written agreements and through participation on advisory committees
- 6) Provide opportunities for pupils to participate in after school; extended day; and out-of-school internships, competitions, and other work-based learning opportunities
- 7) Reflect regional or local labor market demands focusing on current or emerging high-skill, high-wage, or high-demand occupations
- 8) Lead to an industry-recognized credential, certificate, appropriate postsecondary training, or employment
- 9) Staffed by skilled teachers (CTE credentialed teachers) or faculty and provide professional development opportunities for those teachers or faculty members
- 10) Report data to allow for an evaluation of the program

Matching Funds Requirement

For any funding received from this program, the CTEIG grant requires a proportional dollar-for-dollar match as follows:

- a) For the funding term, July 2019 through June 2020, \$2.00 for every \$1.00 received from this program.

The local match may include funding from a school LEA or charter school LCFF apportionments pursuant to *EC* Section 42238.02, the federal Carl D. Perkins Career and Technical Education Improvement Act of 2006 (Perkins IV), the California Partnership Academies, the Agricultural Incentive Grant, or any other source except from the California Career Pathways Trust established pursuant to *EC* Section 53010. **Failure to meet the matching funds requirement of the CTEIG *EC* Section 53071, may result in the applicant being invoiced the entire balance of the grant.**

Outcomes

At the end of each grant term awardees will be expected to generate the following deliverables:

- 1) Data aligned with the core metrics required by the federal Workforce Innovation and Opportunity Act and the quality indicators described in the California State Plan for CTE and by the Perkins IV. The data to be reported includes all of the following:

- The number of pupils completing high school
- The number of pupils completing CTE coursework
- The number of pupils obtaining an industry-recognized credential, certificate, license, or other measure of technical skill attainment
- The number of former pupils employed and the types of businesses in which they are employed
- The number of former pupils enrolled in a postsecondary educational institution, a state apprenticeship program, or another form of job training

This data must be entered into the California Longitudinal Pupil Achievement Data System (CALPADS) system by July 31, for each grant term.

- 2) An annual progress report which addresses the 10 CTE program requirements. The grantee must provide evidence of compliance or detailed explanations for not meeting any of the requirements. This report will be entered into the Program Grant Management System (PGMS) at the end of each grant term. Failure to complete this report by the designated deadline may result in the non-renewal of the CTEIG funding and/or the generation of an invoice for the grant funds. The first report will be due in March 2017. Failure to make progress in meeting the 10 CTE program requirements will result in a recommendation to the State Board of Education (SBE) that the LEA not receive funding in the next grant cycle and/or the requirement that the LEA remit all or part of the grant funds awarded.
- 3) An end of year fiscal expenditure claims report including matching funds and their sources. All CTE expenditures and those of matching funds must be coded with the goal code of 3800 (Vocational Education) or 6000 (ROCP). LEAs using bond funds as a match will be provided a local code to use when coding these expenditures as part of the match. Additionally, charter schools will be provided specific information on reporting the match as they are not required to use the Standard Accounting Code Structure (SACS). This report must be entered into the PGMS by September 30, following the end of the grant term.
- 4) Goal Codes 3800 and 6000 – The California Department of Education (CDE) will compile a report of each grantee's financial activity associated with the accounting goal codes of 3800 and 6000. Additional allowable codes will be determined for LEAs using bond funds as a match. Additionally, charter schools will be provided specific information on reporting the match as they are not required to use the SACS. This data will be used to verify matching funds for all CTEIG monies spent. **Failure to meet this matching requirement will result in an invoice for remittance of grant funds and removal from eligibility status for a renewal grant in subsequent years.**

Grant Renewal

The CTEIG award funding may be renewed annually. In order to be eligible for renewal, the applicant must complete all of the deliverables for the previous year and submit an intent to renew application. The intent to renewal application will include the following:

- a) Statement on how much an LEA can match for the new grant term

- b) Progress report on the minimum eligibility requirements
- c) An updated budget including the three-year post grant sustainability budget

VIII. Payment Procedures

The grant payments will be dispersed to the LEAs based on the following schedule for each grant term:

First payment sent upon receipt of signed grant award notification	Second payment following receipt of CALPADS data report, annual progress report, and end of year fiscal report on PGMS	Final payment following verification of matching funds, goal coded 3800, 6000, and any other CTE grants
50%	40%	10%

Program and Administrative Requirements

The signed CTEIG application is a commitment to comply with the assurances, certifications and terms and conditions associated with the grant. In addition to the CTEIG Grant Assurances and Conditions (see Appendix A), applicants should download all of the general assurances and certifications from the CDE Web site as shown below. The documents must be reviewed and kept on file by the LEA.

- California Department of Education General Assurances (CDE-100A)
<http://www.cde.ca.gov/fg/fo/fm/generalassurances2015.asp>
- Drug-Free Workplace Certification (CDE-100DF)
<http://www.cde.ca.gov/fg/fo/fm/drug.asp>
- U.S. Department of Education Debarment and Suspension (ED 80-0014)
<http://www.cde.ca.gov/fg/fo/fm/debar.asp>
- U.S. Department of Education Lobbying (ED80-0013)
<http://www.cde.ca.gov/fg/fo/fm/lobby.asp>

Termination.

This MOU may be terminated by the County Superintendent at his/her sole discretion, upon 30-day advance written notice thereof to the LEA, or canceled immediately by written mutual consent.

Indemnification.

The LEA shall defend, indemnify, save, and hold harmless the County Superintendent and his/her officers and employees from any and all claims, costs and liability for any damages, sickness, death, or injury to person(s) or property, including without limitation all consequential damages, from any cause whatsoever arising directly or indirectly from or connected with the operations or services of the LEA or its agents, servants, employees hereunder, save and except claims or litigation arising through the sole negligence or sole willful misconduct of the County Superintendent or his/her officers or employees. LEA will reimburse the County Superintendent for any expenditures, including reasonable attorneys' fees, the County Superintendent may make by the reason of the matters that are the subject of this indemnification, and if requested by the County Superintendent, will defend any claims or litigation to which this indemnification provision applies at the sole cost and expense of the LEA.

Fingerprinting of Employees.

The LEA shall comply with the provisions of Education Code section 415125.1 regarding the submission of employee fingerprints to the California Department of Justice and the completion of criminal background investigations of its employees. The LEA shall not permit any employee to have any contact with County Office students until such time as the LEA has verified in writing to the County Office that the employee has not been convicted of a felony, as defined in Education Code section 45122.1 and is eligible to provide services consistent with the requirements of the Education Code. The LEA's responsibility shall extend to all employees, agents, and employees regardless of whether those individuals are paid or unpaid, concurrently employed by the County Office. Verification of compliance with this section and the Criminal Background Investigation Certification that may be required with this Agreement, shall be provided in writing to the County Office prior to each individual's commencement of employment or performing any portion of the Services and prior to permitting contact with any student. In addition, LEA shall be required to provide written notice to the County Office within twenty-four hours of receipt of notice that any of its employees, agents, and employees is no longer eligible, consistent with applicable law, from providing services pursuant to this MOU. LEA shall not allow such employees, agents, and employees from providing service pursuant to this MOU upon receiving such notice.

Compliance with Law.

The LEA shall be subject to and shall comply with all Federal, State and local laws and regulations applicable with respect to its performance under this MOU, including but not limited to, licensing, employment and purchasing practices, and wages, hours and conditions of employment, including nondiscrimination.

Nondiscriminatory Services.

The LEA agrees that all goods and services under this MOU shall be available to all qualified persons regardless of age, sex, race, religion, color, national origin, ethnic background, or handicap, and that none shall be used, in whole or in part, for religious worship or instruction.

Tax Reporting/Payment Responsibilities.

The County Superintendent shall provide an annual statement of compensation paid on the appropriate federal and/or state information forms. The LEA is responsible for payment of any federal and/or state tax amounts due.

Disputes.

Disagreements between the County Superintendent and LEA concerning the meaning, requirements or performance of this MOU shall be subject to final determination in writing by the County Superintendent or his /her designee or in accordance with the applicable procedures (if any) required by the State or Federal Government.

Signatures. These signatures attest the parties' agreement hereto:

Contra Costa County Superintendent of Schools Date

Date

Superintendent, School LEA

Date

Appendix A

Career Technical Education Incentive Grant

Grant Assurances and Conditions

California *Education Code (EC)* Section 53071 stipulates the minimum requirements that must be included in a Career Technical Education Incentive Grant (CTEIG) funded program. The authorized applicant's signature signifies they have read the following assurances and conditions and will provide these program elements.

In order to be eligible to receive state funding to encourage and maintain the delivery of career technical education (CTE) programs during implementation of the school LEA and charter school local control funding formula pursuant to *EC* Section 42238.02, a grant recipient shall provide all of the following:

1. Matching funds in the form of direct support provided by the grant recipient based on the following schedule:
 - a. For the funding term July 2019 through June 2020, \$2.00 for every \$1.00 received from this program.
2. An assurance that state funds provided by the CTEIG program shall be used only for the development and maintenance of CTE programs.
3. An assurance to work with the regional CTEIG technical assistance provider in the following areas:
 - a. Attendance at regional meetings
 - b. Professional and curriculum development related to CTE sequences of courses, alignment to the CTE Model Curriculum Standards, and aligned with California Basic Educational Data System codes
 - c. Reviewing CTE teacher credentials
 - d. Any other areas as needed.
4. An assurance to report all local educational agency (LEA) CTE expended funds for the grant recipient under accounting goal codes 3800 (Vocational Education) or 6000

(Regional Occupational Centers and Programs). Matching funds will be verified each year.

Conditions of the CTEIG funding are as follows:

1. The LEA must meet all state statutes and regulations applicable to the CTEIG in its administration of the program including the submittal of all student data reports, annual progress report, sustainability budgets, and fiscal end of year reports.
2. All CTEIG funds must be expended within the dates designated and for not more than the maximum amount indicated on the Grant Award Notification, (AO-400). Encumbrances may be made at any time after the beginning date of the grant stated on the AO-400. All funds must be expended or legally obligated by June 30, 2020. **No extensions of this grant term will be allowed.**
3. Grant funds will be remitted as stated in the Request for Applications on page 7. If the grantee does not comply with the assurances and conditions of the grant, **the CDE may invoice the grantee for all CTEIG funds paid to the LEA.**
4. A budget revision is required if expenditures exceed 20 percent of the authorized object code total. The budget revision must be approved by CDE prior to completing the end of year fiscal report.

Appendix B

Object Codes and Expenditure Guidelines

Each budget category or object code and the allowable Career Technical Education Incentive Grant (CTEIG) expenditures are outlined below.

Object Code	Description of the Object Code
1000	Certificated Salaries: Career technical education (CTE) teacher salaries may be funded by CTEIG monies if the funds are used to increase CTE full-time equivalent (FTE) positions.
2000	Classified Salaries: Classified salaries may be funded by CTEIG funds if the employee's work is solely focused on CTE.
3000	Employee Benefits: CTEIG funds may be used to pay for only those benefits associated with the above salaries in the 1000 and 2000 object codes.
4000	Books and Supplies: CTEIG funds may be used to support expenditures for books, supplies, and other non-capitalized property/equipment. NOTE: A listing of all highly pilfered equipment, including the serial and model numbers, purchased with any portion of these grant funds must be recorded and maintained with the local educational agency (LEA).
5000	Services and Other Operating Expenditures: CTEIG funds may be used for expenditures for services related to the CTE programs. Travel and Conference: CTEIG funds may be used to support expenditures incurred by the LEA's CTE teachers for travel and conferences including lodging, mileage, parking, bridge tolls, shuttles, taxis, and conference registration expenses necessary to meet the objectives of the program. Receipts are required to be kept on file by the LEA for audit purposes. Field trip transportation for students should be listed here. MOUing Services: Services provided to the LEA by outside LEAs appear under this category. Identify what, when, and where service(s) will be provided. Appropriate activities include conducting workshops, training, and technical assistance activities.
6000	Capital Outlay: CTEIG funds may support expenditures for equipment for CTE programs only that meet the LEA's threshold for capitalization (equipment is movable personal property that has both an estimated useful life over one year. Refer to the LEA's threshold amount for capitalization, anything less than this amount should be posted in Object Code 4000). A listing of all equipment, including the serial and model numbers, purchased with any portion of these grant funds must be recorded and maintained in the file.
7000	Indirect Cost: Include if applicable (not to exceed the California Department of Education approved rate). Indirect costs are not assessed on expenditures for capital outlay.

ReqPay12c

Board Report

March 2019 Warrant Listing

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
51148113	03/01/2019	ACSIG - VISION INSURANCE	010-9534	02/19 VISION		11,574.15
51148114	03/01/2019	ALAMEDA COUNTY OFFICE OF ED	010-5200	ELL TECH CARNIVAL - BODINE		75.00
51148115	03/01/2019	ALBANY TIRE SERVICE	010-5670	DISTRICT VEHICLE MAINT/SERVICE		27.50
51148116	03/01/2019	ALHAMBRA	010-4300	DISTRICT OFFICE WATER DELIVERY		125.22
51148117	03/01/2019	AMAZON CAPITAL SERVICES, INC.	010-4300	ADAPTED PE EQUIPMENT	1,220.83	
				DONATION - CORNELL CLASSROOM SUPPLIES	76.64	
				DONATION - CORNELL SUPPLIES	104.46	
				DONATION - CORNELL TIMERS	202.38	
				DONATION - MEGAPHONE FOR CORNELL	36.18	
				NOON SUPERVISORS		
				MARIN PERFORMING ART MATERIALS	268.48	
				NEXT STEP FORWARD IN GUIDED READING	543.15	
				Unpaid Sales Tax	18.40-	2,433.72
51148118	03/01/2019	AUS WEST LOCKBOX	130-5800	FOOD SERVICE TOWEL & MOP SERVICE		86.04
51148119	03/01/2019	AUTOMATIC RESPONSE SYSTEMS	010-4300	AHS SHREDDING SERVICE		65.00
51148120	03/01/2019	BART GROUP SALES	010-5810	AMS STUDENT BART TICKETS		300.00
51148121	03/01/2019	BATTALION ONE	010-5670	DISTRICT FIRE ALARM TESTING, SERVICE & REPAIRS		1,239.50
51148122	03/01/2019	BLICK ART MATERIALS	010-4300	DONATION - CORNELL ART SUPPLIES	219.55	
				MARIN ART SUPPLIES	1.34-	218.21
51148123	03/01/2019	PARENT	010-5827	* ACADEMIC SERVICES		2,305.00
51148124	03/01/2019	BRIGHT PATH THERAPISTS	010-5825	PHYSICAL THERAPY SERVICES		2,644.50
51148125	03/01/2019	DEBORAH BRILL C/O ALBANY MIDDLE	010-4300	REIMBURSEMENT FOR SUPPLIES		48.02
51148126	03/01/2019	PARENT	010-5827	* ACADEMIC SERVICES		2,637.50
51148127	03/01/2019	CDW GOVERNMENT INC	010-4300	SD CARD - TECH		104.75
51148128	03/01/2019	COLLEGE BOARD	010-5200	AP BIOLOGY WORKSHOP - CAJINA		285.00
51148129	03/01/2019	COMTEL SERVICE COMPANY	010-5670	DISTRICT WIDE CLOCK/PA REPAIRS		620.00
51148130	03/01/2019	CONTRA COSTA CO OFFICE OF EDU	010-5800	TEACHER INDUCTION		30,000.00
51148131	03/01/2019	CRESTLINE SPECIALTIES, INC.	010-4300	AHS STRESS BALLS	468.98	
				Unpaid Sales Tax	31.18-	437.80
51148132	03/01/2019	CRYSTAL CREAMERY	130-4700	DAIRY		652.17
51148133	03/01/2019	DANIELSEN	130-4700	FOOD & SUPPLIES	3,205.29	
			130-4710	FOOD & SUPPLIES	37.91	3,243.20
51148134	03/01/2019	DELTA DENTAL CLIENT SERVICES	010-9534	03/19 DELTA DENTAL		8,027.37
51148135	03/01/2019	BANKCARD CENTER	010-4300	AHS CREDIT CARD EXPENSES	345.68	
			010-4305	AMS CREDIT CARD EXPENSES	217.60	

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51148135	03/01/2019	BANKCARD CENTER	010-5200	AHS CREDIT CARD EXPENSES	25.00	588.28
51148136	03/01/2019	JENNIFER DURAN C/O AMS	010-4300	REIMBURSEMENT FOR CLASSROOM SUPPLIES		20.51
51148137	03/01/2019	FEDEX	010-5920	SHIPPING CHARGES		20.10
51148138	03/01/2019	FOOD 4 THOUGHT, LLC	130-4700	FOOD		260.45
51148139	03/01/2019	JAMIE FORDYCE C/O ALBANY MIDDLE	010-4300	REIMBURSEMENT FOR CLASSROOM SUPPLIES		16.39
51148140	03/01/2019	GOLD STAR FOODS	130-4700	FOOD		2,910.79
51148141	03/01/2019	GRANICUS, INC.	010-5825	MINUTES MAKER		140.00
51148142	03/01/2019	GREAT AMERICAN LEASING CORP.	010-5611	SELPA COPIER LEASE		182.45
51148143	03/01/2019	Harris School Solutions	130-4300	02/01/19-01/31/20 ETRITION POS SERVING LINE		549.60
51148144	03/01/2019	Hayes Distributing Inc.	130-4700	FOOD		1,487.63
51148145	03/01/2019	Heinemann	010-4300	UNITS OF STUDY IN PHONICS		1,406.06
51148146	03/01/2019	HOLZMUELLER PRODUCTIONS	010-5622	LIGHTING RENTALS/INSTALL FOR AHS WINTER DANCE		2,291.57
51148147	03/01/2019	HOUGHTON MIFFLIN COMPANY	010-4300	SPECIAL EDUCATION MATERIALS		758.65
51148148	03/01/2019	WELLS FARGO VENDOR FIN SERV	010-5611	DISTRICT WIDE COPIER LEASE		3,273.42
51148149	03/01/2019	KONICA MINOLTA BUSINESS SOLUTIONS INC.	010-5610	AMS COPIER USAGE	797.39	
				CORNELL COPIER USAGE	369.01	
				DISTRICT OFFICE COPIER USAGE	177.41	
				MARIN COPIER USAGE	17.81	
				OCEAN VIEW COPIER USAGE	773.64	2,135.26
51148150	03/01/2019	MAGGIORA BAKING CO	130-4700	FOOD		122.00
51148151	03/01/2019	MARINA MECHANICAL	010-5670	DISTRICT WIDE HVAC REPAIRS		394.00
51148152	03/01/2019	PARENT	010-5827	* BASIC EDUCATION		2,000.00
51148153	03/01/2019	MICHAEL'S TRANSPORTATION SRV	010-5810	AMS TRANS FOR TRIPS TO THE ROSICRUCIAN MUSEUM		1,978.00
51148154	03/01/2019	NEOFUNDS	010-5910	D.O. POSTAGE		948.93
51148155	03/01/2019	OFFICE DEPOT	010-4300	AHS SUPPLIES	3,187.68	
				DONATION - CORNELL SUPPLIES	1,804.27	
				MAC SUPPLIES	145.30	
				MARIN SUPPLIES	1,045.93	
				OCEAN VIEW SUPPLIES	1,291.89	7,475.07
51148156	03/01/2019	P & R PAPER SUPPLY COMPANY	130-4710	FOOD SERVICE SUPPLIES		394.10
51148157	03/01/2019	PASTIME ACE HARDWARE	010-4300	AMS SCIENCE SUPPLIES	77.27	
				DISTRICT HARDWARE	1,659.84	1,737.11

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51148158	03/01/2019	NCS PEARSON, INC.	010-4300	SPECIAL EDUCATION KIT		628.38
51148159	03/01/2019	PG&E	010-5520	12/18 AHS NONBYPASSABLE CHARGES		89.96
51148160	03/01/2019	READ NATURALLY	010-5830	OV READ NATURALLY LIVE LICENSES		201.60
51148161	03/01/2019	SAFE HAVENS INTERNATIONAL	010-5825	EMERGENCY PLAN DEVELOPMENT SERVICES		5,325.00
51148162	03/01/2019	PABLO E. SANCHEZ	010-5800	DISTRICT LANDSCAPING		3,700.00
51148163	03/01/2019	SMART & FINAL	010-4300	AMS SCIENCE SUPPLIES		9.49
51148164	03/01/2019	SYSCO - SAN FRANCISCO	130-4700	FOOD & SUPPLIES	987.31	
			130-4710	FOOD & SUPPLIES	38.74	1,026.05
51148165	03/01/2019	THE PHILLIPS ACADEMY	010-5825	BASIC EDUCATION & RELATED SERVICES		3,960.00
51148166	03/01/2019	U-Select-It	130-5610	02/15-02/14/20 VENDING MACHINE SOFTWARE RENEWAL		360.00
51148167	03/01/2019	UC REGENTS UC BOTANICAL GARDENS	010-5810	05/10 & 05/29 MARIN TRIPS		585.00
51148168	03/01/2019	ULINE Attn: Accounts Receivable	010-4300	STEEL DOME LID - MARIN		126.25
51148169	03/01/2019	UNITED PARCEL SERVICE	010-5920	SHIPPING CHARGES	14.78	
			010-5930	SHIPPING CHARGES	16.79	31.57
51148170	03/01/2019	WESTERN PSYCHOLOGICAL SERVICES	010-4300	SPECIAL EDUCATION FORMS		141.81
51148171	03/01/2019	JOANNE RUTH WILE	010-5800	TRAUMA GRANT COORDINATOR	600.00	
			010-5825	MENTAL HEALTH COORDINATOR	1,000.00	1,600.00
51148172	03/01/2019	WILSON LANGUAGE TRAINING CORP	010-4300	FUNDATIONS TEACHER KITS	3,190.20	
				Unpaid Sales Tax	13.55-	3,176.65
51148173	03/01/2019	WORTHINGTON DIRECT INC.	010-4300	CORNELL CHAIR TRUCK	505.50	
				Unpaid Sales Tax	27.78-	477.72
51148174	03/01/2019	WRITERCOACH CONNECTION	010-5825	COACHING PROGRAM AT AMS		22,000.00
51148175	03/01/2019	ALBANY YMCA	010-5800	ACTIVE SUPERVISION DURING LUNCH RECESS		16,371.66
51148928	03/04/2019	BANKCARD CENTER	010-4300	SPECIAL EDUCATION CREDIT CARD EXPENSES		189.66
51150663	03/08/2019	ACSIG	010-5450	18/19 PROPERTY/LIABILITY INS - FINAL 50%	142,673.00	
			010-9536	18/19 WORKER'S COMPENSATION INS - FINAL 50%	370,235.00	512,908.00
51150664	03/08/2019	ACSIG - DELTA DENTAL	010-9534	03/19 COBRA DENTAL	644.00	
				03/19 DENTAL	41,775.40	42,419.40
51150665	03/08/2019	ALBANY EDUCATION FOUNDATION	010-8699	REFUND - MINI GRANT FOR OV TRIP / SHIGETA		580.00
51150666	03/08/2019	ALHAMBRA	130-4300	FOOD SERVICE WATER DELIVERY		22.18

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51150667	03/08/2019	ALLIED CONSTRUCTION	010-5670	DISTRICT WIDE ROOFING LEAKS		15,407.00
51150668	03/08/2019	AMAZON CAPITAL SERVICES, INC.	010-4300	AHS LIBRARY BOOKS	205.10	
				AHS SCIENCE SUPPLIES	891.33	
				AHS USB HUB	14.26	
				CAREER TECH EQUIPMENT & SUPPLIES	2,541.61	
				DONATION - CORNELL CLASSROOM SUPPLIES	218.46	
				DOOR LOCK & HIGHLIGHTER TAPE FOR MARIN	43.94	
				Unpaid Sales Tax	110.58-	3,804.12
51150669	03/08/2019	AUS WEST LOCKBOX	130-5800	FOOD SERVICE TOWEL & MOP SERVICE		79.44
51150670	03/08/2019	ARCO AM/PM	010-4300	FUEL FOR TRANSPORTATION VEHICLES		683.21
51150671	03/08/2019	AT&T	010-5930	01/19-02/18 SERVICE	854.77	
			120-5930	01/19-02/18 SERVICE	19.05	873.82
51150672	03/08/2019	LAURA ATKINS	010-5800	04/18 AMS SPEAK UP ASSEMBLY		250.00
51150673	03/08/2019	AUSD REVOLVING FUND	010-5800	01/19 FEES	224.08	
				12/18 FEES	233.68	
			010-8699	RETURNED CHECKS	165.00	622.76
51150674	03/08/2019	AUTOMATIC RESPONSE SYSTEMS	010-5800	AMS SHREDDING SERVICE	75.00	
				DISTRICT OFFICE SHREDDING SERVICE	75.00	150.00
51150675	03/08/2019	BART GROUP SALES	010-5810	CORNELL 03/13 & 03/14 MISSION DOLORES TRIPS		581.95
51150676	03/08/2019	BAY ALARM	010-5825	DISTRICT OFFICE ALARM MONITORING		283.36
51150677	03/08/2019	BONAMI BAKING	130-4700	FOOD		259.00
51150678	03/08/2019	CARMEN BURKS	010-4300	REIMB FOR TEACHER INDUCTION SUPPLIES		34.21
51150679	03/08/2019	CALIFORNIA CHAMBER OF COMMERCE	010-4300	LABOR LAW POSTERS		324.56
51150680	03/08/2019	CDW GOVERNMENT INC	010-4300	HDMI CABLE - D.O.		25.11
51150681	03/08/2019	CITY OF BERKELEY	010-5810	AMS LOW TIDE RESEARCH PROGRAM 03/26 & 03/27		400.00
51150682	03/08/2019	COPY EXPRESS	010-5870	CIA PRINT/COPY SERVICES		107.13
51150683	03/08/2019	CRYSTAL CREAMERY	130-4700	DAIRY		664.71
51150684	03/08/2019	CSEA	010-5200	PARAEDUCATORS CONFERENCE REGISTRATION		109.00
51150685	03/08/2019	CULTURE SHOCK YOGURT	130-4700	YOGURT		180.00
51150686	03/08/2019	DANIELSEN	130-4700	FOOD & SUPPLIES	6,890.06	
			130-4710	FOOD & SUPPLIES	30.34	6,920.40
51150687	03/08/2019	DEMCO	010-4300	MARIN LIBRARY SUPPLIES		400.21

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51150688	03/08/2019	DHARMA TRADING COMPANY	010-4300	DONATION - OV CLASSROOM SUPPLIES		381.39
51150689	03/08/2019	BANKCARD CENTER	010-4305	SUPT. CREDIT CARD EXPENSES	53.78	
			010-5200	SUPT. CREDIT CARD EXPENSES	2.00	55.78
51150690	03/08/2019	JAMES DREYER	010-4300	REIMB FOR WORK BOOTS		52.64
51150691	03/08/2019	EBMUD	010-5555	01/22-02/21 SERVICE		1,917.61
51150692	03/08/2019	ENTERPRISE RENT-A-CAR	010-5600	RENTALS		880.54
51150693	03/08/2019	FOLLETT SCHOOL SOLUTIONS INC	010-4300	AHS LIBRARY BOOKS		1,557.18
51150694	03/08/2019	FOOD 4 THOUGHT, LLC	130-4700	FOOD		242.75
51150695	03/08/2019	GOLD STAR FOODS	130-4700	FOOD		5,334.09
51150696	03/08/2019	GRANICUS, INC.	010-5825	MINUTES MAKER		140.00
51150697	03/08/2019	GREENWOOD CONSULTING GROUP	212-6230	CHPS CONSULTING FOR AHS ADDITION		7,340.00
51150698	03/08/2019	Hayes Distributing Inc.	130-4700	FOOD		1,520.57
51150699	03/08/2019	NANCY HENDERSON C/O SPECIAL SERVICES	010-5810	REIMB FOR SUPPLIES		24.45
51150700	03/08/2019	HIGH SCHOOL IMPRESSIONS	010-4300	MAC HIGH SHIRTS	520.87	
				Unpaid Sales Tax	46.27-	474.60
51150701	03/08/2019	HILLYARD/SAN FRANCISCO	010-4300	DISTRICT CUSTODIAL SUPPLIES	2,476.20	
			120-4300	ACC CUSTODIAL SUPPLIES	222.44	2,698.64
51150702	03/08/2019	HOME DEPOT INC.	010-4300	DISTRICT MAINTENANCE SUPPLIES		104.62
51150703	03/08/2019	PAUL IVANOV	010-8699	FIELD TRIP REFUND		36.50
51150704	03/08/2019	JOHNSTONE SUPPLY	010-4300	MAINT SUPPLIES		96.47
51150705	03/08/2019	KONICA MINOLTA BUSINESS SOLUTIONS INC.	010-5610	AHS ATHLETICS COPIER USAGE	23.21	
				AMS COPIER USAGE	336.23	
				SPECIAL EDUCATION COPIER USAGE	163.85	523.29
51150706	03/08/2019	DEANNA KOSMA	130-8634	LUNCH REFUND		100.75
51150707	03/08/2019	LINCOLN AQUATICS	010-4300	AAC SUPPLIES		1,279.35
51150708	03/08/2019	LITTLE EXPLORERS MOBILE PETTING ZOO	120-5810	ACC 03/20 MOBILE PETTING ZOO	488.75	
				ACC 05/07 MOBILE PETTING ZOO	488.75	977.50
51150709	03/08/2019	MELISSA MacARTHUR	130-8634	LUNCH REFUND		52.00
51150710	03/08/2019	MAGGIORA BAKING CO	130-4700	FOOD		349.25
51150711	03/08/2019	MILLENNIUM CONSULTING ASSOC	211-6261	HAZARDOUS MATERIALS CONSULTING SERVICES - OV PROJ		16,336.75
51150712	03/08/2019	NANCY MITCHNER	010-5825	ORIENTATION & MOBILITY SERVICES		750.00
51150713	03/08/2019	NEOFUNDS	010-5910	AMS POSTAGE		1,086.03
51150714	03/08/2019	CARRIE NERHEIM C/O DISTRICT OFFICE	010-4315	MILEAGE REIMBURSEMENT		53.53
51150715	03/08/2019	NEXTEL COMMUNICATIONS	010-5930	DISTRICT CELL PHONE SERVICE	1,157.57	
			120-5930	DISTRICT CELL PHONE SERVICE	284.24	1,441.81
51150716	03/08/2019	NINYO & MOORE	211-6262	GEOTECHNICAL, MATLS & SPEC TESTING SRVCS - AHS ADD		1,433.75

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51150717	03/08/2019	OFFICE DEPOT	010-4300	AHS SUPPLIES	77.44-	
				AMS SUPPLIES	2,360.13	
				D.O. SUPPLIES	257.22	
				DONATION - CORNELL SUPPLIES	119.59	
				ENROLLMENT CENTER SUPPLIES	200.54	
				MARIN SUPPLIES	1,012.82	
				SPECIAL EDUCATION SUPPLIES	629.50	
			120-4300	ACC SUPPLIES	470.49	4,972.85
51150718	03/08/2019	ORIGINAL WATERMEN, INC.	010-4300	AAC UNIFORMS		1,491.55
51150719	03/08/2019	P & R PAPER SUPPLY COMPANY	130-4710	FOOD SERVICE SUPPLIES		530.00
51150720	03/08/2019	RJ PANSINO	130-8634	LUNCH REFUND		60.00
51150721	03/08/2019	NCS PEARSON, INC.	010-4300	SPECIAL EDUCATION MATERIALS		221.28
51150722	03/08/2019	PG&E	010-5520	01/22-02/20 SERVICE	385.68	
				01/23-02/21 SERVICE	19,786.61	20,172.29
51150723	03/08/2019	Edward Pollard C/O Special Services	010-4315	MILEAGE REIMBURSEMENT		46.67
51150724	03/08/2019	PRUDENTIAL OVERALL SUPPLY	010-5800	DISTRICT UNIFORM SERVICE		794.99
51150725	03/08/2019	PTM DOCUMENT SYSTEMS	010-4300	AMS REPORT CARD MAILERS		345.49
51150726	03/08/2019	RASKOB INSTITUTE	010-5825	BASIC EDUCATION		1,948.35
51150727	03/08/2019	PARENT	010-5827	* ACADEMIC & TRANSPORTATION SERVICES		3,600.00
51150728	03/08/2019	RODAN BUILDERS	211-6201	AMS ANNEX PROJECT - PHASE II	12,108.49	
			211-6251	AMS ANNEX PROJECT - PHASE II	636,825.45	648,933.94
51150729	03/08/2019	BANNER BANK - RODAN RETENTION	211-6201	AMS ANNEX PROJECT - PHASE II	637.29	
			211-6251	AMS ANNEX PROJECT - PHASE II	33,517.13	34,154.42
51150730	03/08/2019	S.T.A.R. ACADEMY	010-5827	ACADEMIC TUTORING		240.00
51150731	03/08/2019	SAN JOAQUIN COUNTY OFFICE OF EDUCATION	010-5825	ANNUAL SEIS FEE - SELPA		17,892.00
51150732	03/08/2019	School Facility Consultants	010-5800	12/18 CONSULANT SERVICES - MOD ELIGIBILITY		78.75
51150733	03/08/2019	SCHOOL SERVICES OF CALIFORNIA	010-5200	GOVERNOR'S BUDGET WORKSHOP - V.WILLIAMS & J. KIM		450.00
51150734	03/08/2019	SIERRA PACIFIC TOURS	010-5810	04/17 MARIN TRIP TO SACRAMENTO		3,675.00
51150735	03/08/2019	CHERIE SPIVEY	010-5825	PSYCHO-EDUCATIONAL ASSESSMENTS		3,000.00
51150736	03/08/2019	STAR ELEVATOR INC	010-5610	AHS ELEVATOR SERVICE		397.43
51150737	03/08/2019	SYSCO - SAN FRANCISCO	130-4700	FOOD & SUPPLIES		1,290.73
51150738	03/08/2019	ULINE Attn: Accounts Receivable	010-4300	STEEL DOME LIDS - MARIN		485.03
51150739	03/08/2019	WESSNE'S JANITORIAL SERVICE	010-5800	D.O. CLEANING SERVICE		1,375.00
51150740	03/08/2019	WILCO SUPPLY	010-4300	MAINTENANCE SUPPLIES		112.95
51150741	03/08/2019	WILLIAMS SCOTSMAN, INC.	250-5621	DISTRICT WIDE PORTABLE RENT		1,785.00

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51151375	03/11/2019	CLARION HOTEL ANAHEIM RESORT	010-5810	04/04 - 04/07 HOTEL STAY - AHS CHOIR		10,035.00
51151376	03/11/2019	WEST COAST LITERACY WORKSHOP	010-5825	02/19 WCLW PD		3,975.00
51152091	03/13/2019	BERKELEY REPERTORY THEATRE	010-5825	2019 CORNELL ENRICHMENT - THEATER WORKSHOP		2,795.00
51152092	03/13/2019	BANKCARD CENTER	010-4300	OCEAN VIEW CREDIT CARD EXPENSES	91.01	
			010-4305	OCEAN VIEW CREDIT CARD EXPENSES	48.70	139.71
51152093	03/13/2019	FAGEN FRIEDMAN & FULFROST, LLP	010-5826	01/19 LEGAL FEES		13,069.78
51152094	03/13/2019	MISSION DOLORES ATTN: CURATOR	010-5810	03/19 OCEAN VIEW TOURS		490.00
51152095	03/13/2019	UNIVERSAL STUDIOS HOLLYWOOD YOUTH & EDUCATION DEPARTMENT	010-5810	04/06 VISIT - AHS BANDS	3,572.00	
				04/06 VISIT - AHS CHOIRS	7,332.00	10,904.00
51152973	03/15/2019	A BETTER CHANCE SCHOOL	010-5825	BASIC EDUCATION & RELATED SERVICES		17,213.89
51152974	03/15/2019	ALEX COMMERCIAL REFRIG.	130-5670	FOOD SERVICE REFRIGERATION REPAIRS		1,431.78
51152975	03/15/2019	ALHAMBRA	010-4300	AAC WATER DELIVERY		74.13
51152976	03/15/2019	AMAZON CAPITAL SERVICES, INC.	010-4300	DONATION - CORNELL CLASSROOM SUPPLIES	80.39	
				DONATION -OCEAN VIEW CLASSROOM SUPPLIES		
				LANYARDS FOR CORNELL STAFF	21.92	
				OCEAN VIEW BOOKS	343.20	
				Unpaid Sales Tax	4.21-	441.30
51152977	03/15/2019	AMERICAN LOGISTICS COMPANY	010-5825	TRANSPORTATION SERVICES		1,280.67
51152978	03/15/2019	AQUA SOURCE	010-5670	AAC MONTHLY MAINT		1,163.00
51152979	03/15/2019	AUS WEST LOCKBOX	130-5800	FOOD SERVICE TOWEL & MOP SERVICE		164.38
51152980	03/15/2019	ARCO AM/PM	010-4300	FUEL FOR TRANSPORTATION VEHICLES		609.81
51152981	03/15/2019	KATY BABCOCK C/O NR SELPA	010-4315	REIMBURSEMENT FOR SELPA EXPENSES		176.96
51152982	03/15/2019	BATTALION ONE	010-5610	CSFM/NFPA REQUIRED TEST FOR OV FIRE SPRINKLERS	1,070.00	
			010-5670	DISTRICT FIRE ALARM TESTING, SERVICE & REPAIRS	1,403.78	2,473.78
51152983	03/15/2019	BONAMI BAKING	130-4700	FOOD		359.80
51152984	03/15/2019	CAROLINA BIOLOGICAL SUPPLY CO	010-4300	AMS SCIENCE SUPPLIES		671.26
51152985	03/15/2019	CAS Inspections, Inc. Neil Brodhead	211-6261	INSPECTOR OF RECORD SERVICES - AMS ANNEX PROJ		14,400.00
51152986	03/15/2019	COPY EXPRESS	010-5870	CIA PRINT/COPY SERVICES		195.25
51152987	03/15/2019	CRYSTAL CREAMERY	130-4700	DAIRY		590.79

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51152988	03/15/2019	DANIELSEN	130-4700	FOOD & SUPPLIES	1,415.53	
			130-4710	FOOD & SUPPLIES	53.09	1,468.62
51152989	03/15/2019	DEPARTMENT OF JUSTICE	010-5838	LIVE SCAN FEES		1,385.00
51152990	03/15/2019	DERIVI CASTELLANOS ARCHITECTS	210-5800	10/18 BOND PROGRAM SUPPORT		5,438.16
51152991	03/15/2019	DEBRA DESGROSIELLIER C/O CORNELL SCHOOL	010-4300	DONATION - REIMBURSEMENT FOR CLASSROOM SUPPLIES		105.91
51152992	03/15/2019	DISCOVERY ACADEMY	010-5825	BASIC EDUCATION, RM & BOARD AND RELATED SERVICES		10,550.00
51152993	03/15/2019	BANKCARD CENTER	010-4300	STUDENT SERVICES CREDIT CARD EXPENSES	75.73	
			010-5800	STUDENT SERVICES CREDIT CARD EXPENSES	51.00	126.73
51152994	03/15/2019	FOOD 4 THOUGHT, LLC	130-4700	FOOD		452.70
51152995	03/15/2019	GOLD STAR FOODS	130-4700	FOOD		2,825.08
51152996	03/15/2019	Hayes Distributing Inc.	130-4700	FOOD		1,824.52
51152997	03/15/2019	NANCY HENDERSON C/O SPECIAL SERVICES	010-4315	MILEAGE REIMBURSEMENT		51.51
51152998	03/15/2019	HILLYARD/SAN FRANCISCO	010-4300	DISTRICT CUSTODIAL SUPPLIES		130.80
51152999	03/15/2019	PARENT	010-5827	* ACADEMIC & RELATED SERVICES		8,200.00
51153000	03/15/2019	KONICA MINOLTA BUSINESS SOLUTIONS INC.	010-5610	AHS COPIER USAGE	637.68	
				AMS COPIER USAGE	550.80	
				MAC COPIER USAGE	6.11	
				MARIN COPIER USAGE	393.58	
			120-5610	ACC COPIER USAGE	103.64	1,691.81
51153001	03/15/2019	LANGUAGE PEOPLE, INC.	010-5825	TRANSLATION SERVICES		304.00
51153002	03/15/2019	LINCOLN AQUATICS	010-4300	AAC SUPPLIES		1,759.43
51153003	03/15/2019	ANNE R. MacMILLAN	010-5825	SPECIAL ACADEMIC INSTRUCTION, AUDIOLOGY MAINT, ASESMENTS		900.00
51153004	03/15/2019	MAGGIORA BAKING CO	130-4700	FOOD		423.95
51153005	03/15/2019	MARINA MECHANICAL	010-5670	DISTRICT WIDE HVAC REPAIRS		867.75
51153006	03/15/2019	MICHAEL'S TRANSPORTATION SRV	010-5810	AHS ATHLETICS TRANSPORTATION (9035)		3,400.00
51153007	03/15/2019	OFFICE DEPOT	010-4300	D.O. SUPPLIES	484.80	
				DONATION - CORNELL SUPPLIES	18.55	
				SELPA SUPPLIES	71.01	574.36
51153008	03/15/2019	P & R PAPER SUPPLY COMPANY	130-4710	FOOD SERVICE SUPPLIES		474.18
51153009	03/15/2019	PRUDENTIAL OVERALL SUPPLY	010-5800	DISTRICT UNIFORM SERVICE		789.41
51153010	03/15/2019	RYLAND SCHOOL BUSINESS CONSULTING	010-5800	GENERAL FINANCE SUPPORT		800.00
51153011	03/15/2019	SENECA FAMILY OF AGENCIES	010-5825	SPECIAL EDUCATION		3,591.00

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51153012	03/15/2019	BETH SHEPARD C/O CORNELL SCHOOL	010-4300	DONATION - REIMBURSEMENT FOR CLASSROOM SUPPLIES		25.23
51153013	03/15/2019	SMART & FINAL	010-4300	ADULT TRANSITION PROGRAM SUPPLIES	94.57	
				AMS SCIENCE SUPPLIES	51.87	146.44
51153014	03/15/2019	SONJA BIGGS EDUCATIONAL SVCS	010-5825	SERVICES FOR VISUALLY IMPAIRED STUDENTS		1,031.25
51153015	03/15/2019	STAFF REHAB	010-5825	COUNSELING SERVICE		3,375.00
51153016	03/15/2019	SUNESYS LLC	010-5800	03/19 SERVICE		4,039.08
51153017	03/15/2019	SYSCO - SAN FRANCISCO	130-4700	FOOD & SUPPLIES	1,107.48	
			130-4710	FOOD & SUPPLIES	283.98	1,391.46
51153018	03/15/2019	TABLEAU SOFTWARE	010-5610	TABLEAU DESKTOP MAINT RENEWAL		300.00
51153826	03/18/2019	XIONG LIU	130-8634	LUNCH REFUND		35.00
51153917	03/20/2019	ALBANY AQUATIC CENTER	010-5810	06/13/19 POOL RENTAL - MARIN YR END	225.00	
				06/14/19 POOL RENTAL - MARIN YR END	225.00	450.00
51153918	03/20/2019	BALL SECURITY & PATROL SERVS	010-5800	AHS FIRE WATCH SERVICE		14,231.00
51153919	03/20/2019	BRIAN BIGGS C/O SPECIAL EDUCATION	010-5200	REIMB FOR TRAVEL EXPENSES		308.00
51153920	03/20/2019	Bridges Rock Gym	010-5810	03/01 AMS TRIP		940.00
51153921	03/20/2019	BANKCARD CENTER	010-4300	CORNELL CREDIT CARD EXPENSES		261.24
51153922	03/20/2019	EBMUD	010-5555	01/03-03/06 SERVICE	792.78	
				01/07-03/08 SERVICE	792.78	
				12/26-02/27 SERVICE	743.00	2,328.56
51153923	03/20/2019	TUYET HUYNH C/O FOOD SERVICE	130-4300	REIMB FOR WORK SHOES		74.62
51153924	03/20/2019	JULIE KURTZ	120-5200	ACC PARENT TRAINING		200.00
51153925	03/20/2019	MUSIC WITH NINA	120-5800	ACC MUSIC & MOVEMENT		200.00
51153926	03/20/2019	MANJIRI PATKAR-ALBANY CHILDREN'S CENTER	010-5200	REIMB FOR TRAVEL EXPENSES		562.61
51153927	03/20/2019	PG&E	010-5520	01/23-02/21 SERVICE	1,876.55	
				01/24-02/24 SERVICE	554.58	
				02/01-03/04 SERVICE	794.16	
				02/06-03/07 SERVICE	8,264.81	
			120-5520	01/23-02/21 SERVICE	37.86	11,527.96
51182597	03/22/2019	COUNTY OF ALAMEDA TREASURER	010-5621	DEPOSIT FOR FACILITY USE - AHS AP EXAM TESTING		250.00
51182598	03/22/2019	AUSD REVOLVING FUND	010-5810	TRIP TO AL'S BIG BURGER		125.00
51182599	03/22/2019	FESTIVALS OF MUSIC MUSIC IN THE PARKS	010-5810	05/04 AMS TRIP - MUSIC IN THE PARKS		3,250.00
51182600	03/22/2019	FOLLETT SCHOOL SOLUTIONS	010-5830	RENEWAL - DISTRICT HOSTED LIBRARY MANAGER SERVICE		5,250.00
51182601	03/22/2019	ROSALVA GUTIERREZ	010-4305	REIMB FOR EXPENSES - FAMILIAS LATINAS DE ALBANY EVENT		144.00

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51182602	03/22/2019	HELEN JIANG C/O CENTRAL KITCHEN	130-4315	12/04-01/30 MILEAGE REIMB		31.84
51184013	03/26/2019	ACSIG - VISION INSURANCE	010-9534	03/19 VISION		11,446.40
51184014	03/26/2019	BERKELEY UNIFIED SCHOOL DISTRICT TRANSPORTATION	010-5810	MARIN TRANSPORTATION FOR JOHN MUIR TRIPS		521.25
51184015	03/26/2019	PARENT	010-5827	* ACADEMIC SERVICES		2,660.00
51184016	03/26/2019	COMMERCIAL LIGHTING CO.	010-4300	BULBS - MAINTENANCE		606.37
51184017	03/26/2019	DELTA DENTAL CLIENT SERVICES	010-9534	04/19 DELTA DENTAL		8,027.37
51184018	03/26/2019	BANKCARD CENTER	010-4300	AHS CLASSROOM BOUNCE BALLS	58.50	
				AHS CREDIT CARD EXPENSES	463.75	
				AMS CREDIT CARD EXPENSES	67.73	
				CAREER TECH EQUIPMENT	820.89	
				DOMESTIC TO REPAIR ACC SECURITY CAMERA	48.57	
				MARIN CREDIT CARD EXPENSES	316.74	
				SELPA CREDIT CARD EXPENSES	26.38	
				SHIPPING TAPE - TECH	32.90	
				AHS MAILCHIMP	20.00	
				STUDENT SERVICES CREDIT CARD EXPENSES	278.63	
			010-4305	WATER SERVICE FOR AMS PORTABLES	217.01	
				AMS CREDIT CARD EXPENSES	109.60	
				OCEAN VIEW CREDIT CARD EXPENSES	23.00	
			010-5200	SELPA CREDIT CARD EXPENSES	542.97	
				SUPT. CREDIT CARD EXPENSES	26.50	
			010-5800	OCEAN VIEW CREDIT CARD EXPENSES	1.93	
				DISTRICT STORAGE FEES	981.30	
				SUPT. CREDIT CARD EXPENSES	1.00	
			010-5810	03/13 & 03/14 CORNELL TOURS - MISSION DOLORES	645.00	
				AMS AC TRANSIT PASSES	150.00	
			010-5825	03/15/19 KID POWER PD	2,000.00	
			010-5930	SELPA CREDIT CARD EXPENSES	374.00	
			120-4300	ACC SUPPLIES	162.36	7,368.76
51184019	03/26/2019	EBMUD	010-5555	01/03-03/06 SERVICE	539.07	
				12/26-02/27 SERVICE	499.84	1,038.91

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51184020	03/26/2019	KONICA MINOLTA BUSINESS SOLUTIONS INC.	010-5610	AHS COPIER USAGE	803.21	
				CORNELL COPIER USAGE	310.20	
				DISTRICT OFFICE COPIER USAGE	219.23	
				MARIN COPIER USAGE	11.99	
				OCEAN VIEW COPIER USAGE	421.76	1,766.39
51184021	03/26/2019	MARINA MECHANICAL	010-5670	DISTRICT WIDE HVAC REPAIRS		1,182.01
51184022	03/26/2019	NEOFUNDS	010-5910	AMS POSTAGE		55.05
51184023	03/26/2019	PG&E	010-5520	01/30-02/28 SERVICE	9,297.91	
			120-5520	01/30-02/28 SERVICE	1,387.84	10,685.75
51184024	03/26/2019	PLAY WELL TEKNOLOGIES	010-5825	OV STEM - LEGO WORKSHOPS		3,360.00
51184025	03/26/2019	PROCARE THERAPY, INC.	010-5800	NURSING SUPPORT		10,034.03
51184026	03/26/2019	School Facility Consultants	010-5800	01/19 NEW CONSTRUCTION ELIGIBILITY		215.00
51184027	03/26/2019	WEST ED	010-4300	SET UP FOR HEALTHY KIDS SURVEY		150.00
51184028	03/26/2019	WICHT CONSULTING INC.	010-5825	03/14 & 03/15 PD		4,710.70
51184029	03/26/2019	WILLIAMS SCOTSMAN, INC.	250-5621	DISTRICT WIDE PORTABLE RENT		1,412.03
51184030	03/26/2019	AMAZON CAPITAL SERVICES, INC.	010-4300	AMS LUMBAR SUPPORT PILLOW	17.51	
				AMS MATH SUPPLIES	53.74	
				AMS STRAWS & STRING	17.54	
				DONATION - OV PENCIL SHARPENER	31.83	
				OCEAN VIEW OFFICE SUPPLIES	74.68	
				Unpaid Sales Tax	7.89-	187.41
51184031	03/26/2019	APPLE COMPUTER INC.	010-4300	CORNELL iPADS		4,796.65
51184032	03/26/2019	RETIREE	010-3751	RETIREE REIMBURSEMENT		632.25
51184033	03/26/2019	ARROW GLASS COMPANY	010-5670	DISTRICT WIDE WINDOW REPLACEMENTS / REPAIRS		877.15
51184034	03/26/2019	RETIREE	010-3751	RETIREE REIMBURSEMENT		1,400.50
51184035	03/26/2019	AUDITORY PATHWAYS	010-5825	AUDIOLOGICAL ASSESSMENTS		755.00
51184036	03/26/2019	ALBANY USD	010-3751	04/19 CALPERS	14,087.11	
			010-3752	04/19 CALPERS	6,800.00	
			010-5800	04/19 CALPERS	1,207.82	
			010-9534	04/19 CALPERS	433,706.36	455,801.29
51184037	03/26/2019	AUTOMATIC RESPONSE SYSTEMS	010-5800	DISTRICT OFFICE SHREDDING SERVICE		75.00
51184038	03/26/2019	BANCROFT CENTER INC.	010-5621	DISTRICT OFFICE LEASE		12,424.10
51184039	03/26/2019	RETIREE	010-3751	RETIREE REIMBURSEMENT		1,400.50
51184040	03/26/2019	RETIREE	010-3751	RETIREE REIMBURSEMENT		1,667.10
51184041	03/26/2019	BATTALION ONE	010-5670	MONITOR DISTRICT FIRE ALARMS		540.00
51184042	03/26/2019	RETIREE	010-3751	RETIREE REIMBURSEMENT		1,128.75

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51184043	03/26/2019	RETIREE	010-3751	RETIREE REIMBURSEMENT		632.25
51184044	03/26/2019	BRAD FRIEDMAN	010-5200	REIMB FOR WASC VISIT EXPENSES		48.02
51184045	03/26/2019	DEBORAH BRILL C/O ALBANY MIDDLE	010-4300	REIMBURSEMENT FOR SUPPLIES		114.93
51184046	03/26/2019	DAVID BROWN	010-5200	REIMB FOR WASC VISIT EXPENSES		135.48
51184047	03/26/2019	RETIREE	010-3752	RETIREE REIMBURSEMENT		632.25
51184048	03/26/2019	PARENT	010-5827	* ACADEMIC SERVICES		2,650.00
51184049	03/26/2019	CAROLINA BIOLOGICAL SUPPLY CO	010-4300	AHS SCIENCE SUPPLIES		39.19
51184050	03/26/2019	RETIREE	010-3751	RETIREE REIMBURSEMENT		1,400.50
51184051	03/26/2019	CLARK PEST CONTROL	010-5800	AQUATIC CENTER PEST CONTROL	225.00	
				DISTRICT PEST CONTROL	1,233.00	
			120-5800	ACC PEST CONTROL	225.00	1,683.00
51184052	03/26/2019	KATHERINE COLE	010-5200	REIMB FOR WASC VISIT EXPENSES		70.52
51184053	03/26/2019	CRYSTAL CREAMERY	130-4700	DAIRY		532.92
51184054	03/26/2019	CULTURE SHOCK YOGURT	130-4700	YOGURT		120.00
51184055	03/26/2019	DANIELSEN	130-4700	FOOD & SUPPLIES	1,951.08	
			130-4710	FOOD & SUPPLIES	37.91	1,988.99
51184056	03/26/2019	BANKCARD CENTER	010-4300	SPECIAL EDUCATION CREDIT CARD EXPENSES	212.02	
			010-5200	SPECIAL EDUCATION CREDIT CARD EXPENSES	938.52	
			120-4300	ACC CREDIT CARD EXPENSES	607.84	
			130-4300	FOOD SERVICE CREDIT CARD EXPENSES	216.50	
			130-4700	FOOD SERVICE CREDIT CARD EXPENSES	763.85	
			130-4710	FOOD SERVICE CREDIT CARD EXPENSES	237.07	2,975.80
51184057	03/26/2019	EAST BAY PAINT & DECORATOR CTR	010-4300	DISTRICT PAINT SUPPLIES		98.45
51184058	03/26/2019	RETIREE	010-3751	RETIREE REIMBURSEMENT		187.74
51184059	03/26/2019	FLINN SCIENTIFIC	010-4300	AHS SCIENCE SUPPLIES		218.54
51184060	03/26/2019	FOOD 4 THOUGHT, LLC	130-4700	FOOD		519.15
51184061	03/26/2019	RETIREE	010-3751	RETIREE REIMBURSEMENT		1,805.80
51184062	03/26/2019	RETIREE	010-3751	RETIREE REIMBURSEMENT		1,111.43
51184063	03/26/2019	RETIREE	010-3752	RETIREE REIMBURSEMENT		163.37
51184064	03/26/2019	GOLD STAR FOODS	130-4700	FOOD		3,612.08
51184065	03/26/2019	GOPHER SPORTS	010-4300	OCEAN VIEW PLAYGROUND BALLS		131.55
51184066	03/26/2019	KIMBERLY GRAY C/O AMS	010-4300	REIMBURSEMENT FOR CLASSROOM SUPPLIES		66.52

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51184067	03/26/2019	RETIREE	010-3752	RETIREE REIMBURSEMENT		888.29
51184068	03/26/2019	RETIREE	010-3752	RETIREE REIMBURSEMENT		975.13
51184069	03/26/2019	RETIREE	010-3752	RETIREE REIMBURSEMENT		1,490.94
51184070	03/26/2019	MELISSA HEALY	010-5200	REIMB FOR WASC VISIT EXPENSES		573.37
51184071	03/26/2019	HILLYARD/SAN FRANCISCO	120-4300	ACC CUSTODIAL SUPPLIES		392.37
51184072	03/26/2019	HOME DEPOT INC.	010-4300	DISTRICT MAINTENANCE SUPPLIES		337.23
51184073	03/26/2019	RETIREE	010-3751	RETIREE REIMBURSEMENT		300.80
51184074	03/26/2019	RETIREE	010-3751	RETIREE REIMBURSEMENT		1,332.57
51184075	03/26/2019	RETIREE	010-3752	RETIREE REIMBURSEMENT		390.71
51184076	03/26/2019	RETIREE	010-3752	RETIREE REIMBURSEMENT		1,400.50
51184077	03/26/2019	THE LIBRARY STORE INC.	010-4300	LABELS FOR OCEAN VIEW LIBRARY		139.87
51184078	03/26/2019	MAGGIORA BAKING CO	130-4700	FOOD		91.50
51184079	03/26/2019	RETIREE	010-3752	RETIREE REIMBURSEMENT		1,400.50
51184080	03/26/2019	RETIREE	010-3751	RETIREE REIMBURSEMENT		730.27
51184081	03/26/2019	MELISSA MAYES	010-5200	REIMB FOR WASC VISIT EXPENSES		125.04
51184082	03/26/2019	MICHAEL'S TRANSPORTATION SRV	010-5810	AHS ATHLETICS TRANSPORTATION (9035)		1,205.00
51184083	03/26/2019	MOBILE MODULAR MGMT. CORP.	140-5621	AHS CONTAINER RENTALS		175.60
51184084	03/26/2019	SEAN MORRIS C/O ALBANY HIGH SCHOOL	010-5200	REIMBURSEMENT FOR SIGCSE 2019 CONFERENCE		325.00
51184085	03/26/2019	NASCO	010-4300	DONATION - CORNELL CLASSROOM SUPPLIES		21.72
51184086	03/26/2019	OFFICE DEPOT	010-4300	OCEAN VIEW SUPPLIES		301.55
51184087	03/26/2019	OLIVERO PLUMBING CO INC	010-5670	REPAIR BACKFLOW FOR EBMUD		795.00
51184088	03/26/2019	OTIS ELEVATOR COMPANY	010-5610	AMS ELEVATOR SERVICE		164.09
51184089	03/26/2019	P & R PAPER SUPPLY COMPANY	130-4710	FOOD SERVICE SUPPLIES		664.38
51184090	03/26/2019	RETIREE	010-3751	RETIREE REIMBURSEMENT		632.25
51184091	03/26/2019	PARAMOUNT ELEVATOR CORPORATION	010-5670	COMPLETE STATE PRELIMINARY ORDER		3,520.00
51184092	03/26/2019	PASTIME ACE HARDWARE	010-4300	DISTRICT HARDWARE		1,225.46
51184093	03/26/2019	RETIREE	010-3752	RETIREE REIMBURSEMENT		730.27
51184094	03/26/2019	PRUDENTIAL OVERALL SUPPLY	010-5800	DISTRICT UNIFORM SERVICE		1,568.00
51184095	03/26/2019	RETIREE	010-3751	RETIREE REIMBURSEMENT		1,596.54
51184096	03/26/2019	RETIREE	010-3751	RETIREE REIMBURSEMENT		695.44
51184097	03/26/2019	SENECA FAMILY OF AGENCIES	010-5825	SPECIAL EDUCATION		4,750.00
51184098	03/26/2019	RETIREE	010-3751	RETIREE REIMBURSEMENT		730.27
51184099	03/26/2019	STAR ELEVATOR INC	010-5610	AHS ELEVATOR SERVICE		397.43
51184100	03/26/2019	SYSKO - SAN FRANCISCO	130-4700	FOOD & SUPPLIES	1,086.37	
			130-4710	FOOD & SUPPLIES	122.96	1,209.33

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51184101	03/26/2019	THE PHILLIPS ACADEMY	010-5825	BASIC EDUCATION & RELATED SERVICES		3,960.00
51184102	03/26/2019	TOSHIBA BUSINESS SOLUTIONS	010-5610	02/02-03/01 AMS COPIES		1.15
51184103	03/26/2019	DAVID TRACY C/O TECHNOLOGY	010-4315	02/19 MILEAGE REIMB		18.22
51184104	03/26/2019	RETIREE	010-3751	RETIREE REIMBURSEMENT		781.27
51184105	03/26/2019	WILCO SUPPLY	010-4300	MAINTENANCE SUPPLIES		63.16
51184106	03/26/2019	WILLIAMS SCOTSMAN, INC.	250-5621	DISTRICT WIDE PORTABLE RENT		5,763.51
Total Number of Checks					308	<u><u>2,332,622.38</u></u>

Fund Summary

Fund	Description	Check Count	Expensed Amount
010	General Fund	245	1,540,216.06
120	Child Development Fund	14	5,290.63
130	Cafeteria Fund	49	50,202.39
140	Deferred Maintenance Fund	1	175.60
210	Building Fund Primary	1	5,438.16
211	Measure B 2016A	5	715,258.86
212	Measure E 2016A	1	7,340.00
250	Capital Facilities Fund	3	8,960.54
Total Number of Checks		308	2,332,882.24
Less Unpaid Sales Tax Liability			259.86
Net (Check Amount)			<u><u>2,332,622.38</u></u>

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Page 14 of 14

ALBANY UNIFIED SCHOOL DISTRICT
Donations ♦ March 1 – March 31, 2019

ALBANY HIGH SCHOOL	
\$ 10.00	Classroom Donation - Bradley
\$ 20.00	Classroom Donation - Bradley
\$ 100.00	Classroom Donation - Bradley
\$ 45.22	Library Donation - Scheuer
\$ 2.00	YourCause, AT&T - Ritchie
\$ 13.34	YourCause, Chevron - Ritchie
\$ 240.00	YourCause, PG&E - Ritchie
\$ 120.00	YourCause, Wells Fargo - Ritchie
\$ 550.56	Current
\$ 146.00	Approved 3/26/19 Board Meeting
\$ 3,025.00	Approved 2/26/19 Board Meeting
\$ 2,315.41	December - Board Approved 1/22/19
\$ 5,325.30	November - Board Approved 1/22/19
\$ 1,542.00	Approved 11/13/18 Board Meeting
\$ 554.64	Approved 10/9/18 Board Meeting
\$ 13,458.91	Total YTD

ALBANY MIDDLE SCHOOL	
\$ 800.00	AEF-Sponsored Field Trip - Stocker
\$ 14,500.00	AMS PTA Writers' Coach Program
\$ 100.00	Cobrathon Campaign
\$ 20.00	Site Donation - Brill
\$ 240.00	YourCause, PG&E - Brill
\$ 15,660.00	Current
\$ 753.09	Approved 3/26/19 Board Meeting
\$ 680.71	Approved 2/26/19 Board Meeting
\$ 3,362.25	December - Board Approved 1/22/19
\$ 4,065.00	November - Board Approved 1/22/19
\$ 5,639.51	Approved 11/13/18 Board Meeting
\$ 107.10	Approved 10/9/18 Board Meeting
\$ 30,267.66	Total YTD

OCEAN VIEW ELEMENTARY	
\$ 560.00	AEF-Sponsored Field Trip - Diez
\$ 5.00	Classroom Supplies - Cebulski
\$ 350.00	Donation via MySchoolBucks - Breining
\$ 414.69	Ocean View PTA
\$ 250.00	YourCause, Applied Materials - Georgeson
\$ 25.00	YourCause, PG&E - Georgeson
\$ 120.00	YourCause, Wells Fargo - Georgeson
\$ 1,724.69	Current
\$ 624.23	Approved 3/26/19 Board Meeting
\$ 528.97	Approved 2/26/19 Board Meeting
\$ 1,360.00	December - Board Approved 1/22/19
\$ 12,032.72	November - Board Approved 1/22/19
\$ 3,580.00	Approved 11/13/18 Board Meeting
\$ 1,037.38	Approved 10/9/18 Board Meeting
\$ 392.00	Approved 8/28/18 Board Meeting
\$ 21,279.99	Total YTD

MARIN ELEMENTARY	
\$ 500.00	AEF-Sponsored Field Trip - 3rd Grade
\$ 500.00	Current
\$ 328.00	Approved 3/26/19 Board Meeting
\$ 2,441.95	Approved 2/26/19 Board Meeting
\$ 213.00	December - Board Approved 1/22/19
\$ 6,010.75	November - Board Approved 1/22/19
\$ 2,148.50	Approved 11/13/18 Board Meeting
\$ 11,642.20	Total YTD

CORNELL ELEMENTARY	
\$ 575.00	AEF-Sponsored Field Trip - Gripman
\$ 9,092.16	Cornell PTA
\$ 250.00	Heffernan Foundation - J. Gripman
\$ 250.00	Heffernan Foundation - S. Rivera
\$ 10,167.16	Current
\$ 9,268.46	Approved 3/26/19 Board Meeting
\$ 715.00	Approved 2/26/19 Board Meeting
\$ 3,983.65	December - Board Approved 1/22/19
\$ 22,267.63	November - Board Approved 1/22/19
\$ 33,136.38	Approved 11/13/18 Board Meeting
\$ 10.00	Approved 10/9/18 Board Meeting
\$ 2,110.66	Approved 8/28/18 Board Meeting
\$ 81,658.94	Total YTD

TK	
\$ 1,310.00	PATT (PTA) Field Trip Donation
\$ 1,310.00	Current
\$ 1,310.00	Total YTD

ELEMENTARY ENRICHMENT	
\$ 40.00	Donation via Benevity
\$ 75.00	Family Donation
\$ 25.00	Penguin Random House Matching Program
\$ 140.00	Current
\$ 40.00	Approved 3/26/19 Board Meeting
\$ 540.00	Approved 2/26/19 Board Meeting
\$ 1,465.00	December - Board Approved 1/22/19
\$ 1,630.00	November - Board Approved 1/22/19
\$ 5,950.00	Approved 11/13/18 Board Meeting
\$ 9,765.00	Total YTD

SPECIAL EDUCATION	
\$ 2,850.00	AEF-Sponsored Kidpower - Henderson
\$ 2,850.00	Current
\$ 1,226.13	Approved 2/26/19 Board Meeting
\$ 4,076.13	Total YTD

MULTI-SITE DONATION	
\$ 11,649.09	Albany Athletics Boosters
\$ 4,375.95	Albany Music Fund
\$ 3,000.00	Golden Gate Fields
\$ 19,025.04	Current
\$ 2,865.47	Approved 3/26/19 Board Meeting
\$ 14,491.50	Approved 2/26/19 Board Meeting
\$ 8,485.85	December - Board Approved 1/22/19
\$ 279,150.00	November - Board Approved 1/22/19
\$ 19,486.34	Approved 11/13/18 Board Meeting
\$ 15,453.28	Approved 8/28/18 Board Meeting
\$ 358,957.48	Total YTD

TOTAL	
\$ 51,927.45	Current
\$ 14,025.25	Approved 3/26/19 Board Meeting
\$ 23,649.26	Approved 2/26/19 Board Meeting
\$ 21,185.16	December - Board Approved 1/22/19
\$ 330,481.40	November - Board Approved 1/22/19
\$ 71,482.73	Approved 11/13/18 Board Meeting
\$ 1,709.12	Approved 10/9/18 Board Meeting
\$ 17,955.94	Approved 8/28/18 Board Meeting
\$ 532,416.31	Total YTD

ALBANY UNIFIED SCHOOL DISTRICT
Donations ♦ March 1 – March 31, 2019

S U M M A R Y

Site	Current	Previously Approved	Total Year-to-Date
Albany High School	\$ 550.56	\$ 12,908.35	\$ 13,458.91
Albany Middle School	15,660.00	14,607.66	30,267.66
Ocean View Elementary	1,724.69	19,555.30	21,279.99
Marin Elementary	500.00	11,142.20	11,642.20
Cornell Elementary	10,167.16	71,491.78	81,658.94
TK	1,310.00	0	1,310.00
Elementary Enrichment	140.00	9,625.00	9,765.00
Special Education	2,850.00	1,226.13	4,076.13
Multi-Site Donation	19,025.04	339,932.44	358,957.48
All Sites	\$51,927.45	\$480,488.86	\$532,416.31

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of April 30, 2019

ITEM: APPROVE DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

PREPARED BY: CHERYL COTTON

TYPE OF ITEM: REVIEW AND ACTION

PURPOSE:

The purpose of this item is for the Board to approve the Declaration of Need for Fully Qualified Educators for 2019-2020.

BACKGROUND INFORMATION:

The California Commission on Teacher Credentialing (CCTC) requires districts that anticipate a need to hire for emergency credentialed teachers to adopt a Declaration of Need for Fully Qualified Educators on an annual basis.

DETAILS:

If a fully credentialed teacher cannot be found for a certificated vacancy in one of the specific areas identified by the state, the district may hire a teacher who qualifies for an emergency credential. A Declaration of Need for Fully Qualified Educators has been adopted by the Board and filed with the CCTC. The Areas of anticipated need are limited to Crosscultural Language and Academic Development (CLAD), Bilingual Crosscultural Language and Academic Development (BCLAD), Resource Specialist, and Library Media Teacher Services. Should the district find that the estimation of need originally stated on the declaration is not sufficient, the Commission allows the district to submit a revision as needed.

The declaration also allows the district to request Limited Assignment Permits which authorized fully credentialed teacher to acquire an authorization to teach in core academic areas outside of their credential area. An example of a teacher needing a Limited Assignment Permit is a middle school core teacher who has a credential to teach English but does not have a credential to teach history. A Limited Assignment Permit in social science would be requested and the teacher is then authorized for the year to teach history. The teacher who have time to take additional courses or take the required subject matter exam in the core academic area to earn a credential in that area.

KEY QUESTIONS/ANSWERS:

Q: What types of teachers in 2018-2019 were hired in areas identified in the Declaration of Need filed with the CCTC?

A: We had one Limited Assignment Permit for Multiple Subject, one for History, one for PE, one for General Science, and one for English. We also had one emergency CLAD.

Q: What types of teachers in 2019-2020 are anticipated to be hired identified in the Declaration of Need?

A: The district doesn't anticipate the need to hire any new employee who would require an emergency permit as a librarian. All teachers are required to have an English Learner Authorization. The emergency CLAD fulfills that requirement for those teachers who do not have CLAD certification. The need to apply for a limited assignment permit would only occur if a current or new employee needs to be authorized to teach outside of their credential area. The district may need to hire intern teachers or those on short term staff permits for part-time positions.

FINANCIAL INFORMATION:

N/A

STRATEGIC GOALS ADDRESSED:



***Objective #3:** Communicate and Lead Together.*

***Goal:** All stakeholders will collaborate and communicate about decisions that guide the sites and district.*

<p><u>RECOMMENDATION:</u> Approve Declaration of Need for Fully Qualified Educators</p>
--

Email: credentials@ctc.ca.gov
Website: www.ctc.ca.gov

Original Declaration of Need for year: _____

Revised Declaration of Need for year: _____

Name of District: _____ District CDS Code: _____

Name of County: _____ County CDS Code: _____

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board of the school district specified above adopted a declaration at a regularly scheduled public meeting held on ____/____/____ certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► *Enclose a copy of the board agenda item*

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, _____.

Submitted by (Superintendent, Board Secretary, or Designee):

<i>Name</i>	<i>Signature</i>	<i>Title</i>

<i>Fax Number</i>	<i>Telephone Number</i>	<i>Date</i>
-------------------	-------------------------	-------------

Mailing Address

*E*Mail Address

FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL OR AGENCY

Name of County _____ County CDS Code _____

Name of State Agency _____

Name of NPS/NPA _____ County of Location _____

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on ____/____/____, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, _____.

► ***Enclose a copy of the public announcement***

Submitted by Superintendent, Director, or Designee:

_____ <i>Name</i>	_____ <i>Signature</i>	_____ <i>Title</i>
_____ <i>Fax Number</i>	_____ <i>Telephone Number</i>	_____ <i>Date</i>
_____ <i>Mailing Address</i>		
_____ <i>E-mail Address</i>		

- *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit

Estimated Number Needed

CLAD/English Learner Authorization (applicant already holds teaching credential)

Bilingual Authorization (applicant already holds teaching credential)

List target language(s) for bilingual authorization:

Resource Specialist

Teacher Librarian Services

LIMITED ASSIGNMENT PERMITS

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	
Single Subject	
Special Education	
TOTAL	

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to www.cde.ca.gov for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program? Yes No

If no, explain. _____

Does your agency participate in a Commission-approved college or university internship program? Yes No

If yes, how many interns do you expect to have this year? _____

If yes, list each college or university with which you participate in an internship program.

If no, explain why you do not participate in an internship program.

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of April 30, 2019

ITEM: BOARD POLICY 5117 (INTERDISTRICT ATTENDANCE)

PREPARED BY: DR. CARRIE NERHEIM, DIRECTOR OF STUDENT SERVICES

TYPE OF ITEM: REVIEW AND ACTION

PURPOSE: For the Board of Education to discuss proposed changes to Board Policy 5117 (Interdistrict Attendance) and decide if any or all of the proposed changes will be made.

BACKGROUND INFORMATION:

The Board discussed Board Policy 5117 (Interdistrict Attendance) at the April 16, 2019 [Governing Board meeting](#). Administrative Regulation 5117 (Interdistrict Attendance) states: “The decision to admit out-of-district students is discretionary. When capacity exists, applications may be approved based on the following priorities:

*1st Priority: Students whose parents/guardians are employees of the Albany Unified School District (must work .40 FTE or more)

*2nd Priority: Students whose parents/guardians are employed by the City of Albany, (employed at least 20 hours a week)

*3rd Priority: Students whose siblings are ongoing interdistrict transfer students; and to ensure education continuity of students.

*4th Priority: Students whose parents/guardians have been business owners/operators within the City of Albany for a period of at least 12 months prior to their application.

*5th Priority: All other applicants.”

DETAILS: At the April 16, 2019 Governing Board meeting the Board discussed three questions that would require changes to Board Policy 5117 (Interdistrict Attendance). The Board discussed making changes to 1st priority, 2nd Priority, and 4th Priority.

Actions Proposed at the April 16, 2019 Governing Board meeting:

1. Change 1st Priority

Current Language:

“Students whose parents/guardians are employees of the Albany Unified School District (must

work .40 FTE or more)”

Proposed Language:

Students whose parents/guardians are employees of the Albany Unified School District (must work a minimum of 10 hours)

2. Change 2nd Priority

Current Language:

“Students whose parents/guardians are employed by the City of Albany,
(employed at least 20 hours a week)”

Proposed Language:

Students whose parents/guardians are employed by the City of Albany,
(employed at least 10 hours a week)

3. Change 4th Priority

Current Language:

“Students whose parents/guardians have been business owners/operators within the City of Albany for a period of at least 12 months prior to their application.”

Proposed Language:

Students whose parents/guardians have been business owners/operators within the City of Albany for a period of at least 1 month prior to their application.

STRATEGIC OBJECTIVES ADDRESSED:



Objective #3: Communicate and Lead Together. Goal: All stakeholders will collaborate and communicate about decisions that guide the sites and district.

**RECOMMENDATION: REVIEW AND TAKE ACTION ON BOARD POLICY 5117
(INTERDISTRICT ATTENDANCE)**

Albany USD

Board Policy

Interdistrict Attendance

BP 5117

Students

Interdistrict Permits

California state law and the rules and regulations of the California Board of Education state a preference that students attend schools in their district of residency. The district Board of Education believes that children should attend schools where they live. The Board shall consider requests for interdistrict permits in accordance with this general principle.

The Board recognizes that students who reside in one school district may wish to attend school in another school district and that such choices are made for a variety of reasons. Because of capacity issues within the district and due to limited resources, the Board will consider approving such permits on a case-by-case basis through an interdistrict permit agreement with another school district. In the case of a student wishing to transfer into the district, the request will be considered when class enrollment or program availability permits the attendance of an out-of-district student.

The Board may enter into an agreement with any other school district, for a term not to exceed five school years, for the interdistrict attendance of students who are residents of the districts. (Education Code 46600)

The agreement shall specify the terms and conditions under which interdistrict permits shall be permitted or denied. It also may contain standards agreed to by both districts for reapplication and/or revocation of the student's permit. (Education Code 46600)

(cf. 5116.1 - Intradistrict Open Enrollment)

The Superintendent or designee of the district shall review all requests for interdistrict permits. The Superintendent is authorized to grant or deny interdistrict permit requests.

The decision to admit out-of-district students is discretionary. When capacity exists, interdistrict permit requests may be approved based on the following priorities:

* 1st Priority: Students whose parent/guardian is an employee of the Albany Unified School District (must work .40 FTE or more)

* 2nd Priority: Students whose parent/guardian is an employee of the City of Albany, (employed at least 20 hours a week)

* 3rd Priority: Students whose sibling(s) is/are ongoing interdistrict permit students; or to ensure educational continuity of students.

* 4th Priority: Students whose parent/guardian has been a business owner/operator within the City of Albany for a period of at least 12 months prior to their application.

* 5th Priority: All other applicants.

Notwithstanding these priorities, the Superintendent or designee may grant a permit request if, in the judgment of the Superintendent or designee, the parent/guardian provides evidence of extraordinary circumstances warranting a transfer.

The Board believes in educational continuity and feels that an interdistrict permit student, once granted a non-temporary interdistrict permit, should not be exited except for violation of their Interdistrict Attendance Contract or under extraordinary circumstances (such as a threat of physical harm to a student or student is a victim of bullying as defined in Education Code 48900[r]) warranting a transfer.

The Superintendent or designee may deny applications for interdistrict permits due to space limitations or other nondiscriminatory reasons. The Superintendent or designee may also revoke an interdistrict permit for nondiscriminatory reasons.

The parent/guardian of a student who is denied an interdistrict permit pursuant to Education Code 46600-46611 shall receive timely notice, in accordance with law, regarding the process for appeal to the Albany Unified School District Board, and to the County Board of Education. A student whose request for an interdistrict permit is based on his/her parent's employment within the district's boundaries, including employment by the district, shall not have the right to appeal a denial to the County Board.

Students who have been expelled from other school districts may not be admitted to the district on interdistrict permits during the period of their expulsions. Students who are under consideration for expulsion or who have been expelled may not appeal interdistrict permit denials while expulsion proceedings are pending, or during the term of the expulsion.

The district shall furnish the transferring student the same advantages, equipment, supplies and services as are furnished to other students in attendance in its schools. The district shall not provide transportation beyond its district attendance area. Upon request, the superintendent or designee may authorize transportation for interdistrict permit students to and from designated bus stops within the district if space is available.

Legal Reference:

EDUCATION CODE

41020 Annual district audits

46600-46611 Interdistrict attendance agreements

48204 Residency requirements for school attendance

48300-48316 Student attendance alternatives, school district of choice program

48350-48361 Open Enrollment Act

48915 Expulsion; particular circumstances

48915.1 Expelled individuals: enrollment in another district

48918 Rules governing expulsion procedures

48980 Notice at beginning of term

52317 Regional Occupational Center/Program, enrollment of students, interdistrict attendance

ATTORNEY GENERAL OPINIONS

87 Ops.Cal.Atty.Gen. 132 (2004)

84 Ops.Cal.Atty.Gen. 198 (2001)

COURT DECISIONS

Crawford v. Huntington Beach Union High School District, (2002) 98 Cal.App.4th 1275

Management Resources:

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education: <http://www.cde.ca.gov>

Policy ALBANY UNIFIED SCHOOL DISTRICT

Adopted: December 2, 2008 Albany, California

Revised: June 15, 2010

Revised: November 22, 2016

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of April 30, 2019

**ITEM: ALBANY UNIFIED SCHOOL DISTRICT
ELEMENTARY BREAKFAST PROGRAM**

PREPARED BY: JACKIE KIM, CHIEF BUSINESS OFFICIAL

TYPE OF ITEM: REVIEW AND ACTION

PURPOSE: For the Board of Education to receive information on the Elementary Breakfast Program and to give direction to Staff.

BACKGROUND INFORMATION: At the April 16, 2019 Board of Education meeting, Staff presented information on the Albany School Food Program, including the breakfast program.

Currently, AUSD serves breakfast at four schools: Ocean View, Albany Middle School, Albany High School, and Albany Children's Center. Approximately 215 students receive breakfast at AHS during the morning break. Approximately 15 students at Ocean View and 50 students at AMS receive breakfast. These numbers include students who pay for meals and for students who are on the Free and Reduced Lunch program. In discussions with principals, it was determined that there has not previously been nor is there currently a demand for breakfast at Marin & Cornell schools. Staff also shared that serving breakfast at other schools in the future is a possibility, but there would be some challenges. Some of the challenges include staffing, space, and budget.

DETAILS: The Board asked Staff to conduct an elementary parent survey to determine their interest in a breakfast program. This survey was conducted, and there were 453 responses. Two questions were asked, and there was a place for additional comments.

- Would your child use a breakfast program at least once a week if it were available?
 - 41.1% (186) responded "yes"
 - 59.2% (268) responded "no"
- Do you think an elementary breakfast programs should be offered at all school sites?
 - 75.9% (344) responded "yes"
 - 24.9% (113) responded "no"
- There were several comments - (see attached spreadsheet for all comments)

If an elementary breakfast program were to be offered at MA, CO, OV (current OV site, Annex, and AHS New Addition), the following factors must be considered:

- **Space:**

- OV - at current OV site, a breakfast program can continue.
- MA - space is limited. Multi-use room is used by Tupelo in the morning, and the Tupelo students already receive breakfast. Tupelo breakfast is typically cereal and milk, and fruit. If this is different from what the AUSD breakfast is, we would need to keep this separate to avoid student confusion. The Multi-use room is also used on rainy days for 300-504 students. Cannot have food in classrooms due to pest problems (rats and ants). Students would need to sit and eat their breakfasts under the awnings. Custodial staff would have to add breakfast clean up to their duties.
- CO - space is limited.
 - The multi-use room is used in the morning, and is also used on rainy days. After 8:30 am, Multi has programs in there (adaptive PE, assemblies, enrichment, intervention, etc.)
 - Breakfast would need to run from 7:45-8:15 and 9-9:30 if provided for both early/late birds.
 - Students would need to walk into the multi, grab their food, and go somewhere else to eat; an option is eating outside with supervision. Please note that there would be other families mingling and playing around in the same area. Rainy days would pose an additional challenge.
 - We need to have supervision from 7:45-8:15 for early bird only breakfast and/or 7:45-9:30 if we provide early/late bird breakfast.
- AHS - We will need to discuss with AHS administration what shared space is available, the close proximity to AHS students, and how Memorial Playground will be used for start of school. As the central kitchen is at AHS, there may be more options available. As OV will not move until 2020, there is time to continue planning in this area.
- Annex - There is no space for food service or place for students to eat. The Drama room that will be used for lunch is not available for Breakfast. This would require AMS to change their Drama program that begins at 8:00 am.

- **Staffing:**

- OV- Food Service will continue to serve breakfast
- MA - Would need to hire someone to serve food, do the POS, and supervise students while they eat.
- CO- Would need to hire someone to serve food, do the POS, and supervise students while they eat.
- Annex- Would need to hire someone to serve food, do the POS, and supervise students while they eat.
- AHS - Would need to hire someone to serve food, do the POS, and supervise students while they eat.

- **Budget**

- An hour at each site, preparing and ordering (2 hours per week), transporting food to sites
Total labor: \$138 /day
- Net income of \$.75 per serving : food revenue of \$2 and food cost of \$1.25
- $\$138 / \$.75 = 184$ participants will be needed to break even.

- **Options:**

- Provide a cold breakfast that students can pick up during morning recess. Needs a designated place to eat.

- **Issues to Consider:**

- Do we provide breakfast to late birds as well as early birds?
- Timing: Breakfast would need to run from 7:45-8:10 for kinder early birds. What would the timing be for kinder late birds?
- Rainy Days: The multi is not available. Where else will students pick up their breakfast?
- On assembly days, the multi is not available. Need alternate space.
- Staffing: Recruiting and hiring staff for one an hour in the morning will be a challenge.
- Need 184 participants daily to be budget neutral.
- Participants with allergies due to less selections of breakfast.

KEY QUESTIONS AND ANSWERS:

Q: Can the breakfast program be budget neutral?

A: Yes, if the District has a minimum of 184 participants daily. Currently we serve 15 participants at Ocean View.

FINANCIAL INFORMATION: N/A

STRATEGIC OBJECTIVES ADDRESSED:



Objective #1: *Assess and Increase Academic Success. Goal: We will provide a comprehensive educational experience with expanded opportunities for engagement, assessment, and academic growth so that all students will achieve their fullest potential.*



Objective #2: *Support the Whole Child. Goal: We will foster the social and emotional growth of all students, implement an array of strategies to increase student engagement, identify individual socio-emotional and behavioral needs, and apply collaborative appropriate interventions.*



Objective #3: *Communicate and Lead Together. Goal: All stakeholders will collaborate and communicate about decisions that guide the sites and district.*

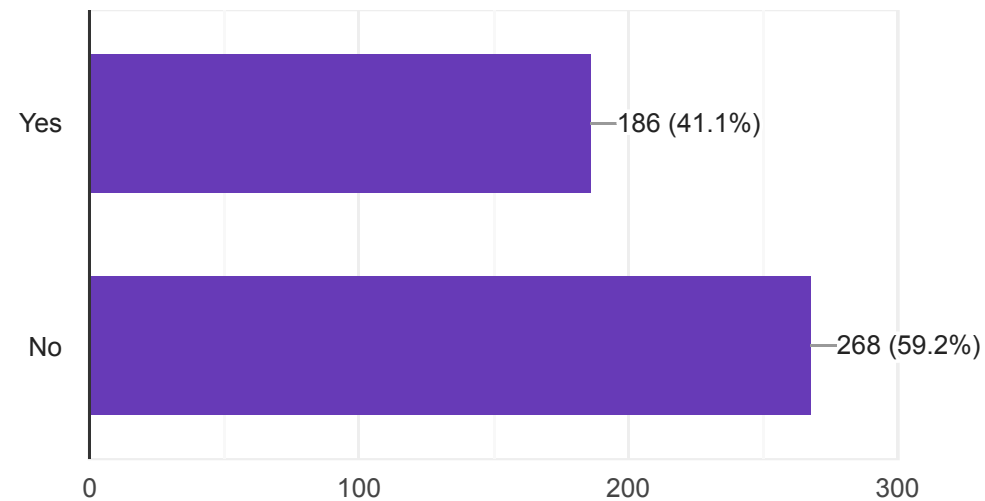
RECOMMENDATION: The Board of Education to receive information on the Elementary Breakfast Program and to give direction to Staff.

Elementary Breakfast Survey

453 responses

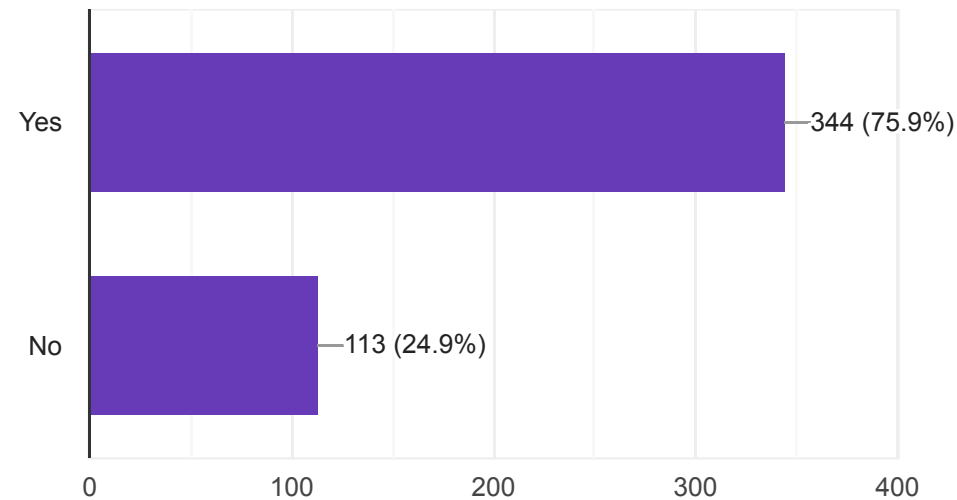
Would your child use a breakfast program at least once a week if it were available?

453 responses



Do you think an elementary breakfast program should be offered at all school sites?

453 responses



Comments: See Spreadsheet

Timestamp	Would your child use a breakfast program at least once a week if it were available?	Do you think an elementary breakfast program should be offered at all school sites?	Comments
4/18/2019 8:01:57	Yes	Yes	
4/18/2019 8:02:03	No	No	
4/18/2019 8:02:06	No	No	
4/18/2019 8:02:59	No	Yes	
4/18/2019 8:03:10	No	Yes	
4/18/2019 8:03:38	No	Yes	
4/18/2019 8:03:39	Yes	Yes	
4/18/2019 8:04:16	Yes	Yes	Since TK/Kindergarten schedule changed, many of young kids will be lost balance of nutrition and it will affect to academic achievements.
4/18/2019 8:04:17	No	No	
4/18/2019 8:04:17	Yes	No	
4/18/2019 8:04:18	Yes	Yes	
4/18/2019 8:05:04	No	Yes	
4/18/2019 8:05:07	No	No	
4/18/2019 8:05:16	No	No	
4/18/2019 8:05:28	No	Yes	
4/18/2019 8:05:53	Yes	Yes	This would be an incredible benefit
4/18/2019 8:06:17	No	No	Our family don't need this program. Because we always eat a breakfast in our house.
4/18/2019 8:06:30	No	No	
4/18/2019 8:06:31	Yes	Yes	Most schools offer breakfast and as the schools are going to be switching to an AM/PM Program due to school retrofitting at Ocean View and Marin this would help alleviate some of the burden being placed on the parents at different schools.
4/18/2019 8:06:41	No	No	
4/18/2019 8:07:19	Yes	Yes	

Timestamp	Would your child use a breakfast program at least once a week if it were available?	Do you think an elementary breakfast program should be offered at all school sites?	Comments
4/18/2019 8:07:30	Yes	Yes	serve breakfast to poor kids (like mine, 2 of the 15 who eat at Ocean View every morning) i don't care the financial loss, kids must be fed.
4/18/2019 8:07:35	No	Yes	Even though my children may not take advantage of it, I feel it is important to feed kids who may not get breakfast at home.
4/18/2019 8:07:46	No	Yes	Currently we eat breakfast at home each morning, but it is easy to foresee a future when that is not always possible, especially with the temporary housing changes. More importantly, I think having access to breakfast is crucial for the education and development of all children, so I want programs like this to be available for those who may not be able to eat breakfast at home every morning.
4/18/2019 8:07:54	No	Yes	I think offering breakfast at school would be a great service and of value to many. My child is a late bird, and has plenty of time to have breakfast in the morning, so it's not really an issue for us. Interested to see how this moves forward.
4/18/2019 8:08:42	Yes	Yes	
4/18/2019 8:08:47	Yes	Yes	
4/18/2019 8:08:48	No	Yes	
4/18/2019 8:09:04	No	Yes	As long as the \$2 covers paid by students who can covers the meal all students should have to a healthy breakfast
4/18/2019 8:09:06	No	Yes	
4/18/2019 8:09:31	Yes	Yes	
4/18/2019 8:10:01	Yes	Yes	
4/18/2019 8:10:03	No	Yes	It's hard to answer since I have an incoming kindergartener and don't know the am/pm placement.
4/18/2019 8:10:36	Yes	Yes	Vending machine with cereal bars, milk, juice or any other healthy snack etc should be available to purchase at all times so other staff can use it as well.
4/18/2019 8:10:58	Yes	Yes	Feed their bellies and their minds will follow! We should be equitable across the board regardless of the cost!

Timestamp	Would your child use a breakfast program at least once a week if it were available?	Do you think an elementary breakfast program should be offered at all school sites?	Comments
4/18/2019 8:11:43	Yes	Yes	
4/18/2019 8:11:47	No	Yes	I absolutely think this is critical to offer at all sites. Equity is critical and it starts with breakfast. Thank you.
4/18/2019 8:12:12	Yes	Yes	No child should be hungry at school, even if it is 1 child, 15 children, or 50. Also, it seems like if more children participate then the program could be self sustaining like the lunch program. Therefore there would no downside.
4/18/2019 8:14:22	No	Yes	
4/18/2019 8:15:33	No	Yes	If a child doesn't have breakfast how do you expect them to learn?
4/18/2019 8:15:44	Yes	Yes	Regardless of whether all kids would use it, if even one kid in our district struggles w food insecurity it should be a priority to invest in. With special education or ESL programs, we offer the service because it means the difference between some kid having a chance to more fully reach their potential and engage fully at school not because there's a large enough demand. In other words...My kid would be paying full price for breakfast and would enjoy taking advantage of the program but I hope we aren't determining whether to add breakfast because of kids like my gold, who does not have food insecurity at home.
4/18/2019 8:16:04	Yes	Yes	
4/18/2019 8:16:23	Yes	Yes	
4/18/2019 8:16:57	No	Yes	I think if a child needs food, a child should have access to food. I wasn't even aware of this program so it's likely that other families were not aware either. If possible, perhaps try it for one more year with the temporary housing to see if it operates at a loss.
4/18/2019 8:17:33	No	Yes	
4/18/2019 8:18:20	Yes	Yes	Just because there isn't a "significant demand" doesn't mean that some students don't rely on a breakfast option to be able to eat in the morning before school. There should always be a breakfast option even if it only feeds, what is apparently considered by AUSD, "insignificant" students.
4/18/2019 8:18:29	Yes	Yes	

Timestamp	Would your child use a breakfast program at least once a week if it were available?	Do you think an elementary breakfast program should be offered at all school sites?	Comments
4/18/2019 8:18:32	No	Yes	While I won't use this service, as a former Community Advisor at the University Village, this service is necessary. I moved from the village several years ago, while there, countless families would call the emergency line to request food for their families. Increasing this service at all schools (high school & middle school especially) would help families struggling with food insecurity have access to healthy meals.
4/18/2019 8:19:46	No	Yes	
4/18/2019 8:20:01	No	Yes	
4/18/2019 8:20:09	No	Yes	
4/18/2019 8:20:12	Yes	Yes	Depends on what time it would be available
4/18/2019 8:20:29	No	Yes	In regard to TK/K breakfast I am concerned that the afternoon portions of those grades would not be realistically capable of, or allowed to participate. Given that the district has placement guidelines, including placing transfer students last I wonder if not allowing those students access to breakfast unless they are on free and reduced lunch, is fair and equitable?
4/18/2019 8:20:43	Yes	Yes	
4/18/2019 8:21:26	No	Yes	
4/18/2019 8:21:45	Yes	Yes	
4/18/2019 8:22:08	No	Yes	
4/18/2019 8:22:13	No	Yes	
4/18/2019 8:23:28	No	No	
4/18/2019 8:23:52	Yes	Yes	
4/18/2019 8:24:20	Yes	Yes	
4/18/2019 8:25:07	Yes	Yes	
4/18/2019 8:25:16	Yes	Yes	If scaling to more students would reduce the loss, then offering would be a good idea. My daughters at Cornell and AMS.

Timestamp	Would your child use a breakfast program at least once a week if it were available?	Do you think an elementary breakfast program should be offered at all school sites?	Comments
4/18/2019 8:26:07	No	Yes	
4/18/2019 8:26:13	No	Yes	
4/18/2019 8:26:20	No	Yes	
4/18/2019 8:26:25	No	Yes	
4/18/2019 8:26:42	No	Yes	
4/18/2019 8:28:04	Yes	No	
4/18/2019 8:28:17	No	Yes	If helps students in need of more nutrition for their day, we should absolutely provide the service or come up with other creative solutions like partnering up with nearby cafes.
4/18/2019 8:28:35	Yes	Yes	Thanks for asking!
4/18/2019 8:28:47	No	No	
4/18/2019 8:28:52	Yes	Yes	
4/18/2019 8:29:25	No	Yes	
4/18/2019 8:29:43	No	Yes	The food served at all meals is horrible. My kid would rather starve on days he doesn't bring a home lunch.
4/18/2019 8:29:55	Yes	Yes	
4/18/2019 8:30:20	Yes	Yes	I think this is an excellent option since food insecurity is so significant due to the cost of living.
4/18/2019 8:31:05	No	Yes	
4/18/2019 8:32:41	No	Yes	
4/18/2019 8:32:59	No	No	
4/18/2019 8:33:32	No	No	
4/18/2019 8:34:01	No	No	
4/18/2019 8:34:37	Yes	Yes	

Timestamp	Would your child use a breakfast program at least once a week if it were available?	Do you think an elementary breakfast program should be offered at all school sites?	Comments
4/18/2019 8:34:50	No	Yes	It is not useful for my family but can be an important offering for low income families. More useful, however, might be to improve food quality overall to draw in more families to the lunch program (currently the food is so awful & unhealthy that I'd never consider it for my kids, but I would LOVE a healthy option like the Choice Lunch program).
4/18/2019 8:35:42	No	Yes	
4/18/2019 8:35:59	No	No	My daughter eats breakfast at home, and occasionally doesn't eat breakfast. She packs a lot of snacks, in case she gets hungry during recess.
4/18/2019 8:37:00	No	No	
4/18/2019 8:37:45	Yes	Yes	
4/18/2019 8:38:11	No	Yes	I want to answer don't know if my child would use. Probably depends what the food option is, if something she really likes she would want it. Also, when/where would they eat it, before school starts? Or 1st recess? Thanks
4/18/2019 8:38:16	No	Yes	
4/18/2019 8:38:18	No	No	
4/18/2019 8:38:22	No	Yes	
4/18/2019 8:38:23	No	No	
4/18/2019 8:38:35	No	Yes	
4/18/2019 8:38:36	No	No	
4/18/2019 8:39:54	No	No	
4/18/2019 8:40:37	Yes	Yes	
4/18/2019 8:40:53	No	Yes	
4/18/2019 8:42:24	Yes	Yes	
4/18/2019 8:42:47	No	Yes	Although our own family will not need this type of program, we do believe it can be helpful to other families in the community who do not have much flexibility in their work schedules.

Timestamp	Would your child use a breakfast program at least once a week if it were available?	Do you think an elementary breakfast program should be offered at all school sites?	Comments
4/18/2019 8:44:07	No	No	When we were in the Berkeley Unified School District, my kid would eat a healthy breakfast at home, the universal breakfast (usually oil-laden muffins or otherwise unhealthy) and then skip the healthy lunch I packed her bc she was too full. Breakfast is cheap and should be provided at home. Providing kids with breakfast takes away from valuable learning time, creates waste and, given dietary restrictions and desires of parents, is hard to implement in a satisfactory way. Why not offer a subsidy just to kids whose families qualify bc of low income? thanks.
4/18/2019 8:44:24	No	No	it is not clear
4/18/2019 8:44:51	Yes	Yes	I appreciate the survey and it would be a great idea!
4/18/2019 8:46:02	Yes	Yes	
4/18/2019 8:46:25	No	Yes	
4/18/2019 8:48:05	No	No	
4/18/2019 8:48:15	No	No	I doubt we'd partake but that could easily change when we have 2 kids in elementary school at the same time
4/18/2019 8:48:26	No	No	Why is this even a question with the district in financial risk? And why is the district paying \$154,000 for an executive chef??? Shouldn't we focus on basics?
4/18/2019 8:48:59	Yes	Yes	
4/18/2019 8:49:13	Yes	Yes	The program should be extended.
4/18/2019 8:49:38	No	Yes	
4/18/2019 8:51:01	No	Yes	
4/18/2019 8:51:32	No	No	
4/18/2019 8:52:48	No	Yes	
4/18/2019 8:53:12	Yes	Yes	
4/18/2019 8:54:36	No	No	Given the larger budget cuts, I do t think this is the right time.
4/18/2019 8:55:06	Yes	Yes	

Timestamp	Would your child use a breakfast program at least once a week if it were available?	Do you think an elementary breakfast program should be offered at all school sites?	Comments
4/18/2019 8:55:08	Yes	Yes	It very good idea
4/18/2019 8:56:09	Yes	Yes	
4/18/2019 8:56:39	No	Yes	
4/18/2019 8:57:33	Yes	Yes	
4/18/2019 8:58:34	No	No	
4/18/2019 8:59:46	No	Yes	My child has breakfast at home, but I am sure that there are some kids that go to school without breakfast and would benefit from this program.
4/18/2019 9:00:49	Yes	Yes	
4/18/2019 9:00:49	Yes	Yes	
4/18/2019 9:01:13	Yes	Yes	Really Appreciate
4/18/2019 9:01:35	No	Yes	
4/18/2019 9:03:20	No	No	With low usage and budget cuts, it seems like the wrong time to introduce new programs. We struggle to get our child excited about eating any school-provided food. At the same, I would like to cover the small number of families that really need the assistance. Is there another way to provide food for those kids? Would it be more efficient to contract those services? Could basic/cold food be offered onsite, in a way that reduces labor costs, for kids with food insecurity?
4/18/2019 9:03:52	No	No	
4/18/2019 9:04:07	Yes	Yes	
4/18/2019 9:04:23	Yes	Yes	It is important to offer a source of food security whenever possible.
4/18/2019 9:04:29	Yes	Yes	
4/18/2019 9:04:32	Yes	Yes	Thank you for considering this!
4/18/2019 9:05:59	No	No	For us, breakfast at home is an important meal. It would be challenging to skip it and then have our kids eat breakfast at school ... I think that it would be too late in the morning and they would end up snacking in the morning .

Timestamp	Would your child use a breakfast program at least once a week if it were available?	Do you think an elementary breakfast program should be offered at all school sites?	Comments
4/18/2019 9:07:01	No	Yes	I support a breakfast option available to students on free and reduced lunch. Given the drastic budget cuts our district is facing, I think this needs to be thought of as a measure that will only be implemented if it addresses an actual needs of vulnerable student populations. I wonder if there is not a significant demand at these schools, if there is a more economical way (eg through PTA donations) of addressing the needs of children who need breakfast.
4/18/2019 9:07:12	No	Yes	
4/18/2019 9:07:22	Yes	Yes	
4/18/2019 9:08:21	Yes	Yes	
4/18/2019 9:08:25	No	No	
4/18/2019 9:09:08	Yes	Yes	
4/18/2019 9:09:10	No	No	Given the budget issues across the district, this seems a place to cut not add
4/18/2019 9:09:12	No	Yes	I hope it is offered reduced or free for low income families. My family may do this at least once a month
4/18/2019 9:09:57	No	Yes	We won't need it, but I think it's important for all kids to have a good breakfast!
4/18/2019 9:10:34	No	No	My concern is the \$3K annual loss that could be multiplied if expanded. More important to us is the option to drop off our kids early if we have work or other commitments. Either that or I'd like the option for drop-in care either before or after school. Currently you have to sign up for a whole month or year, which we don't need, but to be able to use it occasionally as the need arises, or during conference schedule, would be really helpful.
4/18/2019 9:10:44	No	Yes	
4/18/2019 9:11:47	Yes	Yes	
4/18/2019 9:12:14	Yes	Yes	
4/18/2019 9:13:52	Yes	Yes	
4/18/2019 9:14:26	No	Yes	
4/18/2019 9:14:37	No	No	

Timestamp	Would your child use a breakfast program at least once a week if it were available?	Do you think an elementary breakfast program should be offered at all school sites?	Comments
4/18/2019 9:15:13	Yes	Yes	
4/18/2019 9:17:13	No	No	
4/18/2019 9:17:40	No	No	I would rather use the funds for the more essential music/arts programs that are suffering from budget cuts.
4/18/2019 9:18:08	No	No	
4/18/2019 9:18:16	Yes	Yes	A variety of foods such as bagels, fruit etc should be made available besides oatmeal
4/18/2019 9:19:20	Yes	Yes	This is absolutely necessary for many people, especially single parents, low income families, and folks traveling longer distances to drop their kids off to school.
4/18/2019 9:22:11	No	No	
4/18/2019 9:22:54	No	Yes	
4/18/2019 9:25:56	Yes	Yes	Healthy breakfast only - some school districts are not careful about that.
4/18/2019 9:27:20	No	No	I can't answer this without sufficient info on the demographics and possible alternatives. Serving 15 breakfasts suggests low demand and does not justify expansion. However, it is important that children who can't afford food get something to eat in the morning to sustain them through the day. I suggest looking into alternatives before making final decision,
4/18/2019 9:29:41	Yes	Yes	
4/18/2019 9:31:07	No	Yes	
4/18/2019 9:31:56	Yes	Yes	
4/18/2019 9:33:00	No	Yes	
4/18/2019 9:33:12	Yes	Yes	I think the breakfast program is very good.
4/18/2019 9:35:28	No	Yes	

Timestamp	Would your child use a breakfast program at least once a week if it were available?	Do you think an elementary breakfast program should be offered at all school sites?	Comments
4/18/2019 9:36:04	No	Yes	I think it should be offered if there are any kids eligible for reduced/free meals that are using it. These kids might not have access to breakfast from home, and they can't learn if they're starting their day hungry. I think it's fine to cancel the program for full-paying students, because there are alternative ways parents can provide a \$2 low-effort breakfast that is no less unhealthy than the one provided at school. But it is our responsibility to make sure that no child comes to school hungry because their parents can't afford to give them breakfast.
4/18/2019 9:36:40	No	Yes	I wanted to answer not sure on 2nd question but it wasn't an option.
4/18/2019 9:36:57	No	Yes	if you have it at one school then you should have it at the others. but I would rather feed my child at home, especially after seeing the school lunch program..
4/18/2019 9:36:58	No	Yes	I fully support doing this even though we are unlikely to participate. I think it would benefit parents who have to go to work early and make the learning day more productive for all of the kids.
4/18/2019 9:36:58	No	Yes	This seems like an easy (and cost effective!) way to serve a community in need and prep students at the start for a calm and productive school day.
4/18/2019 9:38:45	No	Yes	I would consider using it if I knew more about how it worked at Cornell - what time would it start? Would my child be able to arrive at school earlier than he can now? (8:15) And what would breakfast consist of?
4/18/2019 9:38:49	No	No	
4/18/2019 9:41:05	No	Yes	
4/18/2019 9:44:38	No	Yes	I'm not sure how often we would use it currently. That could change beaded on sibling abs work schedules. Love the idea of it esp. for children who do need it.
4/18/2019 9:44:52	Yes	Yes	
4/18/2019 9:45:51	Yes	Yes	Would this be available to late birds?
4/18/2019 9:47:04	No	No	
4/18/2019 9:47:46	Yes	Yes	

Timestamp	Would your child use a breakfast program at least once a week if it were available?	Do you think an elementary breakfast program should be offered at all school sites?	Comments
4/18/2019 9:48:28	No	No	
4/18/2019 9:48:42	Yes	Yes	
4/18/2019 9:48:50	No	No	I said no to the second question, but only because our family wouldn't use this service. However, I think it is ethically and morally in the interests of the district to provide food for students, especially if there are issues of hunger within the district.
4/18/2019 9:49:16	No	No	
4/18/2019 9:49:59	Yes	Yes	
4/18/2019 9:50:45	Yes	Yes	This is a good idea. My child is sometimes too late for breakfast at home. If available, the child has one more choice.
4/18/2019 9:50:57	Yes	Yes	
4/18/2019 9:52:12	Yes	Yes	I think it's a great idea! Support it 100%! My child could use it every school day, because we (parents) have early morning work! Thank you!
4/18/2019 9:52:34	Yes	Yes	Breakfast should be offered to late birds as well as early birds. Right now, if a late bird kid wanted breakfast, they would have to come to school, eat, go somewhere else for an hour, and then come back to school.
4/18/2019 9:52:53	Yes	Yes	I would love to see this program implemented at the school. Children need to be able to have breakfast provided if they need it.
4/18/2019 9:54:45	No	Yes	
4/18/2019 9:54:47	Yes	Yes	
4/18/2019 9:55:47	Yes	Yes	
4/18/2019 9:56:17	No	No	
4/18/2019 9:56:45	Yes	Yes	
4/18/2019 9:57:40	Yes	Yes	
4/18/2019 9:58:12	No	Yes	Could not answer "I don't know" to last question--I guess it would depend on need. Thanks!
4/18/2019 9:58:17	No	Yes	

Timestamp	Would your child use a breakfast program at least once a week if it were available?	Do you think an elementary breakfast program should be offered at all school sites?	Comments
4/18/2019 9:58:18	Yes	Yes	
4/18/2019 9:59:04	No	No	
4/18/2019 10:03:24	No	No	
4/18/2019 10:03:32	Yes	Yes	
4/18/2019 10:04:30	No	No	
4/18/2019 10:05:51	No	Yes	
4/18/2019 10:05:58	No	Yes	
4/18/2019 10:10:43	No	No	
4/18/2019 10:16:15	Yes, No	Yes	
4/18/2019 10:17:21	No	Yes	
4/18/2019 10:19:45	Yes	Yes	
4/18/2019 10:19:48	No	No	
4/18/2019 10:20:33	No	No	There's a difference between a need and convenience. Overall 15 breakfasts/day doesn't sound like a lot. The survey should look into how big is the need. A question whether you will use breakfast at least one day doesn't seem to give you much info for running the program and which schools will need it. I think kids who need to have breakfast at school should have the ability to do so.
4/18/2019 10:20:46	No	Yes	
4/18/2019 10:22:13	No	Yes	
4/18/2019 10:25:45	Yes	Yes	
4/18/2019 10:27:01	No	No	They just get a snack at Tupelo if they're still hungry
4/18/2019 10:28:25	No	No	I doesn't seem to serve a very large population at 15 students per day, perhaps the funds could be put to better use.
4/18/2019 10:28:47	No	No	
4/18/2019 10:31:22	Yes	Yes	

Timestamp	Would your child use a breakfast program at least once a week if it were available?	Do you think an elementary breakfast program should be offered at all school sites?	Comments
4/18/2019 10:31:29	No	No	
4/18/2019 10:32:15	No	Yes	Morning are hard. I am lucky enough to be able to get my kids fed before we all start our day, but not everyone has that. I know that if my boys do not get their morning fuel, they will not be able to learn anywhere near their potential. They will not focus in class, they will not be able to enjoy their time at school because they will not have the proper blood sugar and energy to get them through the day. If this is something that the school can provide, it would be a significant help to many parents, and could change the lives of the students who need it.
4/18/2019 10:34:27	Yes	Yes	
4/18/2019 10:36:07	Yes	Yes	Yes please! Absolutely think this needs to be offered in light of temporary housing plan and In fairness to all students who can benefit at all campuses. Would appreciate more info about how breakfast works in the district- sample menu, what time kids can show up for thr meal and how are they supervised? Thank you
4/18/2019 10:38:12	No	No	I think this is more important at the middle school or high school level.
4/18/2019 10:40:15	No	Yes	
4/18/2019 10:41:00	No	No	I do not have a strong opinion on this issue.
4/18/2019 10:44:32	No	Yes	
4/18/2019 10:46:48	No	Yes	Seem like a good idea to provide reduced-cost breakfast to kids who need it at every school.
4/18/2019 10:47:20	Yes	Yes	
4/18/2019 10:47:22	Yes	Yes	
4/18/2019 10:48:35	No	Yes	
4/18/2019 10:49:13	Yes	Yes	
4/18/2019 10:49:30	No	No	
4/18/2019 10:50:30	Yes	Yes	
4/18/2019 10:50:38	No	No	
4/18/2019 10:51:55	No	Yes	

Timestamp	Would your child use a breakfast program at least once a week if it were available?	Do you think an elementary breakfast program should be offered at all school sites?	Comments
4/18/2019 10:53:47	No	Yes	
4/18/2019 10:53:51	Yes	Yes	I do believe that there are kids who goes to school with less food in there stomach, I'm talking about breakfast in general. Marin and Cornell schools should have these program too. Why not give it a try maybe it work.
4/18/2019 10:56:17	No	Yes	
4/18/2019 10:57:17	Yes	Yes	Great idea. Breakfast is the most important meal of the day and a healthy breakfast will help kids focus better in class.
4/18/2019 10:59:20	Yes	Yes	
4/18/2019 10:59:35	Yes	Yes	
4/18/2019 11:02:43	No	Yes	
4/18/2019 11:02:57	No	No	I would love to expand IF it didn't operate at a loss in a time in which we are talking about severe budget cuts. However, to expand to an operating loss of \$6000 or \$9000 doesn't make sense, unfortunately.
4/18/2019 11:03:39	No	Yes	
4/18/2019 11:04:46	No	Yes	
4/18/2019 11:05:24	No	No	
4/18/2019 11:09:31	No	Yes	Students in my kid's second grade class are hungry and don't have snacks unless the teacher (and other parents) provide them. Maybe the breakfast program (portable/snack-type breakfast foods) could help with this? Also this program needs to be better publicized - I figured there was one but don't remember ever hearing about it.
4/18/2019 11:10:11	No	Yes	
4/18/2019 11:10:39	No	Yes	
4/18/2019 11:13:45	No	No	
4/18/2019 11:19:30	No	No	
4/18/2019 11:20:14	Yes	Yes	

Timestamp	Would your child use a breakfast program at least once a week if it were available?	Do you think an elementary breakfast program should be offered at all school sites?	Comments
4/18/2019 11:21:02	Yes	Yes	<p>I think it's worth a one-year pilot program if that's possible. Could be very helpful for dual working parents, single parent households, and those who are quietly struggling to make ends meet in this crazy market... so long as food is genuinely nutritious.</p> <p>On a loosely related topic, as the weather gets warmer, can we find a place for kids to leave their lunchboxes that's not in the blazing sun or locked in the classrooms during lunch recess? It's hard enough to find protein packed nut free snacks and meals. Leaving perishable food to roast in the sun (despite multiple ice packs) is making our lives even harder. Thanks.</p>
4/18/2019 11:23:36	No	Yes	
4/18/2019 11:23:57	Yes	Yes	
4/18/2019 11:24:16	Yes	Yes	
4/18/2019 11:25:25	No	Yes	
4/18/2019 11:33:50	No	Yes	
4/18/2019 11:34:53	Yes	Yes	It is unclear at what time and at what location this breakfast would be offered. For example, we pack breakfast for our kids to consume @ the Y before care and would pay for a healthy breakfast if our child were at the right location at the right time.
4/18/2019 11:39:38	No	Yes	
4/18/2019 11:40:01	Yes	Yes	
4/18/2019 11:40:14	Yes	Yes	
4/18/2019 11:40:25	Yes	Yes	
4/18/2019 11:40:34	Yes	Yes	
4/18/2019 11:41:03	Yes	Yes	
4/18/2019 11:46:53	Yes	Yes	
4/18/2019 11:47:25	No	Yes	
4/18/2019 11:53:42	Yes	Yes	

Timestamp	Would your child use a breakfast program at least once a week if it were available?	Do you think an elementary breakfast program should be offered at all school sites?	Comments
4/18/2019 11:55:38	No	Yes	I think it is good to offer it for those in need
4/18/2019 11:56:29	Yes	Yes	When my children were in Berkeley schools, Universal Breakfast was offered to all students. It was a fantastic program and I have long felt it was needed in Albany schools.
4/18/2019 12:01:47	No	No	It should only be offered if there is significant demand at the site. I don't know what exactly "significant" demand would be but maybe 10 students who want to use the program? I assume there's high fixed costs to running the program at a given site and the marginal costs per student are fairly low. \$3K for a service that 15 students are using seems pretty reasonable to me, but it wouldn't make sense to offer it at a site where only 1 student is using it!
4/18/2019 12:09:54	Yes	Yes	
4/18/2019 12:11:12	Yes	Yes	I think this is important to offer kinder families who now will only have 3 hours and also for those ocean view kinder families housed at Marin or Cornell.
4/18/2019 12:11:17	Yes	Yes	I think this is important to offer kinder families who now will only have 3 hours and also for those ocean view kinder families housed at Marin or Cornell.
4/18/2019 12:13:52	No	No	Demanding?
4/18/2019 12:15:01	No	Yes	
4/18/2019 12:15:17	Yes	Yes	
4/18/2019 12:19:37	Yes	Yes	
4/18/2019 12:20:59	Yes	Yes	
4/18/2019 12:23:43	No	Yes	
4/18/2019 12:23:56	No	Yes	
4/18/2019 12:32:18	Yes	Yes	
4/18/2019 12:34:09	Yes	Yes	
4/18/2019 12:40:02	Yes	Yes	
4/18/2019 12:49:03	No	Yes	

Timestamp	Would your child use a breakfast program at least once a week if it were available?	Do you think an elementary breakfast program should be offered at all school sites?	Comments
4/18/2019 12:52:16	No	No	
4/18/2019 12:52:29	No	Yes	
4/18/2019 12:56:31	No	Yes	
4/18/2019 12:56:48	No	Yes	Breakfast should be available to students if it is needed. I couldn't say if there should be a program available at all schools, but students who need breakfast should be provided with breakfast.
4/18/2019 12:59:50	Yes	Yes	
4/18/2019 13:02:08	Yes	Yes	
4/18/2019 13:03:54	Yes	Yes	

Timestamp	Would your child use a breakfast program at least once a week if it were available?	Do you think an elementary breakfast program should be offered at all school sites?	Comments
4/18/2019 13:11:54	No	Yes	<p>In the interest of achieving true equity and inclusion ACROSS the district, I think it is vital for every student to have access to whatever they might need to have a great day at school (like breakfast!) at every campus, every day. In regards to whether or not there is "significant demand" at other sites - sometimes the very act of having to ask for that type of resource is prohibitive. I suggest perhaps there could be more need for this program across the district than is currently understood, as the prevailing norms are a barrier to families expressing that need... I know that the budget is a pressing issue, and do not dismiss lightly the program operating at a loss. However, if it keeps 15 kiddos from feeling hungry when they start their school day, that is money well spent in my book.</p> <p>An inclusive and welcoming climate must provide all learners and their families the possibility of the real possibility of an equality of outcomes. By only offering the program at one site (even without the temp housing next year) the district continues to reproduce and perpetuate social inequities towards learners and families from marginalized and excluded groups. This is true for the sectioning of programming at discrete sites as it relates to abilities, characteristics, developmental trajectories, and socioeconomic circumstances. It keeps Ocean View - its staff, families and students - set apart and outside of the rest of the district. This feeling is deeply hurtful and we are watching it play out in our district as this temp housing issue surfaces all sorts of ugliness.</p> <p>I challenge AUSD to look carefully at how ALL policies do or do not help any individual or group feel welcomed, respected, supported, and valued to fully participate. The rationale statement at the top of this survey is a pretty classic example of in-artful language. While I presume it was not intended as such, the impact of this phrasing shows a lack of consideration of others' perspectives. Especially now, it is incumbent upon the district and school board to take responsibility for leading the way and modeling how to create a community that reflects our shared values.</p>
4/18/2019 13:16:36	No	No	

Timestamp	Would your child use a breakfast program at least once a week if it were available?	Do you think an elementary breakfast program should be offered at all school sites?	Comments
4/18/2019 13:21:16	Yes	No	Some of school sites are too small and tight to provide breakfast for many students and may affect school programs or classes.
4/18/2019 13:22:42	No	Yes	It should be available where there is need.
4/18/2019 13:35:11	Yes	Yes	Can you model the food program at BUD? They even offer snacks for the students.
4/18/2019 13:38:47	No	No	
4/18/2019 13:41:38	No	Yes	We don't use it, but it's a great program and we hope it continues.
4/18/2019 13:42:04	No	Yes	
4/18/2019 13:48:41	No	No	
4/18/2019 13:48:55	No	No	
4/18/2019 13:52:20	Yes	Yes	
4/18/2019 13:53:04	Yes	No	
4/18/2019 13:53:20	Yes	Yes	We would do it if it were a healthy breakfast. The lunches seem really poor quality, popcorn chicken, a lot of fried food and junk food. Make it healthier and we would buy more please thank you
4/18/2019 13:57:37	No	No	
4/18/2019 14:02:57	Yes	Yes	
4/18/2019 14:15:53	No	Yes	I think it could be a great service to some families but our family doesn't have the need to utilize it
4/18/2019 14:16:27	Yes	Yes	Our son is eligible for a free lunch at Ocean View school; however, we have never heard about offering breakfast at Ocean View. We would be interested in having it
4/18/2019 14:20:17	Yes	Yes	Important for low-income families if subsidized
4/18/2019 14:22:32	No	Yes	Due to the transition of the many OV students who are on the program, yes but under normal circumstances, no if the demand is not there.
4/18/2019 14:27:08	No	Yes	

Timestamp	Would your child use a breakfast program at least once a week if it were available?	Do you think an elementary breakfast program should be offered at all school sites?	Comments
4/18/2019 14:28:48	No	No	I only know of the program at the Berkeley public schools, which is very carb heavy and not nutritious. It is not a program I would want for my children. I would support it for families who need financial/food assistance.
4/18/2019 14:44:17	Yes	Yes	
4/18/2019 15:21:28	No	Yes	I think it should be offered if students utilize it, especially students eligible for free breakfast/lunch program.
4/18/2019 15:28:56	Yes	Yes	
4/18/2019 15:29:43	No	Yes, No	I'm not qualified to say whether all sites should offer breakfast.
4/18/2019 15:30:31	Yes	Yes	Not sure what the hours would be for the breakfast program. Currently my kids are in Tupelo and are offered breakfast there. However, there are times when I drop them off before an 8:30 am start and forget that they won't get breakfast. If it were available at that time I would use it, but no necessarily on a weekly basis.
4/18/2019 15:38:49	No	No	
4/18/2019 15:38:58	No	Yes	I think a breakfast program should be offered at all campuses where there is a reasonable demand for it. It seems like the answers to question 1 could be used to make that determination.
4/18/2019 15:39:20	No	No	
4/18/2019 15:48:41	Yes	Yes	This is a great idea and would benefit the students so much.
4/18/2019 15:52:27	No	Yes	
4/18/2019 15:54:37	Yes	Yes	
4/18/2019 16:04:47	Yes	Yes	
4/18/2019 16:06:06	Yes	Yes	
4/18/2019 16:06:09	No	No	
4/18/2019 16:19:58	No	Yes	I think this needs to be a priority at all public schools. Kids can't learn without basic nutrition and it should be readily available to those who need it.

Timestamp	Would your child use a breakfast program at least once a week if it were available?	Do you think an elementary breakfast program should be offered at all school sites?	Comments
4/18/2019 16:22:44	No	Yes	
4/18/2019 16:30:05	No	Yes	
4/18/2019 16:30:19	No	No	We don't use this program is not beneficial to our needs.
4/18/2019 16:36:11	No	Yes	
4/18/2019 16:37:00	Yes	Yes	
4/18/2019 16:37:15	Yes	Yes	
4/18/2019 16:37:54	Yes	Yes	
4/18/2019 16:40:06	Yes	Yes	
4/18/2019 16:42:24	No	Yes	This is a justice and equity issue. It is essential that all students - especially lower-income students - have access to breakfast before school. Ensuring that every student eligible for free or reduced cost breakfast in Albany is able to get that breakfast is a core equity practice.
4/18/2019 16:49:27	No	Yes	
4/18/2019 16:54:25	No	Yes	
4/18/2019 17:01:03	No	No	
4/18/2019 17:05:54	Yes	Yes	Why wouldn't you include it in all campuses? That sounds very elitist and yuppy.
4/18/2019 17:11:51	No	Yes	The main issue is whether there is sufficient demand to support breakfast at all the schools.
4/18/2019 17:11:55	Yes	Yes	I will have 3 children in elementary school, who I would like to each have breakfast regularly at school.
4/18/2019 17:19:17	No	No	
4/18/2019 17:26:11	Yes	Yes	
4/18/2019 17:33:08	No	Yes	
4/18/2019 17:33:59	Yes	Yes	
4/18/2019 17:34:15	No	Yes	
4/18/2019 17:42:34	No	Yes, No	

Timestamp	Would your child use a breakfast program at least once a week if it were available?	Do you think an elementary breakfast program should be offered at all school sites?	Comments
4/18/2019 17:56:13	Yes	Yes	Not all families or children have access to food before heading to school in the morning and that can greatly affect their well-being and learning. Healthy breakfast programs should absolutely be offered at all schools
4/18/2019 18:01:11	No	No	
4/18/2019 18:01:17	No	Yes	
4/18/2019 18:15:10	No	Yes, No	I don't have an opinion on the program
4/18/2019 18:21:27	Yes	Yes	What time is breakfast served?
4/18/2019 18:33:10	No	Yes	
4/18/2019 18:39:19	No	No	
4/18/2019 19:03:56	No	No	
4/18/2019 19:12:55	Yes	Yes	
4/18/2019 19:23:40	No	No	
4/18/2019 19:36:08	Yes	Yes	
4/18/2019 19:42:05	Yes	Yes	Breakfast should be available for those students whom can't afford it or don't have time to eat breakfast at home.
4/18/2019 19:45:07	No	No	
4/18/2019 19:47:51	No	No	
4/18/2019 19:53:48	No	No	Our kids attend early hours program. They are usually done with breakfast and had a snack by the time schools starts.
4/18/2019 19:57:44	Yes	Yes	
4/18/2019 20:00:40	Yes	Yes	Although we support breakfast, especially for those individuals who can't afford breakfast, we would rather the City ask for parental donations in lieu of diverting funds from other education programs into a new breakfast program. Thanks!
4/18/2019 20:04:28	No	Yes	
4/18/2019 20:07:59	Yes	Yes	

Timestamp	Would your child use a breakfast program at least once a week if it were available?	Do you think an elementary breakfast program should be offered at all school sites?	Comments
4/18/2019 20:10:59	No	No	
4/18/2019 20:14:57	Yes	Yes	
4/18/2019 20:15:51	No	No	Every child needs the opportunity to start their day off right, with a healthy and nutritious breakfast. Although it is unfortunate that currently the breakfast program is operating at a loss, it is a super important meal to help kids adjust to their upcoming school day. Please continue it wherever there is need.
4/18/2019 20:20:51	No	Yes	
4/18/2019 20:23:44	Yes	Yes	
4/18/2019 20:33:55	No	Yes	This is difficult to answer as I don't know what is served for breakfast but my picky eater most likely would not eat. But I think this could be helpful to some families
4/18/2019 20:54:26	Yes	Yes	
4/18/2019 21:12:06	Yes	Yes	Answer depends on what is served for breakfast but my kids would likely eat school breakfast some days.
4/18/2019 21:16:54	No	No	
4/18/2019 21:23:15	No	Yes	
4/18/2019 21:25:39	Yes	Yes	
4/18/2019 21:34:11	No	No	
4/18/2019 21:37:34	No	Yes, No	Maybe. Breakfast program should be offered if it does not operate at a loss to the school/District.
4/18/2019 21:42:21	No	Yes	This is very complicated, but in general, yes; if it creates a significant cost burden for the schools and is not widely used, however, maybe not.
4/18/2019 21:45:33	No	Yes	
4/18/2019 21:52:03	No	Yes	
4/18/2019 22:07:53	Yes	Yes	
4/18/2019 22:11:31	No	No	

Timestamp	Would your child use a breakfast program at least once a week if it were available?	Do you think an elementary breakfast program should be offered at all school sites?	Comments
4/18/2019 22:18:54	Yes	No	The school district should use results from the survey to assess which school sites have the demand for breakfast program.
4/18/2019 22:20:13	Yes	Yes	
4/18/2019 22:34:44	No	Yes	
4/18/2019 22:37:28	No	Yes	
4/18/2019 22:47:28	Yes	Yes	
4/18/2019 23:26:13	Yes	Yes	
4/18/2019 23:49:51	No	No	
4/19/2019 8:08:31	No	Yes	
4/19/2019 9:10:25	No	No	It depends on the level of need. 3k/ year loss for 15 students seems to be inefficient. However, if my child needed breakfast I'm sure I would appreciate the program. It's a tough call.
4/19/2019 9:46:15	Yes	Yes	
4/19/2019 9:56:30	No	Yes	
4/19/2019 10:05:27	No	No	
4/19/2019 10:06:01	No	Yes	
4/19/2019 10:07:12	No	No	
4/19/2019 10:08:01	No	No	
4/19/2019 10:20:41	No	Yes	
4/19/2019 11:03:00	No	Yes	
4/19/2019 11:04:49	Yes	Yes	
4/19/2019 11:15:40	Yes	Yes	
4/19/2019 11:24:28	Yes	Yes	We would use it if the food is healthy - no sugary drinks or food, nothing too greasy, and if there's fruit. Also, I imagine \$3000 a year is pretty trivial as a percentage of the school budget.

Timestamp	Would your child use a breakfast program at least once a week if it were available?	Do you think an elementary breakfast program should be offered at all school sites?	Comments
4/19/2019 11:36:39	No	No	
4/19/2019 12:26:44	No	No	
4/19/2019 13:32:03	Yes	Yes	my family would for sure benefit from such program. Most families need to drop their kids off within an hour prior to their classes start time and mornings are stressful and meals are usually rushed or missed.
4/19/2019 13:38:04	Yes	Yes	Kids can get to school and class earlier
4/19/2019 13:47:39	Yes	Yes	
4/19/2019 13:59:52	Yes	Yes	
4/19/2019 14:14:15	No	Yes	For families who need these, it would be helpful
4/19/2019 14:15:08	Yes	Yes	
4/19/2019 14:32:24	No	Yes	
4/19/2019 15:27:56	Yes	Yes	
4/19/2019 15:38:04	No	Yes	If there are kids who will go hungry otherwise, we should provide breakfast.
4/19/2019 16:25:47	No	No	If it a \$3,000 deficit, now is probably not the time to expand it.
4/19/2019 16:26:07	No	No	If it a \$3,000 deficit, now is probably not the time to expand it.
4/19/2019 16:52:43	Yes	Yes	
4/19/2019 17:38:47	No	Yes	
4/19/2019 20:57:39	No	Yes	

Timestamp	Would your child use a breakfast program at least once a week if it were available?	Do you think an elementary breakfast program should be offered at all school sites?	Comments
4/19/2019 21:39:51	No	Yes	<p>We would use it occasionally if it was available as a last-minute drop-in choice, but not if it required signing up and committing to specific days of the week well in advance. Regardless, I do support having it available as an option at all schools to be working-family friendly.</p> <p>I suspect that the provided breakfasts are a little less gourmet than the pancakes with fresh berries and real maple syrup and a sprinkling of powdered sugar (plus the freshly squeezed orange juice and coffee in the background) shown in this survey. If it is, I might want to sign up for it myself... :)</p>
4/19/2019 21:48:25	No	Yes	
4/19/2019 22:22:59	Yes	Yes	
4/20/2019 6:49:07	Yes	Yes	
4/20/2019 7:21:00	Yes	Yes	
4/20/2019 7:57:20	No	Yes	
4/20/2019 9:25:46	No	Yes	I think the school has spent too much money on rebuilding the schools, and not enough on paying teachers the proper salary. It also seems that there is too much money being spent on administrative salaries, such as a superintendent for a small district, which is being diverted from the classroom.
4/20/2019 11:24:04	No	Yes	
4/20/2019 15:48:50	No	Yes	
4/20/2019 17:23:14	Yes	Yes	
4/20/2019 17:42:06	Yes	Yes	
4/20/2019 21:55:11	No	Yes	
4/20/2019 22:32:29	No	No	I would like my kids to have breakfast at home.
4/21/2019 0:48:08	No	Yes	I think the Universal Breakfast program in Berkeley is great...really levels the playing field for learning...
4/21/2019 7:49:14	No	Yes	

Timestamp	Would your child use a breakfast program at least once a week if it were available?	Do you think an elementary breakfast program should be offered at all school sites?	Comments
4/21/2019 11:18:42	No	No	
4/21/2019 11:20:33	Yes	Yes	
4/21/2019 19:43:48	No	Yes	Yes, there should be breakfast available if there are students who need breakfast as their families are food insecure. No, if it's for convenience, as we need to look closely at our budget and cut costs wherever we can.
4/21/2019 20:37:13	No	Yes	There should be an options of breakfast
4/22/2019 9:31:39	Yes	Yes	Every kid should have breakfast
4/22/2019 12:14:03	Yes	Yes	
4/22/2019 12:30:46	Yes	Yes	
4/22/2019 13:14:22	No	Yes	If there is a need, I'm in favor of it being offered.
4/22/2019 14:35:02	No	Yes	Child should not have to go without a meal or worry about that? Thank you!
4/22/2019 15:35:02	Yes	Yes	
4/22/2019 16:37:10	No	Yes	
4/22/2019 17:02:43	No	Yes	
4/22/2019 18:23:08	No	No	
4/22/2019 19:47:57	No	No	
4/22/2019 20:20:48	Yes	No	I'm confused about the survey. There seems to be two separate issues that is in the statement. The cost of running the program and the availability breakfast. When I first read that the program is operating at a loss, I thought you are going to cut the program. How much money is the district saving if breakfast is cut? So I'm not sure how to answer this survey. Ideally, it would be nice to offered it all. If the demand is not there, then why bother. From what I understand, the school budget needs some readjustment.
4/22/2019 22:11:58	No	Yes	I think bringing AUSD in line with our neighboring districts and offering breakfast is a good thing. I would hope that the program could at least pay for itself. My family has a good routine for breakfast and a picky eater so I don't see our family using the breakfast program.

Timestamp	Would your child use a breakfast program at least once a week if it were available?	Do you think an elementary breakfast program should be offered at all school sites?	Comments
4/22/2019 22:13:57	Yes	Yes	

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of April 30, 2019

ITEM: CONTRACT WITH BOWEN ELECTRIC FOR ALBANY HIGH SCHOOL (AHS) FIRE ALARM REPAIRS REQUIRED BY THE ALBANY FIRE DEPARTMENT(AFD)

PREPARED BY: JACKIE KIM, CHIEF BUSINESS OFFICIAL

TYPE OF ITEM: REVIEW AND DISCUSSION

PURPOSE: To review and approve the Contract with Bowen Electric to install components to the existing AHS fire alarm system to create a temporary solution to meet requirements by the Albany Fire Department.

BACKGROUND INFORMATION: Over the past year, the fire alarm system at Albany High School has been experiencing failures resulting in numerous interruptions to service. The problems include devices with trouble signals, deteriorated wiring and panel failures. Staff has consulted with the system manufacturer (Johnson Controls/Simplex), Albany Fire Department, and DSA (Division of State Architects) in order to obtain a permanent solution.

The current system is approximately twenty years old, and the manufacturer no longer sells parts required for routine maintenance. Parts have had to be sourced from eBay and other after-market providers. It is becoming increasingly difficult to locate parts in a timely manner. Further, the manufacturer is reluctant to install parts that may or may not have the proper warranties and quality control. Presently, Staff is working with the Albany Fire Department to implement a temporary solution acceptable to the Fire Chief with the understanding that a new fire alarm system will be designed and installed later this year.

This temporary solution will be in place until we install the new fire alarm system. The components that will be installed for the temporary solution will become part of the new system, meaning none of this work will be “thrown away.” The new fire alarm system will be tied into the system being provided with the new classroom wing by Alten Construction.

DETAILS: The District needs the AHS fire alarm repairs in order to address several deficiencies identified by the Albany Fire Department during their inspection on April 9, 2019. The Scope of Work included for this temporary solution will include adding smoke detectors, adding carbon monoxide detectors, repairing two sets of smoke doors, adding a new fire alarm panel, and adding a phone dialer to support the new devices in the MPR/Little Theater Building. While these temporary repairs do not make the building 100% compliant to today’s code, because the Fire Chief is aware that AUSD is moving forward with a complete replacement of the entire fire alarm system for AHS, he is willing to accept this level of upgrade in the interim until the new system is installed. AFD has given AUSD 45 days to complete these repairs.

FINANCIAL INFORMATION: \$54,897 General Fund

STRATEGIC OBJECTIVES ADDRESSED:



Objective #3: Communicate and Lead Together. Goal: All stakeholders will collaborate and communicate about decisions that guide the sites and district.

RECOMMENDATION: To review and approve the Contract with Bowen Electric to install the “Temporary” solution to get the fire alarm working to the AFD requirements.

Albany Unified School District
 Albany High School Interim Fire Alarm Repairs
 March 28, 2019

Bid Form

To the Albany Unified School District (hereinafter called the District):

The undersigned bidder hereby offers, in the amount stated below, to furnish all labor, materials, tools, equipment, apparatus, facilities and transportation for the construction of the Albany High School Interim Repairs.

TOTAL AMOUNT OF BASE BID: \$ \$54,897.00 LUMP SUM

(Use figures only)

The above amount is to be stated in figures only and is the total amount bid for the entire contract work including all applicable taxes. Any alteration, erasure, or change must be clearly indicated and initialed by the bidder. The bidder agrees that if there are any discrepancies or questions in the figures, the District will use the lower figure despite the bidder's intent. The District reserve the right to reject any and all bids and to waive any irregularities.

SPECIFY THE NUMBER OF EACH ADDENDUM YOU HAVE RECEIVED ON THE LINE BELOW.

addendum 1

UNIT PRICES:

Provide a Unit Cost to provide an install and additional initiating devices not accounted for on the Mark-Up Plans and in Section 26 05 01 of the Specifications. The Unit Price shall include all labor and materials for any additional devices provided. It is assumed additional devices will be installed using existing conduit infrastructure.

Duct Detector:	\$ <u>1906</u>
Smoke Detector:	\$ <u>1107</u>
Heat Detector:	\$ <u>1107</u>
Manual Station:	\$ <u>1671</u>
Monitor Module:	\$ <u>1354</u>

Bidder must submit its bid on this Proposal Form, completely filled out and emailed to the District Representative as directed in the Invitation to Bid. The District will only accept bids from contractors who attended the mandatory pre-bid conference on 3/22/2019 and who possess current California State License Board-issued C-10 license and current California Department of Industrial Relations Public Works Registration number.

The time period for completion of the overall project shall be 30 calendar days from the construction start date as stated on the Notice to Proceed. Liquidated damages shall be \$100 for each calendar day completion is delayed beyond the time prescribed for the project.

End Bid Form

H.A. BOWEN ELECTRIC, INC.
 2055 WILLIAMS ST.
 SAN LEANDRO, CA, 94577
 CSLB# 384915
 DIR# 1000011864

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of April 30, 2019

ITEM: **PIGGYBACK CONTRACT WITH SOUTHWEST SCHOOL AND OFFICE
SUPPLY FOR 21ST-CENTURY FURNITURE FOR THE ALBANY
MIDDLE SCHOOL ANNEX**

PREPARED BY: **JACKIE KIM, CHIEF BUSINESS OFFICIAL**

TYPE OF ITEM: **REVIEW AND DISCUSSION**

PURPOSE: To review and approve the Piggyback Contract with Southwest School and Office Supply for 21st-Century Furniture for the Albany Middle School Annex.

BACKGROUND INFORMATION: Concurrent with the design and construction of the new Albany Middle School Annex project, District Staff and Consultants have been working with Albany Middle School Staff to pilot, evaluate, specify and procure a 21st-Century furniture package for the new facility. The District's Project Manager (DCA) engaged with three different furniture vendors for pricing and delivery quotes. Based on that process, DCA is recommending the Piggyback method to procure the furniture package from Southwest School and Office Supply, which will provide the best price and delivery schedule to the District. The Piggyback method, permitted by Public Contract Code Section 20118, allows the District to procure materials, supplies, or equipment by "piggybacking" on another public entity's competitive procurement and contract. In this case, Southwest School and Office Supply provided Piggyback documents from a competitive bid, in which they were the low bidder, submitted to the Val Verde School District in June of 2018. A copy of the quote provided by Southwest School and Office Supply is attached for review.

DETAILS: Procurement of a 21st-Century furniture package for the new Albany Middle School Annex. Items which will be procured separately, not part of this approval, include: two work tables, two garment racks and theater seating risers. The District solicited pricing and delivery quotes from three vendors. Southwest School and Office Supply provided the best price and delivery schedule to the District. Total Contract Amount (Lump Sum) is \$234,088.09

FINANCIAL INFORMATION: \$234,088.09 Bond Fund

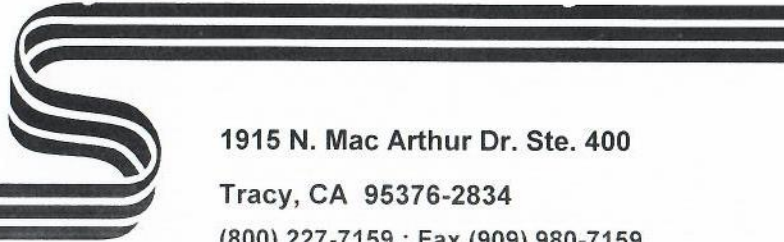
STRATEGIC OBJECTIVES ADDRESSED:



Objective #3: Communicate and Lead Together. Goal: All stakeholders will collaborate and communicate about decisions that guide the sites and district.

RECOMMENDATION: To review and approve the Piggyback Contract with Southwest School and Office Supply for 21st-Century Furniture for the Albany Middle School Annex.

SOUTHWEST SCHOOL & OFFICE SUPPLY



1915 N. Mac Arthur Dr. Ste. 400

Tracy, CA 95376-2834

(800) 227-7159 : Fax (909) 980-7159

Acct. No.

Date 4/3/2019

Prepared for:

Derivi Castellanos Architects
c/o Juan Barroco & Alice Cheng
working on behalf of Albany USD

Quote prepared by territory account manager
Wayne MacMartin

Quote number DCA040319
Delivery requested August, 2019

Special instructions See attachment as an exhibit.

Item Number	Quantity	Unit	Description	SELL	COST
HONHLD-M3T	240	EA.	SmartLink Student Desk Sit-to-Stand <i>List price \$519.10</i>	\$ 281.80	\$67,632.00
HONHETR-2472E-4L	84	EA.	Build Rectangular Table 72"x24"D Blue Agave Laminate <i>List price \$598.00</i>	\$ 324.63	\$27,268.92
HONHETR-2472E-4L	2	EA.	Build Rectangular Table 72"x24"D Nat. Maple Laminate <i>List price \$598.00</i>	\$ 324.63	\$649.26
HONHSS4L-16B	442	EA.	SmartLink Student Chair w/glides Color: Lime <i>List price: \$145.00</i>	\$ 73.47	\$32,473.74
HONHP3262	13	EA.	Metro 30Dx60W 2/2 Classic Dbl. Ped Desk <i>List price: \$1311.00</i>	\$ 711.68	\$9,251.84
HONHSLVTMR	18	EA.	Solve Mid-Back Office Chair, Upholstery: Fern <i>List Price 634.00</i>	\$ 344.17	\$6,195.06
HONHSLVSMR	7	EA.	Solve Mid-Back Teacher Chair w/arms, Upholstery: Fern <i>List Price 691.00</i>	\$ 375.11	\$2,625.77
HONHSLVSMR	6	EA.	Solve Mid-Back Teacher Chair noarms, Upholstery: Fern <i>List Price 616.00</i>	\$ 334.40	\$2,006.40
HONHCTSQR30	13	EA.	Arrange Café Height Table Maple Top, Platinum Base <i>List price: 828.00</i>	\$ 449.48	\$5,843.24
SS111000000P	13	EA.	Cascade Mini Case Rolling Storage Platinum <i>List price \$504.00</i>	\$ 433.08	\$5,630.04
HONHLT2460T-R3	1	EA.	Smartlink Teacher Desk, <i>List Price \$1882.00</i>	\$1,021.65	\$1,021.65
HONHCTRND48	4	EA.	Arrange Conferencing Table 48" <i>List price \$1028.00</i>	\$ 558.05	\$2,232.20
HONH772	4	EA.	Brigade 700 Series Lateral File <i>List price \$768.00</i>	\$ 389.12	\$1,556.48
HONHSS4L-18B	24	EA.	SmartLink Student Chair 18" w/glides Chair Shell: Tangelo-RG <i>List price \$145.00</i>	\$ 73.47	\$1,763.28
HONHMVR3096GNS	2	EA.	Motivate Nesting Table Rect 30Dx96W, <i>List price \$1589.00</i>	\$ 862.60	\$1,725.20
HONHSGS6	10	EA.	Accommodate Armless Guest Chair HSGS6, Upholstery: Inertia, <i>List price \$750</i>	\$ 203.57	\$2,035.70
HONHCTSQR42	3	EA.	Arrange Conference Table 42"x42", <i>List price \$971</i>	\$ 527.11	\$1,581.33
HONHMT1860E	17	EA.	Huddle Computer Table HMT1860E w/base HMBTLEG18 w/glides and modesty panel	\$1,218.44	\$20,713.48
			HMTUMOD44, Cable Tray HCTROUGH1710, HQB Interlink iQ system allowing power		
			at two locations and one power cord HQB Base In-Feed, HQH5-3, HQH1-3 grommets		
			Legs: Loft painted metal Top: Natural Maple -D Laminate <i>List price \$2244.50</i>		

HONHMG1	34	EA.	Motivate Tablet Arm Chair HMGT1, List price \$457.00	\$ 233.53	\$7,940.02
HONHMS1	80	EA.	Motivate High-Density Stack Chair HMS1 Shell: Black List price \$201.25	\$ 101.97	\$8,157.60
HONHMSCART	2	EA.	Motivate High-Density Stacking Cart, List price \$462.00	\$ 250.80	\$501.60
HONHLSF52T-21D	2	EA.	Storage Cabinet Full Ht 24Dx52Wx61H, List price \$2222.00	\$1,206.22	\$2,412.44
HONHML1S	2	EA.	Grove Single Seat Lounge Color: Calypso, List \$1627.00	\$ 883.23	\$1,766.46
HONH80192	1	EA.	Corner Table 24"x24" LAM: Natural Maple, List price \$400	\$ 217.14	\$217.14
TP-00037849	1	EA.	Mobile Metal Podium	\$ 90.99	\$90.99

1 OF 1

Note: Most special order items cannot be returned. If they can be returned there will be a fee that is determined by the manufacturer.

9.75%

Sub-total	\$213,291.84
Tax	\$20,796.25
Install	INC.
Total	\$234,088.09

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of April 30, 2019

ITEM: APPOINTMENT OF BUDGET ADVISORY COMMITTEE MEMBERS

PREPARED BY: JACKIE KIM, CHIEF BUSINESS OFFICIAL

TYPE OF ITEM: REVIEW AND ACTION

PURPOSE: For the Board of Education to appoint members to the AUSD Budget Advisory Committee

BACKGROUND INFORMATION: At the October 10, 2017 Regular Board of Education meeting, the Board agreed to the creation of an ad-hoc Budget Input Assessment Committee that would meet in November and December and not be a Board appointed committee. At the December 5, 2017 Special Board of Education meeting, the Board received an update of the Budget Priorities Process and agreed to a longer time frame for the Budget Priorities Process and agreed to a longer time frame for the committee to work through data to develop recommendations. At the January 23, 2018 Regular Board of Education meeting, the Board provided direction to staff on developing a Board Appointed Budget Committee. At the February 13, 2018 Regular Board of Education meeting, the School Board discussed the appointment of a Budget Advisory Committee and tabled the item so that the Board could 1) discuss how the committee will be selected and 2) Board take action on the creation of the committee. The specific charge of the committee must also be determined.

At the August 14, 2018 Regular Board of Education meeting, the Board determined the number of members of the Budget Advisory Committee, the stakeholder groups to be represented, the purpose and charge of the Committee, and the date when the Board will receive the Committee's report. The Board approved the following positions for the Budget Advisory Committee:

- 2 Parents
- 1 ATA
- 1 CSEA
- 1 SEIU
- 1 Site Administrator

At the September 11, 2018 Board of Education meeting, the following people were appointed to the Budget Advisory Committee:

- Parent: Jessica Cross
- Parent: An (Joseph) Vu
- Parent: Bell Wallace
- ATA: Stephen Naiff

- CSEA: Morgan Paschke
- SEIU: Richard Betz
- Site Administrator: Darren McNally

The Budget Advisory Committee met on September 21, 2018, October 3, 2018, October 18, 2018, October 29, 2018, November 2, 2018, November 7, 2018.

At the November 13, 2018 Regular Board of Education meeting, the Budget Advisory Committee presented its [report](#) to the School Board. The Budget Advisory Committee shared that they did not have enough time to do a thorough job of examining the implications of the budget reductions in the overall context of the district's budget, programs, services, and staffing. Some Board members shared a desire to have the Budget Advisory Committee become a standing committee. The School Board asked Staff to agendize a discussion on the mission and structure of the Budget Advisory Committee.

At the November 27, 2018 Board meeting, Board members discussed the Budget Advisory Committee continuing with their charge for the next few months, the Committee becoming a standing board appointed committee, that there be an increase in the membership to include more expertise from members of the community, and that the new School Board determine the purpose and charge of the committee. A board member also requested that the Budget Advisory Committee expand its purpose to include exploring and discussing potential revenue generating opportunities. The Superintendent, after receiving feedback from staff, requested that there be representation from elementary, middle, and high schools on the BAC.

At the January 8, 2019 Board of Education meeting, the Board was asked to determine the number of additional members of the Budget Advisory Committee, the stakeholder groups to be represented, the revised purpose and charge of the Committee, the date when the Board would receive the Committee's next report, and if the Budget Advisory Committee would be a standing committee. The Board gave direction to staff to expand the Budget Advisory Committee to include:

- 4 Albany Teachers' Association Representatives: 2 elementary, 2 secondary (preferably at least one from Special Education)
- 4 Parents: preferably two (2) representing elementary and two (2) representing secondary schools
- 1 California School Employees Association Representative
- 1 Service Employees' International Union Representative
- 2 Site Administrators: preferably one (1) representing elementary and one (1) representing secondary schools
- 1 High School Student

The Board of Education also determined that the purpose of the Committee is to create strategies to achieve and maintain a balanced district budget, that the BAC would be a standing Board appointed committee with a term of two (2) years, that consistent attendance is necessary, and that there would be no less than six (6) meetings annually (potentially additional meetings as needed.)

At the Special Board meeting on January 30, 2019, the Board appointed the members of the Budget Advisory Committee:

- Jessica Cross (parent)
- Alexia Ritchie (secondary administrator)
- Terry Georgeson (elementary administrator)
- Ben Wallace (parent)
- Natali Gaysinsky (parent)
- Chris Knight (teacher)
- Stephen Naiff (teacher)
- Jon Destin (parent)

One member of the Budget Advisory Committee (parent) resigned their position leaving a vacancy. There is also a teacher vacancy.

DETAILS:

Staff is bringing applications to the Board for review and approval of the position for teacher representative and parent representative. Due to personal information in the applications, the applications and letters of interest will be provided to the Board of Education for review under separate cover.

FINANCIAL INFORMATION: No Financial Impact

STRATEGIC GOALS ADDRESSED:



Objective #3: Communicate and Lead Together.

***Goal:** All stakeholders will collaborate and communicate about decisions that guide the sites and district.*

RECOMMENDATION: For the Board of Education to appoint members to the AUSD Budget Advisory Committee.

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of April 30, 2019

**ITEM: DETERMINE ALTERNATES TO THE STAKEHOLDER PANEL
FOR THE SUPERINTENDENT FINALIST INTERVIEWS**

PREPARED BY: KIM TRUTANE, PRESIDENT - BOARD OF EDUCATION

TYPE OF ITEM: REVIEW AND ACTION

PURPOSE: For the Board to discuss and approve the process for filling any open seats on the Stakeholder Panel for Superintendent Interviews on May 5 and 6, 2019, in the event of cancellation or illness of a panelist.

BACKGROUND INFORMATION

At the April 16, 2019 Board of Education meeting, the Board voted to approve the following candidates to fill the Stakeholder Panel. The Panel comprises fifteen (15) community members selected to take part in the finalist interviews, taking place on May 5 and 6, 2019:

Composition

1 Administrator from District Office:
1 Administrator from School Sites:
1 CSEA:
1 SEIU:
3 ATA:

Selected Member

Cheryl Cotton, Human Resources Director
David Haupert, Vice Principal Albany Middle School
Renee Howley
Mike Sherwood/Shawn Lucas
Kim Gray-AMS
Miriam Walden-AHS
Stephen Naiff-Marin Elem.
Audrey Mallah, Student Board Member
Yael Bloom
Jenny Jones
Colette West
Nery Castillo-McIntyre
Dorothe Piluso
Doris Mitchell
Lucy Wu

1 AHS student:
7 community members:

DETAILS:

The goal of this is for the Board to discuss the process for filling any open seats on the Stakeholder Panel for Superintendent Interviews in the event of cancellations or illness of a panelist. One Trustee (or the District's Executive Assistant to the Superintendent) needs to receive authority from the Board to fill any vacancies, as this will occur beyond the time when the Board as a whole could meet and decide as a body. The Board can direct their designee to use a particular method to fill vacancies.

A few of many possible options:

1. Three of the thirteen applicants that weren't selected have emailed since the notification to express their dismay and re-iterate their qualifications and interest. We could write names on slips of paper and pull a name randomly.
2. Pull names from slips of paper of all thirteen non-elected applicants, regardless of number of votes.
3. Pull names from slips only of those applicants receiving two votes in the original straw poll that were not elected onto the panel (there were three in this category)

FINANCIAL INFORMATION: N/A

STRATEGIC OBJECTIVES ADDRESSED:

Objective #3: *Communicate and Lead Together. Goal: All stakeholders will collaborate and communicate about decisions that guide the sites and district.*

RECOMMENDATION: For the Board to discuss and approve the process for filling any open seats on the Stakeholder Panel for Superintendent Interviews on May 5 and 6, 2019, in the event of cancellation or illness of a panelist.

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of April 30, 2019

ITEM: BUDGET ADVISORY COMMITTEE REPORT

PREPARED BY: VAL WILLIAMS, SUPERINTENDENT

TYPE OF ITEM: REVIEW & DISCUSSION

PURPOSE: For the Board of Education to receive the Budget Advisory Committee Report and provide direction to the BAC and to Staff.

BACKGROUND INFORMATION:

- At the October 10, 2017 Regular Board of Education meeting, the Board agreed to the creation of an ad-hoc Budget Input Assessment Committee that would meet in November and December and not be a Board appointed committee.
- At the December 5, 2017 Special Board of Education meeting, the Board received an update of the Budget priorities Process and agreed to a longer time frame for the Budget Priorities Process and agreed to a longer time frame for the committee to work through data to develop recommendations.
- At the January 23, 2018 Regular Board of Education meeting, the Board provided direction to staff on developing a Board Appointed Budget Committee.
- At the February 13, 2018 Regular Board of Education meeting, the School Board discussed the appointment of a Budget Advisory Committee and tabled the item so that the Board could 1) discuss how the committee will be selected and 2) Board take action on the creation of the committee. The specific charge of the committee would also be determined.
- At the July 20, 2018 Special Board meeting, the Board of Education passed [Resolution No. 2018-19-01: Resolution Confirming the District's Commitment to Fiscal Solvency](#). This resolution states that the Board recognizes that the current multi-year projection indicates that the District will need to identify ongoing expenditure reductions (in the absence of additional revenue) of \$2.5 million in 2019-20; as presented in the 2018-19 Adopted Budget. The resolution also states that the Board of Education will develop, prioritize, and adopt specific net expenditure reductions for 2019-20 sufficient to maintain a 3% economic uncertainty reserve over a three year period on or before the November 13, 2018 Board meeting.
- At the [August 14, 2018](#) Regular Board of Education meeting, the Board determined the number of members of the Budget Advisory Committee, the stakeholder groups to be represented, the purpose and the charge of the committee, and the date that the Board would receive the

Committee's report.

- Per the Maddy Act, Board Appointed Committee positions must be posted for 10 work days. The positions were posted from Thursday, August 18, 2018 through Wednesday, August 29, 2018.
- At the [September 11, 2018](#) Regular Board of Education meeting, the School Board appointed the members of the Budget Advisory Committee. The purpose of the Budget Advisory Committee (BAC) was to *identify potential expenditure reductions to meet the School Board's goal to balance the budget and evaluate consequences (pros and cons) associated with each*. The BAC met six times.
- At the November 13, 2018 Regular Board of Education meeting, the Budget Advisory Committee presented its [report](#) to the School Board. The Budget Advisory Committee shared that they did not have enough time to do a thorough job of examining the implications of the budget reductions in the overall context of the district's budget, programs, services, and staffing. Some Board members shared a desire to have the Budget Advisory Committee become a standing committee. The School Board asked Staff to agendize a discussion on the mission and structure of the Budget Advisory Committee.
- At the November 27, 2018 Board meeting, Board members discussed the Budget Advisory Committee continuing with their charge for the next few months, the Committee becoming a standing board appointed committee, that there be an increase in the membership to include more expertise from members of the community, and that the new School Board determine the purpose and charge of the committee. A board member also requested that the Budget Advisory Committee expand its purpose to include exploring and discussing potential revenue generating opportunities. The Superintendent, after receiving feedback from staff, requested that there be representation from elementary, middle, and high schools on the BAC.

DETAILS:

- At the January 8, 2019 Board of Education meeting, the Board was asked to determine the number of additional members of the Budget Advisory Committee, the stakeholder groups to be represented, the revised purpose and charge of the Committee, the date when the Board would receive the Committee's next report, and if the Budget Advisory Committee would be a standing committee. The Board gave direction to staff to expand the Budget Advisory Committee to include:
 - 4 Albany Teachers' Association Representatives: 2 elementary, 2 secondary (preferably at least one from Special Education)
 - 4 Parents: preferably two (2) representing elementary and two (2) representing secondary schools
 - 1 California School Employees Association Representative
 - 1 Service Employees' International Union Representative
 - 2 Site Administrators: preferably one (1) representing elementary and one (1) representing secondary schools
 - 1 High School Student
- The members of the current Budget Advisory Committee are:

- Jessica Cross (Parent) - President
 - Alexia Ritchie (AHS Principal) - Vice President
 - Stephen Naiff (Elementary Teacher) - Secretary
 - Terry Georgeson (Elementary Principal) - Member
 - Ben Wallace (Parent) - Member
 - Christopher Knight (AHS Teacher) - Member
 - Ryan Lian (Student) - Member
 - Charles Blanchard (Community Member) - Member
 - Stephen Stewart (Parent) - Member
- The Board of Education also determined that the purpose of the Committee was to create strategies to achieve and maintain a balanced district budget, that the BAC would be a standing Board appointed committee with a term of two (2) years, that consistent attendance is necessary, and that there would be no less than six (6) meetings annually (potentially additional meetings as needed.)
 - The Budget Advisory Committee met on:
 - February 7th
 - February 14th
 - March 6th
 - March 13th
 - March 18th
 - March 27th
 - April 3rd
 - April 8th
 - April 18th
 - April 24th

The Budget Advisory Committee is presenting Phase I of their report for the Board of Education to review and to provide direction to the BAC and to district staff.

STRATEGIC GOALS ADDRESSED:



Objective #3: Communicate and Lead Together. Goal: All stakeholders will collaborate and communicate about decisions that guide the sites and district.

RECOMMENDATION: For the Board of Education to review and discuss the Budget Advisory Committee Report and provide direction to the BAC and to Staff.

**Albany Unified School District
Budget Advisory Committee (BAC)
Phase 1 Report to Board of Education**

Background

For reasons detailed in the prior report, AUSD has a long-term structural deficit of roughly \$4 million. The specific amount depends on the size of the reserve fund maintained, as well as other drivers that shift over time. To avoid entering “qualified” status, the district must show that its budget plan allows for at least a 3% reserve fund three years out. The Board of Education tasked the BAC to identify at least \$2.5m in reductions for 2019-2020. The BAC was able to agree on \$1.3 million in cuts. The Board of Education approved a total of \$1,046,000 in reductions for the first interim budget.

Several shifts in the budget outlook, including an upward adjustment of the State’s planned Cost of Living Adjustment (COLA) funding and an assumption of flat rather than declining enrollment, reduced the remaining gap for 2019-20 to an estimated \$400,000, subject to changes noted in the Key Points section of this report.

The Phase 1 Report focuses on addressing this gap. The remaining long-term deficit will be addressed in subsequent report(s).

Principles

The BAC agreed the following principles to guide its work:

- Minimize impact on educational quality for all students.
- Consider the ability to restore a given reduction before cutting it.
- Spread reductions widely, favoring smaller reductions for a greater number of stakeholders over larger reductions for a few.

Key Points

- The actual amount of the 2019-20 deficit is likely to change from \$400,000. Changes in enrollment levels from 2018-19, new labor contract terms, a change in the State’s planned COLA, and unplanned shifts in the cost of the workforce are all examples of factors that will impact the actual amount of the deficit.
- Most of the measures itemized in the November 2018 BAC Report, but not acted upon, were no longer possible for 2019-20 by the time the new BAC’s work began. The biggest reason was that the deadline for layoffs had already passed for most positions. The need for additional planning time was a factor for some items, as was the need for negotiation between the district and its unions.
- During the BAC’s work, the district implemented a Supplemental Employee Retirement Program (SERP), which will provide a minimum of \$150,000 in savings, assuming all positions are filled with new teachers placed on the lower end of the salary schedule.
- The SERP also created an opportunity for additional savings through leaving vacancies unfilled. However, most of these vacancies are concentrated in elementary teaching positions. Therefore, the primary way to realize this additional saving is to increase elementary class size with the potential for combination classes.

- If enrollment were to decline, fewer teachers might be needed. This situation, however, *would create a **net loss** for the district and would widen rather than shrink the deficit.* One fewer class of 24 students represents a net loss of about \$140,000 for the district.
- One way the district can increase revenue is to increase inter-district transfers (IDT) TK-12 in 2019-2020. The Albany High School (AHS) plan to add transfer students will bring in revenue, *provided the additions are not offset by enrollment decline elsewhere in the district.*
- Most of the district's expenditures are salary and benefits and are subject to negotiation with its unions. Many potential budget actions can only be pursued by the district and the unions through their ongoing negotiation process.

Phase 1 Findings and Recommendations

The BAC's findings and recommendations are presented in the tables following.

Potential budget actions have been divided into three main categories:

- Table 1: Actions that are both possible and recommended for 2019-20. This includes items that are already underway.
- Table 2: Actions that are technically possible for 2019-20, but the BAC does not recommend.
- Table 3: Actions that are not possible for 2019-20 but may be considered for Phase 2 and beyond.

Table 1: Possible Actions for 2019-20, Recommended

Action	Estimated Amount	Notes
1-A) SERP savings, baseline	\$150,000	<ul style="list-style-type: none"> The SERP was approved by the Board on March 12, 2019. This represents the savings the SERP will provide <i>if all positions are filled</i>. The savings come from replacing senior teachers with new teachers on the lower end of the salary schedule.
1-B) Increase AHS enrollment through inter-district transfers to increase and stabilize class sizes to a target of 310 students per grade.	\$60,000-\$450,000	<ul style="list-style-type: none"> The bottom of the range (\$60,000) reflects the number of students currently on the waiting list. The upper end (\$450,000) represents the largest number the high school could accept (50) less associated costs. Current average enrollment is 281 at each grade level.
1-C) Improve efficiency of classroom distribution within the district's current class size targets and reduce elementary teachers	\$70,000-\$140,000	<ul style="list-style-type: none"> Because the 2018-19 class sizes are below the district's stated target class sizes (K@24, 1-3@24-25, 4-5@27), it is theoretically possible to reduce the number of classrooms without exceeding these targets. This would be achieved by not filling some SERP vacancies, so would not require layoffs. This is being implemented for the 2019-2020 budget.
1-D) Actively pursue increased elementary inter-district transfer to maintain elementary enrollment in the face of possible losses due to temporary housing	Prevents decline in revenue	<ul style="list-style-type: none"> If done to prevent enrollment decline rather than to increase enrollment, this would protect any revenue from the AHS transfer but not produce revenue beyond that.
1-E) Actively pursue increased elementary inter-district transfer to go beyond 1-D's goal maintaining current enrollment and attempt to get closer to district target class sizes in all grades.	\$8,000-\$8,700 (approx.) per student, assuming they are placed in existing classrooms. Opening an additional classroom would add costs.	<ul style="list-style-type: none"> The district's stated 2019-2020 class size targets (K@24, 1-3@25, 4-5@27) are lower than the contractual maximum class sizes (K@28, 1-3@28, 4-5@29) Interest in IDT may not exist to achieve this. If continuity of education for transfers is viewed as a K-12 rather than a school commitment, this could cause overcrowding at AMS.

1-F) Not filling .2FTE - teacher(s) on Willie Brown - reducing time to 80%.	\$16,000	<ul style="list-style-type: none"> • A .2FTE = approximately \$16,000.
1-G) Hire a new superintendent at a lower salary point	\$20,000-\$40,000	<ul style="list-style-type: none"> • The superintendent search creates an opportunity for salary savings. • The compensation package is usually discussed after a top candidate is identified, so this would not involve advertising a lower salary. • The recommendation would be for the district to be mindful of the candidate's likely compensation when weighing candidates.
1-H) Analyze recently vacated positions for any that can remain unfilled without impacting core functions.	Unknown	<ul style="list-style-type: none"> • Voluntary departures beyond the SERP positions have been accumulating recently, but the BAC has not been able to assess what, if any, savings opportunities they present. District and site administrators are better positioned to do this.
1-I) Pursue any further Materials and Supplies reductions that can be identified by the district office or the sites	Unknown	<ul style="list-style-type: none"> • District staff continues to seek additional reductions beyond those already identified.
1-J) Work to Increase the ADA percentage.	An increase of 1% in ADA = approximately \$300,000	<ul style="list-style-type: none"> • The district loses significant funds to optional absence. • Incentive options for students should be explored. • Parent awareness should be increased.

Table 2: Possible Actions for 2019-20, Not Recommended

Action	Estimated Amount	Notes
2-A) Leave SERP-vacated elementary librarian position unfilled. Reduce library hours and have two remaining librarians cover all three sites (one will be traveling between two sites already)	\$70,000	<ul style="list-style-type: none"> • Librarians provide prep coverage for teachers, so an alternative would have to be found. • The OV Librarian will already be traveling between two sites; this would add a third. • The community values libraries and this would reduce student access.
2-B) Eliminate Mental Health Program	\$67,000	<ul style="list-style-type: none"> • Supporting students' mental health is a high priority. • This proposal was strongly rejected in the earlier round of cuts. • The provider's services can be terminated for 2019-20 without violating notice requirements.
2-C) Leave non-elementary SERP-vacated positions unfilled	Depends on positions.	<ul style="list-style-type: none"> • It is the BAC's understanding that most of these positions perform required functions. They include: <ul style="list-style-type: none"> – Resource Specialist, AMS – Core Teacher, Multiple Subjects, AMS – Social Studies / History Teacher, AHS – Special Education positions
2-D) Eliminate additional positions with only a 60-day notice requirement	Depends on positions.	<ul style="list-style-type: none"> • Most of these positions perform essential duties or work in areas already heavily affected by layoffs, so it is not clear how the reductions could be managed. The positions include: <ul style="list-style-type: none"> – Superintendent's admin. assistant, – HR tech – Special Education behaviorist, behavior analyst, & program specialist – Paraprofessionals – Site secretaries & clerks – District budget tech – District payroll tech – District accounts payable tech – Special education secretary – Maintenance coordinator – Enrollment coordinator – Transportation coordinator

2-E) Eliminate YMCA elementary yard supervision	\$35,000	<ul style="list-style-type: none"> - This contract began within the last 5-6 years; prior to that, the yard supervisors handled this task, along with some parent volunteers who conducted special activities. Elementary enrollment is lower than it was when the program was first implemented. This would represent a return to earlier practice.
2-F) Eliminate YMCA middle school yard supervision	\$35,000	<ul style="list-style-type: none"> - The middle school is overcrowded, and the Y staff helps with managing the students.
2-G) Raise class sizes to between 25 and 28, with combo classes, allowing for a reduction in the number of teachers	\$150,000-\$675,000	<ul style="list-style-type: none"> - The planning would be difficult to achieve for 2019-20. - Combo classes are very difficult to teach, especially in the era of rigid grade-level curricular requirements.
2-H) Raise class sizes to contractual maximums, with combo classes, allowing for a larger reduction in the number of teachers	\$675,000+	<ul style="list-style-type: none"> - The community prioritizes small class sizes, and this would be an very large increase - The district has informally committed to keeping classes below the contractual maximums

Table 3: Actions Not Possible in Time for the 2019-2020 Budget Submission, Will be Analyzed for the Future.

Action	Estimated Amount	Notes
3-A) Pursue maximum possible increase when renewing the sun-setting Measure LL parcel tax. Consider shifting the tax burden from residential to commercial properties to raise more money without jeopardizing passage	Unknown	<ul style="list-style-type: none"> Because the budget currently relies on existing LL funding, failure to pass the renewal would be financially catastrophic. The district will need expert advice to determine how best to structure the tax to maximize revenue without jeopardizing passage. Any new funding would be available in 2021-22.
3-B) Undertake a major overhaul of the structure of the outside funding organizations to improve fundraising efficiency and target funds to most critical needs	Unknown	<ul style="list-style-type: none"> This would require substantial planning and negotiation with our funding partners (PTA's, SchoolCARE, AEF, etc.)
3-C) Pursue corporate sponsorships	Unknown	<ul style="list-style-type: none"> Some districts are able to attract support from large corporations, and AUSD could pursue this possibility.
3-D) Increase revenue from summer (and other) facility rentals	Unknown	<ul style="list-style-type: none"> The amount charged per rental could be increased. New contracts for rentals may be possible, especially with the AMS Annex space becoming available.
3-E) Move district office to Solano Avenue property currently occupied by the YMCA	\$100,000-\$144,000	<ul style="list-style-type: none"> The YMCA would move into classrooms at Cornell, similar to its use of space at OV.
3-F) Eliminate HR Director position while adding .5 Maintenance Director position	\$60,000 (approx.)	<ul style="list-style-type: none"> This would likely require hiring a Superintendent who is prepared to take on HR Director responsibilities.
3-H) Adjustments to compensation, such as adding health benefit contribution from employees and holding salaries flat	\$80,000-\$2.3 million for health benefits	<ul style="list-style-type: none"> This must be negotiated between district management and the unions. About 85% of the district's budget is compensation, much of it negotiated. Each 1% pay increase costs the district over \$300,000 per year.
3-I) Enact the three furlough days recommended by the prior BAC	\$408,000	<ul style="list-style-type: none"> This must be negotiated between district management and the bargaining units.
3-J) Increase high school class size above contractual maximum, as calculated by student contacts	\$300,000-\$375,000	<ul style="list-style-type: none"> This must be negotiated between district management and the unions.

3-K) Shift to 6-period day at AMS	\$435,000	<ul style="list-style-type: none"> This would require layoffs, so it is too late to implement.
3-L) Shift to the equivalent of a 6-period day at AHS	\$375,000	<ul style="list-style-type: none"> This would require layoffs, so it is too late to implement.
3-M) Reduce 1-2 counselors	\$110,000-\$220,000	<ul style="list-style-type: none"> Counseling / mental health support is a high priority. Reducing counselors could jeopardize student safety. This was strongly rejected in the earlier round of budget cuts.
3-N) Review high school course requirements for opportunities reduce incentives for taking 7 periods	Unknown	<ul style="list-style-type: none"> Examples include 1) reducing the district arts requirement and 2) offering more AP or Honors classes that can be taken as replacements for required academic classes rather than as additions to the core schedule.
3-O) Review contracts with outside vendors for opportunities for reduction / elimination	Unknown	<ul style="list-style-type: none"> Contracts have already been reviewed for potential savings. Nevertheless, it is possible additional savings could be identified.
3-P) Shift to Self-Insurance Schools of California	Unknown	<ul style="list-style-type: none"> In 2016, this was explored but was rejected by the district's unions. It would need to be negotiated.
3-Q) Conduct best practices analysis in special education to identify ways to improve satisfaction with in-district education and reduce the number of students who seek to exit to specialized private schools	Unknown	<ul style="list-style-type: none"> It has been suggested that there might be ways to improve training and intervention to reduce these costly placements. Significant research is required.

Next Steps

- The BAC will begin meeting again on May 8, 2019 to evaluate the viability and pros and cons of additional revenue enhancements and budget reductions.
- The BAC will report to the Board of Education with its findings and recommendations for Phase 2 and beyond.

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of April 30, 2019

ITEM: BUDGET RESERVE POLICY

PREPARED BY: JACKIE KIM, CHIEF BUSINESS OFFICIAL

TYPE OF ITEM: REVIEW AND DISCUSSION

PURPOSE: To review and discuss the Budget Reserve Policy previously adopted by the Board.

BACKGROUND INFORMATION:

The minimum required reserve from the State for a school district our size is for 3% of total expenditures to be maintained in reserve for the current and two subsequent budget years. However, the minimum reserve level as required by the State is not enough to cover a month of payroll expenses. The County Offices continue to reinforce the need for the reserve in excess of the minimum reserve for economic uncertainty. The Government Finance Officers Association recommends reserves, at minimum, equal to two months of average general fund operating expenditures, or about 17%.

The California Department of Education released the 2017-18 Unaudited Actual Data on March 22, 2019 that allow for the calculation of the district type and statewide average reserve levels. The 2017-18 percentages for unified school districts are 16.98%. (Exhibit A)

The current AUSD 9% reserve policy accomplishes five important things:

- Ensures sufficient cash on hand to meet payroll every month;
- Ensures stability of programs throughout the unstable State Budget Process;
- Address unexpected costs(an emergency facility repair related to a leaking roof, malfunctioning fire system or gas leak, a lawsuit that results in a costly settlement or judgement against the district, special education costs for students with highly specialized needs);
- Save for large purchases (equipment and facility components that have reached the end of their useful lives, such as worn out flooring or heating and cooling systems) and
- Ensures time needed to engage stakeholders when making budget The reserve is one-time money that will be gone when it is spent.

[At January 9, 2018 Board Meeting](#), Mr. Garde, previous Chief Business Official, stated that although AUSD began the Great Recession with a budget reserve of over 15%, AUSD had to monitor cash daily and delay payments by several months to local vendors, delay payments to PG&E for electricity, and make agreements with CalPERS, Delta Dental, and VSP to delay payments for employee benefits. Fortunately, AUSD did not issue loans to meet payroll

obligations, or reduce the number of instructional days, or implement furloughs because of an emergency parcel tax passed on November 3, 2009. However, the State survived the Great Recession's \$130.2 billion budget gap by making sweeping cuts to programs, passing down services previously handled by the State down to the local level, utilizing accounting gimmicks by deferring payments to agencies which totaled \$35 billion in 2011, and placing a measure on the November 2012 ballot explicitly stating further reductions (mostly focused on education) will occur if the measure did not pass. Many school districts across the State survived the Great Recession by laying off staff, issuing loans to meet payroll obligations, delaying payments to vendors including local vendors and utility agencies, reducing instructional days by 5 (Temporarily allowed by the State), implementing furlough days to staff, and utilizing State grants for specific programs to pay for general items like utilities. Because of AUSD's 15% reserve, these types of drastic measures were not required by AUSD.

DETAILS:

Here are some of the factors School Services of California encourages districts to consider:

- Assembly Bill (AB) 1200 (Chapter 1213/1991) requires multi-year projections, and in the current environment of cost-of-living adjustment only, even a 10% reserve in year one will not cover cost increases for three years (California State Teachers' Retirement System rate increase, California Public Employees' Retirement System rate increase, step and column, Special Education contributions, health benefits, etc.)
- The 3% reserve is a required minimum, and it represents little over a week's worth of payroll cost
- The reserve is one-time money; but if you spend it, replacement is essential and often difficult
- Most financial problems occur over multiple years; it takes a lot of one-time reserve dollars to solve a multiyear problem even temporarily
- Unless a district has bond money, it may need additional reserves for school repairs or to provide state matching funds
- Most districts do not carry reserves specially set aside for post-retirement health benefits; that means the general fund reserve is the only source of payment for this growing liability
- For comparison, the total average net ending balance for all unified school districts was 16.98%, a number we think is reasonable given current economic circumstances

SUMMARY:

The State survived the Great Recession and a total \$130.2 billion budget gap from 2008 to 2011 by:

- Making sweeping cuts to programs
- Passing services previously handled by the State down to the local level
- Utilizing accounting gimmicks by deferring payments to agencies which totaled \$35 billion in 2011
- Placing a measure on the November 2012 ballot explicitly stating further reductions (mostly focused on education) will occur if the measure did not pass

School districts across the State survived the Great Recession by:

- Laying off staff
- Issuing loans to meet payroll obligations
- Delaying payments to vendors including local vendors and utility agencies
- Reducing instructional days by 5 (Temporarily allowed by the State)
- Implementing furlough days to staff
- Utilizing State grants for specific programs to pay for general items like utilities

Albany did not have to issue loans to meet payroll obligations, reduce the number of instructional days, or implement furloughs due to an emergency parcel tax passed on November 3, 2009, and the school district began the crisis with a budget reserve of over 15%.

KEY QUESTIONS/ANSWERS:

1. Why have a Budget Reserve Policy higher than the State required reserve level for school districts?

- a. The State required reserve for a school district our size is 3%. This is the minimum required for reserve for economic uncertainties.
- b. Education is about half of the State's annual budget and Albany receives about 80% of our revenues from the State. The State also has a volatile economy which allows the State to make sudden and significant changes to revenues for education.
- c. A 9% reserve policy accomplishes three things:
 - i. Ensures sufficient cash on hand to meet payroll every month.
 - ii. Ensures stability of programs throughout the unstable State Budget Process.
 - iii. Address unexpected costs
 - iv. Save for large purchases
 - v. Ensures time needed to engage stakeholders and implement a Budget Priorities Process to stabilize the budget.

FINANCIAL INFORMATION: N/A

STRATEGIC GOALS ADDRESSED:



Objective #1: *Assess and Increase Academic Success. Goal: We will provide a comprehensive educational experience with expanded opportunities for engagement, assessment, and academic growth so that all students will achieve their fullest potential.*



Objective #2: *Support the Whole Child. Goal: We will foster the social and emotional growth of all students, implement an array of strategies to increase student engagement, identify individual socio-emotional and behavioral needs, and apply collaborative appropriate interventions.*



Objective #3: *Communicate and Lead Together.* **Goal:** *All stakeholders will collaborate and communicate about decisions that guide the sites and district.*

RECOMMENDATION: To review and discuss the Budget Reserve Policy previously adopted by the Board.

The FISCAL REPORT 32 informational update

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Volume 39

For Publication Date: March 22, 2019

No. 6

2017-18 Statewide Average Reserve Levels Slightly Down

The California Department of Education released the 2017-18 Unaudited Actual data that allow for the calculation of the district type and statewide average reserve levels.

The reserve levels are defined as the unrestricted net ending fund balance for the General Fund, plus the ending balance for Fund 17 (Special Reserve for Other Than Capital Outlay Projects) as a percentage of total General Fund (including restricted programs) expenditures, transfers, and other uses. The averages by district type are as follows:

2017-18 Average Unrestricted General Fund, Plus Fund 17; Net Ending Balances as a Percentage of Total General Fund Expenditures, Transfers, and Other Uses		Change from Prior Year
Unified School Districts	16.98%	-0.27%
Elementary School Districts	20.20%	-0.88%
High School Districts	15.63%	-1.01%

The 2017-18 percentages for both unified and high school districts are below the 17% minimum (two months of payroll) amount of reserves for local governments recommended by the Governmental Finance Officers Association. While the elementary school districts' average is higher, there are many more small elementary school districts, which more than justifies a higher elementary school statewide average, in our opinion.

—*John Gray and Dave Heckler*

posted 03/12/2019

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of April 30, 2019

ITEM: PROMOTING SAFE, SUPPORTIVE, AND COLLABORATIVE ENVIRONMENTS FOR ALL STUDENTS AND STAFF

PREPARED BY: DR. CARRIE NERHEIM, DIRECTOR, STUDENT SERVICES

TYPE OF ITEM: STAFF REPORT

PURPOSE: The purpose of this staff report is to provide the Governing Board and community with information regarding activities taking place throughout the District to promote a safe, supportive, and collaborative environment for students and staff.

BACKGROUND INFORMATION: AUSD's Governing Board, District staff, and members of the Albany community are actively engaged in dialogue around strategies to ensure respect, inclusion, and empathy for all members of the AUSD learning community. District staff continues to highlight programs and activities that improve the culture and climate of our school community.

DETAILS: Albany High School has worked for over a year on Social-Emotional Learning/Social Justice (SEL/SJ) Competencies. Administration invited input from students, staff, leadership, and community members. Last year, Albany High completed the awareness phase of the Social-Emotional Learning/Social Justice Competencies. This year they began the implementation phase, and most recently, the visual phase and reflection phase.

STRATEGIC GOALS ADDRESSED:



Objective #1: *Assess and Increase Academic Success. Goal: We will provide a comprehensive educational experience with expanded opportunities for engagement, assessment, and academic growth so that all students will achieve their fullest potential.e.*



Objective #2: *Support the Whole Child. Goal: We will foster the social and emotional growth of all students, implement an array of strategies to increase student engagement, identify individual socio-emotional and behavioral needs, and apply collaborative appropriate interventions.*

RECOMMENDATION: RECEIVE THE STAFF REPORT ON PROMOTING SAFE, SUPPORTIVE, AND COLLABORATIVE ENVIRONMENTS FOR ALL STUDENTS AND STAFF