



Albany Unified School District

Albany Unified School District Board of Education

904 Talbot Ave.
Albany, CA 94706

MINUTES FOR MEETING

February 2, 2010

Albany City Hall
Albany, CA 94706

I. OPENING BUSINESS 6:30 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

III. CLOSED SESSION 6:35 p.m.

- A) With respect to every item of business to be discussed in Closed Session pursuant to Government Code Section 54957: Superintendent's Evaluation
- B) With respect to every item of business to be discussed in Closed Session pursuant to Education Code Section 35146: Student Personnel Matters
- C) With respect to every item of business to be discussed in Closed Session pursuant to: Government Code Section 54957: Public Employee Appointment
Certificated
- D) 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.

- A) Reconvene to Open Session
President Rosenbaum called the meeting to order at 6:32 p.m.
- B) Roll Call
 - PRESENT :** President Rosenbaum, Vice President Low, Member Black, Member Walden, Member Glasser, Student Member Chiang, and Student Member Mou.
 - ABSENT :** None.
 - STAFF:** Superintendent Stephenson, Assistant Superintendent Harden, Director Hornada, and Secretary Martinez.
- C) Pledge of Allegiance
- D) Report of Action Taken in Closed Session
President Rosenbaum reported that there was no action taken in closed session.

- E) Approval of Agenda
President Rosenbaum pulled the minutes from January 5, 2010 and moved Review and Action Item C to the Consent Calendar under Business and Operations.

*Motion by Member Walden, seconded by Member Black to approve E) Approval of Agenda
The Board was polled and passed unanimously. Members: President Rosenbaum, Vice President Low, Member Black, Member Walden, Member Glasser, Student Member Chiang, and Student Member Mou voting AYE*

- F) Approval of Consent Calendar
1. Approval of Minutes
 - a) January 19, 2010
 - b) January 5, 2010
 2. Personnel Assignment Order
 - a) Certificated Personnel - Public Employee Assignment, Employment, Appointment, Evaluation, Leave Requests:
 1. Corrections - none
 2. Extra Assignment - none
 3. Leave - none
 4. New Hire
 - a. Home/Hospital Teacher
 - b. Italian Teacher
 - c. Long Term Substitute Teacher
 - d. Substitute Teacher
 5. Resignation - none
 6. Status Change - none
 7. Termination - none
 - b) Classified Personnel - Public Employee Assignment, Appointment Employment, Leave Requests:
 1. Assignment Change
 - a. Business Services Technician
 2. Corrections
 - a. Special Education Para-Educator
 3. Extra Assignment
 - a. Hourly/Referee
 4. Leave - none
 5. New Hire
 - a. After School Intervention Instructor
 - b. Assistant Track Coach
 - c. Substitute Para-Educator
 - d. Yard Aide
 6. Resignation
 - a. After School Intervention Instructor
 - b. Secretary
 - c. Substitute Custodian
 7. Status Change
 - a. Special Education Para-Educator
 8. Termination - none

3. Curriculum and Instruction

- a) Approve the Agreement between Albany Unified School District and California State University, East Bay for Placement of Student Teachers
- b) Approve the Agreement between California State University, Sacramento for Placement of Student Teachers
- c) Approve the 2008-09 School Accountability Report Cards (SARC) Table XIII School Finances Data & Expenditures Per Pupil and School Site Teacher Salaries for Albany High School, Albany Middle School, MacGregor Continuation High School, Cornell, Marin and OceanView Schools
The Board received the updated SARC Table.

Director Hornada said that the information was updated and corrected regarding teacher salary by school site as well as the state number for the average teacher salary.

Assistant Superintendent Harden said that the CDE website says that the J-90 report is not a required report, and only 80% of districts submit the report, which causes the average to be skewed. President Rosenbaum said that the new data shows that only one school is above average salary for the district.

4. Business and Operations

- a) Approve the Memorandum of Understanding between Albany Unified School District and University of California's Residential & Student Service Program.
Member Glasser asked what happens after 2014-15. Superintendent Stephenson said that she will be working to increase the level of support to the district. Superintendent Stephenson said that the contract has always been verbal and annual. President Rosenbaum clarified that an MOU was being signed.
- b) Approve lease agreement #V000604 with DesignSpace Modular Buildings for the lease of a portable office unit #2529-38 located at 1051 Monroe Street, Albany.
Member Glasser asked about the \$39,810 assembling fee. Superintendent Stephenson said that the modular buildings are being relocated. The City of Albany will contribute \$30,000 towards that fee. Before the backup was written, the City emailed her and made it clear that the City would be supporting the district.
- c) Approve one (1) Independent Contractor Agreement between Albany Unified School District and Dan Lee to assist Executive Chef in preparation for the Coordinated Review Effort (CRE) and provide training in any area of the National School Lunch Program Administration. Cost not to exceed \$2,500.
- d) Approve Summer School Meal Waiver Application
Member Black asked how much money was being talked about and if students were on a subsidized meal program. Superintendent Stephenson said that there would be an extended school year program this year, but there will be a credit recovery program only at the high school. The application is required regardless if the summer school program is being run or not.

5. Student Services

- a) Approve increase to Purchase Order P10-00324 for OT consult to District staff on providing OT services to infants. Two hours of consult at the rate of \$83.00/hour. Total cost not to exceed \$166.00. Funding Source: Special Education

- b) Approve one (1) Master Contract between Albany Unified School District and Alpine Academy for Educational Services for one (1) student. Cost not to exceed \$17,600.00.
Funding Source: Special Education

*Motion by Member Glasser, seconded by Vice President Low to approve F) Approval of Consent Calendar
The Board was polled. Members: voting AYE*

PRESENT : President Rosenbaum, Vice President Low, Member Black, Member Walden, Member Glasser, Student Member Chiang, and Student Member Mou.

ABSENT : None.

STAFF: Superintendent Stephenson, Assistant Superintendent Harden, Director Hornada, and Secretary Martinez.

V. STUDENT BOARD MEMBERS

A) Student Reports

Student Member Mou said that Winter Ball was held and students had a lot to enjoy. Students that were interviewed enjoyed the event. There were 0 students who received warnings on inappropriate dancing.

Student Member Chiang talked about the toy drive and said that several boxes of toys had been collected. A blood drive was held and students signed up to donate and were allowed to do so if they met the requirements. This week, the CASHEE is being held only for 10th graders and that students were on a different schedule for the week.

Member Black asked where Prom would be. Superintendent Stephenson said it will be at the Chabot Space and Science Center. She thanked the members of the Board whom chaperoned Winter Ball. Member Walden said that the dance was great.

VI. STAFF REPORTS

A) Second annual report to the Albany Unified School District Board of Education from Measure E Bond Oversight Committee covering the Period of July 1, 2008 through June 30, 2009

Alan Riffer, Chairman of the Committee, said that because the bonds were not sold and proceeds deposited until July '09, there was nothing to report. The Committee continues to meet quarterly and has a procedure to review and verify that expenditures have been used for Measure E. He said that the next meeting will be on the third Thursday in April. Meetings have been held at the Cornell Library. It is posted online and at the District Office.

B) Albany Pool Update (PowerPoint and handout available at meeting)

David Burke, from Bollo Construction started the PowerPoint presentation.

Steve Newsome, Principal Architect spoke about DSA and ADA requirements. He said that pools have to have accessible means of access to the water surface. The primary means of access that is being proposed is a lift system with the second means of access being stairs at both pools. President Glasser asked what the linear square feet of the pools would be. Mr. Newsom said that the indoor pool is approximately 250 sq. ft., the outdoor pool is greater than 300 sq. ft. Discussion ensued.

Mr. Newsom said that the pool committee was formed approximately two years ago, when the process began. One main question was how the pools were going to be accessed, and it was decided that it would be pool lifts with the secondary access being stairs. In January 2010, the committee met and reviewed information and it the committee confirmed their method of entry for ADA accessibility requirements. Slides were presented and discussion ensued.

Member Walden asked if the committee had discussed pros and cons of the design and what the verdict was. Mr. Newsom said that the verdict was to provide two lifts at each pool. If one lift was being used or repaired, the operational lift would be a backup if the other broke at either pool. Discussion ensued.

President Rosenbaum asked Superintendent Stephenson if the Board had seen the original design with ADA requirements and voted on it. Superintendent Stephenson confirmed that it was voted on. Member Glasser said that he believed that the two pool option was approved but nothing beyond that. Discussion ensued.

Dawn Kawamoto asked how high the fence would be for the outside pool because of bottles thrown in. Mr. Newsom said that the fence around the pool is at least 6' tall.

Stephen Dunkle, current coach of the high school swimteam commented and said that his concern with the ramp is that it would go into the competition pool. With the ramp setup, the intent to have the outdoor pool serve as an operational pool would not be met.

Alan Marris, member of the Design Committee, said that handicapped access should in the smaller pool.

Member Glasser said that the designs he was looking at showed the carving out of the side and not taking out a lane. Mr. Newsom said that the depth of the outdoor requires a landing. Discussion ensued.

Peggy McQuaid, committee member, said that the indoor pool is neither a warm-water or therapy pool, but is a community pool with water that is warmer than the outdoor pool. She was not sure who would use a ramp that was not able to use the lift or wide stairs. She thought it would impact the rest of the programing. There were a lot of issues that need to be considered.

Discussion ensued.

President Rosenbaum asked for opinions from the Board to move forward. Member Glasser asked questions from Mr. Newsom regarding lifts. Member Walden suggested that if Committee would like to revisit this issue and have a change, they could bring it to the Board. Member Glasser said that he would like to have this specific architectural feature on the agenda for a vote.

Dawn Kawamoto asked if the \$700,000 from the building fund would be used to do the buildout of the four classrooms at the middle school. Superintendent Stephenson said that the money must be used for facilities improvement or repair and could be directed towards any one of a dozen projects in the district including the four classrooms in the middle school.

Mr. Blanchard noted the discussion of two pool lifts at committee meetings. He said that the issues were talked about for many months. If more detail was wanted, he suggested talking to members of the committee individually. Discussion ensued.

President Rosenbaum said that he will look at the Board Policy regarding agendizing items and will report back with Vice President Low.

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.

Mr. Marris, Albany Resident, noted the quality of the high school boys soccer team and suggested that the Board get

out there and see the team play.

Jordan Sapiatro, new parent and new Albany resident, talked about hazardous waste on the streets. He had found broken glass on a sidewalk Washington between Madison and Adams Street Streets and is interested in an open container law and recommended a city ordinance, which he brought up at a city council meeting. He urged the school district to contact the city council regarding this law.

VIII. REVIEW AND ACTION ITEMS

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

- A) Open Public Hearing on the Intent to Convey Certain Real Property to the City of Albany for the Installation of a Curb Ramp Located at the Southwest Corner of Jackson Street and Buchanan Street Resolution 2009-10-08

Ms. Kawamoto said that over 100 signed petitions from OceanView parents about needing a 4-way stop sign. She went to Albany Police Department to inquire about accidents at that intersection in the last 5 years, and they said over a dozen. She presented the petitions to the City Council and they decided to have the 4-way stop at Jackson and Buchanan although the traffic commission advised otherwise. The City received a grant for the stop and would like to put a new curb in to accomodate the bikepath. The grant would also cover reconfiguring the curb. She clarified it was a left-hand turn signal that she was referring to. President Rosenbaum told her it was already passed.

Ken McCroskey-Wait, city wide taskforce member and member of the traffic safety commission. He felt it was important to separate people in the crosswalk from the people turning left. The funds have a time limit on them and construction has to be started by end of June.

The street in front of the school is UC property. The Whole Foods development at Monroe is undergoing an Environmental Impact Study. Mr. Wait said that there was not a long enough traffic analysis. Discussion ensued.

Member Glasser said he was concerned about the level of service on Jackson is at level D. He expressed concerns about increased traffic due to the Whole Foods project. He said that it would make it safer for drivers but might increase traffic for pedestrians. Discussion ensued.

Superintendent Stephenson said that Mayor Wile suggested a street painting safety campaign at the City Council Meeting. OceanView has been chosen as the first site for the project. Paint donations are being sought.

- B) Close Public Hearing on the Intent to Convey Certain Real Property to the City of Albany for the Installation of a Curb Ramp Located at the Southwest Corner of Jackson Street and Buchanan Street Resolution 2009-10-08
- C) Approve the License Agreement between Albany Unified School District and the Regents of the University of California for the use of land at the corner of Jackson Street and Monroe Street, Albany (MOVED TO CONSENT CALENDAR)
- D) Approve the First Day of Instruction for School Year 2010-11 as August 25, 2010
Superintendet Stephenson said that the start date for the 2010-11 school year will be August 25. A midweek start helps ease children back into the school year. The first two days before that are planned for staff development.

Motion by Member Black, seconded by Member Glasser to approve D) Approve the First Day of Instruction for School Year 2010-11 as August 25, 2010

The Board was polled and passed unanimously. Members: President Rosenbaum, Vice President Low, Member Black, Member Walden, and Member Glasser voting AYE

- E) Approve Albany Unified School District Board of Education Regular Board Meeting Schedule for the 2010-11 School Year

President Rosenbaum stated that September 9 is a Jewish holiday. Superintendent Stephenson said that meetings can be moved back to Cornell and provide a taped delay if there is scheduling conflicts. She suggested that the calendar be approved with the exception of September 9, which will be adjusted.

Motion by Member Walden, seconded by Vice President Low to approve E) Approve Albany Unified School District Board of Education Regular Board Meeting Schedule for the 2010-11 School Year

The Board was polled and passed unanimously. Members: President Rosenbaum, Vice President Low, Member Black, Member Walden, and Member Glasser voting AYE

IX. REVIEW AND DISCUSSION ITEMS

- A) Conduct 1st reading of Board Policy 1330 and accompanying Administrative Regulation and Exhibit A - Facilities

This item was moved to item B.

- B) Conduct 1st reading of Board Policy Section 4040 and accompanying Administrative Regulation - Employee Use of Technology

Superintendent Stephenson said that the district is acting in response to the FCMAT report. One recommendation from the report was to become have a current acceptable use agreement and have all students and staff sign a policy that would be updated annually. Two board policies and AR have been approved to accompany that. Director of Technology, Heather Carver presented her changes to the 4040 Board Policy. Discussion ensued.

Superintendent Stephenson said that Director Carver has developed the Administrative Workstation Policy, and that staff found it startling, especially without much District direction on technology for years. She has asked Director Carver to take the Administrative Workstation Policy and make sure that things that were contained in the workstation policy were in the board policy. She said that BP 4040a is required by law and it will be handed out to staff with an acknowledgement that they received and understood the policies.

Jeff Castle, webmaster and teacher at AHS, asked that everyone could keep in mind that a lot of teachers have been working for the district since before internet. Discussion ensued.

Member Glasser thanked Mr. Castle and said that it is important to have a policy in place or else it is not safe without standards. He said that it must be talked about at a greater length.

Loring Barker, President of ATA. He said that as a Union, it was agreed that a policy is needed and information needed to go out to employees. He had talked with Superintendent Stephenson regarding the regulations and changes were discussed. They talked about when it would go out and possible training in order to make sure things are secure, if pictures are allowed to be put online, etc. Discussion ensued.

Tracy Brown, parent at Marin, said that she would like the Board to consider and inclusion of no personal laptop use if possible. She also felt that cell phone use should not be used in the classroom unless there is no phone in the classroom. She understands that this would be hard to enforce.

- C) Conduct the 1st Reading of Board Policy Section 5000 - Students (under separate cover)
Member Walden made a motion to extend the meeting. Seconded by Vice President Low.

Sheri Jackson, parent at Cornell said that interdistrict transfer parents are concerned about being exited. She heard that there is a committee meeting and will be there know what is going on. President Rosenbaum suggested she look at BP 5117. Member Walden said that the Board has an obligation to students that have been accepted. Member Black said that community members were concerned about students who do not legally reside in the District.

- D) Discuss Board of Education Governmental Advocacy and Outreach
Loring Barker informed the Board about CTA's Start the Day for Students on March 4 and is asking districts to declare a disaster day in the spring.

X. BOARD AND SUPERINTENDENT COMMENTS

Superintendent Stephenson suggested that the 1st Board Meeting in March will include a Study Session from 5:30-6:30 p.m. for on Board Policy 5000's.

Member Black said there is an educational exhibit going on at the Lawrence Hall of Science on the science behind race, designed for 6-12 graders.

XI. FUTURE AGENDA ITEMS

- A) IHS Report - March
- B) Budget Discussion - March
- C) 2nd Interim Report - March
- D) Strategic Plan - March
- E) Special Education Report - April
- F) Single School Plans - April
- G) 2008-09 Parcel Tax Review - April
- H) Williams Quarterly Report - May

XII. FUTURE BOARD MEETINGS

- A) THURSDAY, February 18, 2010, 7:30 p.m., Regular Meeting, Albany City Hall, 1000 San Pablo Avenue, Albany
- B) Tuesday, March 2, 2010, 7:30 p.m., Regular Meeting, Albany City Hall, 1000 San Pablo Avenue, Albany
- C) Tuesday, March 16, 2010, 7:30 p.m., Regular Meeting, Albany City Hall, 1000 San Pablo Avenue, Albany