

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

**MINUTES OF REGULAR MEETING
DECEMBER 11, 2018
Albany City Hall**

I. OPEN SESSION

A) CALL TO ORDER (Reconvene to Open Session)

President Black called the meeting to order at 6:30 p.m.

B) ROLL CALL

- 1. Board Members Present:** President Black, Vice President Stapleton-Gray, Board Member Blanchard, Board Member Clark, Board Member Trutane, Student Board Member Weinstein, and Student Board Member Mallah
- 2. Staff Present:** Superintendent Valerie Williams; Jackie Kim, Chief Business Official; Marie Williams, Director III, Curriculum, Instruction, and Assessment; Carrie Nerheim, Director I, Student Services; Cheryl Cotton, Director of Human Resources;
- 3. Staff Excused:** Diane Marie, Director III, Special Education; Dax Kajiwara, Director of Technology

C) PLEDGE OF ALLEGIANCE

D) READING OF THE AUSD MISSION & VISION STATEMENT

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

E) APPROVAL OF AGENDA

President Black advised new Board members to read the Meeting Norms that are listed on every agenda.

Having no further discussion or comment on the Agenda, President Black requested a motion.

Motion: to approve by Board Member Trutane; seconded by Board Member Blanchard and unanimously approved.

F) RECOGNITION: Board of Education Members

Superintendent Williams recognized the outgoing Board Members with plaques in honor of their time, effort, and dedication to the AUSD Board of Education.

Having no further discussion or comment on the Agenda, President Black requested a motion.

Motion: to Approve the Agenda by Board Member Trutane; seconded by Board Member Blanchard and unanimously approved.

F) RECOGNITION: Board of Education Members

Superintendent Williams recognized the outgoing Board Members with plaques in honor of their time, effort, and dedication to the AUSD Board of Education.

- 1) **Presentation to 2018 Board President Paul Black**
- 2) **Presentation to 2018 Vice President Ross Stapleton-Gray**
- 3) **Presentation to Outgoing Board Member Charles Blanchard**

G) ADMINISTER OATH OF OFFICE TO NEWLY ELECTED BOARD OF EDUCATION MEMBERS

The City of Albany Clerk administered the oath of Office to the following newly elected Board members:

- 1) **Sara Hinkley**
- 2) **Brian Doss**
- 3) **Clementina Duron**

H) CONDUCT ANNUAL REORGANIZATION OF THE BOARD OF EDUCATION

Superintendent Williams read the reorganization protocols and procedures for the reorganization of the Board, to include the President and Vice President. Board Member Clark requested public comment; other members of the Board approved this. Board Member Trutane recommended the public comment after the Board discussed it.

1) Election for President of the Board

a) *Interest in President*

Board Member Kim Trutane expressed her interest in serving as President and gave a short speech. Board Member Jacob Clark expressed interest in serving as President and gave a short speech. Board Member Clementina Duron declined. Board Member Sara Hinkley deferred. Board Member Brian Doss deferred. No further discussion by the Board.

b) *Formal Nominations for President*

1. Board Member Sara Hinkley nominated Kim Trutane. Board Member Clementina Duron seconded the nomination. Kim Trutane accepted.
2. Board Member Jacob Clark nominated himself. Board Member Brian Doss seconded the nomination. Jacob Clark accepted.

c) *Vote for President:*

Jacob Clark's name was drawn by Julie Sen, Executive Assistant to the Superintendent, to be voted on first for President of the Board. A Roll Call vote was taken for each of the nominees:

1. Jacob Clark: 5 Nays; 2 Yeses
2. Kim Trutane: 2 Nays; 5 Yeses
3. **Result: Elected Board President is Kim Trutane**

2) Election for Vice President of the Board

a) *Interest in Vice President*

Board President Trutane polled Board members to determine if they were willing to serve as Vice President. Board Member Sara Hinkley declined. Board Member Jacob Clark said yes. Board Member Clementina Duron declined. Board Member Brian Doss said yes.

b) *Formal Nominations for Vice President*

1. Board Member Clementina Duron nominated Brian Doss. Brian Doss accepted.
2. President Kim Trutane nominated Jacob Clark. Jacob Clark declined the nomination.

c) Vote for Vice President:

1. A Roll Call vote was taken for the nominee Brian Doss: 0 Nays; 7 Yes.

2. Result: Elected Board Vice President is Brian Doss

I) APPOINT SECRETARY TO THE BOARD OF EDUCATION

Motion: by President Trutane to appoint Superintendent Valerie Williams as the Secretary to the Board of Education. The Motion was seconded by Vice President Brian Doss and passed unanimously.

J) SCHOOL SPOTLIGHT: Cornell Elementary School

Heather Duncan, Principal of Cornell Elementary School, spotlighted the Cornell Parent Teacher Association (PTA).

K) APPROVAL OF CONSENT CALENDAR

1) Superintendent

a) *Minutes of the October 9, 2018 Regular Board Meeting*

2) Human Resources

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

b) *Provisional Internship Permit*

3) Curriculum, Instruction, and Assessment

a) *Independent Contractor Agreement with Youth in Arts for Elementary Enrichment: Civil Rights Storytelling and Theater at Cornell Elementary School*

b) *Independent Contractor Agreement with Youth in Arts for Elementary Enrichment: Persian Dance at Cornell Elementary School*

4) Student Services

a) *Amendment to Contract 8573 Between Albany Unified School District and the City of Berkeley to Implement the Albany Trauma Project*

b) *Memorandum of Understanding: Contra Costa County Office of Education Regional Occupation and Career Technical Education Program*

Board Comments:

President Trutane commented on the *Albany Trauma Grant* on page 38: the amount of \$502,316 is a cumulative total over the life of this program. AUSD will receive \$64,192 this year. She also stated that the Contra Costa County Office of Education contract is part of a consortium with Albany Unified School District.

Board Member Duron asked if the Board can change the agenda format when there are items that the community may wish to comment on (bring these items earlier). She also requested to change the venue of Board meetings when a large crowd is anticipated to attend. President Trutane stated that these changes may be made at the development phase of the Board Agenda packet before publishing. Jacob Clark requested board packets be sent to all board members before they are published.

Motion to approve the Consent Calendar by Board Member Hinkley; seconded by Board Member Duron and unanimously approved.

L) BOARD AND SUPERINTENDENT REPORT

Superintendent Williams announced a Community Labor meeting for Public Education on Friday, December 14th from 6:00-8:00 p.m. at the Alameda Labor Council in Oakland. Information will be placed on the District website.

Board Member Hinkley announced that the Marin Equity, Diversity, and Inclusion Committee, a new parent committee at Marin, will be holding a parent education event called “Even in Albany” on Wednesday, December 12, 2018 at 6:30 p.m. in the Marin Elementary Multi-Purpose Room.

Vice President Doss stated that childcare will be available for the event “Even in Albany” at Marin Elementary.

President Trutane: No report.

Board Member Clark stated this support and solidarity for teachers and colleagues in Oakland.

Board Member Duron: No report.

M) STUDENT BOARD MEMBERS’ REPORT

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

Albany High School:

- The Theatre Ensemble performed a successful winter scene showcase last Saturday, December 8th.
- Come out to hear great music performed by AUSD students in the three musical concerts that will take place before winter break. The AMS and AHS Orchestra concert will be on December 13th at 7:00. The AHS band concert will be on December 18th at 7:00, and the Choir concert will be on December 19th at 7:00.

Albany Middle School:

- Albany Middle School Students are now able to play Quidditch at lunch, a game originally from the Harry Potter series.
- International Human Rights has been a focus this week by recognizing influential individuals that have played a big role in the human rights movement.

Ocean View Elementary:

- A showing of Transylvania was put on for Ocean View Families on Friday December 7th.

Marin Elementary:

- A Holiday Food and Toy drive is currently being held at Marin Elementary School.

Cornell Elementary:

- Students participated in Hour of Code from December 3rd to the 9th, where they learned about app and program development.
- Cornell hosted a Winter Craft fair on December 1st.

All Elementary Schools:

- The Albany Education Foundation put on a book fair at Barnes and Nobles on Saturday December 8th.
- A Parent Education Night will be held December 12th at Marin School, addressing engaged parenting on the issue of racism.

N) PERSONS TO ADDRESS THE BOARD ON MATTERS NOT ON THE AGENDA

Miriam Walden addressed the Board regarding former board member Ross Stapleton-Gray's public accusations of her violating policy. She stated that an administration investigation showed that she did not do anything wrong, and requested that Mr. Stapleton-Gray's actions be memorialized as a violation of community norms.

O) STAFF REPORT

1) Albany Aquatic Center

Amanda Mendieta, Director of Albany Aquatic Center, and Betty Del Rio, Assistant Director of Albany Aquatic Center, presented a slideshow of videos to highlight programs offered to the public. Amanda stated that the Albany Aquatic Center has worked with the Albany Armada and have come to an agreement regarding the lanes at the pool.

P) REVIEW AND DISCUSSION

1) Superintendent:

a) Plan for Temporary Housing for Elementary Students

The principals of each school site introduced themselves and stated their full, unanimous support of the plan they proposed in the agenda packet.

- Terry Georgeson, Principal of Ocean View Elementary
- Anna Mansker, Director of Albany Children's Center
- Alexia Ritchie, Principal of Albany High School
- Heather Duncan, Principal of Cornell Elementary
- Melisa Pfohl, Principal of Marin Elementary
- Darren McNally, Coordinator of Alternative Education and Principal of MacGregor High School
- Deborah Brill, Principal of Albany Middle School.

A correction was pointed out in the presentation:

Slide 2: "Important Considerations" had a typo under bullet point 2:

- Kinder will be at OV and MA and be a part of that community for that year.

The correct language should read:

- Kinder will be at Cornell and Marin and be a part of that community for that year.

Superintendent Williams reviewed the (*Attachment A*) “District’s Cost Analysis for Temporary Housing” that was included in the Board packet. She stated that she is in support of the Principals’ Proposed Plan, and there are some details that would still need to be worked out.

The Board, Staff, and numerous members of the community discussed the options for temporary housing for elementary students and the various concerns for students and staff. To listen to the discussion in its entirety, please view the [December 11, 2018 BOE Video](#).

The Board gave the following direction to Staff:

- Requested estimated costs associated with the Early Bird/Late Bird plan, and asked principals to return with another report that included these costs.
- Place an SDC classroom at Cornell (include in report to Board)
- Add information about portables at Ocean View (number and cost of lease and purchase)

Q) BREAK

President Trutane moved for the Board to take a five (5) minute break at 9:50 p.m.

R) RECONVENE TO OPEN SESSION

The Board reconvened at 10:03 p.m.

S) REVIEW AND ACTION

1) Business Services:

a) 2018-2019 1st Interim Financial Report

Jackie Kim, Chief Business Official, reviewed the *2018-2019 1st Interim Financial Report* as presented in the board packet. She clarified the acronyms:

STRS - State Teachers’ Retirement System

PERS - Public Employees’ Retirement System.

Many members of the community, including students, staff, and parents, addressed the Board regarding the district’s budget cuts, advocated against the cuts in the Special Education program, mental health counselors and programs, electives at the middle school. Many requested that the Board not make any decision on the budget at this time.

Superintendent Williams presented a revised “*Proposed Budget Reduction Plan to Achieve \$1.5m in Budget Adjustments*” to the Board that was not included in the board packet (attached at the end of these Minutes as *Appendix A: Proposed Budget Reduction Plan.*”). This plan includes approximately \$1 million in budget cuts, retention of the seven-period day at Albany Middle School (no electives cut); no mental health programs or counselors will be reduced. The Board gave directions to Staff to make these changes official and bring them back as part of the *2018-2019 1st Interim Financial Report* for the Board to vote on.

Board Member Hinkley clarified to the public that the Board is not voting on or making any decisions on any decisions or reorganization of the Administrative Office at this time.

Motion: Board Member Hinkley moved to ask Staff to schedule an Emergency Board Meeting on Monday, December 17th and bring the *2018-2019 1st Interim Financial Report* that achieves the amount needed to reduce the budget in order to preserve a 3% reserve three (3) years out by the following:

- Maintain Item I: \$627K reduction in Personnel Administration
- Maintain Item III: \$73K reduction in Classified Personnel
- Maintain IV: \$346,275 in Non-Personnel Related Reductions

There will be no opportunity for the Board to make changes to that report; it must be approved by December 17th and submitted to the Alameda County Office of Education by that date.

Motion was seconded by Board Member Duron. President Trutane requested a Roll Call vote.

Result was: 4 Ayes; 0 Nays; 1 Abstain. Motion passed. *Student Board Members were no longer in attendance to vote.

T) EXTENSION OF MEETING

During the discussion of the *2018-2019 1st Interim Financial Report*, the meeting was extended three (3) separate times. The following motions were made:

10:55 p.m.: Motion by Board Member Duron to extend until 11:30 p.m.

11:29 p.m.: Motion by Board Member Clark to extend until 11:45 p.m.

11:45 p.m.: Motion by Board Member Hinkley to extend until midnight.

U) REVIEW AND ACTION (continued)

2) Superintendent

a) Board of Education Members' Annual School Assignments for the Remainder of the 2018-2019 School Year

b) Board of Education Members' Annual Committee Assignments for the Remainder of the 2018-2019 School Year.

Due to the time, the Board decided to table these items until the next meeting.

Motion to Table both of these items by Board Member Clark: seconded by Vice President Doss and passed unanimously.

II. AGENDA ITEMS/MATTERS INTRODUCED BY THE BOARD

- Review of Special Education Department by Fiscal Crisis Management Assessment Team (FCMAT)
- Transition to Temporary Housing Team
- Resend Governance Calendar to Board members
- Budget Advisory Committee
- Parcel Tax

III. CLOSED SESSION

Due to the time, President Trutane moved to Cancel Closed Session and Table the items that were scheduled to be discussed.

*** CLOSED SESSION WAS CANCELLED AND ITEMS BELOW WERE TABLED.**

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 GOVERNMENT CODE SECTION 11126 (a)(1): Discussion of Employment of a Public Employee: (Superintendent)

IV. ADJOURNMENT

The Board meeting adjourned at 12:50 a.m.

FUTURE BOARD MEETINGS

Date	Time	Location
<i>December 17, 2018 (Special Emergency Meeting)</i>	<i>To be determined</i>	<i>To be determined</i>
January 8, 2019	7:00 - 9:30 p.m.	Albany City Hall
January 22, 2018	7:00 - 9:30 p.m.	Cornell Elementary School

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).

SEE ATTACHED: Appendix A: Proposed Budget Reduction Plan

Proposed Budget Reduction Plan to Achieve \$1.5m in Budget Adjustments

I. PERSONNEL ADMINISTRATION [~~\$730,000~~] [627,000]

A. Administration - Central Office: ~~\$550,000~~ \$447,000

1. Combine Special Education and Student Services departments [Elimination of one Director position] Reconfiguration of duties. [Savings of \$210,000] *Includes promotion of Director of CI&A to Asst. Supt. of Ed. Services with **no salary increase**.*
- ~~2. Elimination of Behavior Specialist position. [Savings of \$103,000]~~
3. Elimination of 1 FTE IT Support [Savings of \$168,000]
4. Eliminate 1 district office clerical position [Savings of \$69,000]

B. Administration - Site [Total Reductions = \$180,000]

1. Elimination of one site administrator position at AHS

II. PERSONNEL - CERTIFICATED [Total Reductions = [~~\$1,355,000~~] [525,000]

A. Increase class size elementary (with combo classes) = 6 FTE = \$450,000

1. K @ 24:1
2. 1-5 @ (Contractual limits)

B. Maximize AHS classes to contractual limits up a total of ~~2.6~~ 1.0 FTE = \$195,000 \$75,000

1. 1 FTE reduction would not impact course or program offerings.
2. Additional 1.6 FTE reduction will impact some program/service offerings.

~~C. AMS Reduce to a 6 period day = 5 FTE = \$375,000~~

~~D. Counselor - Reduce by 1 FTE (AHS) = \$105,000~~

~~E. Reduce mental health coordinator by .5 FTE = \$70,000~~

~~F. Reduce 2 FTE Sp. Ed. teachers (district-wide) *Dependent on student needs in 2019-2020* - \$160,000~~

III. PERSONNEL - CLASSIFIED = [\$73,000]

A. Library Techs 2.5FTE (\$115,000) .65 FTE is district funded by parcel tax = Rest is paid by SchoolCARE = \$79,000] Savings = \$36,000.

B. 1 Clerical = \$37,000

IV. NON-PERSONNEL RELATED REDUCTIONS: [\$346,275]

A. Phase out Teacher MacBooks and Phase in Chromebooks = \$40,000

B. Materials & Supplies: \$106,275

1. Eliminate Food for district-wide meetings = \$14,000
2. Materials & Supplies: Reduce site budget = \$61,725
3. 4 year student chromebook refresh = Save: \$30,000
4. Physical Fitness Testing (go paperless) = \$550

C. Professional Development/Workshops/Materials/supplies = \$200,000

D. Travel & Conferences: Eliminate conferences that are non-essential for all AUSD staff.

* *Business Services plans to reach out to vendors to obtain the best price for materials and supplies.*

TOTAL PLANNED REDUCTIONS: ~~\$2,504,275~~ [1,571,275]