



**ALBANY UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

REGULAR MEETING - MINUTES

Tuesday, August 13, 2024

1000 San Pablo Avenue, Albany, CA 94706

Closed Session: 6:30pm, Open Session: 7:00pm

CLOSED SESSION

1. CALL TO ORDER / ROLL CALL

The meeting was called to order at 6:30pm

PRESENT: Trustee Sadia Khan, Vice President Becky Hopwood, President Veronica Davidson; Trustee Melissa Boyd, Esq., Interim Superintendent Dr. Donald Evans, Marina Gonzalez, Chief Human Resources Officer

2. DISCLOSURE OF ITEMS TO BE DISCUSSED IN CLOSED SESSION / ADJOURN TO CLOSED SESSION

There were no public comments. The Board adjourned to Closed Session.

2-A. Personnel Matters (Gov. Code §54957)

3. ADJOURNMENT OF CLOSED SESSION at 7:00pm

OPEN SESSION

1. CALL TO ORDER / ROLL CALL

The meeting was called to order at 7:07pm.

PRESENT: Student Trustee MacKenzie Shepherd, Trustee Sadia Khan, Trustee Melissa Boyd, Esq., Vice President Becky Hopwood, President Veronica Davidson, Interim Superintendent Dr. Donald Evans

ABSENT: Student Trustee Ayush Deodhar (excused)

OTHERS PRESENT: Anne Shin, Ed.D; Assistant Superintendent of Educational Services, Marina Gonzalez, Chief Human Resources Officer; Julie Sen, Executive Assistant to the Superintendent; and Kim Trutane, Ph.D., Communications Specialist

2. READING OF AUSD MISSION VISION STATEMENT & MEETING NORMS

Student Trustee MacKenzie Shepherd read these out loud as listed on the agenda.

3. PLEDGE OF ALLEGIANCE

President Davidson led in the Pledge of Allegiance.

4. REPORT OF ACTION TAKEN IN CLOSED SESSION

No action taken in closed session.

5. APPROVAL OF AGENDA

Becky Hopwood requested to correct typo in Item 11-B: Candidate name is Jason Wittenberg

MOTION: Motion to approve with that correction by Melissa Boyd

Second by Becky Hopwood

Vote: all in favor. The Board approved the agenda unanimously.

6. STUDENT BOARD MEMBERS REPORTS

No reports. President Davidson welcomed new Student Board Member MacKenzie Shepherd.

7. PUBLIC COMMENT FOR MATTERS NOT ON THE AGENDA

The Board heard public comment (2 minutes each):

- 1) Jacob Clark, parent and former Board Member; topic: inquiring about honoring our late Superintendent Dr. Frank Wells and requested to set up a committee as soon as possible to work towards something.
- 2) Emily Surowitz, parent and teacher; topic: ATA involvement in the superintendent search

8. APPROVAL OF THE CONSENT CALENDAR

MOTION ON CONSENT CALENDAR:

Motion to approve by Melissa Boyd

Second by Sadia Khan

Vote: all in favor. Motion passed unanimously.

8-A. Approve Board Meeting Minutes: May 28, 2024

8-B. Approve The 2024-2025 Master Contract Between Albany Unified School District And La Cheim School, Inc.

8-C. Approve The 2024-2025 Master Contract Between Albany Unified School District And Heritage Schools, Inc.

8-D. Approve Amendment #01 to the Master Contract Between Albany Unified School District And Amergis Healthcare Staffing, Inc.

8-E. Approve The 2024-2025 Independent Contractor Services Agreement Between Albany Unified School District And The Bylund Clinic

8-F. Approve Quarterly Report On Williams Uniform Complaints (Q4: April- June 2024)

8-G. Approve Resolution No. 2024-25-01: Signature Card – Authorized Agents – Official Documents & Reports

8-H. Approve Resolution No. 2024-25-02: Signature Card – Authorized Agents – Payroll Warrants & Disbursements

8-I. Approve Amendment #01 To Independent Contractor Services Agreement Between Albany Unified School District And Southern Energy Services Inc. For Thermostat Installation At Albany High And Middle Schools

8-J. Approve Independent Contractor Services Agreement Between Albany Unified School District And C and J Painting For Painting Services At Albany Middle School Classrooms

8-K. Approve The Independent Contractor Services Agreement Between Albany Unified School District C And J Painting For Painting Services At Albany Aquatic Center

8-L. Approve The Independent Contractor Services Agreement Between Albany Unified School District C And J Painting For Painting Services At Marin Elementary School

8-M. Approve And Ratify Personnel Report, August 13, 2024

**8-N. Approve Student Placement Agreement with Saint Mary's College of
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8-L. Approve The Independent Contractor Services Agreement Between Albany Unified School District C And J Painting For Painting Services At Marin Elementary School

8-M. Approve And Ratify Personnel Report, August 13, 2024

8-N. Approve Student Placement Agreement with Saint Mary's College of California

8-O. Approve Student Placement Agreement with University of San Francisco

8-P. Approve Student Placement Agreement with Western Governors University

8-Q. Approve Student Placement Agreement with Moreland University

9. STAFF REPORTS

9-A. Staff Report: California School Dashboard Local Indicator 1, Appropriately Assigned Teachers For 2022-2023 School Year

Presented by Dr. Anne Shin, Assistant Superintendent of Educational Services.

No discussion. No public comment. The Board received the Staff Report.

10. REVIEW AND DISCUSSION

10-A. Discussion of Board of Education Self-Evaluation Results for 2023-2024

The Board reviewed and discussed the compiled results of their self-evaluations. Areas to focus on developing included:

- Communication (soliciting feedback and opinions from the community, communications, being more transparent, providing translations, etc.);
- Roles and responsibilities of board members (not directing Staff to work but working through superintendent for requests); the board as a whole makes decisions not just one member; chain of command protocols and procedures; how and what the Board can discuss
- Board policies
- Board Retreats 1-2 times per year
- Revising the Governance Handbook

No public comment. No action was taken on this.

11. REVIEW AND ACTION

11-A. Albany Unified School District Board Governance Handbook and District Committees

Presented by Board President Veronica Davidson. It was recommended to pause all committees (except DELAC, which is required by law, and the Citizens Bond Oversight Committee (CBOC) since there is a bond on the ballot) until January 2025 when the new Board is seated, a new Superintendent is appointed, and the District leadership has some time to assess the committees and determine the necessities of each. Governance Handbook needs to be updated; put this on hold until the new board is seated and has time to review and make suggested edits.

Public Comment (2 minutes each):

- 1) Nery Castillo-McIntyre: taskforce or committee, needs to be aligned with goals of the Board; would love the Special Education committee to become a permanent committee that aligns with the goals of the board.

Direction from Board on District Committees

- Table this item until the 1st meeting in September
- Meanwhile, the Superintendent will discuss issues with Staff, and with each board member 1:1

- Bring back as a Review and Action with questions/concerns around each committee

Direction from Board on Governance Handbook:

- Table until 1st meeting in September

MOTION: Table this item until 1st September meeting (9.10.2024) and bring back as a Review and Action with questions/concerns around each committee; table the discussion of the Governance Handbook.

Motion by: President Verson Davidson

Second by Sadia Khan

Vote: all in favor; motion passed.

RECESS: The Board recessed at 8:13pm for 7 minutes for a break.

RECONVENE: The Board reconvened in Open Session at 8:20pm.

11-B. Board of Education Mid-Term Appointment: Review Applications, Interview Candidates, and Vote to Appoint a New Board Member

President Davidson reviewed the information in the backup and took public comments before the interview process began.

Public Comment: (2 minutes each)

- 1) Greg Downs, Albany resident, served on comment; in support of Brian Doss
- 2) Grace, in support of Jolene Gazman

Student Board Member Shepherd did a random drawing of candidate names for order of interviews:

1. Jolene Gazmen
2. Jason Wittenberg
3. Joshua Mahoney
4. Jared Brandt
5. Brian Doss
6. Parvin Seaver

Candidates were asked to step out of the room while 1 person interviewed; each had approximately 10 minutes to answer questions. The Board conducted interviews in this order:

1. Jolene Gazmen
2. Jason Wittenberg
3. Joshua Mahoney
4. Jared Brandt
5. Brian Doss
6. Parvin Seaver - **DID NOT ATTEND**

At the conclusion of the interviews, Trustee Khan requested a five minute recess to go over the applications and consider their choices. The Board took 10 minutes to review.

EXTEND MEETING TIME AT 9:59PM

Becky Hopwood moved to extend the meeting 10 minutes. All approved. So moved.

BOARD DISCUSSION: Each Board member stated their 1st, 2nd, and 3rd choices:

Board Member Name	1st choice	2nd choice	3rd choice
Sadia Khan	Jolene Gazmen	Joshua Mahoney	Brian Doss
Melissa Boyd, Esq.	Joshua Mahoney	Jolene Gazmen	Brian Doss
Becky Hopwood	Joshua Mahoney	Jared Brandt	Brian Doss
Veronica Davidson	Jolene Gazmen	Jared Brandt	Joshua Mahoney
MacKenzie Shepherd (ADVISORY ONLY)	<i>Jolene Gazmen</i>	<i>Joshua Mahoney</i>	<i>Brian Doss</i>
*SBM Ayush Deodhar was absent			

COMPILED RANKINGS RECEIVED

Board Member Name	1st choice	2nd choice	3rd choice	TOTAL
Mahoney	2	1	1	4
Gazmen	2	1	0	3
Doss	0	0	3	3
Brandt	0	2	0	2
Wittenberg	0	0	0	0

MOTION:

President Davidson moved to appoint Joshua Mahoney as the new Board Member;

Second by Vice President Becky Hopwood

A Roll call vote was taken: Student Board Member Shepherd: yes (advisory); Khan: yes; Boyd: yes; Hopwood: yes; Davidson: yes. **Motion passed unanimously 4-0 with 1 advisory vote.**

Joshua Mahoney was appointed as the new Member of the Board of Education

12. SUPERINTENDENT AND BOARD MEMBERS REPORTS

Superintendent Donald Evans:

- Welcome everyone back to school. The Executive Cabinet and District Leadership held 2 retreats before the school year began. Leadership is going through a book this year called “High Reliability Schools” this year.
- Kick-Off for All staff was today, August 13th.
- Recommended all parents read their school’s principal’s letter; look at the bell schedule for 1st week.
- Tomorrow, August 14th, the Board will hold a special meeting to officially begin the Superintendent Search

Becky Hopwood: no report

Melissa Boyd: no report

Sadia Khan: no report

Veronica Davidson: no report; asked about space at Albany Children’s Center

Sadia Khan: asked about teacher/classroom assignments and the timing of communicating to families; suggested monitoring drop off

13. FUTURE AGENDA ITEMS:

1. Space constraints at Albany Children’s Center - Friday update
2. Communication to families regarding teacher assignments at elementary level each year

14. ADJOURN MEETING - The meeting adjourned at 10:10pm.

FUTURE BOARD MEETINGS:

Special Meeting: Wednesday, August 14, 2024, 6:00 PM, Ocean View Library

Regular Meeting: Tuesday, August 27, 2024; 7:00 PM, Albany City Hall