

ALBANY UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION

REGULAR MEETING

Albany City Hall  
1000 San Pablo Avenue  
Albany, CA 94706

TUESDAY  
March 2, 2010

A G E N D A

**I. OPENING BUSINESS**

**7:00 p.m.**

- A) Call to Order
- B) Roll Call
- C) Identify Closed Session Pursuant to Agenda Section III Below

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

*General public comment on any Closed Session item will be heard. The Board may limit comments to no more than three (3) minutes.*

**III. CLOSED SESSION**

**7:05 p.m.**

- A) With respect to every item of business to be discussed in Closed Session pursuant to Education Code Section 35146: Student Personnel Matters
- B) With respect to every item of business to be discussed in Closed Session pursuant to: Government Code Section 54957: Public Employee Appointment  
Certificated
  - 1. Corrections – none
  - 2. Extra Assignment – none
  - 3. Leave
    - a. Counselor
  - 4. New Hire
    - a. Counselor
    - b. Long Term Substitute Teacher
    - c. Teacher
  - 5. Resignation
    - a. Assistant Principal
    - b. Principal
    - c. Teacher
  - 6. Status Change – none
  - 7. Termination – none

**Classified**

1. Corrections
  - a. Para-Educator
2. Extra Assignment – none
3. Leave – none
4. New Hire
  - a. Musical Director
  - b. Musical Producer
  - c. Substitute Custodian
  - d. Substitute School Transportation Driver
  - e. Translator
5. Resignation – none
6. Status Change – none
7. Termination – none

- C) With respect to every item of business to be discussed in Closed Session Pursuant to Government Code Section 54957.6: CONFERENCE WITH LABOR NEGOTIATOR (Superintendent Marla Stephenson, District Representative), Regarding Negotiations as pertains to:
- a. California School Employees Association (CSEA)
  - b. Albany Teachers Association (ATA)
  - c. SEIU Local 1021

**IV. OPEN SESSION****7:30 p.m.**

*Depending upon completion of Closed Session items, the Board of Education intends to convene to Open Session at 7:30 p.m. to conduct the remainder of its meeting, reserving the right to return to Closed Session at any time.*

- A) Reconvene to Open Session
- B) Roll Call
- C) Pledge of Allegiance
- D) Report of Action Taken in Closed Session
- E) Approval of Agenda
- F) Approval of Consent Calendar

*(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. Approval of Minutes****2. Personnel Assignment Order**

- a) **Certificated Personnel – Public Employee Assignment, Employment, Appointment, Evaluation, Leave Requests:**
  1. Corrections – none
  2. Extra Assignment – none
  3. Leave
    - a. Counselor

4. New Hire
  - a. Counselor
  - b. Long Term Substitute Teacher
  - c. Teacher
5. Resignation
  - a. Assistant Principal
  - b. Principal
  - c. Teacher
6. Status Change – none
7. Termination – none
- b) **Classified Personnel – Public Employee Assignment, Appointment Employment, Leave Requests:**
  1. Corrections
    - a. Para-Educator
  2. Extra Assignment – none
  3. Leave – none
  4. New Hire
    - a. Musical Director
    - b. Musical Producer
    - c. Substitute Custodian
    - d. Substitute School Transportation Driver
    - e. Translator
  5. Resignation – none
  6. Status Change – none
  7. Termination – none
3. **Curriculum and Instruction**
  - a) Approve extended field trip from Albany High School to Monterey, California from Monday, April 9, 2010 to Wednesday, April 11, 2010 to attend and perform at the Next Generation Jazz Festival presented by the Monterey Jazz Festival Pg 6
  - b) Approve extended field trip from Albany High School to Reno, Nevada from Friday, April 23, 2010 to Sunday, April 25, 2010 to attend and perform at the 2010 Reno Jazz Festival Pg 11
4. **Student Services**
  - a) Approve Increase to Purchase Order #P10-00376 – Progressus Therapy – for Speech and Language Services to cover Leave of Absence. Cost not to exceed \$43,216.00. Funding Source: Special Education Pg 16

- b) Approve Increase to Purchase Order #P10-00117 – Center for Early Intervention on Deafness (CEID) – for specialized instruction at school for one (1) deaf/hearing impaired birth to two-year-old child. Services to include Basic Educational Care at \$160/day and Home Visits at \$60/week. Cost not to exceed \$8,149.00. Funding Source: Special Education Pg 17

**V. STUDENT BOARD MEMBERS**

- A) Student Reports

**VI. STAFF REPORTS**

- A) Teacher Handbook for Physical Education – oral report  
B) Academic Performance Index (API) and Adequate Yearly Progress (AYP) Update – oral report

**VII. PERSONS TO ADDRESS THE BOARD ON MATTERS NOT ON THE AGENDA**

*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.*

**VIII. REVIEW AND ACTION ITEMS**

*(Members of the public will have the opportunity to speak on all issues.)*

- A) Approve Resolution No. 2009-10-11 for the Release of Temporary Certificated Employees Pg 20  
B) Approve Resolution No. 2009-10-12 Endorsing March 4, 2010 Day of Action Pg 22  
C) Approve a change to the Board Meeting date from September 9, 2010 to September 7, 2010 Pg 25

**IX. REVIEW AND DISCUSSION ITEMS**

- A) Conduct 1<sup>st</sup> reading of Board Policy Section 1330 and accompanying Administrative Regulation and Exhibit A – Facilities Pg 26

**X. BOARD AND SUPERINTENDENT COMMENTS**

**XI. FUTURE AGENDA ITEMS**

- |                              |       |
|------------------------------|-------|
| A) IHS Report                | March |
| B) Special Education Report  | March |
| C) Strategic Plan            | April |
| D) Single School Plans       | April |
| E) 2009-10 Parcel Tax Review | April |
| F) Williams Quarterly Report | May   |

**XII. FUTURE BOARD MEETINGS**

- A) Tuesday, March 16, 2010, 7:30 p.m., Regular Meeting  
Albany City Hall, 1000 San Pablo Avenue, Albany
- B) Tuesday, April 6, 2010, 7:30 p.m., Regular Meeting  
Albany City Hall, 1000 San Pablo Avenue, Albany
- C) Tuesday, April 20, 2010, 7:30 p.m., Regular Meeting  
Albany City Hall, 1000 San Pablo Avenue, Albany

**XIII. ADJOURNMENT**

*The Board believes that late night meetings deter public participation, can affect the Board's decision-making ability, and can be a burden to staff. Regular Board Meetings shall be adjourned at 10:00 p.m. unless extended to a specific time determined by a majority of the Board.*

The Board of Education meeting packet is available for public inspection at the Albany Public Library, 1247 Marin Avenue, all school sites, and the lobby of the Albany Unified School District office, 904 Talbot Avenue, Albany. The agenda is available on the Albany Unified School District web site: [www.ausd.ca.schoolloop.com](http://www.ausd.ca.schoolloop.com).

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 Disability 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

EXTENDED FIELD TRIP BEYOND REGULAR SCHOOL HOURS  
OVERNIGHT FIELD TRIP  
OUT OF STATE FIELD TRIP

Page 1 of 4

MUST BE SUBMITTED FOUR WEEKS PRIOR TO FIELD TRIP
--

Date of Request: 2/10/10

Sponsoring Teacher(s): BRYANT

School: AHS

Class(es) Involved: AHS JAZZ BAND

Grade Level(s): 10-12

Days and Dates of Trip: 4/9/10 through 4/11/10

Number of Students Involved: 19

Each adult will be assigned responsibility for 10 students  
 (Refer to page 4 for guidelines)

Day and Time of Departure: 4/9/2010 @ 1pm

Day and Time of Return: 4/11/2010 @ 1pm

General Statement of Proposed Trip:

Attend : Perform @ the Next Generation Jazz Festival  
 presented by the Monterey Jazz Festival

OVERNIGHT EXTENDED FIELD TRIP APPLICATION

Page 2 of 4

Objectives to be Accomplished by Students:

. performances . concerts  
~~adjudication~~ adjudication

Proposed Itinerary:

(Please be specific regarding dates, times and locations)

. See Attached

Estimated Costs to District:

\$0

Estimated Costs to Students:

\$150

Name of Adult Sponsors:

Craig : Crystal Bryant

OVERNIGHT EXTENDED FIELD TRIP APPLICATION

Page 3 of 4

Principal's Recommendation:

*BS* *Jan M. 3* *3/11/10*  
Principal's Signature Date

\_\_\_\_\_  
Director of Curriculum Date

BOARD ACTION:

(Required for out of state field trips)

Approved as Requested:

☐

Approved with Following Changes:

☐

\_\_\_\_\_  
Superintendent's Signature Date



OVERNIGHT EXTENDED FIELD TRIP APPLICATION

Page 4 of 4

**MINIMUM GUIDELINES FOR ADULT SUPERVISION ON FIELD TRIPS****VEHICLE FIELD TRIPS**

<u>Grade</u>	<u>Adult/Student Ratio</u>
Pre K-2	1:5
3-5	1:6
6-8	1:10
9-12	1:15

**WATER TRIPS\***

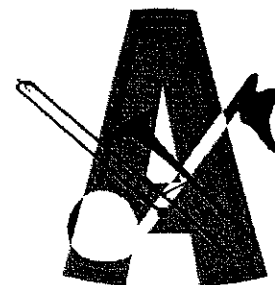
<u>Grade</u>	<u>Adult/Student Ratio</u>
Pre K-2	1:3
3-5	1:5
6-8	1:8
9-12	1:10

\*Excludes Albany Pool

**FORMS TO BE SUBMITTED PRIOR TO FIELD TRIP:**  
**(to be completed by Principal)**

- ☐ K-12 FIELD TRIP PERMISSION FORM
- ☐ HIGH SCHOOL FIELD TRIP/CLASS ABSENCE FORM
- ☐ OVERNIGHT EXTENDED FIELD TRIP APPLICATION
- ☐ ASSUMPTION OF RISK AND WAIVER, RELEASE AND INDEMNITY AGREEMENT  
(for a trip beyond regular school hours, Student participation in school sports and water trips)
- ☐ PERSONAL VEHICLE USE PERMISSION FORM  
(for Vehicle Field Trips)

AHS Jazz Band  
Next Generation Festival  
April 9-11, 2010



February 9, 2010

Dear Parents and Students of JAZZ BAND:

Congratulations of making it to the 2010 Next Generation Jazz Festival! You are one of twelve high school bands to make it in, a big honor to say the least. I am so proud of you!

Every Spring, the Monterey Jazz Festival invites the top student musicians from across the country and around the world to participate in the **Next Generation Festival**.

I am pleased to announce that the Albany High School Jazz Band has been selected as one of 12 finalists for this year's festival.

The band was selected through a competitive audition process judged by faculty members from the Berklee College of Music in Boston. This is one of the most prestigious jazz festivals in the country, and am very proud of the students.

The festival will be held April 9-11, 2010 at the Monterey Convention Center.

More info online @ [www.montereyjazzfestival.org](http://www.montereyjazzfestival.org)

**Friday, April 9<sup>th</sup> (a minimum day btw)**

12:30 PM	Meet at band room/begin load out
1:00 PM	Depart ALB
2:00 PM	Lunch along the way
4:30 PM	Arrive at Portola Hotel
5:30 PM	Dinner as a group
8:00 PM	Kick off Concert
10:30 PM	Back to the Hotel rooms
11:00 PM	Lights out

**Saturday, April 10<sup>th</sup>**

7:15 AM	Wake up and breakfast @ hotel
8:15 AM	Depart Hotel for Next Gen Jazz Festival Performance

We are waiting to hear about performance times, but lets pan on mid morning.  
Afternoon: Check out the other great bands!

5:00 PM	Dinner
6:15 PM	Announcement of Finalists for Showcase concert
8:00 PM	Showcase concert
10:30 PM	Jam Sessions at the Hotel with other schools!
12:00 AM	Lights Out

**Saturday, April 11<sup>th</sup>**

7:15 AM	Wake up and breakfast @ hotel
8:15 AM	Listen to the conglomerate bands
12:15 PM	Depart for AHS
3:00 PM	Back in the ALB

## ALBANY UNIFIED SCHOOL DISTRICT

EXTENDED FIELD TRIP BEYOND REGULAR SCHOOL HOURS  
OVERNIGHT FIELD TRIP  
OUT OF STATE FIELD TRIP

Page 1 of 4

MUST BE SUBMITTED FOUR WEEKS PRIOR TO FIELD TRIP
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Date of Request: 2/10/10Sponsoring Teacher(s): BRYANTSchool: AHSClass(es) Involved: JAZZ BAND & JAZZ LABGrade Level(s): 9-12Days and Dates of Trip: 4/23/10 through 4/25/10Number of Students Involved: 37

Each adult will be assigned responsibility for 10 students  
 (Refer to page 4 for guidelines)

Day and Time of Departure: 4/23/10 @ 10 AMDay and Time of Return: 4/25/10 @ 12 noonGeneral Statement of Proposed Trip:

Attend & perform at the 2010 Reno Jazz Festival.

Students will see great performances & attend clinics.

OVERNIGHT EXTENDED FIELD TRIP APPLICATION

Page 2 of 4

Objectives to be Accomplished by Students:

- Clinics
- Ratings given to groups
- performance

Proposed Itinerary:

(Please be specific regarding dates, times and locations)

• See Attached

Estimated Costs to District:

\$0

Estimated Costs to Students:

\$275

Name of Adult Sponsors:

ANDY : Meling Livcoff — Craig : Crystal Bryant

OVERNIGHT EXTENDED FIELD TRIP APPLICATION

Page 3 of 4

Principal's Recommendation:

*Best* Tan 2/11/10  
Principal's Signature Date

\_\_\_\_\_  
Director of Curriculum Date

BOARD ACTION:

(Required for out of state field trips)

Approved as Requested:

☐

Approved with Following Changes:

☐

\_\_\_\_\_  
Superintendent's Signature Date

OVERNIGHT EXTENDED FIELD TRIP APPLICATION

Page 4 of 4

**MINIMUM GUIDELINES FOR ADULT SUPERVISION ON FIELD TRIPS****VEHICLE FIELD TRIPS**

<u>Grade</u>	<u>Adult/Student Ratio</u>
Pre K-2	1:5
3-5	1:6
6-8	1:10
9-12	1:15

**WATER TRIPS\***

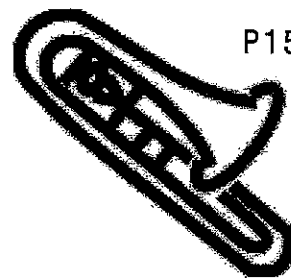
<u>Grade</u>	<u>Adult/Student Ratio</u>
Pre K-2	1:3
3-5	1:5
6-8	1:8
9-12	1:10
*Excludes Albany Pool	

**FORMS TO BE SUBMITTED PRIOR TO FIELD TRIP:**  
**(to be completed by Principal)**

- ☐ K-12 FIELD TRIP PERMISSION FORM
- ☐ HIGH SCHOOL FIELD TRIP/CLASS ABSENCE FORM
- ☐ OVERNIGHT EXTENDED FIELD TRIP APPLICATION
- ☐ ASSUMPTION OF RISK AND WAIVER, RELEASE AND INDEMNITY AGREEMENT  
(for a trip beyond regular school hours, Student participation in school sports and water trips)
- ☐ PERSONAL VEHICLE USE PERMISSION FORM  
(for Vehicle Field Trips)

# ALBANY HIGH SCHOOL INSTRUMENTAL MUSIC

## Reno Jazz Festival 2010



February 9, 2010

Dear Parents:

Each year the AHS Jazz ensembles perform as part of different regional festivals and competitions. This is a very exciting and fun part of being in the program. This year, the AHS Jazz ensembles will attend and perform at the 2010 Reno Jazz Festival, April 23-25. This would be a trip open to all members of our Jazz Lab and Jazz Band.

The Reno Jazz Festival is one the largest festivals of its kind in the country. There will be more than 300 jazz groups ranging from middle school through college level bands. We went two years ago and had an amazing time.

### **Friday, April 23**

10:00 AM Depart AHS en route to Reno Jazz Festival Workshops  
 12:00 PM Group Lunch/Possible Campus tour of UNR/Festival concerts etc.  
 4:00 PM Listen to a few groups perform  
 6:00 PM Group Dinner TBD  
 7:45 PM Evening Concert at UNR (Roy Haynes)

### **Saturday, April 24**

7:15 AM Wake up and breakfast @ hotel  
 8:15 AM Depart Hotel for Reno Jazz Festival Performance  
 10:35 AM Jazz Lab Warm-up  
 11:05 AM Jazz Lab Performance  
 12:30 PM Box Lunch at the Campus  
 1:25 PM Jazz Band Warm-up  
 1:55 PM Jazz Band Performance  
 2:30 PM Change Clothes- Attend Workshops and Festival Concerts  
 6:30 PM Festival Showcase and Awards Ceremony  
 10:00 PM Bus Load In and Departure for Band Bowling Championships II  
 12:00 AM Lights Out

### **Saturday, April 25**

7:15 AM Wake up and breakfast @ hotel  
 8:15 AM Depart for AHS  
 12:15 PM Students Arrive at AHS

Thanks,

Craig Bryant

**ALBANY UNIFIED SCHOOL DISTRICT  
BOARD AGENDA BACKUP**

**Regular Meeting of March 2, 2010**

**ITEM:** Approve Increase to Purchase Order – Progressus Therapy

**PREPARED BY:** Diane Marie, Director of Special Education



**TYPE OF ITEM:** Consent Calendar – Student Services

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**BACKGROUND INFORMATION:**

Increase Purchase Order #P10-00376 for Speech and Language Services to cover Leave of Absence. Cost not to exceed \$43,216.00.

**FINANCIAL INFORMATION:**

Funding Source: Special Education

**RECOMMENDATION:** Approve increase to P10-00376 at a cost not to exceed \$43,216.00.



**ALBANY UNIFIED SCHOOL DISTRICT  
BOARD AGENDA BACKUP**

**Regular Meeting of March 2, 2010**

**ITEM:** Approve Increase to Purchase Order – Center for Early Intervention on Deafness (CEID)

**PREPARED BY:** Diane Marie, Director of Special Education



**TYPE OF ITEM:** Consent Calendar – Student Services

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**BACKGROUND INFORMATION:**

Increase Purchase Order #P10-00117 for Center for Early Intervention on Deafness (CEID) for specialized instruction at school for one (1) deaf/hearing impaired birth to two-year-old child. Services to include Basic Educational Care \$160/day and Home Visits \$60/week. Cost not to exceed \$8,149.00.

**FINANCIAL INFORMATION:**

Funding Source: Special Education

**RECOMMENDATION:** Approve increase to P10-00117 at a cost not to exceed \$8,149.00.

**INDIVIDUAL SERVICE AGREEMENT FOR NONPUBLIC, NONSECTARIAN  
SCHOOL/AGENCY SERVICES**

(Education Code sections 56365, 56366, et seq.) (Page 1 of 2)

NAME OF LOCAL EDUCATION AGENCY: ALBANY UNIFIED SCHOOL DISTRICT

NAME OF NONPUBLIC SCHOOL/AGENCY: Center for Early Intervention on Deafness (CEID)

**CONFIDENTIAL**

NON EDUCATIONAL PLACING AGENCY: (If applicable) \_\_\_\_\_

**CONTRACT TERMS:**

1. The pupil's teacher/service provider will hold the following credential/ license: Teacher of the Deaf (Generic description, i.e., LH credential).
2. The class size for the pupil will not exceed \_\_\_\_\_ and/or the therapist/pupil ratio will not exceed 1:1.
3. The length of the instructional program will be consistent with the Master Contract unless otherwise specified.
4. Authorized educational services as specified in the IEP shall be provided by the CONTRACTOR under other provisions up to the amount specified.
5. Method for complying with statewide standardized assessment requirements: N/A
6. Other Provisions (attachments as necessary). \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**A. BASIC EDUCATION PROGRAM** (Applies to Nonpublic schools only.)

Number of Days \_\_\_\_\_ × Per Diem \$ \_\_\_\_\_ = Total Basic Education Costs (A) \_\_\_\_\_  
(Include extended school year days as appropriate to the pupil's IEP.)

**B. DESIGNATED INSTRUCTION AND SERVICES/RELATED SERVICES:**

	SERVICE PROVIDER			TOTAL MINUTES HRLY/PER WEEK/OR SESSION	COST PER SESSION				# OF WKS	ANNUAL MAX TOTAL COST FOR CONTRACT PERIOD
	LEA	NPS/A	OTHER		DLY	WKLY	HRLY	GROUP		
1. O.T.										
2. Lang/Spch										
3. Transport.										
4. Counseling										
5. P.T.										
6. Home Visits		X		60/week		\$121			29	\$3509
7. Transition Class		X		120/week		\$160			29	\$4640

MAXIMUM TOTAL RELATED SERVICES COST (B) \$ 8149.00  
 MAXIMUM TOTAL BASIC EDUCATION AND RELATED SERVICES COST (A+B) \$ 8149.00  
 MAXIMUM PER DIEM FOR BASIC EDUCATION AND RELATED SERVICES \$ \_\_\_\_\_

**INDIVIDUAL SERVICE AGREEMENT FOR NONPUBLIC, NONSECTARIAN  
SCHOOL/AGENCY SERVICES**

(Education Code sections 56365, 56366, et seq.) (Page 2 of 2)

PUPIL NAME: \_\_\_\_\_  
(Last) (First) (Middle)


All terms and conditions of the current Master Contract for Nonpublic, Nonsectarian School/Agency Service (NPS/NPA), hereinafter referred to as the Master Contract, previously executed by the parties hereto, are incorporated herein by reference. The Contractor will implement the Individualized Education Program (IEP) in accordance with this Agreement and the Master Contract, and will request an IEP review prior to any change in the service program. Pursuant to 34 CFR 300.9 and 34 CFR 300.300 parents and legal guardians are allowed, at any time subsequent to the initial provision of special education and related services to revoke their consent for special education and related services for their child /ward. Upon such revocation of consent, the responsible LEA may not continue to implement the child's last agreed upon and implemented IEP. However, the LEA must provide the parent/guardian with a 34 CFR 300.503 prior written notice before ceasing to provide the child with the special education and related services contained in his/her last agreed upon and implemented IEP. The Individual Services agreement attached to the student's last agreed upon IEP will end at the date noticed on the prior written notice and all associated nonpublic, nonsectarian school /agency services will cease as of the noticed date.

Invoices shall be submitted based on actual service provided and attendance standards addressed in the Master Contract.

The parties hereto have executed this contract by and through their duly authorized agents or representatives. This contract is effective on 12/8/2009 and terminates at 5:00 p.m. on 6/30/2010 unless sooner terminated as provided herein.

**-CONTRACTOR-**

**-LOCAL EDUCATIONAL AGENCY-**

	<u>3/23/10</u>	_____	_____
(Authorized Signature)	(Date)	(Authorized Signature)	(Date)
Cindy Dickeson, Program Director		Laurie Harden, Asst. Supt., Business Services	
_____	<u>3/23/10</u>	_____	_____
(Type or Print Name)	(Date)	(Type or Print Name)	(Date)
CEID Center for Early Intervention on Deafness		Albany Unified School District	
_____		_____	
(Name of NPS/NPA)		(Name of District, SELPA, County Office)	
1035 Grayson Street		904 Talbot Avenue	
_____		_____	
(Mailing Address)		(Mailing Address)	
Berkeley, CA 94710		Albany, CA 94706	
_____		_____	
(City/State/Zip Code)		(City/State/Zip Code)	

Albany Unified School District  
Board of Education

Resolution 2009-10-11  
Release of Temporary Certificated Employees

Whereas, Education Code Section 44954 Authorizes Governing Boards of school districts to give notice to temporary certificated employees of the governing board's decision to release an employee for the next succeeding school year to such a position at any time, including before March 15<sup>th</sup> and

Whereas, the following persons are temporary certificated employees:

First Name	Last Name	Site	FTE
Gilbert	Armenta	OV	1.00
Leone	Avery	AHS	0.40
William	Bailes	AHS	1.00
Amy	Berg	CO	0.50
Rebecca	Burns	AMS	.80
Judith	Carey	MA	1.00
Amanda	Cohen	DO	0.70
Jean	DeWitt	MA	0.40
Rochelle	Donovan	MA	0.60
Kirsten	Drake	AHS	0.40
Shannon	Edson	AHS	1.00
Bryan	Flaig	AMS	1.00
Joel	Gildersleeve	CO	0.60
Sandy	Hsiao-Frates	AHS	0.20
Rachel	Hubbard	AHS	1.00
Susan	Hughes-Collins	CO	0.70
James	Izumizaki	AMS	0.80
Dori	King	CO	0.50
Mary	Low	AHS	0.80
Alison	Makela	MA	1.00
Eric	Mapes	AMS	1.00
Rachel	McLachlan	OV	0.20
Lauren	Mishork	MA	0.20
Sara	Oremland	AHS	1.00
Laurie	Panther	AMS	1.00
Linda	Perez	OV	1.00
Kara	Ravina	AMS	0.40
Renee	Theriault	OV	1.00
Stacy	Uyeda	AMS	0.20
Maureen	Wiser	AHS	0.40

Whereas, the Board of Education has received a recommendation from the Superintendent or other appropriate District administrators to release the above temporary certificated employees; and

Whereas, the Board of Education concurs in said recommendation,

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Albany Unified School District does hereby authorize the Superintendent or the Superintendent's designee to notify the temporary certificated employees listed above of the Board's decision to release them for the 2010-2011 school year in accordance with Education code Section 44954. The Superintendent or the superintendent's designee is further authorized to take any other actions necessary consummate the intent of this Resolution.

PASSED AND ADOPTED the 2<sup>nd</sup> day of March 2010 by the Board of Education of the Albany Unified School District.

I certify that the foregoing Resolution was duly introduced, passed, and adopted as stated above.

AYES:

NOES:

ABSENT:

ABSTAIN:

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Marla Stephenson, Superintendent

**ALBANY UNIFIED SCHOOL DISTRICT  
BOARD AGENDA BACKUP****Regular Meeting of March 2, 2010**

**ITEM:** **APPROVE RESOLUTION NO. 2009-10-12 ENDORSING  
MARCH 4, 2010 DAY OF ACTION**

**PREPARED BY:** Marla Stephenson, Superintendent

**TYPE OF ITEM:** **ACTION**

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**BACKGROUND INFORMATION:**

On March 4, 2010, members of the Education Coalition of California plan to "Start the Day for Students." Staff has worked with the Albany Teachers Association to help organize events at our school sites on the morning of March 4, 2010 to call attention to devastating cuts to public schools.

Public education has become the target of unprecedented budget cuts, with \$17 billion in cuts over the last two years, and the Governor has proposed another \$2.4 billion in cuts in his 2010-11 state budget plan. It is time for our elected leaders to come up with a solution to our state's chronic budget problems without jeopardizing our students and our state's future.

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**FINANCIAL INFORMATION:**

No fiscal impact

**RECOMMENDATION:** Approve Resolution No. 2009-10-12 Endorsing March 4, 2010 Day of Action.

**RESOLUTION NO. 2009-10-12****BOARD OF EDUCATION OF THE ALBANY UNIFIED SCHOOL DISTRICT****RESOLUTION ENDORSING MARCH 4, 2010 DAY OF ACTION**

WHEREAS, California's public schools and colleges have been left with the fallout of more than \$17 billion in state budget cuts over the last two years; and

WHEREAS, these historic cuts are unlike anything we've seen since the Great Depression, ranking California 46th in the nation in education spending—\$2,400 below the national average; and

WHEREAS, drastic state budget cuts have led to larger class sizes and the elimination of vital programs including art, music, career technical education, and physical education; and

WHEREAS, we are grateful for the support the Albany community has consistently shown its schools in the form of volunteerism, donations and parcel tax revenues in an attempt to mitigate these unprecedented state budget cuts to education; and

WHEREAS, CSU enrollment is expected to drop by 40,000 students over the next two years and student tuition has increased by 32 percent, community college fees have risen 30 percent while course offerings have been reduced, and tuition for UC students has risen 10 percent; and

WHEREAS, the state budget cuts have led to cuts to health care for children, poor and working families, and vital social services for our most vulnerable populations—the poor and senior citizens; and

WHEREAS, we wish on March 4 “Start the Day for Students,” a statewide day of action, to join with students, parents, teachers, administrators, school board members, college faculty, education support professionals and community members united against the state budget cuts that are destroying the future for a generation of students and the future of California; and

WHEREAS, investing in public education is essential to the future of this state; and

WHEREAS, it is crucial to find a solution to ongoing and long-term assaults on public education funding; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Albany Unified School District fully supports the March 4, 2010 "Start the Day For Students" events of the California Teachers Association, its local chapters, California School Boards Association, Association of California School Administrators, parents, other education organizations and labor unions to protect schools and other essential services from more drastic state budget cuts; and

BE IT FURTHER RESOLVED that the Board of Education of the Albany Unified School District encourages everyone concerned about public education in this community to join the conversation at [www.standupforschools.org](http://www.standupforschools.org).

Ayes _____	Nays _____
_____	_____
_____	_____
_____	_____
_____	_____

I, Marla Stephenson, Clerk of the Board of Education of Albany Unified School District, hereby certify that the foregoing Resolution was duly introduced, passed and adopted by the Governing Board at a regular meeting thereof held on the 2<sup>nd</sup> day of March, 2010, by a vote of

\_\_\_\_\_.



**ALBANY UNIFIED SCHOOL DISTRICT  
BOARD AGENDA BACKUP**

**Regular Meeting of March 2, 2010**

**ITEM:** **APPROVE A CHANGE OF THE BOARD MEETING  
DATE FROM SEPTEMBER 9, 2010 TO SEPTEMBER 7,  
2010**

**PREPARED BY:** Marla Stephenson, Superintendent

**TYPE OF ITEM:** **ACTION**

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**BACKGROUND INFORMATION:**

September 9, 2010 is a Jewish holiday and staff has been informed that the City is using Council Chambers for a meeting on September 7, 2010, which conflicts with our scheduled Board Meeting. The Board can move to a community location that will be determined at a later date.

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**FINANCIAL INFORMATION:**

No fiscal impact

**RECOMMENDATION:** Approve a change of the Board Meeting date from September 9, 2010 to September 7, 2010.

**ALBANY UNIFIED SCHOOL DISTRICT  
BOARD AGENDA BACKUP****Regular Meeting of March 2, 2010**

**ITEM:** **CONDUCT 1<sup>ST</sup> READING OF BOARD POLICY  
SECTION 1330 AND ACCOMPANYING  
ADMINISTRATIVE REGULATION AND EXHIBIT A -  
FACILITIES**

**PREPARED BY:** Marla Stephenson, Superintendent

**TYPE OF ITEM:** **REVIEW**

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**BACKGROUND INFORMATION:**

The Board of Education has long endorsed the philosophy that AUSD facilities should be made available for the use of the community as long as the use does not interfere with the normal operations of the school district. Staff has recently purchased facilities management software that allows the public to request the use of facilities via our web site. With increasing numbers of requests, both the public and staff find the current Board Policy and Administrative Regulation confusing and complex. The proposed changes are made to simplify how, when and what is charged for the use of our facilities. Exhibit A brings our rental fees in line with neighboring districts.

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**FINANCIAL INFORMATION:**

No fiscal impact

**RECOMMENDATION:** Conduct 1<sup>st</sup> Reading of Board Policy 1330 and Accompanying Administrative Regulation and Exhibit A – Facilities

**Community Relations**

BP 1330(a)

**USE OF SCHOOL FACILITIES**

The Board of Education recognizes that district facilities are a community resource whose primary purpose is to be used for school programs and activities. The Board authorizes the use of school facilities by community groups for purposes provided for in the Civic Center Act when such use does not interfere with school activities.

(cf. 6145.5 – Student Organizations and Equal Access)

All school-related activities (clubs, class events, etc.) shall be given priority in the use of facilities under the Civic Center Act. Thereafter, the use of facilities shall be on a first-come, first-served basis in accordance ~~to~~with the following ~~parameters~~ parameters:

1. Free Use: District facilities shall be granted without charge to officially recognized district student and staff groups, parent club organizations and school community advisory councils. Albany organizations including youth and adult groups committed to community service (Campfire, Scouts, League of Women Voters, etc.), senior citizen organizations and other Albany public agencies shall be included in the free use classification. Free use may also be granted for fund-raising, entertainment or meetings where admission fee charges or contributions solicited are expended for the welfare of school programs.
2. Direct Costs Fee: Organizations, clubs or associations organized for cultural activities, general character building or welfare purposes of Albany citizens shall pay direct cost charges, as shall organizations (including those in #1 above) requesting use for entertainment or meetings where admission fees are charged or contributions are solicited and the net receipts are not expended for District programs. Direct cost charges are listed in the adopted fee schedule. Included in this category would be fund-raising benefits for nonprofit organizations and organizations for Albany youth and adults including private social dance classes, language classes, musical organizations and sports programs.
3. Fair Rental Value Fee: Profit-making organizations or non-Albany based organizations, which do not qualify for free or direct cost rates shall be charged fair rental value rates in accordance with the adopted fee schedule. Included in this category might be independent dance, theater, or musical groups, private instructors or private businesses, assuming ~~theses~~these groups would satisfy city zoning and business ordinances.

A current fee schedule may be obtained from the office of the Assistant Superintendent for Business.

*Legal Reference: (see next page)*

BP 1330(b)

**USE OF SCHOOL FACILITIES (continued)***Legal Reference:*EDUCATION CODE

10900-10914.5 Community recreation programs

32282 School safety plan

37220 School holidays

38130-38138 Civic Center Act, use of school property for public purposes

BUSINESS AND PROFESSIONS CODE

25608 Alcoholic beverage on school premises

MILITARY AND VETERANS CODE

1800 Definitions

UNITED STATES CODE, TITLE 20

7905 Equal access to public school facilities

COURT DECISIONSGood News Club v. Milford Central School, (2001) 533 U.S. 98Lamb's Chapel v. Center Moriches Union Free School District, (1993) 508 U.S. 384Cole v. Richardson, (1972) 405 U.S. 676Connell v. Higgenbotham, (1971) 403 U.S. 207ACLU v. Board of Education of Los Angeles, (1961) 55 Cal. 2d 167Ellis v. Board of Education, (1945) 27 Cal. 2d 322ATTORNEY GENERAL OPINIONS82 Ops. Cal. Atty. Gen. 90 (1999)79 Ops. Cal. Atty. Gen. 248 (1996)*Management Resources:*CALIFORNIA DEPARTMENT OF EDUCATION LEGAL ADVISORIES

1101.89 School District Liability and "Hold Harmless" Agreements, LO: 4-89

WEB SITESCSBA: <http://www.csba.org>California Department of Education: <http://www.cde.ca.gov>

**Community Relations**

AR 1330(a)

**USE OF SCHOOL FACILITIES**

Pursuant to Education Code 38131 and 38134, the Board of Education has adopted the following rules and regulations regarding the use of district facilities:

**Priorities**

The following user priorities shall apply in recommending the use of school facilities to the Superintendent or designee:

1. Grades K-12 and other district programs, respectively, have the first priority for use of all district facilities.
2. Officially recognized District student and staff groups, parent club organizations including youth and adult groups committed to community service.
3. Public agencies and related organization
4. Organizations, clubs or associations organized for cultural activities, general character building or welfare ~~proposes~~ purposes of Albany citizens ~~shall pay direct cost charges, as shall~~ and organizations (including those in #1 above), requesting use for entertainment or meetings where admission fees are charged or contributions are solicited and the net receipts are not expended for District programs. ~~Direct cost charges are listed in the adopted fee schedule.~~ Included in this category would be fund-raising benefits for nonprofit organizations and organizations for Albany youth and adults including private social dance classes, language classes, musical organizations and sports programs.
5. Profit-making organizations or non-Albany based organizations ~~which do not qualify for free or direct cost rates~~ shall be charged fair rental cost rates in accordance with the adopted fee schedule. Included in this category might be independent dance, theater, or musical groups, private instructors or private businesses, assuming these groups would satisfy city zoning and business ordinances.

**Procedures and Guidelines for the Use of District Facilities**

1. Applications can be obtained from the Business Office or directly from the school site.
2. Applications for use of schools shall be reviewed by the Superintendent or designee who can approve such use if the requestor represents a group listed in the priorities stated above, and after conferring with the Principal. The District reserves the right to deny applications that would not satisfy city zoning and business ordinances.

AR 1330(b)

**USE OF SCHOOL FACILITIES (continued)**

3. As a condition of approval, the requestor shall sign an application agreeing to the following:
  - a. Provide a certificate of insurance against liability and property damage at an appropriate limit as shown on the Facility Use Fee Schedule.
  - b. Provide a Hold Harmless Agreement with the application.
  - c. Preserve order and decorum on the premises at all times.
  - d. Comply with all local ordinances, rules of the Board of Health, and regulations of the Police and Fire Departments.
4. All permits shall be revocable and shall not be considered as a lease, and the Board or its authorized agent may reject any application or cancel any permit. A permit is not transferable.
5. The holder of the permit must comply with all school site rules and regulations pertinent to the facility/room being rented.
5. The number of tickets sold must not exceed the seating capacity of the facility for which the permit is granted. No standing room will be allowed. Overflows of spectators will be cleared from the building by police and firefighters if such a situation should develop.
6. If requested, the holder of a permit to use any part of the school building or grounds must provide sufficient police attendance at each performance to uphold law and order. All police officers so provided shall be either employed only during their non-duty hours or special police officers appointed by the governing body of the City of Albany. When police are to be employed by the applicant, said applicant shall advise the Superintendent or designee.
7. Special permission must be obtained for decorating, installing scenery, moving pianos, or installing any apparatus. All such material must be flameproof or fire-retardant and must be removed from the building promptly after the performance so that there will be no interference with school activities.
8. Custodial service is provided only for access, chair/table setup, heating, lighting, ventilation and cleanup of a building. This service does not include the erecting or dismantling of scenery, equipment, or other apparatus. Custodians are not required to perform tasks or errands for the party using the building, either prior to, during, or following an event. The holder of the permit must furnish all the help necessary to arrange and run the programs, such as stage hands, ushers, ticket collectors, etc.

AR 1330(c)

**USE OF SCHOOL FACILITIES (continued)**

9. Alcoholic beverages are prohibited in any part of the school building or grounds or on the sidewalks adjacent to the school facility.
10. Smoking in any part of the school building or grounds is positively prohibited.
11. A permit does not necessarily include the use of district-owned equipment such as spot lights, flood lights, moving picture apparatus, public address systems, band instruments, stage scenery, photographs, pianos, or the like.
12. Activities scheduled within school buildings must terminate in sufficient time to permit cleaning of the building.
13. Whenever any equipment, scenery, or apparatus is left after the use of a school building, the holder of the permit will be charged a fee for the removal of same. The removal will not be delayed for the convenience of the party who uses the facility.
14. Use of Cougar Field by non-AUSD groups
  - a. All applications for the use of Cougar Field must be submitted by December 1 of each year for use of Cougar Field for the succeeding January through December.
  - b. The district shall, on or before December 5 of each year, provide to the El Cerrito City Manager a complete list of the applicants who have applied to use Cougar Field for that year, including contact information.

**Fees**

The permit holder shall pay assessed fees to the Business Office immediately upon receipt of invoice. Should it become necessary for the permit holder to cancel a reserved date, the permit holder must notify the District Business Office no later than noon on the day of the event, or Friday at noon prior to a weekend event, or all necessary costs, including custodial fees (show-up time – minimum two hours), shall be forfeited to the District.

1. The following organizations, when permitted to use school facilities, shall be granted such use free of charge. Note that events requiring custodians for opening/closing and cleanup outside of normal working hours will be charged at the rate determined on the Facility Fee Schedule.
  - a. Officially recognized District student and staff groups

AR 1330(d)

**USE OF SCHOOL FACILITIES (continued)**

- b. Groups organized to support the schools, including parent club organizations, school community advisory councils, SchoolCare, Albany Music Foundation
  - c. Albany public agencies
  - d. Albany organizations including youth and adult groups committed to community service, Girl Scouts, Boy Scouts, Camp Fire, League of Women Voters, etc.
  - f. Groups organized to provide mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare by public agencies, including, but not limited to, the American Red Cross; and the provision of any services deemed necessary by the Board to meet the needs of the community
2. A fee in the amount not to exceed "direct costs" shall be charged to the following organizations:
- a. Non-District sponsored student clubs and organizations
  - b. Senior citizen groups
  - c. Public agencies other than Albany
  - d. Organizations clubs, or associations organized for cultural activities and general character building or welfare purposes (included in this category would be organizations for Albany youth and adults including language classes, private music classes, art classes, etc.)
  - e. Organizations listed in #1 above requesting use for entertainment or meetings where admission fees are charged or contributions are solicited and the net receipt are not expended for District programs.
3. A "Fair rental" value fee shall be charged to organizations that are for-profit or no Albany based organizations that do not qualify for free or direct cost rates. Included in this category are independent dance, theater, or music groups, private instructors or private businesses.

Fair rental value shall also be charged to church or religious organizations permitted to use school facilities or groups to conduct religious services on a temporary basis.



AR 1330(e)

**USE OF SCHOOL FACILITIES (continued)**

Appropriate fees may be charged to all groups for the use and operation of district equipment such as floodlights, spotlights, and public address systems.

**Definitions of Types of Fees****1. Direct Costs**

Costs of supplies, utilities, custodial services, services of any other district employees, and salaries paid school district employees necessitated by the organization's use of the school facilities or grounds of the district.

**2. Fair Rental Value**

Direct costs to the district, plus the amortized costs of the school facilities or grounds used for the duration of the activity authorized.

Regulation  
approved:

**ALBANY UNIFIED SCHOOL DISTRICT**  
Albany, California

**Community Relations**

E 1330

**USE OF SCHOOL FACILITIES**

PLEASE SEE DISTRICT EXHIBIT IN DISTRICT OFFICE FOR  
FACILITY/CUSTODIAN FEES AND RELATED COSTS



# ALBANY UNIFIED SCHOOL DISTRICT

904 Talbot Avenue • Albany, CA 94706

(510) 558-3750

FAX: (510) 559-6560

[www.albany.k12.ca.us](http://www.albany.k12.ca.us)

## Use of AUSD Facilities

### Board Policy

The Board of Education recognizes that District facilities are a community resource whose primary purpose is to be used for school programs and activities. The Board authorizes the use of school facilities by community groups for purposes provided for in the Civic Center Act when such use does not interfere with school activities.

Because the facilities are a community resource, the Board has developed policies intended to preserve the quality and useful life of the facilities, to provide access to the facilities when appropriate and available, and to also ensure that the facilities are available to the community for non-scheduled leisure/family use and enjoyment.

**Priority of Users:** All school-related activities (clubs, class and athletic events, etc.) shall be given first priority in the use of facilities under the Civic Center Act. The District's need to schedule maintenance/repair shall supersede the priority order for use of each facility. The Adult Education program and the City of Albany programs (Recreation Department sponsored programs) shall have second priority. Thereafter, the use of facilities shall be on a first-come, first-served basis in accordance with the following parameters:

**1. Free Use:** District facilities shall be granted without charge to officially recognized Albany Unified School District student and staff groups, Albany Recreation Department, parent club organizations and school community advisory councils. Free use may also be granted for fund-raising, entertainment or meetings where admission fee charges or contributions solicited are expended for the welfare of school programs.

**2. Direct Costs Fee:** Organizations, clubs or associations organized for cultural activities, general character building or welfare purposes of Albany citizens shall pay direct cost charges, as shall organizations (including those in #1 above) requesting use for entertainment or meetings where admission fees are charged or contributions are solicited and the net receipts are not expended for district programs. Albany organizations including youth and adult groups committed to community service (Scouts, YMCA, League of Women Voters, etc.) senior citizen organizations and other Albany public agencies shall be assessed direct cost fees. Direct cost charges are listed in the adopted fee schedule. Included in this category would be fund-raising benefits for nonprofit organizations and organizations for Albany youth and adults including private social dance classes, language classes, musical organizations and sports programs.

**3. Fair Rental Value Fee:** Profit-making organizations or non-Albany based organizations, which do not qualify for free or direct cost rates shall be charged fair rental value rates in accordance with the adopted fee schedule. Included in this category might be independent dance, theater, or musical groups, private instructors, or private businesses, assuming these groups would satisfy city zoning and business ordinances.

Groups that fall under categories #2 and #3 must provide a Certificate of Insurance Against Liability and Property Damage. In some instances, school site PTA's, as well as other large organizations may agree to provide coverage for a particular event.

A current fee schedule may be obtained at the District Office or at the District website at:  
<http://ausd.ca.schoolloop.com/>

**Albany Unified School District**  
904 Talbot Avenue  
Albany, California 94706

(510) 558-3766  
(510) 559-6560 Fax

### Facility Fee Schedule

*Liability Insurance Requirement: Prior to using the facility, the permit holder shall provide a Certificate of Insurance to the District in the amount of \$1,000,000 (one million dollars), combined single limits, with the District as an Additional Insured.*

Facility	Direct Rental Costs	Fair Rental Costs
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#### Classrooms & Libraries

#### Hourly Rate

Elementary Schools (Marin / Cornell / OceanView)	\$16.50	\$28.00
Albany Middle School (AMS)	\$19.00	\$30.00
Albany High School (AHS)	\$19.00	\$30.00

#### Kitchens

Elementary Schools (Marin / Cornell / OceanView)	\$25.00	\$50.00
High Schools (AHS/MacGregor)	\$30.00	\$60.00

#### Multi-Purpose Rooms

Marin/Cornell	\$24.00	\$50.00
OceanView	\$25.00	\$53.00
Albany High School (AHS)	\$26.00	\$55.00

#### Gymnasiums/Indoor Facilities/Sport Courts

Albany Middle School (AMS)	\$42.50	\$73.50
Albany High School (AHS)	\$42.50	\$73.50
AHS Weight Room	\$22.00	\$22.00

#### Cougar Field Sports Complex

Football Field <i>without</i> lights/Soccer Field (artificial turf only)	\$32.00	\$55.50
Softball Field	\$16.50	\$28.00
Track	\$15.50	\$27.00
Restroom (weekend / flat rate)	\$79.50 / day	\$79.50 / day

#### Albany High School Little Theater (seats 400)

Hourly Rate	\$40.00	\$70.00
Stage Light / Sound System	\$27.00 / day	\$27.00 / day
Booth with Group's Operator	\$105.00 / day	\$105.00 / day
Booth with ASB Student Operator	\$15.50	\$15.50

#### Equipment

LCD projector with Operator	\$27.00	\$27.00
ASB PA system + Operator	\$10.00 / day + \$15.00 / hour	\$10.00 / day + \$15.00 / hour
AMS Sound System	\$27.00	\$27.00
Piano	\$27.00 / day	\$27.00 / day

#### Custodial Services

Custodian (2 hour minimum charge)	\$27.00	\$27.00
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*For information on the definition of User Groups who qualify for direct rental costs vs. fair rental costs, please refer to Board Policy 1330.*