

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
MINUTES OF REGULAR MEETING**

Tuesday, March 26, 2019

Albany City Hall

1000 San Pablo Avenue

Albany, CA 94706

(BOE approved: 5/28/19)

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, Trustee Jacob Clark, Trustee Sara Hinkley, Trustee Clementina Duron, Vice President Brian Doss
- 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:

- 1) 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:

- 1) Discussion of Employment and Appointment of a Public Employee
 - Superintendent

IV. OPEN SESSION

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 Audrey Mallah, Student Board Member Michaela Weinstein
- 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 Kajiwara, 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 Member 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 took no action in Closed Session.

F) Approval of Agenda of March 26, 2019 Regular Board Meeting

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

G) Spotlight: Ocean View Elementary School

Terry Georgeson, Principal of Ocean View Elementary School, shared Ocean View's 2019 2nd BEST Behavior Assembly, highlighting how students at the school show how to be safe, respectful, and responsible. To view the spotlight video, please watch the [March 26, 2019 BOE video](#) at 2:55.

H) Approval of Consent Calendar

1) Superintendent

- a) Minutes of the March 12, 2019 Regular Board of Education Meeting
- b) District Board Policy Committee Membership

2) Human Resources

- a) Certificated Personnel Assignment Order & Classified Personnel Assignment Order
- b) Affiliation Agreement

3) Curriculum, Instruction, and Assessment

- a) Independent Contractor Agreement with Ivy Chen, MPH, for Fifth Grade Puberty Education
- b) Overnight Field Trip: Albany High School To National Ocean Sciences Bowl Finals Competition in Washington, DC
- c) Overnight Field Trip: Albany High School to Northern California State Science Olympiad Tournament in Turlock, California

4) Student Services

- a) Memorandum of Understanding Between K to College and Albany Unified School District

5) Business Services

- a) February 2018⁹ Donation Report
- b) February 2018⁹ Warrant Report

- **President Trutane commented on the Consent Calendar:**

- congratulated Director of Food Services, Sabina Feinburg, for starting an internship program to help the Food Services Program
- congratulated and wished good luck to the Albany High School team going to National Ocean Sciences Bowl Finals Competition, and to the Albany High School Science Olympiad team for winning regionals and going on to State Competition
- recognized that there are a lot of staff retiring at the end of the school year and suggested a recognition ceremony at the end of the year

- **Motion to approve the Consent Calendar:** by Trustee Clementina Duron

- **Second:** President Kim Trutane

- **Result:** unanimously approved

I) Board and Superintendent Reports

1) Superintendent Williams:

- Reported the **Rally for Public Education** on April 3rd in Sacramento at the Capitol Mall from 12:00-1:30 p.m. This is sponsored by the Alameda County Office of Education and the East Bay Coalition for Public Education. Albany Unified will be taking students and teachers to the Rally, and Student Board Member Micheala Weinstein will be the Student Speaker representing Albany Unified School District.
- Shared a video on the *East Bay Coalition of Public Educators*:
<https://www.youtube.com/watch?v=t6FOLfusKNM&feature=youtu.be>.

2) President Kim Trutane:

- Reported that the Western Association of Schools and Colleges (WASC) did an extensive review at Albany High School the week of March 18th. Their final report will be provided later in the year, but she is expecting an extended accreditation.

3) Vice President Brian Doss:

- Reported a donation from SalesForce for Emergency Preparedness Kits (~150-200) to Albany Unified Schools. He will be requesting more.

4) Trustee Jacob Clark:

- Gave a shout out to performers at “Cornell’s Got Talent” and all the parents who helped
- Gave a shout out to the Albany Middle School wrestling teams - boys finished their season and the girls have a State Championship this weekend

- Announced a public meeting on ways to improve the Albany Aquatic Center at the Albany High School, April 3rd from 5:00-7:00 p.m. in Room M3. May also be a tour of the pool as well.

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

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

J) 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:

- Albany High School celebrates Diversity Week with the Diversity Assembly and language poster contest! Shout out to the Spanish, Mandarin, French, and Dance teachers for helping out with this event.
- Students are invited to attend the Alameda County Education Rally on April 3rd in Sacramento.
- Thank you to the Thai restaurant Bua Luang for hosting a fundraiser every Tuesday and Wednesday of March to benefit the swim team!

Albany Middle School:

- Middle school students will be showing off their moves at the *Purple Rain* School Dance on Friday March 29th.
- Clubs such as Earth Team, Technology Club, and Best Buddies are meeting at the Middle School this week.
- Thursday March 28th, will be Vine/Meme Spirit Day, where students will represent their favorite social media trends.

Ocean View Elementary School:

- Students and faculty will be celebrating Earth Day on April 17th at 8:45am.

Cornell Elementary School:

- "Cornell's Got Talent" was a successful event on Saturday, March 23rd.

Marin Elementary School:

- The Marin Moonlight Auction will be held on March 30th from 6:00-10:00 p.m. There will be live music, good food, and a variety of items being auctioned off.
- Family Math Night will take place at 6:15 p.m. on April 3rd.

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

Terry Georgeson reported that Albany Unified School District has a National Wrestling Champion from the girls High School; last year she came in 2nd or 3rd place, and this year she came in as a Champion.

L) Review And Action

1) Business Services

a) *FY 2017-2018 Bond Measure B and E Financial and Performance Audit Reports*

Chief Business Official Jackie Kim, announced that the District has received a “Clean Opinion with no findings.” She introduced Sarah Fiehler, Director at Christy White and Associates, who presented the Audit Reports that are presented in the agenda packet.

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

b) *Independent Contractor Services Agreement with Derivi Castellanos Architects for Elementary Temporary Housing Modifications at Albany High School*

Chief Business Official, Jackie Kim, stated that the work described in this contract, to place three (3) portables at Albany High School, will be from Summer 2019 through January 2020. These portables will hold one grade; three classrooms.

- **Motion to accept the contract:** by President Kim Trutane
- **Second:** Sara Hinkley
- **Result:** approved unanimously

c) *Independent Contractor Services Agreement with SVA Architects, Inc. for Design of a Replacement Fire Alarm System at Albany High School*

Chief Business Official, Jackie Kim, Superintendent Williams, and the Board discussed the state of the fire alarm system and the temporary solution until the new system is installed. A temporary solution is in process until a new permanent system is installed. This includes the following:

- The company was able to find a temporary part and installed it. Not a permanent solution, but is allowing the system to be functional until the new permanent system is installed.
- As directed by the Albany Fire Chief, the high school is under a 24-hour fire safety watch, with 2 people on watch while students are in the building.
- The District is working with the Fire Chief and inspectors to ensure we are in compliance: they will do a walk-through to test every device (horns, strobes, etc.) at the school, and will want *any* device not working repaired in order to lift the fire watch.
- The preliminary budget for the new fire alarm system, including architect, project management, purchase, and installation is \$1.2 million.
- The work will be put out for competitive bids.
- Superintendent Williams added that they will also also applying to OPSC (Office of Public School Construction) for a facility hardship grant, which could result in partial funding or no funding. Any funding received will be returned to the bond fund.

- **Motion to accept:** by Sara Hinkley
- **Second:** Clementina Duron
- **Roll Call Vote:** 6 Ayes; 1 Naye (Doss)
- **Result:** Approved

2) Board of Education

a) *Process for Determining Stakeholder Panel for Superintendent Finalist Interviews*

President Trutane provided some background information on this, as described in the Board agenda packet. In addition to the Board of Trustees interviewing the final candidates for the Superintendent, there will be a stakeholder panel who will interview each, and provide feedback to the Board. This item is for the Board to decide how the Community Members, and Site Administrators will be chosen. The Board discussed and heard Staff and Public comments regarding the process.

The Board decided that the Stakeholder Panel will be composed of the following:

- Two (2): Administrators, one from the District Office and one Site Administrator (school principal)
- Two (2): Classified employee representatives (chosen by the CSEA and SEIU unions)
- Three (3): Teachers (chosen by Albany Teachers Association)
- One (1): Albany High School student (often a student board member)
- Seven (7): Community members
- **15 members total**

The Board further decided on the process to select these specific panel members:

- **Seven (7) Community Members:**

Issue invitations to the entire AUSD community to be part of the Stakeholder Panel. Provide as much detail as possible, including the dates of the interviews of May 5-6, 2019. Must be available to attend both dates. Those who are nominated will be added to the pool. If more than seven (7) names are received, the Board will discuss and select at the April 16, 2019 Board Meeting.

- a) Send out an email
- b) Post on District website
- c) Reach out again to the Stakeholder Engagement groups and remind them to nominate members

- **Two (2) Administrators, one from the District Office and one Site Administrator (school principal):**

- a) **Site Administrators: Principals** will collectively nominate one (1) person as their representative
- b) **District Office:** Executive Cabinet will nominate one (1) person; Vice President Brian Doss will issue personal invitations to two (2) people at the District Office. If more than one (1) member is nominated, then the Board will decide at the April 16, 2019 Board Meeting.

- **Motion to approve the process as described:** by President Kim Trutane
- **Second:** Sara Hinkley
- **Result:** unanimously approved

M) Review And Discussion

1) Superintendent

a) *Transitional Kindergarten/Kindergarten Program*

Anna Mansker, Director of the Albany Children's Center, presented information on their before and after school programming for Transitional Kindergarten/Kindergarten, in relationship with the temporary housing plans, as detailed in the agenda packet. Terry Georgeson, Ocean View Elementary School Principal, discussed the sample program and daily schedules for TK/K Program.

The Board hear public comments. Several parents addressed the Board to express their concerns related to the AM/PM program.

- Displeasure about the AM/PM program; communication from the District; parents need to make decisions quickly before summer; parents feeling overwhelmed
- Requested a subteam on the Temporary Housing Team to help coordinate and cooperate in areas such as the after-school programs
- Request District Administration to seek out more collaboration with parents
- Issues about the timeline of assignments sent out at end of July, with only three weeks to establish before/after school care; Shift start times of school 10-15 minutes
- Concern that loss of instructional time will impact students and set them up at a disadvantage.
- Would like an increase in enrichment programs offered by Albany Children's Center.
- Communicate more with parents; would like more commitment on the answers to the FAQ's
- Requested a firm commitment to not increase Kinder class sizes above 24 during the AM/PM plan, and for a transparent plan in place if enrollment decreases that does not include increase in Kindergarten class sizes.
- Request to include therapies as options for before/after school and not during school day.

Members of the Board and Staff discussed the issues brought up by the parents. Anna Mansker added that the YMCA will be altering their schedules to accommodate the AM/PM program in the fall.

Superintendent Williams addressed these concerns:

- *Class sizes*: she will make every endeavor to keep Kindergarten classes at or below 24:1; but it is not a guarantee.
- *Later start times*: can look at this.
- *Notifying parents of assignments early*: can do by mid-June; however, it is possible that families may have to move later in order to ensure classes are well-balanced. Families can request to be put on the School Change Wait List. They will need to hire additional support for Enrollment Center.
- *Creation of a Subcommittee*: suggested to temporarily suspend the Transitional Housing Team, get a subcommittee for TK/K issues, then reconvene Transitional Housing Team at a later date. Subcommittee comprised of five (5) parents, PTA members, TK/K teacher, Director Albany Children's Center, Director of Student Services, and the Superintendent, and schedule a meeting soon.

Ocean View Principal Terry Georgeson commented about student enrollment and assignments being made to create balanced classrooms. She also added, for the record, that the request from her to the

administration to go AM/PM program versus the Early Bird/Late Bird program, was done not because it was best for our children, but rather, it was done because our community needed to build two schools, and working together and compromising is the only way that can happen.

N) Extend Time of Meeting

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

- **Motion to extend the meeting thirty minutes, until 10:10 p.m.** by Sara Hinkley
- **Second:** Clementina Duron
- **Motion to extend the meeting until 10:30 p.m.** by Vice President Brian Doss
- **Second:** Student Board Member Michaela Weinstein

O) Review And Discussion (continued)

2) Curriculum, Instruction, and Assessment

a) Board Policy 5144 (Discipline)

Marie Williams, Assistant Superintendent, Educational Services, stated that she is bringing both the Board Policy and Administrative Regulation to the Board together, although the Administrative Regulations do not require Board approval. She addressed questions posed by the Board prior to the meeting, and asked to work through the changes with the Board. All approved changes will be implemented in the document. Language related to notifying parents about after-school detention will be discussed with District Leadership team. Assistant Superintendent Williams will bring this back to the Board at the April 16, 2019 meeting on Review and Action with some information and feedback from the District Leadership Team.

P) Staff Reports

1) Education Update: Local Control Accountability Plan Update

The Board received an update on the Local Control Accountability Plan, presented by Marie Williams, Assistant Superintendent of Educational Services. This was a preliminary district-level preview of the Annual Update in the Local Control Accountability Plan (LCAP). A brief slideshow was presented, which is attached to these Minutes.

Student Board Members and the LCAP student representative are working on gathering student input at the high school and hoping to go to the middle school.

V. AGENDA ITEMS/MATTERS INTRODUCED BY THE BOARD

- Committee assignments and duration for August 2019 Board meeting
- Recognize retiring teachers at the June 11th Board Meeting
- Stakeholder Panel for Superintendent finalists interviews - April 16th meeting
- Special Education update/report once a month - in May
- Board Members appointing committee members

VI. ADJOURNMENT

The Board adjourned the meeting at 10:30 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 School Library
April 30, 2019	7:00 - 9:30 p.m.	Albany City Hall

ATTACHMENTS: Local Control Accountability Plan Update (3.26.19).pdf



Local Control and Accountability Plan Update

March 26, 2019

Local Control and Accountability Plan

The Local Control and Accountability Plan (LCAP) is a planning and accountability tool that reflects and highlights the district's annual goals, actions, services and expenditures within a fixed three-year planning cycle.

Albany Unified School District's LCAP is aligned with the three goals of the District's Strategic Plan:

1. Assess and Increase Academic Success.
2. Support the Whole Child.
3. Communicate and Lead Together.

Local Control and Accountability Plan

The LCAP includes the following information:

- Plan Summary: A review of District performance including progress, needs, and performance gaps
- ***Annual Update: An analysis of expected versus actual implementation and performance on annual measurable objectives as well as expected versus actual expenditures.***
- Stakeholder Engagement: A description of how, when and with whom consultation occurred as well as the impact of those consultations.
- Goals, Actions, and Services
- Demonstration of Increased or Improved Services for Unduplicated Students (English learners, economically disadvantaged, and foster youth).
- LCFF Budget Overview for Parents.

Actions/Services (Goal 1: Assess and Increase Academic Success)

- **Staff** ELD Specialists
- **Staff** Intervention Specialists and Course Sections
- **Staff** Summer Bridge Program
- Purchase Instructional Materials and Supplies
- Provide Extended Learning Opportunities
- **Staff** CTE and AP Course Sections at AHS
- **Staff** Visual and Performing Arts Program
- **Staff** Technology Personnel and Purchase Devices
- **Staff** a Districtwide Library Program
- Provide Professional Development
- Employee Recruitment and Retention

Salary/Benefits: **\$5,020,500**

Materials/Supplies: \$316,500

Other Services: \$40,000

Actions/Services (Goal 2: Support the Whole Child)

- **Staff** Attendance Program
- **Staff** 6-12th grade Counseling Services
- **Staff** Mental Health Specialists and Social Worker
- **Staff** Safe and Inclusive Schools Program
- **Staff** District Athletics Program
- **Staff** District Physical Education Program
- **Staff** Specialized Academic Counseling Program

Salary/Benefits: **\$3,094,500**

Materials/Supplies: \$7,000

Other Services: \$116,500

LCAP Actions/Services (Goal 3: Communicate and Lead Together)

- Provide Parent and Community Engagement
- **Staff** Clerical Support Staff
- Provide Facilities Improvement
- Provide Bond B and E Communication Services
- Improve Communication Methods

Salary/Benefits: **\$1,091,000**

Materials/Supplies: \$81,000

Other Services: \$60,000

LCAP Implementation Highlights

- **113: Support for K-5 English Language Arts Adoption (\$75,000)**
 - Expansion of School Wide Libraries
 - Professional Development and Grade Level Collaboration
- **114: Culturally Responsive Teaching Professional Development (\$25,000)**
 - Culturally Responsive Teaching and the Brain (Zaretta Hammond)
 - Tools for Tolerance (Sara Wicht)
 - Social Justice Mathematics and Core Coaching Network (Alameda County Office of Education)
- **152: Career Technical Education Programs (\$50,000)**
 - Equipment and Supplies
- **316: Implementation of ACT Recommendations (\$20,000)**
 - Challenge Day (AHS)
 - Trauma Informed Practices Professional Development (ACOE and Teaching Well)
 - Restorative Practices Professional Development (Alameda Unified School District)
 - Summer Bridge Programs (AMS and AHS)

LCAP Next Steps/Areas for Refinement

- **114, 246 and 316: Clarify Purpose and Expenditures for 1) Culturally Responsive Teaching PD, 2) Equity and Inclusion PD, and 3) ACT Recommendations**
 - Expend Supplemental funds allocated to Culturally Responsive Teaching prior to June 30 2019 (\$7,000)
- **133 and 134: English Learner Instructional Materials and Professional Development**
 - Expend Supplemental funds allocated to Instructional Materials (\$25,000)
 - Expend Supplemental funds allocated to Professional Development (\$30,000)
- **Action 2.4: Safe, Inclusive and Positive School Climate**
 - Implement metrics for systematic assessment of School Climate Actions/Services
- **Goal 3: Communicate and Lead Together**
 - Clarify goal focus areas



Local Control Accountability Plan Update

March 26, 2019