

**ALBANY UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION**

**MINUTES FOR REGULAR MEETING  
Tuesday, June 26, 2018**

**I. OPENING BUSINESS**

**A) CALL TO ORDER**

President Black called the meeting to order at 6:00 p.m.

**B) ROLL CALL**

- 1. Board Members Present:** President Black, Vice President Stapleton-Gray, Board Member Blanchard, Board Member Clark
- 2. Board Members Excused:** Board Member Trutane
- 3. Staff Members Present:** Superintendent Valerie Williams

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

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

Having no public comment or discussion, the Board adjourned to Closed Session.

**III. CLOSED SESSION:** With Respect to every item of business to be discussed in Closed Session:

**A) CONFERENCE WITH LEGAL COUNSEL - Existing Litigation (Gov. Code section 54956.9):**

- Philip Shen, et al. v Albany Unified School District
- Doe, et al. v Albany Unified School District
- John Doe v Albany Unified School District
- C.E. v Albany Unified School District et. al.
- Kaidong Chen v Albany Unified School District

**B) PUBLIC EMPLOYEE PERFORMANCE EVALUATION - (Gov. Code Section 54957):**

- Superintendent

**IV. OPEN SESSION**

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

President Black called the meeting to order at 7:00 p.m.

**B) ROLL CALL**

- 1. Board Members Present:** President Black, Vice President Stapleton-Gray, Board Member Blanchard, Board Member Clark

2. **Board Members Excused:** Board Member Trutane
3. **Staff Present:** Superintendent Valerie Williams; Douglas Crancer, Interim Chief Business Official; Marie Williams, Director III, Curriculum, Instruction, and Assessment; Carrie Nerheim, Director I, Student Services; Cheryl Cotton, Director of Human Resources; Dax Kajiwara, Director, Technology, Diane Marie, Director III, Special Education

## C) PLEDGE OF ALLEGIANCE

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

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.

## E) REPORT OF ACTION TAKEN IN CLOSED SESSION

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

## F) APPROVAL OF AGENDA

**Adjustments to Agenda:** Board Member Clark moved to change Item: *Election Methods* from a Review and Discussion item to Review and Action item. The motion was seconded by Board Member Blanchard and passed unanimously.

**Motion:** Board Member Clark moved to Approve: *Albany Unified School District Board of Education Agenda for the June 26, 2018 Regular Meeting* with this change. Seconded by Board Member Blanchard. The motion passed unanimously.

## G) APPROVAL OF CONSENT CALENDAR

### 1. Board of Education

- a) Minutes of the June 12, 2018 Board of Education Meeting

### 2. Human Resources

- a) Certificated Personnel Assignment Order & Classified Personnel Assignment Order
- b) Contract Renewal for Glass Arc LLC (ReadySub)

### 3. Business Services

- a) May 2018 Warrant Report
- b) May 2018 Donation Report
- c) State Child Development Services Contract for the 2018-19 Fiscal Year (CCTR-8002) and the Resolution for Authorized Signatories for the Contract
- d) State Child Development Services Contract for the 2018-19 Fiscal Year (CSPP-8002) and the Resolution for Authorized Signatories for the Contract
- e) Approve Disposal of Surplus E-Waste

#### **4. Curriculum, Instruction, and Assessment**

- a) Single Plans for Student Achievement: Elementary
- b) Approve 2018-2019 Consolidated Application for Funding Categorical Aid Programs
- c) Independent Contractor Agreement with West Coast Literacy Workshop

#### **5. Student Services**

- a) Approve Independent Contractor Agreement between Albany Unified School District and Dr. Matthew Lodewick for Epinephrine Standing Order Protocol

There was no discussion or public comment on the Consent Calendar.

**Motion:** President Black requested a motion on the: *Consent Calendar*. Motion to Approve by Board Member Clark; seconded by Board Member Blanchard. The motion passed unanimously with President Black abstaining from check number 51079585 on the Warrant Report.

#### **H) BOARD AND SUPERINTENDENT REPORT**

Superintendent Williams reported that the District Office will be moving locations on July 12, 2018 and therefore; will be closed to the public July 11-13. Staff will be prepared to be fully functional when offices reopen on Monday, July 16, 2018. She also reported that she and Douglas Crancer, Interim CBO, met with Board Members Blanchard and Clark to discuss the budget and potential cuts in addition to cuts already made for 2018-19 school year, and they were able to identify another \$485K more in cuts for the 2018-19 school year.

Vice President Stapleton-Gray reported that he and Board Member Blanchard attended the Behavioral Matrix discussion for the Albany High School, which will be coming back to the Board in August or September. He commented on the issue of cell phone usage at the high school.

President Black attended the Albany Middle School Promotion Ceremony and the Albany High School Graduation. The High School Graduation was very joyful and respectful. The Teacher's Speech was excellent, and he noted that the teacher who was chosen to give the Teacher's Speech pointed out that she was the first woman in many years to make the Teacher's Speech, despite the fact that over half of the teachers are women. President Black added that there were some great student speeches at the Graduation. Ross Stapleton-Gray added that that teacher was Jessica Park, and it was the first time in seven years (that a woman gave that speech).

Board Member Clark thanked Superintendent Williams and Interim Chief Business Official Douglas Crancer for meeting with him and Board Member Blanchard to discuss the budget cuts. It was a very productive meeting. He also acknowledged a 2nd grade class at Cornell, with whom he attended a walking field trip to Memorial Park. He enjoyed the time with the teachers and his daughter's class. Furthermore, he attended the 5th Grade Promotion Ceremony for his son at Cornell, and thanked the teachers and Principal Duncan for such a nice ceremony.

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

Brian Parsley, Albany resident and parent, spoke about the length of the Board packets and suggested that the district move toward an electronic method of publishing them to include hyperlinks to specific items and attachments. This would be so much more user-friendly and potentially encourage more people to read them. He referred to the City of Albany's website and what they use. President Black replied that the Board would look into it.

## **J) REVIEW AND DISCUSSION**

### **1. Letter to the Board of Education From Parent Engagement Groups**

Superintendent Williams discussed a letter that was submitted to the Board of Education From Parent Engagement Groups on April 24, 2018 (which is attached at the end of these Minutes as "Attachment A"). In response to the six (6) demands listed in the letter, which are included in the June 26, 2018 Board materials, Superintendent Williams presented an update on what has occurred to date:

- 1) The District conducted several surveys with students in the Spring of 2018, including the California Healthy Kids Survey (CHKS) for grades 5, 7, 9, and 11. CHKS also included a staff and parent survey. We requested the raw data from this survey as well as the 2016 school year.
- 2) Updates on the ACT recommendations will be provided in the Staff Report for Safe and Inclusive Schools report in the Fall, Winter, and Spring.
- 3) Every incident of hate act, harassment, and bullying will continue to be reported by site administration. The Director of Student Services will work with site administrators to compile data regarding the number and type of each incident. Data will be provided in a Staff report to the Board of Education in the Fall, Winter, and Spring.
- 4) Equity:
  - a) The Superintendent and Director of Student Services will coordinate school and district-wide efforts to promote racial equity and inclusion.
  - b) Director of Student Services will work with site administration in their efforts to facilitate partnerships between staff, students, and teachers that promote equity goals.
  - c) The Superintendent will work with district directors and site administrators on the ACT prioritized recommendations.
- 5) A .2 FTE allocation was approved for a teacher on special assignment at AHS to focus on social-emotional issues at AHS.
- 6) AHS administration is working with the Social Studies department to increase access and number of sections of the ethnic studies course to students for 2018-19.
- 7) There is no Action Item that can be taken on Item #7 on the list of demands.

Members of the Board, Staff, and members of the community discussed this update in length. Several community members, including representatives from the Parent Engagement Groups, parents of students harmed in the Instagram account issue, expressed disappointment in this update, requested more communication, more timely, effective results from the Board and the District Staff.

To hear this discussion in its entirety, please view the [June 26, 2018 BOE Video](#).

## **K) REVIEW AND ACTION**

### **1. Election Methods**

*Note: This item was changed from Review and Discussion to Review and Action, as noted above in the Approval of Agenda section.*

At the Feb 13, 2018 Board of Education meeting, the School Board passed [Resolution 2017-18-11](#) which supported a change in the election method of the AUSD Board of Education to Ranked Choice Voting at-Large. The Board, Staff, and members of the community continued this discussion, and the possibility of the school district to ask the City to remove the school district from the City Charter. To listen to the discussion in full, please view the [June 26, 2018 BOE Video](#).

Board Member Clark requested to direct Staff to work on a new Resolution and bring it back at a Special Board Meeting as soon as possible. The Board discussed the logistics of this since some Board members will be out of town for a few weeks and Brown Act requirements to post 24-hours before a Special Board Meeting.

**Motion:** President Black made a motion to Table this item: *Election Methods*, until a Special Meeting can be held as soon as possible, potentially this Friday, June 29, 2018. The motion was seconded by Board Member Clark. The Board was polled and the motion passed 3-1. Vice President Stapleton-Gray voted no based on the grounds that the item was moved from a Review and Discussion to a Review and Action item.

### **2. Preliminary Official Statement (POS) for Resolution 2017-18-14: Measures B & E: General Obligation Bonds, Series 2018B**

Douglas Crancer, Interim Chief Business Official, stated that this Preliminary Official Statement is the normal process, and that the blanks will be filled in as information becomes known.

While the Board approved a Series B totaling \$44 million, the recommendation of Staff now is that it should total \$34 million, since there will be enough funds left over from Series A to cover the current projects (Albany Middle School, the High School), and to start on Ocean View. The District does not want to issue more debt than it needs since taxpayers would be paying interest on funds being held to spend.

**Motion:** No further discussion on this item, President Black requested a motion. Motion by Board Member Clark to Pass: *Preliminary Official Statement (POS) Relating to Resolution 2017-18-14: Measures B & E: General Obligation Bonds, Series 2018*. The motion was seconded by Board Member Blanchard and passed unanimously.

### **3. Local Control Accountability Plan**

Charlie Blanchard thanked Marie Williams for putting the LCAP together and expressed special recognition and appreciation for the way she has woven budget information into it that is very helpful and illuminating.

V. **RECESS:** The Board took a 3 minute recess before continuing.

## VI. RECONVENED TO OPEN SESSION

### M) REVIEW AND ACTION (CONTINUED)

#### 3. **Local Control Accountability Plan (CONTINUED)**

No further discussion on this item.

**Motion:** President Black requested a motion on: *Local Control Accountability Plan*.

Motion to Approve: *Local Control Accountability Plan* by Board Member Blanchard; seconded by Board Member Clark. The motion passed unanimously.

#### 4. **Independent Contractor Agreement With Alameda County Office of Education**

This contract is for the Alameda County Office of Education to provide teacher professional development on the topic of Culturally Responsive Teaching and Practices. Superintendent Williams commented that Culturally Responsive Teaching was an ACT recommendation.

A brief conversation was held between Board members and Staff about the book: *Culturally Responsive Teaching and the Brain*, by local author Zaretta L. Hammond. President Black would like the Board (student Board Members included) to read the book over the summer and have a Board retreat in the fall around the book.

Board Member Clark asked for clarification about the budget of this contract. Marie Williams confirmed that the contract is correct; it is \$800.00.

**Motion:** Board Member Clark moved to Approve: *Independent Contractor Agreement With Alameda County Office of Education*. Seconded by Board Member Blanchard. The motion passed unanimously.

Board Member Blanchard requested that Superintendent Williams please notify ACT of this action.

#### 5. **Department of Rehabilitation (DOR) Signature Authorization**

MINUTES: The Department of Rehabilitation (DOR) needs the Board to give approval to Superintendent Valerie Williams to sign and execute any and all documents required by the DOR to effectuate the execution of contracts and/or amendments. The DOR will accept a copy of Board minutes where the Board gives authorization to the Superintendent. The Superintendent recommended that authorization be given to the Superintendent or Superintendent's designee, which will allow for the new Chief Business Official to have authorization once he/she is hired. This will be brought back to the Board when a new Chief Business Official is hired.

**Motion:** President Black requested a motion to Approve: *Department of Rehabilitation (DOR) Signature Authorization*. Motion by Board Member Blanchard; seconded by Vice President Stapleton-Gray. The motion passed unanimously.

## N) REVIEW AND ACTION

### 6. Amendment to Agreement For Design-Build Services for the Albany Middle School Annex Project By and Between AUSD and Rodan Builders, Inc. (“Design-Build Contractor”)

Superintendent Williams thanked Juan Barrosa, Project Manager for his work and patience during this project. A schematic on the pedestrian safety work that is being done was presented by Juan Barrosa. [Please view the presentation on the June 26, 2018 BOE Video at 2:34:19](#) to see the schematic and hear the changes that are being implemented.

**Motion:** Board Member Blanchard made a motion to Approve: *Amendment to Agreement For Design-Build Services for the Albany Middle School Annex Project By and Between AUSD and Rodan Builders, Inc. (“Design-Build Contractor”)*. Seconded by Board Member Clark. The motion passed unanimously.

## O) NEED TO EXTEND MEETING

President Black stated that the Board needed to Extend the Board Meeting. Board Member Blanchard moved to extend the meeting until 10:00 p.m. Seconded by Board Member Clark and passed unanimously.

### 7. Independent Contractor Agreement with M.R. Christensen Construction, Inc.

This contract is for the Student Enrollment Center to build a bathroom that is ADA compliant. Superintendent Williams confirmed that this is just for the bathroom. The budgets for the fencing cost has been cut by at least half, and the budget for the cement work for the sidewalk has been cut as well.

**Motion:** Board Member Clark moved to Approve: *Independent Contractor Agreement with M.R. Christensen Construction, Inc.*. Seconded by Vice President Stapleton-Gray. The motion passed unanimously.

### 8. Resolution 2017-18-23: Education Protection Account Financial Summary

Interim Chief Business Official Douglas Crancer presented this Resolution and explained that this illustrates how the District will be spending its money from the Education Protection Account, to be used for instructional purposes only. These are the same numbers that were disclosed in the budget, but by function instead of by object. Instruction corresponds to salaries and benefits.

Board Member Blanchard clarified that this is not new money of any kind. The rest of the budget is reduced dollar by dollar, so it is Net Zero. We are putting this entire \$4.56 million into instruction.

**Motion:** Board Member Blanchard moved to Approve: *Resolution 2017-18-23: Education Protection Account Financial Summary*. Seconded by Board Member Clark. The motion passed unanimously.

### 9. Resolution 2017-18-24: Temporary Borrowing Between Funds (Interfund Borrowing)

Clarification: This item is actually to be on Review and Action (not Consent, which is listed on the Board backup). This allows district to temporarily borrow between funds internally and avoid taking out an external loan and paying interest.

**Motion:** President Black requested a motion to Approve: Resolution 2017-18-24: Temporary Borrowing Between Funds (Interfund Borrowing). Motion by Vice President Stapleton-Gray. Seconded by Board Member Blanchard. The motion passed unanimously.

### **10. 2018-2019 Budget Adoption**

Interim Chief Business Official Douglas Crancer reviewed the primary changes in the State Budget Update, Reconciliation, as well as the new Multi-Year projection. The Board, Staff, and members of the community discussed adjustments to the budget. A target amount of \$2.5M in adjustments is needed to balance the budget right now for the District to maintain its 3% reserve through 2021-22. Also, in order to have a balanced budget in future years (i.e. no deficit/surplus), even more reductions would have to occur in the future.

### **P) NEED TO EXTEND MEETING**

President Black stated that the Board needed to extend the Board Meeting. Board Member Clark moved to extend the meeting for 15 minutes until 10:20 p.m. Seconded by Board Member Blanchard and passed unanimously.

### **Q) REVIEW AND ACTION (CONTINUED)**

#### **10. 2018-2019 Budget Adoption (CONTINUED)**

Discussion ensued about the budget cuts. Board Member Blanchard clarified that the “expenditures” discussed here are really “allocations” and that the District could exercise some flexibility and avoid spending everything that has been allocated. Interim Chief Business Official Doug Crancer stated that the County Office needs a Resolution from the Board stating that the goal is to cut the budget. This is a standard resolution that is required. This can be brought to the Board at the first August meeting.

This 2018-19 AUSD Proposed Budget Presentation can be found on the [website](#) in pdf format. To hear the discussion in full, please view the [June 26, 2018 BOE Video](#), starting at 2:52:19.

**Motion:** President Black moved to Adopt: 2018-2019 Budget. The motion was seconded by Board Member Blanchard, and motion passed unanimously.

### **R) AGENDA ITEMS/MATTERS INTRODUCED BY THE BOARD**

- Arrange a Special Board Meeting for Friday, June 29, 2018 for the following:
  - 1) *Resolution on Elections Methods*
  - 2) Superintendent’s Recommendation to the Board for Chief Business Official

### **VII. ADJOURNMENT**

The Board adjourned at 10:15 p.m.

See Attachment A: Letter to the Board of Education From Parent Engagement Groups