

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

**MINUTES FOR REGULAR MEETING
February 12, 2019
Albany City Hall**

I. OPENING BUSINESS

A) Call to Order

President Kim Trutane called the meeting to order at 6:00 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
2. **Board Members Excused:** Trustee Clementina Duron
3. **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)

IV. OPEN SESSION

A) Call To Order (Reconvene to Open Session)

President Trutane called the meeting to order at 6:44 p.m.

B) Roll Call

1. **Board Members Present:** President Kim Trutane, Vice President Brian Doss, Trustee Jacob Clark, Trustee Sara Hinkley
2. **Board Members Excused:** Trustee Clementina Duron, Student Board Member Michaela Weinstein, Student Board Member Audrey Mallah

3. **Staff Present:** Superintendent Valerie Williams; Jackie Kim, Chief Business Official; Marie Williams, Assistant Superintendent of Educational Services; Cheryl Cotton, Director of Human Resources; Dax Kajiwara, Director of Technology
4. **Staff Excused:** Carrie Nerheim, Director I, Student Services; Diane Marie, Director III, Special Education

C) Pledge of Allegiance

D) Reading of the AUSD Mission & Vision Statement

Superintendent Williams read the AUSD Mission and Vision statement.

E) Report of Action Taken in Closed Session

The Board took no action in Closed Session.

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

- **Changes to Agenda:**
 - President Trutane requested to extend the time of the Review and Action item: Revised 2019-2020 School Year Calendar to 10 minutes
 - Trustee Clark commented on Agenda language that states Regular Board Meetings shall be adjourned by 9:30 p.m. unless extended to a specific time determined by a majority of the Board
- **Motion to approve the Agenda with 10 minute extension for Revised 2019-2020 School Year Calendar:** Trustee Hinkley
- **Seconded:** Vice President Doss
- **Result:** unanimously approved

G) Approval of Consent Calendar

1) Human Resources

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

2) Curriculum, Instruction, and Assessment

- a) Independent Contractor Agreement with Berkeley Chess School for Elementary Enrichment: Chess at Cornell Elementary School

3) Student Services

- a) Affiliation Agreement between Albany Unified School District and New York University Steinhardt School of Culture, Education, and Human Development

4) Technology

- a) Agreement with Tech Defenders for Sale of Used Albany Unified School District Chromebooks

- **Motion to approve the Consent Calendar:** Trustee Hinkley

- **Seconded:** Vice President Doss
- **Result:** unanimously approved

H) Board and Superintendent Reports

1) Superintendent Williams:

- The District will be creating a Temporary Student Housing Transition Team. The Director of Student Services will be facilitating these meetings.

2) President Kim Trutane: No report

3) Vice President Brian Doss:

- Spent time this week meeting with people at Albany High School (parents, PTA president)
- Met with Superintendent Williams this week to discuss various topics
- Requested to agendaize items that explore current housing of students, transition from am/pm; a report from Food Services and breakfast program
- Formally invited everyone to the Black History Celebration on Wednesday, February 13th from 6:00 - 8:00 p.m. in the Albany High School Little Theatre and Multi-Purpose Room

4) Trustee Jacob Clark:

- Requested to reorganize agenda so Review and Action items come before Review and Discussion items.
- Suggested the Board add a timekeeper to meetings (informally) to keep the meeting on schedule

5) Trustee Sara Hinkley:

- Attended the Budget Advisory Committee meeting on Thursday, February 7th. There is another one this Thursday, Feb. 14th at the Albany Middle School Library from 5:30 - 7:30 p.m.

6) Trustee Clementina Duron: Not present

I) Student Board Members' Report

No report.

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

Brian Parsley inquired about the removal the red baron plane from the Albany High School during mid-winter break.

Superintendent Williams stated that anything that is donated to the District is considered a donation. The artist was contacted and gave permission to remove it. Discussions were held at the high school.

Nery Castillo-McIntyre, Albany parent, suggested that Board read aloud the Board Meeting Norms at each meeting in addition to the Mission & Vision Statement. He then read them out loud for the record.

K) Review and Discussion

1) Curriculum, Instruction, and Assessment

a) *Secondary School Accountability Report Cards*

Marie Williams, Assistant Superintendent of Educational Services, reviewed the materials presented in the agenda packet for Albany Middle School, Albany High School, and MacGregor High School. This will return to the Board as a Review and Action item at the February 26th Board meeting. To hear the presentation and Board discussion, please listen to the [February 12, 2018 BOE video \(39:15\)](#).

b) *Low Performing Students Block Grant*

Marie Williams, Assistant Superintendent of Educational Services, reviewed the materials presented in the Board packet. To hear the presentation and discussion of the Board, please listen to the [February 12, 2018 BOE video](#). This will come back to the Board for Review and Action on February 26, 2019.

2) Business Services

a) *2019-2020 Governor's Budget Proposal*

This was tabled from a previous meeting. Jackie Kim, Chief Business Official, reviewed the Governor's Proposal as presented in the agenda packet. The Board and Staff discussed briefly. Ms. Kim clarified that although the enrollment policies at Albany High School have changed, this may not be reflected in the 2nd Interim Report. The Chief Business Official needs documentation reflecting the actual increase in enrollment in order to reflect these numbers in the 2nd interim. Such documentation is not currently available.

L) REVIEW AND ACTION

1) Business Services

a) *Appointment of Budget Advisory Committee*

Chief Business Official, Jackie Kim, presented this to the Board and stated that two applications were submitted by the deadline for this Board meeting, which was February 8, 2019. These are being brought to the Board for consideration: Charles Blanchard - Albany Resident, and Ryan Lian - Albany High School Student.

- **Motion to accept the applications of Charles Blanchard and Ryan Lian:** President Trutane
- **Seconded:** Vice President Doss
- **Result:** unanimously approved

b) *Citizens' Bond Oversight Committee Appointment*

Chief Business Official, Jackie Kim, presented this to the Board. The following standing committee members are up for reappointment:

- Howard McNenny (Senior Citizens' organization)

- B. Melange Mathews (Public at Large)
- Gary Class (Public at Large)
- Paireen Shah (Public at Large)
- Barbara Wezelman (Public at Large)

Two applications for new appointments are Dennis Keller (Parent Teacher Association Member) and Theo Lieu (Parent Member).

- **Motion to approve the two new appointees and the reappointments of the other seats:**
Trustee Hinkley
- **Seconded:** Vice President Doss
- **Result:** unanimously approved

Trustee Hinkley requested Staff to widely publicize the remaining vacancies so as to fill the seats as soon as possible. Jackie Kim, Chief Business Official, stated that she would work on this. The vacancies include: (1) Active in a business organization representing the business community within Albany; and (1) Active in a Bonafide Taxpayer's organization.

2) Human Resources

a) *Revised 2019-2020 School Year Calendar*

Cheryl Cotton, Director of Human Resources, presented the Revised Calendar. Director Cotton reviewed the problem with the previously approved calendar and why it is being brought back to the Board.

The Board and Staff discussed how the school year calendar is built. Members of the Board expressed concern over the change of the calendar this late in the school year, especially since families may have already made plans according to the previously approved calendar. A few members of the community addressed the Board to express their opposition to the revisions in the calendar. It was suggested that if the problem in the previously approved calendar was a technical error, then the District should just correct the technical error (i.e. reflect the correct Thanksgiving dates).

President Trutane requested a motion on this item. Superintendent Williams stated that in the absence of this passing, or bringing it back to the Board, Staff could work with ATA and default back to the previously approved calendar and just fix the technical error, which is to adjust the dates of Thanksgiving break to the correct dates.

- **Motion:** No motion was brought forward by the Board.
- **Seconded:** N/A
- **Result: Revised Calendar fails. No action taken.**

b) *Participation in Assembly Bill 1808 Programs: Classified School Employee Professional Development Block Grant and Classified School Employee Summer Assistance Program*

Cheryl Cotton, Director, Human Resources, clarified a concern about the entitlements that are based on the rate of \$177.19 per full-time equivalent of classified staff. This was used to apportion the funds provided by the Department of Education. There is no specific direction regarding the expenditure of the funds available through the Classified School Employee Professional Development

Block Grant Program. Because of this, the \$23,300 allocated to AUSD may be used for hourly pay for classified employees who participate in professional development, cost of presenter, materials and supplies, etc.

- **Motion to approve:** Trustee Clark
- **Seconded:** Vice President Doss
- **Result:** unanimously approved

c) *Change of Restriction for Variable Term Waiver* AND

d) *Provisional Internship Permit*

Cheryl Cotton, Director, Human Resources, stated that both of these items were already approved by the Board as Consent items, but the County requires that the Board approves them during **Review and Action**.

President Trutane requested a joint motion for both items.

- **Motion to approve: Change of Restriction for Variable Term Waiver and Provisional Internship Permit:** Trustee Hinkley
- **Seconded:** Trustee Clark
- **Result: unanimously approved**

e) *Public Hearing to Receive Sunshine from California School Employees Association (CSEA) to the Albany Unified School District (AUSD)*

President Trutane Opened the Public Hearing.

Cheryl Cotton, Director, Human Resources, asked for a representative from CSEA to address the Board. Having no representative from CSEA present, Ms. Cotton read the articles to sunshine as presented in the Board packet. She stated that she was unable to answer any questions on this item. President Trutane asked for public comment. Having no public comment, President Trutane closed the Public Hearing.

f) *Consideration and Selection of Superintendent Search Firm*

Three firms submitted proposals: Leadership Associates; McPherson & Jacobson LLC; and The Cosca Group. President Trutane asked Julie Sen, Executive Assistant to the Superintendent, to draw the names of the three firms to determine the order in which they present/are discussed. The order was determined:

- 1) The Cosca Group
- 2) Leadership Associates
- 3) McPherson & Jacobson LLC

Each firm addressed the Board and presented their proposals that were provided in the Board agenda packet and answered questions from the Board.

M) NEED TO EXTEND TIME OF MEETING:

- **Motion to extend** until 10:30 p.m.: Trustee Clark
- **Seconded:** Trustee Hinkley
- **Result:** approved

N) REVIEW AND ACTION (continued)

f) Consideration and Selection of Superintendent Search Firm

The Board discussed the three firms and each provided their opinions of which they preferred. The Board decided to move forward with McPherson & Jacobson LLC. The actual contract was submitted, but a final dollar amount is not listed; it states “not to exceed \$17,760.00.”

- **Motion** to vote on hiring McPherson & Jacobson LLC for the Superintendent Search, at a maximum cost of \$17,760.00: Trustee Jacob Clark
- **Second:** Vice President Doss
- **Roll call vote:** Ayes: 4; Nays: 0
- **Result:** unanimously approved

V. AGENDA ITEMS/MATTERS INTRODUCED BY THE BOARD

- Review and Action Items before Review and Discussion on the Agendas
- Having Board member be a timekeeper (can be part of board governance workshop; does not need to agendize)
- Calendar Input Committee to be formed before the end of the 2018-2019 school year
- Meeting Norms added to agenda to be read out loud along with the Mission & Vision Statement
- Staff Report on Food Service scheduled May 14, 2019. Expand discussions on Breakfast. Can reschedule to April.
- Discussion about Temporary Housing Transition Team/Committee (initial step is team meets and then board can agendize)

VI. ADJOURNMENT

The Board adjourned the meeting at 10:35 p.m.

FUTURE BOARD MEETINGS

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