



Albany Unified School District

Albany Unified School District Board of Education

904 Talbot Ave.

Albany, CA 94706

MINUTES FOR MEETING

September 1, 2009

Albany Community Center

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 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 6:35 p.m.

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*

Reconvened to Open Session by President Glasser at 7:30 p.m.

B) Roll Call

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

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 Glasser reported that no action was taken in closed session.

E) *Approval of Agenda*

President Glasser requested that item 8b. be moved to the item before staff reports.

Motion by Vice President Rosenbaum, seconded by Member Low to approve E)

Approval of Agenda With Modifications

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

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)

Member Rosenbaum requested that item 2a, 4e of the personnel assignment order be pulled

Member Black had questions on the Independent Contractor Agreement for Moon Mountain Media, item 4c

President Glasser asked who is being served with the contract item 4b. Assistant Superintendent Harden stated that the Children's Center is being served under two separate contracts. President Glasser asked if any child at the Children's Center would be served. Superintendent Stephenson said it was not the subsidized piece of the contract

Member Black stated that the contract for item 4c had a box that was not checked on pages 28 and 33. There was also a correction on page 32 - \$135.00 per hour, not total sum. Superintendent Stephenson stated that they were not checked on the agreement on page 32 either and said that the appropriate modifications would be made.

President Glasser stated that this was the first year that the District has contracted with someone to provide backup transportation 5a. Superintendent Stephenson said that there needs to be a backup per the IEP to get out of the District to another placement. Superintendent Stephenson said that services would be provided to the extent that there are vehicles and drivers to do so.

President Glasser asked about item 5c - would like clarification on services provided. Superintendent Stephenson said that there is a deaf student at the high school. That student is provided with sign language interpreters who stand in front of the classroom. Every 20 minutes they switch because of carpal tunnel issues. They translate what the teacher is saying. The cart services would give input to student from surrounding students -- gives complete interactivity with what is going on in the classroom. The stenographer would input information that would be transmitted to the student's laptop. The student would be able to see what is being said around him. Superintendent Stephenson said that everything that would be heard would be transmitted to the student.

President Glasser asked about item 5e. and said that the contract only goes through April 10 and wanted to know what happens to the rest of the school year. Superintendent Stephenson believed that it could be the end of the actual IEP. Once removed, the contract might be extended. She would clarify and email the answer to the Board.

*Motion by Vice President Rosenbaum, seconded by Member Black to approve F) Approval of Consent Calendar with Corrections
(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

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

1. Approval of Minutes

IV. STUDENT BOARD MEMBERS

A) Introduce New Student Board Members Gi-Youn Lee and Jonathan Chiang

President Glasser welcomed Student Board Members Ji-Young Lee and Jonathan Chiang. He said that once they were done with their reports, they were free to go. Student Member Chiang said he was a senior at the high school. He said that leadership is planning for dances. At the meetings, they discussed the first dance. Student Member Lee said that the students are trying to adjust to not having a leadership teacher. Student Member Lee said she would get the date for the homecoming dance. Vice President Glasser expressed the importance of the Student Board Members. He said that the student voice tells the Board what is going on, concerns and information. Member Black asked if the Student Members had a copy of the Board Policies and the agenda. Superintendent Stephenson said there will be a copy of the Board Policies. Member Black said that the policies have to do with students and asked that the students review and bring back their point of view. President Glasser said that the Board is fairly constrained in who they supervise, and that is the Superintendent. He said that the students bring back information that helps the Board understand issues as they develop and inform the Board of events. Vice President Rosenbaum said that an example that was that the Board might not have known that there was no Leadership class anymore without them sharing that information. President Glasser welcomed them again and said that he looked forward to the collaboration with them.

VI. STAFF REPORTS

A) Parks and Recreation Commission Bi-Annual Report

John Kindle said that Barry Whitacre, longtime city engineer, passed away and there was a city memorial for him. There was an AHS student that had a community weeding project. Another topic was dogs in the park. There will be set hours when dogs are not allowed at Memorial Park. Proposed hours are Monday and Thursday from 4-7:30 and Saturdays from noon to 6. President Glasser asked what area of the park. Mr. Kindle said only the sports area and not allowed to be off-leash. The different parks have different feelings. There are informal groups for each park. There was an agreement at other parks for dog hours. Dogs and trees are an on-going issue at the parks. Member Black asked who would be responsible for enforcing rules. Mr. Kindle said that the police department would be responsible for enforcement and requested that ordinances were changed to notify them. Most surrounding cities do not allow dogs off their leashes at all. Another issue was that the city purchased a building next to the senior center, so

there is a possibility of it being used for community space. The long-range goal is to expand the senior center in there. Short time is to lease to BART. There are accessibility issues with the parks. When the park was designed at OceanView and Memorial they were ADA acceptable, but are only so when maintained. The design of the accessible garden plots had design flaws. There is no handicapped parking at Albany Bowl. That parking belongs to Golden Gate Fields. City will also put in more sidewalks to make more accessible. There is an extension of bike path from Ohlone to Bay Trail from Stannage to San Pablo/Marin. Bikes will go on gill track where the sidewalk is. Three proposals at OceanView: One proposal was to eliminate a lot of trees and save parking, the other was to save trees and have no parking, the approved was a combination between the two - takes least amount of play area away from children but will lose three Redwoods. There will be a new crosswalk at Pierce Street. He said there should be a crossing guard there. Superintendent Stephenson said that there are two crossing guards paid by UC and the rest by the city, none by the District. President Glasser said there was discussion of doing a survey of people coming into schools and the routes they are taking. Mr. Kindle said there is a lot more people coming through the secured gate over in the SW corner of OceanView park. There is a code that needs to be pressed to get through. A dedicated turn signal at Jackson Street would make it safer. There were two sources of money to be spent. The Prop 40 money was used for a permanent stage at Memorial Park. \$456,000 WW money to be earmarked for Pierce Street. It is an area of the city with a large population but no park. CalTrans said they would give the park to the community for \$1. When the economy changed, CalTrans wanted to sell the park land to housing communities. \$120,000 was used for a permanent-temporary portable used for the teen center. \$125,000 to do a master plan design for Ohlone Greenway Park. Improvements for waterfront and cove at the triangle. \$20,000 for ADA rubberstructure on playstructure area at OceanView Park. There will be a JPA Presentation to put a BMX park at Ceasar Chavez.

President Glasser said there needs to be a close look at the bike path and how it impacts OceanView. Other traffic issues might be adjusted based on having the bike path. Superintendent Stephenson said there would be a meeting on September 10 in relation to that. Vice President asked if there was a diagram for proposal. Mr. Kindle had a diagram of Jackson Street to Pierce Street, but there is no crossing light there.

President Glasser asked for a timeframe for response for EIR. Superintendent Stephenson said the District commented and comment period is closed. President Glasser asked that response be put on website. President Glasser said that the next day would be the inaugural for Music in the Park and the Vegetable Exchange on Tuesdays. The Board thanked Mr. Kindle.

B) *Enrollment Report*

Director Hornada gave numbers from actual pupil counts from students in seats as of August 31. Total enrollment per site: Cornel - 495, Marin - 514, Ocean View -

521, AMS - 884, AHS -1308, Mac High - 29. Averages per class across District: Kindergarten - 23.91, First Grade - 23.08, Second Grade - 21.13, Third Grade - 23.04, Fourth Grade - 29.66, Fifth Grade - 31.55, Sixth Grade - 30.77, Seventh Grade - 29.7, Eighth Grade - 32, Total at High School 1308 which is 9 more than projected in spring. Mac High: 11th grade - 21 students, 12th grade - 8 students. Students were accounted for in absences. District wide totals are 3824, projected was 3846. Numbers at UC Village are still being counted. 5th grade problems are that there are a number of students with 32 per class. Some students are absent, and when they return it may cause classes to be over 32. ATA contract states that the limit per class is 29 and up to 31. There are two things to address - combination 4-5 grade class at Ocean View or work with ATA to negotiate possible increase of the number in the contract. There have been no inter-district transfer requests honored.

Member Low asked the Student Board Members if there are subject area classes where there is a large number in students. Member Chiang said AP Statistics has a large amount of students. Member Lee said Computer Science has a lot of students with not enough chairs for all of the students. AP Calculus has about 38 students, which makes it hard because the class is packed.

Vice President Rosenbaum asked for live-body counts by course by the high school and report of students who asked for a 7th period class and did not get one. Superintendent Stephenson said that it might be early for that. Vice President Rosenbaum said that his concern was that students would add far into the semester and classes will not fill. Superintendent Stephenson said that students actually enrolled need to be identified. There are high numbers in AP courses. There will be some collapsing of classes with low enrollment to create additional classes. There are students with gaps in their schedule.

President Glasser said that AMS and elementary schools intent will be to maintain the averages, so there might be shifting of students, but no new sections. He asked when the shifting would be occurring. Superintendent Stephenson said the numbers at 6th, 7th and 8th grades are not as high. What is now shown in the counts is the Newcomers Program that AMS has, so all new english language learners are in a self-contained program. There is additional room. President Glasser asked that for classes that are over contract limit, when will the students be moved. Superintendent Stephenson said that contract limit is 28 with the maximum penalty for class size reduction classes is 30% no matter how high it goes. There will be no additional classes. Concern is if more kids come in at grades 4 and 5. President Glasser asked if grades K-3 won't have kids moved back and forth. Superintendent Stephenson said that 28 students can be accommodated in each class and still receive class size reduction money and be under contract.

Member Low asked if making a 4/5 combo would entail moving children from one site to another. Superintendent Stephenson said that it would. Marin is over by two students in two classes. The principal and teachers will talk about what best

approach to take. She believes that there is enough enrollment to make that move sooner than later. Cornell is good, a little switch at OceanView.

Vice President Rosenbaum asked for public comment. Loring Barker stated information that was inaudible from his seat in the audience.

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.

President Glasser asked if there were members in the audience to address the Board. There were none.

VIII. REVIEW AND ACTION ITEMS (Members of the public will have the opportunity to speak on all issues.)

A) Accept the Albany Music Fund Commitment of \$75,500.00 for the 09-10 School Year

Superintendent Stephenson introduced Penny Barthel to make a donation to the District for \$65,000, a change from the amount in the packet. Ms. Barthel said that the commitment to the Board has been consistent. The AMF will provide .4 FTE for elementary 4 & 5 grade instrumental instruction, .2 FTE for vocal music education at AMS, hourly wage for rhythm bound instructor, hourly wage for assistant to instrumental instruction teacher. President Glasser asked to go over the change in elementary school music program. Superintendent Stephenson said that there has been an enthusiasm at 4th grade to take instrumental music, which is a pull-out program, which left a few children in the classroom with the teacher twice a week. Now there is Music for All - all 4th grade students will be in either beginning band or choir. The prep schedule has been changed and now teachers will have prep and teachers can now go into the library with students, which used to be their prep time. This is a one-time funding commitment. Elementary instrumental music is cut at the elementary level, and choral at AMS is cut, and sections collapsed at AHS in response to state funding cuts.

Vice President Rosenbaum said that they are fortunate to live in a community to recognize importance of art and music and sports at these times.

B) Approve the Actuarial Valuation of Post Employment Benefit Plan

Assistant Superintendent Harden introduced Bruce Lightenberg from Gallagher Benefits Services to review the Actuarial Study and answer questions. Mr. Lightenberg gave a disclaimer and stated he was not the actuary who wrote the report but he will get correct answers to the Board. APEX is their actuarial. He spent time speaking going through the report with the actuary John Henson. He said the purpose of the GASBY report was to address how other post-employment benefits are recorded in financial statements, creates a greater recognition of actual financial impact of making future benefit promises, and have financial statements

reflect benefits cost as earned. He said that the Accrued Actuarial Liability (AAL) for the District came in at \$7,164,000. The normal cost for the year \$447,000 plus amortization was \$316,000, making the total \$763,000. The net OPEB obligation equals \$311,000, which is the amount that needs to be recognized through financial statements.

Member Low asked if the District had put their GASBY 45 in a irrevocable trust, would the report and process be different. Mr. Lightenberg said no, the discounting factor in funding is 6-8% toward unfunded at 4.5%, which was used in that report. He said that most Districts in Alameda County had left it on an unfunded basis.

Member Black had a question regarding the Health Care Cross-trend Rate Assumption and noticed that it was grading down by .5% each year. Mr. Lightenberg said that it grades down because of the amortization and the discounting factors, as he understood the report was written. He would clarify more information.

Assistant Superintendent Harden said that West Contra Costa District has lifetime benefits. Districts and public need to be aware of liability.

Member Black stated that the cost is \$7 million. He asked if it should be expected to pay at some point. Assistant Superintendent Harden said the \$452,000 is what the District pays for post-retirement benefits. If the District can contribute another \$300,000 to a trust, the District would meet the required contribution for that year. The number is constantly adjusting. Member Black asked if the number changes. President Glasser said that the ARC is what the District should be paying every year if it wanted to pay what it's granting in benefits. Mr. Lightenberg said that the District is underfunding each year. He said that the standard shows the District should look at the study every two years.

Motion by Member Black, seconded by Member Low to approve B) Approve the Actuarial Valuation of Post Employment Benefit Plan

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

C) [Approve Board Policy Update/Revision \(With Changes\) Section 7000 - Facilities](#)

Superintendent Stephenson said that the changes that Member Black suggested had been made. There were no other changes suggested by the Board.

Motion by Member Black, seconded by Member Low to approve C) Approve Board Policy Update/Revision (With Changes) Section 7000 - Facilities

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

IX. [REVIEW AND DISCUSSION ITEMS](#)

A) [1st Reading of Board Policy Update/Revision Section 5000 - Students \(Under Separate Cover\)](#)

Superintendent Stephenson said that this was the last section of the work started in November 2008. Board was asked to adopt the 5000 and bring them back as done before with other policies. The first and second readings will be done after they are adopted. Member Black asked if that meant it is an adoption and there will be two readings. Vice President Rosenbaum asked for enough time to discuss them thoroughly. Member Low agreed.

President Glasser said they will be brought back. They will be approved as they are now. Board Members had some suggestions and revisions. Vice President Rosenbaum suggested that Student Board Members review 5000 policies because student input is encouraged.

B) *Student Safety - Arrival and Dismissal at School Sites*

President Glasser stated he had asked for this item to be put on the agenda. As a parent of a elementary and middle school child, he has observed behaviors in front of student pick-up and drop-off areas. He said referenced a video from New Zealand about the dangers of texting while driving. It is one major safety issue. It is important to remember there are kids walking to and from school every day and to be aware and cautions everyday of the kids who are not as aware as we would like them to be. Superintendent Stephenson said that the District is dealing with traffic issues on a daily basis. Three students were hit by cars last year, thankfully none seriously. These are not new issues, but we have parents who have no designated way of pulling out of Key Route to drop children off. There are impatient drivers. Student drivers parallel park on Key Route. It creates a dangerous situation. The middle school is possibly the most dangerous site. Parents come from both directions. San Gabriel is basically off limits because of red zones, and the teachers parking lot is not used. Parents do not use Masonic. Students go inbetween traffic, not using crosswalks. People use Brighton who don't have students and get impatient and cross double-yellow lines in order to get by. Marin parents park in the white zone, making it impossible for other parents to drop-off children. Cornell has narrow streets surrounding and parents who drop off children in the street. OceanView has increased traffic. It used to be pedestrian traffic. There is an increased number of parents driving and students being dropped off at both directions, along with Village traffic. Parents are using the parking lot as a drive-thru. It used to be shut-off because of construction. Students run through traffic to dodge cars. Handicapped drivers cannot use the parking in the lot because of this. Calls have been put into the city traffic planner. They are concerned with what will happen if parking lot is shut off without making alternate plans. An architect will be retained to see what can be done at OceanView. In the meantime, parking and safety plans will be put together and they will be put on the website and in newsletters. Police are ticketing parents. There will be a designated left-hand turn lane off of Buchannan. Traffic needs to go through intersection and not backed-up onto Buchannan while parents are dropping off kids at OceanView. There will be short-range and long-range strategies to address issues.

John Kindle said when his son was in Kindergarten, he volunteered to be the traffic warden at OceanView. They put a ribbon so that kids could not go through the parking lot. He encourages the Board to look at the French-American School and see how they organize their drop-off and pick-up.

Member Low asked about the sign on the intersection of Masonic and Brighton. Superintendent Stephenson said there are signs that say Albany Schools Drop-Off and Pick-Up. Member Low said she goes by that often and had never seen the signs. Superintendent Stephenson said that educating the public is key. It will be taken on this year. President Glasser said that there should be safe practices in place. There was a fatality in Berkeley when a child was hit by a car while crossing with a class. Wants to make sure the staff is ensuring there are safe drop-off and pick-up procedures by informing parents. Cones are inexpensive and simple. Vice President Rosenbaum suggested staff help direct traffic when they are available. Superintendent Stephenson said that AMS assigns each teacher before school and after school duties throughout the year. This is not expected at the elementary level. Member Low said that the Walking School Bus program should be recognized. It should be a strategy in addition to traffic control, use bikes and walk as much as possible. President Glasser said there need to be active measures to discourage parents from being unsafe.

X. BOARD AND SUPERINTENDENT COMMENTS

Member Low commented on the student section about inter-district transfer policies. The city Transportation Planner, Alita Chavez, used the inter-district transfer policy and has a child at Cornell. She invites teachers and city employees to apply and give them priority in the district.

Vice President Rosenbaum gave kudos to opening the schools. He had the chance to go to the welcome back meeting and was happy to see the enthusiasm. With all the restraints, it was calm. Member Low enjoyed it too and helped pass out schedules at the middle school. Students were interested and excited. Superintendent Stephenson invited all to look at the multiuse room at the high school. There have been new additions to it. President Glasser asked the Student Members if they've eaten there yet. Student Member said she had not but she walked by and was impressed.

Member Black said that the Board is mandated to get parent input on Board Policies. Would like to get the word out that their input would be needed for the next meeting.

President Glasser thanked the teachers and staff who got the District off and running this school year. Member Black also thanked the volunteers.

XI. FUTURE AGENDA ITEMS

- A)** *Strategic Plan Update*
- B)** *Williams Quarterly Report*
- C)** *High School Health Waiver Report*

- D) *Enrichment Update*
- E) *Technology Report*
- F) *STAR Report*
- G) *Pool Update*
- H) *IHS Waiver*

XII. FUTURE BOARD MEETINGS

- A) *Tuesday, September 15, 2009, 7:30 p.m., Regular Meeting, Albany Community Center, 1249 Marin Avenue, Albany*
- B) *Tuesday, October 6, 2009, 7:30 p.m., Regular Meeting, Albany Community Center, 1249 Marin Avenue, Albany*
- C) *Tuesday, October 20, 2009, 7:30 p.m., Regular Meeting, Albany Community Center, 1249 Marin 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.

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September 1, 2009
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