



**ALBANY UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION**

**REGULAR MEETING MINUTES**

**Tuesday, January 28, 2025**

1000 San Pablo Avenue, Albany, CA 94706

Closed Session: 6:00pm; Open Session: 7:00pm

<https://ausdk12-org.zoom.us/j/92912804708>

**CLOSED SESSION - 6:00PM**

**1. CALL TO ORDER / ROLL CALL TO ESTABLISH QUORUM**

The meeting was called to order at 6:00pm

**Present:**

Trustee Dayna Inkeles

Trustee Sadia Khan

Trustee Veronica Davidson

Vice President Josh Mahoney

President Becky Hopwood

Superintendent Sara Stone - attended via teleconference

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

Having no public comment, the Board adjourned to Closed Session.

**2-A. Potential Litigation (Govt. Code § 54956.9)**

**2-B. Personnel Matters (Govt. Code 54957)**

**3. ADJOURNMENT OF CLOSED SESSION at 6:45pm**

**OPEN SESSION**

**1. CALL TO ORDER / ROLL CALL**

The meeting was called to order at 7:00pm

**Present:** Student Trustee MacKenzie Shepherd; Trustee Dayna Inkeles; Trustee Sadia Khan; Trustee Veronica Davidson; Vice President Josh Mahoney; President Becky Hopwood; Superintendent Sara Stone - attended via teleconference

Absent: Student Trustee Ayush Deodhar - excused

**District Staff present:** Marina Gonzalez, Chief Human Resources Officer; Chris Thomas, Interim Chief Business Official; Kim Trutane, Ph.D., Communications Specialist; Julie Sen, Executive Assistant to the Superintendent

**2. READING OF AUSD MISSION VISION STATEMENT & MEETING NORMS**

Student Board member MacKenzie Shepherd read out loud as printed on the agenda.

**3. PLEDGE OF ALLEGIANCE**

Vice President Josh Mahoney led in the Pledge of Allegiance for those who wished to participate.

**4. REPORT OF ACTION TAKEN IN CLOSED SESSION**

The Board took no action

**5. APPROVAL OF AGENDA**

**Changes to agenda:** President Hopwood requested an agenda adjustment:

Move 12-A Staff Report to go before 10. Approval of Consent Calendar

**MOTION: to approve the agenda of the January 28, 2025 Regular Board Meeting**

Motion by: Vonnice Davidson with that change

Second by: Dayna Inkeles

Vote: all voted in favor; motion passed.

**6. SPOTLIGHT**

**6-A. Cornell Elementary School**

Presented by Principal Cat Floresca. Student Council representatives from Cornell to talk about activities and places that highlight Cornell's dedicated students. Student Council Representatives included: Carmela Hernandez Kim, Sadie Petrilli, Alix de Vaan, Enoch Wong, Charlotte Klensch, and Mikkel Bly-Strand.

**7. RECOGNITION**

**7-A. Proclamation No. 2024-25-04: Recognizing February as Black History Month**

Student Board Member MacKenzie Shepherd read the proclamation out loud for the record.

**8. STUDENT BOARD MEMBERS REPORTS**

Student Board Member MacKenzie Shepherd reported to the Board:

**Albany High School**

- January 27th, 2025, the entire 10th-grade class had an hour-and-a-half interactive presentation with Samuel Ralph, a Holocaust survivor. Currently, students are learning about the Holocaust in English classes, so it was an amazing opportunity to learn firsthand from Mr. Ralph's personal experience.

- Today, the Global Medics Club held a blood drive in the AHS gym throughout the day. The club had over 53 appointments and enough walk-ins to reach the maximum number of 62 volunteers who could donate.

#### **Albany Middle School**

- AMS 7th graders have Math Carnival this Thursday and Friday, January 30th and 31st

#### **Albany Children's Center**

- Tomorrow morning, from 8:30 AM to 9:00 AM, Cornell's Mandarin Program is performing its Lunar New Year celebration during the Cornell Community Time
- Cornell's Mandarin Program has its Lunar New Year celebration on Sunday, February 2nd, from 10:00 AM to 12:00 PM at the Solano-Peralta Park
- On February 9th, Ocean View's Mandarin Program has its annual Lunar New Year celebration at Ocean View's multi-purpose room from 4:00 PM to 7:00 PM.
- There is a Transition Kindergarten (TK)/Kindergarten Information Night for families with students who will be entering TK/Kindergarten this fall tomorrow, January 29th, 2025, from 6:30 PM to 7:30 PM
- Healthy Me: Music and Movement Program at the preschool is being introduced to the school throughout this month. Students can learn about health in a fun, interactive way through dancing and singing.

#### **Student Advocacy Committee (SAC)**

We have gathered over 300 responses on our student engagement survey from high schoolers. We are not working on condensing this information so that it can be presented.

### **9. PUBLIC COMMENT FOR MATTERS NOT ON THE AGENDA**

None

### **10. APPROVAL OF THE CONSENT CALENDAR**

#### **10-A. Approve Board of Education Meeting Minutes: November 19, 2024**

##### **Corrections to Minutes:**

##### **Formal Vote for Election of Vice President:**

##### **For Nominee #1: Josh Mahoney**

Student Board Member MacKenzie Shepherd: ~~Yes~~ Nay

Student Board Member Ayush Deodhar: ~~Yes~~ Nay

Dayna Inkeles: Yes

Josh Mahoney: Yes

Sadia Khan: ~~Yes~~ No

Becky Hopwood: Yes

Result: Yes: 3; No: 1; and 2 student advisory votes of no.

~~*Josh Mahoney was elected as the Board Vice President for FY 2024-2025.*~~

**For Nominee #2: Sadia Khan**

Student Board Member MacKenzie Shepherd: Yes

Student Board Member Ayush Deodhar: Yes

Josh Mahoney: No

Sadia Khan: Yes

Becky Hopwood: No

Dayna Inkeles: No

Result: Yes: 1; No: 3; and 2 student advisory votes of yes

**Total Count:**

**Mahoney: 3 YES; 1 NO; 2 student advisory: NO**

**Khan: 1 YES; 3 NO; 2 student advisory: YES**

**FINAL: Josh Mahoney was elected as the Board Vice President for December 2024-2025.**

**10-B. Approve Board of Education Meeting Minutes: December 13, 2024**

**10-C. Ratify Personnel Report**

**10-D. Approve Overnight Field Trip Request for the Albany High School Vocal Music Ensembles Spring Tour to Southern California, April 9-12, 2025**

**10-E. Approve 2024-25 Consolidated Application for Funding Categorical Aid Programs**

**10-F. Approve Quarterly Report on Williams Uniform Complaints for Q2: October - December 2024**

**10-G. Approve Appointment of Member Representing Albany Unified School District on the North Region Special Education Local Plan Area (SELPA) Community Advisory Committee**

**Corrections: Jolene Gazmen ~~Gazemen~~**

**10-H. Approve Master Contract between Albany Unified School District and Austin Texas Learning Group LLC, Inc.**

**10-I. Approve 2024-2025 Master Contract and Master Contract Amendment Between Albany Unified School District and Telos Academy**

**10-J. Approve School Accountability Report Cards (Elementary & Secondary) 2023-2024**

**10-K. Approve Independent Contractor Services Agreement Between Albany Unified School District and Chroma Colors for Interior Painting at Albany Middle School**

**10- L. Approve Independent Contractor Services Agreement Between Albany Unified School District and Pyro Comm**

**10-M. Approve Independent Contractor Services Agreement Between Albany Unified School District and Northern Electric Inc.**

**Public Comments:** (2 mins each)

- 1) Nery Castillo-McIntyre; regarding Personnel Report: recognized the passing of AUSD Central Kitchen clerk Simi Missaghi

**MOTION ON APPROVAL OF CONSENT CALENDAR:**

Motion to approve: Vonnie Davidson

Second by Dayna Inkeles

Vote: all voted in favor; motion passed.

**STAFF REPORT**

**12-A. Albany USD Actuarial Valuation of Other Postemployment Benefits Plan as of June 30, 2024**

*This was moved up on the agenda.*

This staff report was introduced by Chris Thomas, CBO, and presented by John Albrecht, ASA MAAA, Consulting Actuary, Specialty Actuarial Solutions from Arthur J. Gallagher & Co. The recommendation was for the Board to receive the report. No action taken on this item; the Board received the staff report.

**Public Comments:** none

**11. REVIEW AND DISCUSSION**

**11-A. Board Policy Review Process**

Superintendent Stone presented an overview of the board policy review, update, and approval process. The Board Policy Committee meets regularly to review and recommend updates, incorporating quarterly updates from the California School Board Association (CSBA) based on changing laws and education codes.

A major update in June 2024 covered 620 policies and administrative regulations, but further updates are still needed, including 171 policies from the CSBA updates from December 2023 to December 2024. The Board Policy Committee outlined a structured process for handling these updates.

**Key Process Points:**

- **Committee Meetings:**
  - Meets **twice a month** for the rest of the school year.
  - Prioritizes **mandated policies first**, then December 2024 updates, and works **backward**.
- **Review & Approval Process:**
  - Superintendent & District Administrators review CSBA updates and make recommendations.
  - The **Board Policy Committee** evaluates recommendations and determines what to bring to the Board.
  - Reviews suggested changes and ensures they also align with **AUSD** before advancing them.
  - Updates will be presented on the **Consent Calendar** for Board approval (items can be pulled for discussion).
- **Public Access & Transparency:**
  - Board Policy Committee **agendas and materials** are posted publicly.
  - The **Board Policy Manual** is available online.
  - Committee meetings are open to the public.
  - The Board can **request specific policy reviews** outside of scheduled updates.
- **Additional Policy Priorities:**
  - **Student use of technology**
  - **Immigration & immigration enforcement**
  - **Protection of undocumented students**
  - These topics will be brought to the Board under **Review and Action** for discussion

**Public Comments:** None

No action taken on this discussion item.

**11-B. Land Acknowledgement and Flag of the Lisjan Nation In Support of AUSD Proclamation No. 2024-25-03**

Superintendent Stone proposed that each Board and Staff meeting begin with a Land Acknowledgement and that a flag recognizing the Lisjan Nation be flown at all school sites and the district office. The Lisjan Nation requested that AUSD adopt this Land Acknowledgement. Staff could collaborate with the Lisjan Nation to design the flags.

The Board discussed flag policies, noting a prior request to include the Lisjan Nation flag, which acknowledges the land where AUSD is located. They considered a framework for deciding which group flags may be flown or how groups may be honored, citing the Pride flag as an example. Superintendent Stone will consult Affinity Group leaders for input.

**Public Comments:** none

## **12. STAFF REPORTS**

### **12-A. Albany USD Actuarial Valuation of Other Postemployment Benefits Plan as of June 30, 2024** *This was moved up on the agenda.*

### **12-B. Security Update at Albany Middle School**

Scot Jaffe, Director of Maintenance and Operations, presented an update on some certain security concerns that were raised regarding access to the Albany Middle School Campus. The District immediately worked to review the concerns and develop solutions to address them. Director Jaffe reported the following:

- In response to recent concerns about safety and security at Albany Middle School, the Director of Maintenance and Operations met with Superintendent Stone and Interim CBO Thomas.
- Two areas for improvement were identified:
  - a. The main entrance gate at 1259 Brighton remains open throughout the day allowing unchecked entry to the campus
  - b. The main gate at AMS Annex, 601 San Gabriel Ave, is left open despite a “Keep Gate Closed” sign
- To remedy the first concern (a), it was decided that a second fence and gate would be installed approximately 20 feet inside the existing gate. The new fence would remain locked on the exterior and have panic bars on the interior to allow egress. This fence would force anyone wanting access to the campus to enter the main office where they would be identified, signed in, and given a visitor pass. The visitor would then enter the campus through a second door on the campus side of the fence.
- To remedy the second concern (b), it was decided that the Annex gate would be retrofitted with an automatic closer so that it would not need to be manually closed.

#### Progress:

- The Director of Maintenance and Operations reached out to five fence installers for quotes. Three responded. Two have made site visits and will submit a quote. The third will be onsite the week of 1/29/25.
- Once a quote has been approved by the Board and a contract awarded, work will commence on shop drawings. Upon approval of the shop drawings, the fence will go into fabrication. This process is expected to take two to three months. Installation will be scheduled for June 2025 if it cannot be completed sooner.

- A quote has been approved for attaching a gate closer to the gate at AMS Annex. The part was in stock and the work is scheduled for 1/29/25.

In Addition:

- A privacy screen has been installed along the Ohlone Greenway fence to prevent untoward observations.

**Board Discussion:** none

**Public Comments:** none

The Board received the staff report; no action taken.

**12-C. Department of Special Education Update**

Dr. Brian Biggs, Senior Director of Special Education, presented an update on the Special Education department. Dr. Biggs noted an error in the table for Resource Program : RSP - at OV is TK - 5. Some of the slides that were presented by Dr. Biggs were not included in the agenda packet. The presentation was updated after the agenda packet was posted; it will be shared and posted after the meeting.

**Public Comments:** (2 mins each)

- 1) Math teacher: question about enrollment and teacher/student ratio of SPED teacher/students with disabilities
- 2) Nery Castillo-MacIntyre: MTSS and UDL were adopted by the District; yet no training and implementation has been rolled out for SpEd. He requested details about this.

The Board received the staff report

**13. REVIEW AND ACTION**

**13-A. Job Description: Program Coordinator**

Presented by Chief Human Resources Officer Marina Gonzalez. This position is under the direction of the Executive Director of Special Education.

**Board Discussion:** none

**Public Comments:** (2 mins each)

- 1) Nery Castillo-MacIntyre: in full support of this position

**MOTION:** to approve the Job Description for Program Coordinator

Motion by: Sadia Khan

Second by: Dayna Inkeles

Result: All approved; motion passed unanimously



### **13-B. Classified Management Salary Schedule**

Presented by: Chief Human Resources Officer Marina Gonzalez

This was amended to remove range 14 - which was for the Chief Business Official.

**Board Discussion:** none

**Public Comments:** none

**MOTION:** to approve Classified Management Salary Schedule

Motion by: Josh Mahoney

Second by: Sadia Khan

Result: all approved; motion passed unanimously

### **13-C. Certificated Management Salary Schedule**

Presented by Chief Human Resources Officer Marina Gonzalez. This establishes range 275 for Program Coordinator and cleans up some language in 405 and 425 to accurately represent the current positions in this range.

**MOTION:** to approve Certificated Management Salary Schedule

Motion by: Vonnice Davidson

Second by: Sadia Khan

Result: all approved; motion passed unanimously

### **13-D. Resolution No. 2024-25-12: To Determine Tie-Breaking Criteria for Certificated Employees**

Presented by Chief Human Resources Officer Marina Gonzalez. This is an annual resolution that is required in the event of layoffs. It is the same every year.

**Public Comments:** none

**MOTION:** to approve and adopt Resolution No. 2024-25

Motion by: Sadia Khan

Second by: Josh Mahoney

Result: all approved

Roll Call Vote: all voted in favor. Motion passed unanimously.

### **13-E. Board Members' School Site Assignments for 2025 (January – December)**

Presented by Sara Stone, Superintendent. The Board members serve as liaisons to assigned schools as determined by the Board. The board members discussed this and agreed on the school site assignments.

Albany Children's Center: Josh Mahoney  
 Cornell Elementary School: Becky Hopwood  
 Marin Elementary School: Josh Mahoney  
 Ocean View Elementary School: Sadia Khan  
 Albany Middle School: Vonnie Davidson  
 Albany High/MacGregor High Schools: Dayna Inkeles

**Public Comments:** none

**MOTION:** to approve school site assignments  
 Motion by: Sadia Khan (she read the assignments)  
 Second by: Vonnie Davidson  
 Result: All approved; motion passed unanimously.

**13-F. Board Members' Committee Assignments for 2025 (January – December)**

The Board discussed and decided on the following assignments:

<b>Committee</b>	<b>Board Members (January - December 2025)</b>
<b>Board Policy Committee</b> (Board committee) Meeting Schedule February 4, March 4 & 18; April 1 & 22; May 6 & 20; June 3; 5:00-7:00 pm	President Becky Hopwood Trustee Dayna Inkeles
<b>Citizens' Bond Oversight Committee</b> (Board committee) Meeting Schedule: To be determined	Josh Mahoney, VP
<b>Special Education Advisory Committee</b> (District Staff Committee) Meeting Schedule: March 13 & May 8: 6:30pm – 7:45pm; Via Zoom	Sadia Khan, Vonnie Davidson MacKenzie Shepherd (SBM)
<b>Student Achievement Committee</b> (District Staff Committee) Meeting Schedule: 4th Thursday Jan. - May; 5:30pm – 7:00pm Via Zoom	Josh Mahoney, Vonnie Davidson MacKenzie Shepherd (SBM) Ayush Deodhar (SBM)
<b>District English Learners Advisory Committee:</b> (District Staff Committee) Meeting Schedule: Wed., Feb. 12 & April 23, 6:00 – 7:00 pm, Ocean View Library	Sadia Khan
<b>Wellness Advisory Committee</b> (District Staff Committee) - currently paused	

**MOTION:** to approve the assignments as listed  
 Motion by: Josh Mahoney  
 Second by: Vonnie Davidson  
 Result: all approved; motion passed unanimously

#### **14. SUPERINTENDENT AND BOARD MEMBERS REPORTS**

**Superintendent Sara Stone:** presented an update on her first 90-days Listening Campaign (posted online after meeting)

**Dayna Inkeles:** reported on events at Albany High School including PTSA meeting; Black History Month celebration, and Valentine's Grams

**Sadia Khan:** reported on events at Ocean View Elementary including a dance, bake sale, PTA board elections; SWANA Parent Engagement Group meeting in January; API Luna New Year Celebration at OV MPR at 4:30-7pm on Friday, February 9th

**Vonnie Davidson:** no report

**Josh Mahoney:** reported on events at Marin Elementary; Parent TK/K Information Night on January 29, 2025; AUSD is recruiting for Citizens' Bond Oversight Committee vacancies.

**Becky Hopwood:** reported on events at Cornell including PTA meeting and community time

#### **15. FUTURE AGENDA ITEMS/MATTERS INTRODUCED BY THE BOARD**

- 1) Framework for structured recognition of affinity groups
- 2) MTSS implementation

#### **16. ADJOURN OPEN SESSION at 9:59pm**

##### **FUTURE BOARD MEETINGS:**

Tuesday, February 11, 2025; 7:00 PM, Albany City Hall