



Draft to approve

**ALBANY UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION**

**MEETING - MINUTES**

**Tuesday, August 29, 2023**

1000 San Pablo Avenue, Albany, CA 94706

Closed Session: 6:15PM | Open Session: 7:00PM

---

**CLOSED SESSION:**

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

The meeting was called to order at 6:17pm.

*President Davidson requested to let the record show that this meeting was not broadcast on Albany KALB/YouTube, not recorded, and did not have Zoom capability due to lack of City of Albany staffing on this night.*

**Present:** Trustee Ron Rosenbaum, Trustee Sadia Khan, Trustee Becky Hopwood, President Veronica Davidson, Superintendent Frank Wells, Ed.D.; Vice President Melissa Boyd, Esq. arrived late

**Staff:** 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. Appeal of Denial of Request for Interdistrict Transfer (CA Education Code 46600.2): Case #5**

**2-B. Conference with Legal Counsel – Pending Litigation (Govt. Code § 54956.9) - 1 case**

**2- C. Negotiations Update (Govt. Code 54957.6)**

**2-D. Personnel Matters (Gov. Code 54957)**

**3. ADJOURNMENT OF CLOSED SESSION at 7:08pm.**

**OPEN SESSION:**

**1. CALL TO ORDER**

The meeting was called to order at 7:15pm

*Before roll call, President Davidson stated for the record in Open Session that this meeting on August 29 was originally scheduled for August 22, but the Board needed to change the date because some Board members were not available on Aug. 22. The meeting on the 29th was not broadcast on Albany KALB/YouTube, not recorded, and did not have Zoom capability due to lack of City of Albany staffing on this night.*

## **ROLL CALL:**

**Present:** Student Trustee Ayush Deodhar, Student Trustee Yunelly Garcia-Bustamante, Trustee Ron Rosenbaum, Trustee Sadia Khan, Trustee Becky Hopwood, Vice President Melissa Boyd, Esq., President Veronica Davidson, Superintendent Frank Wells, Ed.D.

**District Staff:** Jackie Kim, Chief Business Official; Anne Shin, Ed.D; Assistant Superintendent of Educational Services, Deb Brill, Executive Director of Student Services; Brian Biggs, Ed.D., Senior Director of Special Education; Marina Gonzalez, Chief Human Resources Officer; Michelle Sinclair, Senior Director Professional Development; Julie Sen, Executive Assistant to the Superintendent,

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

Student Board Members read these out loud.

## **3. PLEDGE OF ALLEGIANCE**

President Davidson led in the recitation of the Pledge of Allegiance.

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

President Davidson reported the Board acted on the appeal of denial of request for interdistrict transfer.

## **5. APPROVAL OF AGENDA**

**Motion:** Trustee Rosenbaum moved to approve the Agenda of August 29, 2023 with the proviso that the Board discuss the Consent Calendar (the alignment of items on the Consent Calendar with the Board Governance Handbook and Ed Code). The motion seconded by Trustee Hopwood. All voted in favor and the motion passed unanimously.

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

The Board heard public comments on matters not on the agenda (2 minutes each):

Chris Knight introduced three teachers to speak to the Board as representatives of the Albany Teachers Association (ATA) and the ongoing negotiations:

1. Kevin Cororon, 4th grade teacher representing ATA, read and submitted the following statement:

### ***The Effects of Class Size on Learning:***

*Classrooms that are overcrowded affect all learners, and not for the better.*

*There is increased noise, visual distractions, and decreased space.*

*For me, as a 4th grade teacher, 25 (up to 27) is manageable, but anything over that number reaches my definition of overcrowded.*

*Once class sizes tip over into "overcrowded," (and please, refer my Kinder, AMS and AHS colleagues for what number that represents,) our teaching becomes overwhelmingly about classroom management, and not instruction.*

*Dynamic projects, group work activities, the fun stuff, becomes extremely difficult to manage. I, for one, have had to jettison these activities because the amount of teacher to student correction / redirection overwhelms the activity.*

*Additional students also means additional desks and a reduction in passing zones in the classroom.*

*My neurotypical students share with me their inability to concentrate because of the crowded classroom. Conflicts start with increased frequency because of close proximity to peers.*

*For our neurodivergent students (those living and learning with ADHD, who are on the Autism Spectrum, have Anxiety, and other conditions) - they are even more negatively affected. Students with sensitivity to sound, or who are distracted by excess visual stimulus or movement, they find crowded classrooms overwhelming.*

*These are the students that ask me to work outside, or in our shared workroom office space, which is not always an option.*

*Classrooms that have manageable sizes are best for all students and teachers.*

*When classrooms are at or below a certain threshold, the amount of joyful learning increases, teachers can conference with individuals or small groups from a basic classroom management perspective my young coworkers can enter, pull out their chair to sit, learn, move to the exit and return home to tell their families all they learned about, and how much they enjoyed, being at school. Thank you.*

2. Jessica Bush Logan, Albany High School teacher representing ATA to speak on salary: Can't afford to live in Albany because the salary is not high enough to live in this community. Requested more competitive pay.
3. Megan Colman, SDC teacher at Albany Middle School representing ATA, read and submitted the following statement:  
*Hello, my name is Megan Coleman, and I am the extensive support needs or (SDC) teacher at Albany Middle School. Today, ATA is asking for some small changes that will create a big impact on those working directly with our students.*

*From the special education perspective, we are asking for 55 minutes of daily prep time for ALL SDC teachers, resource specialists, and speech & language specialists. In order to provide meaningful services and instruction to our students, we need time in our day to plan. Without this, we cannot adequately support our students who need it most.*

*We're also asking for paid collaboration time between SDC teachers and regular education teachers to*

*collaborate about mainstreamed students and for SDC classes to be capped at 11 students with no more than 6 formal assessments per year. As a current SDC teacher with mainstreamed students, including one full inclusion student, my job requires collaborating with my GE colleagues. I currently have a student whose GE teachers and I share no overlapping preps. Therefore, the only time I can meet with them is after school or during my lunch. While I do have overlapping prep time with other teachers, my prep time is often used supporting my students directly, leaving even less collaboration time during the day. Without communication with other teachers, my students would fall through the cracks without access to a public education. We deserve to be paid for doing a necessary part of our job.*

*Next, we ask that resource specialist caseload is reduced to a maximum of 24 students with no more than 12 formal assessments a year. I was a resource specialist last year and even with a caseload of 24 students I felt stretched too thin and unable to provide the individualized attention each student needs on a daily basis. When we can't provide attention that we know each student needs, the onus is shifted to general education teachers and students to remedy situations as they unfold, an unfair task that erodes teaching and learning opportunities for everyone. It also leads to teacher frustration and burn out.*

*The current caseload maximum, 28, is just the law, but no SPED educator believes that limit is appropriate or fair to students. Albany should be able to lay claim to better than "we're not breaking the law."*

*Lastly, we ask to establish a psychologist ratio of no less than 1:500 students.*

-----

4. Forrest A., parent; topic: lack of availability of after school programs in the district.
5. Ellen Jenkins, parent of 1st grader; topic: dissatisfaction with EarlyBird/Late Bird assignments and schedules, and before/after school care; insufficient notice, working parents cannot swing late bird schedules; understands pedagogical reasons, but asked the Board to consider how this impacts families.
6. Nery Castillo-McInty, parent; topic: Medicaid funds available to districts can backfill the 40% the federal government promised but has never delivered; asked if AUSD is taking advantage of that opportunity to fund students. He also stated his support for the salary increase for teachers and support for the proposal from SDC teacher.
7. Gilad Mishne, parent from AHS and AMS; topic: financial information regarding revenue per students in Superintendent's Community Update. Stated that the data did not include bonds, stated that Albany citizens pay more than what was listed
8. John Witney, parent; topic: new to the district; stated concerns about Early Bird/Late Bird and before/after school care.
9. Andrea Searby, parent; Topic: concerns about Albany PE department grading policies and requirements. Failure to complete a mile run during a set time (7 minutes) makes students lose participation points (and can lower the grade). This policy has not been amended since the onset of COVID. Current requirement by PFT of CA is that the grade should be given based on participation (effort) and not the time it takes them to complete it.

## **7. RECOGNITION AND ACTION**

The Board recognizes and promotes Awareness Months, Appreciation Weeks, and National Days with Resolutions that encourage the District to observe these occasions with appropriate events and instructional activities.

### **7-A. Resolution No. 2023-24-01: Recognizing Latino/Latinx Heritage Month September 15 - October 15, 2023**

Deb Brill, Executive Director of Student Services, read the resolution aloud.

**Motion: Trustee Khan made a motion to approve and adopt Resolution No. 2023-24-01: Recognizing Latino/Latinx Heritage Month September 15 - October 15, 2023.**

Motion was seconded by Trustee Hopwood. All voted in favor and the motion passed unanimously.

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

### **8-A. Revision of the 2023-24 Board of Education Meeting Schedule: Move August 22 Meeting to August 29**

### **8-B. Board of Education Meeting Minutes: June 27, 2023**

### **8-C. Personnel Report**

### **8-D. State Child Development Services Contract (CSPP-3003) for 2023-24 Fiscal Year**

### **8-E. State Child Development Services Contract (CCTR-3003) for 2023-24 Fiscal Year**

### **8- F. Quarterly Report on Williams Uniform Complaints (Q4 April - June 2023)**

### **8-G. Amendment to Independent Contractor Services Agreement between Albany Unified School District and Ting Siu, Teacher of the Visually Impaired**

### **8-H. Master Contract between Albany Unified School District and RO Health 2023-24**

### **8 -I. Independent Contractor Services Agreement Between Albany Unified School District and Los Angeles County Office of Education for the TK-5 Literacy Professional Development Program, Getting Reading Right**

### **8-J. Independent Contractor Services Agreement Between Albany Unified School District and Pamela Harrison-Small for Diversity, Equity and Inclusion Training**

### **8- K. Donation Reports: June and July 2023**

### **8-L. Warrant Reports: June and July 2023**

**8-M. Amendment #09 to Agreement By and Between Albany Unified School District and Alten Construction Inc. for Design-Build Services for the Marin Elementary School Re-Build Project**

**8-N. Amendment #1 to Agreement with Derivi Castellanos Architects for Project Management Services for the Marin Elementary School Re-Build Project**

**8- O. Independent Contractor Services Agreement Between Albany Unified School District and C and J Painting for Painting Services at Cornell Elementary School Administration Spaces**

**8-P. Independent Contractor Services Agreement Between Albany Unified School District and C and J Painting For Painting Services at Cornell Elementary School Annex**

**8-Q. Independent Contractor Services Agreement Between Albany Unified School District and F and G Design/Drafting Services for Inspector of Record Services for the Cornell Elementary School Playground**

**8 R. Independent Contractor Services Agreement Between Albany Unified School District and Ninyo and Moore for Geotech Inspection Services at Cornell Elementary School**

**8-S. Amendment #1 to Independent Contractor Services Agreement Between Albany Unified School District and Bockmon and Woody Electric Co., Inc. for the Cornell Elementary School Electrical Service Upgrade Project**

**8-T. Independent Contractor Service Agreement Between Albany Unified School District and SF Bay Area Janitorial Services Inc. for Floor Cleaning Services at Albany High School**

**8-U. Independent Contractor Services Agreement Between Albany Unified School District and East Bay Restaurant Supply, Inc. for Dishwasher Services at Albany High School Central Kitchen**

**8-V. Independent Contractor Services Agreement Between Albany Unified School District and ClassLink for Provisioning Services**

**8-W. Agreement with TeamCivX, LLC. for Parcel Tax Consulting Services**

**CHANGES TO CONSENT CALENDAR:**

Trustee Rosenbaum referenced the Board Governance Handbook, Board Policies 3100, 3312, and 3314, and stated that all contracts commented that the Consent Calendar should be used to expedite the handling of routine business. Only contracts that are routine, standard, and renewed should be on the Consent Calendar, and items that are recurring, routine, and non-controversial, and first time contracts should not be listed under consent.

Trustee Rosenbaum requested to pull the following items for discussion:

**8-I. Independent Contractor Services Agreement Between Albany Unified School District and Los Angeles County Office of Education for the TK-5 Literacy Professional Development Program, Getting Reading Right**

**8-J. Independent Contractor Services Agreement Between Albany Unified School District and Pamela Harrison-Small for Diversity, Equity and Inclusion Training**

**8-W. Agreement with TeamCivX, LLC. for Parcel Tax Consulting Services**

**MOTION ON CONSENT CALENDAR:** Trustee Hopwood moved to **approve the Consent Calendar with the exclusion of 8-I, 8-J; and 8-W.** The motion was seconded by Vice President Boyd. All voted in favor and the motion passed unanimously.

**ACTION ON CONSENT ITEMS PULLED FOR DISCUSSION:**

**8-I. Independent Contractor Services Agreement Between Albany Unified School District and Los Angeles County Office of Education for the TK-5 Literacy Professional Development Program, Getting Reading Right**

Trustee Rosenbaum stated that this is a new program that the District has not done business with this contractor and the Board did not approve this curriculum. He objects to paying for this contract in arrears (contract was dated for July 2023); and he would like the Board to approve the program first before approving the contract; finds it controversial. This program is part of the curriculum for teachers and has not been discussed.

**Motion:** to table this item and bring the contract back at a future meeting for review and action by Trustee Rosenbaum and discuss; seconded by Trustee Hopwood. A roll call vote was taken: All voted YES except Vice President Boyd (NO). Student Board Members Deodhar and Garcia-Bustamante both voted yes (advisory only): Yes. The motion passed 4-1 (Boyd) with 2 advisory votes of yes.

**8-J. Independent Contractor Services Agreement Between Albany Unified School District and Pamela Harrison-Small for Diversity, Equity and Inclusion Training**

Trustee Rosenbaum stated that he pulled this because there are typos and needs edits.

**MOTION:** Trustee Rosenbaum made a motion to move this to a REVIEW and ACTION item. Motion seconded by Trustee Khan. A roll call vote was taken: all voted in favor and the motion passed unanimously. *This was moved to Review and Action on the agenda at the end of the meeting.*

**8-W. Agreement with TeamCivX, LLC. for Parcel Tax Consulting Services**

Trustee Rosenbaum requested to pull this item to discuss. President Davidson stated that this was discussed in the agenda setting meeting last week, but she does have concerns about some of the details

of spending for this contract. Trustee Rosenbaym stated that this Board has never had a discussion about a parcel tax, would like to put out the word to the community that the District and Board is considering a parcel tax, then have a discussion.

**Motion:** Trustee Rosenbaum moved to table this item until the next Board meeting for review and discussion. Trustee Hopwood added that she would like to see a timeline on the process, including this contract. The motion was seconded by Trustee Khan. A roll call vote was taken and all voted in favor. The motion passed unanimously.

## **9. STUDENT BOARD MEMBERS REPORTS**

The Student Board Members Ayush Deodhar and Yunelly Garcia-Bustamante reported on the following:

- The Student Advisory Committee visited freshman IHS classes to advertise the committee and recruit new members. They have also begun to start the regular meetings for the year.
- The book “Accountable” has been a topic of discussion amongst students. There are many opinions about its release and what it means for the high school and its students. There is no solid data to present about the varying feelings about it; just want to inform the Board that it is being talked about at the high school.
- Superintendent Wells added that the Superintendent’s Book Club on Accountable began last night, Monday, August 28, and Deb Brill, Executive Director of Student Services, will be facilitating a discussion at the high school for staff.

## **10. STAFF REPORTS**

### **10-A. Expanded Learning Opportunities Program and Albany Children’s Center: Enrollment Process and Current Enrollment Numbers**

Dr. Anne Shin, Ed.D., Assistant Superintendent of Educational Services, and Joshua Reed, Director of the Albany Children’s Center, presented the Albany Unified School Age Extended Day Enrollment: [2023-2024 Expanded Learning Opportunities Program \(ELOP\)& Albany Children’s Center \(ACC\).](#)

Dr. Shin presented more recent ELOP enrollment numbers as of the date of the meeting:

- Cornell: 50 (target 50)
- Marin: 34, 6 registering (target 40)
- Ocean View: 56, 14 registering (target 70)
- Albany Middle School: 7, 9 registering (target 40)

The Board and staff discussed various aspects of the report, including the timelines for enrollment, how and when placement decisions are made, communication to parents, and hurdles to expanding enrollment for more families. Dr. Shin stated that the biggest hurdles to enrolling more children is staffing, space and outside organizations’ lack of ability to secure both. AUSD lacks space, and



community organizations lack staff and space. The YMCA moved to providing ELOP, and they are dedicating the staff that they are able to hire to that program. The YMCA desperately tried to hire staff for their fee-based program but could not find any qualified staff to hire. It was noted that Albany Children's Center has been trying to hire: they advertised positions on EdJoin but received not one application, so they will be pivoting to advertise on Indeed as well. President Davidson suggested also putting it out on social media.

President Davidson stated that Cornell has a lower percentage of students in before/after than Ocean View or Marin, and stated that she doesn't think that is equitable. If AUSD continues to have EB/LB, the District needs to provide equitable care. She suggested having 1 drop off time and 1 pick up time, instead of Early Bird/Late Bird, and that the District provide the same percentage of spaces at each school.

Trustee Rosenbaum requested a summary report of the summer program at a later date.

Trustee Khan requested staff to provide more information on the communication process, wait list, etc.

Public Comment (2 minutes each):

1. Forrest, parent; focus should be on what's best for the kids; hope District can find a way to provide more for Cornell students
2. Sophie Lawson, parent; after care at Cornell is horrible; communication is terrible and very confusing. Lack of transparency and communication.
3. Parent: Comment on percentage: Goal should be 100%

## 11. REVIEW AND ACTION

### 11-A. School Site Assignments for Board of Education Members, 2023-2024 School Year

The Board discussed and decided on the following assignments for the school year:

School Site	Board Members August 2023 - June 2024
<a href="#"><u>Albany Children's Center</u></a>	Ron Rosenbaum
<a href="#"><u>Cornell Elementary</u></a>	Vonnie Davidson
<a href="#"><u>Marin Elementary</u></a>	Ron Rosenbaum
<a href="#"><u>Ocean View Elementary</u></a>	Sadia Khan
<a href="#"><u>Albany Middle School</u></a>	Melissa Boyd
<a href="#"><u>Albany High / MacGregor</u></a>	Becky Hopwood

**Motion:** to approve the School Site Assignments for 2023-2024 as listed above by Trustee Hopwood; Motion seconded by: Vice President Boyd. All voted in favor and the motion passed unanimously.

**11-B. Committee Assignments for Board of Education Members, August - December 2023**

The Board and Superintendent discussed the committees. Clarification was made on the Wellness Committee and the Special Education Advisory Committee- these are both advisory committees only; not Brown-Act committees. Chief Business Official Jackie Kim stated that the Budget Advisory Committee meetings may be quarterly, and the dates and location are to be determined.

The Board discussed and stated their preferences. Student Board members will serve on the Student Achievement Committee, and may visit/check out other committees but will not commit to serving on them at this point.

Committee	Board Members SY 2023-2024 (August - December)
<a href="#"><u>Board Policy Committee (BPC)</u></a>	Veronica Davidson; Becky Hopwood
<a href="#"><u>Budget Advisory Committee (BAC)</u></a>	Ron Rosenbaum; Sadia Khan; Garcia Bustamante (SBM)
<a href="#"><u>Environmental Action Plan Committee (EAPC)</u></a>	Veronica Davidson; Ron Rosenbaum
<b>Special Education Advisory Committee (SEAC)</b>	Sadia Khan; Melissa Boyd
<a href="#"><u>Student Achievement Committee (SAC)</u></a>	Becky Hopwood; Melissa Boyd; Student Board Members (Advisory)
<a href="#"><u>Wellness Committee (WC)</u></a>	Melissa Boyd; Veronica Davidson/Sadia Khan (will alternate)

**Motion:** to approve the Committee Assignments for 2023-2024 as listed above by Vice President Boyd. Motion seconded by: Trustee Rosenbaum. All voted in favor and the motion passed unanimously.

**8-J. Independent Contractor Services Agreement Between Albany Unified School District and Pamela Harrison-Small for Diversity, Equity and Inclusion Training**

This item was pulled from the Consent to discuss. Trustee Rosenbaum stated that there are typos in the contract that need to be edited: “Commence June 2024” should be changed to “August 8, 2023.”

**Motion:** Trustee Khan moved to approve the contract with these corrections. Seconded by Vice President Boyd. All voted in favor and the motion passed unanimously.

## 12. SUPERINTENDENT AND BOARD MEMBERS REPORTS (9:00PM)

**Superintendent Frank Wells:** reported that the Superintendent's Book Club on *Accountable* by Dashka Slater began on Monday, August 28th. He played a short video on YouTube: <https://youtu.be/wEBlaMOmKV4?si=vDGZGzN6W99NngYM> - Sam Cooke: *A Change is Gonna Come*. The book club will meet every Monday except Sept. 4 and 25, from 6:00-7:15 pm at Ocean View Elementary School Multi-Purpose Room for 4-6 weeks.

**Trustee Ron Rosenbaum:** No report

**Vice President Melissa Boyd:** no report; stated that she is looking forward to discussions coming out of the book club.

**Trustee Becky Hopwood:** The first Albany High School Parent Teacher Student Association (PTSA) meeting is September 13 before Back to School Night.

**Trustee Sadia Khan:** Back to School Night at Ocean View was August 24th.; PTA will meet on Thursday, September 14th; Fall Festival will be in October, and Book Fair the week of Nov. 6th.

**President Vonnice Davidson:** No report. Asked Superintendent Wells to give an update on the shade at Albany Children's Center. Superintendent Dr. Wells stated that he will follow up on that.

## 13. FUTURE AGENDA ITEMS

The Board requested the following items to be agendaized on future meetings:

1. PE Department and grading policy (Ron Rosenbaum)
2. Discussion on AUSD Board email - can be a closed session item (Ron Rosenbaum)
3. Summary report of the ELOP summer program at a later date (Ron Rosenbaum)
4. Discussion on the reading curriculum plans (Vonnice Davidson)
5. Shade update at ACC (Vonnice Davidson)
6. Schedule time to revisit the Board Governance Handbook (Vonnice Davidson)
7. Enrollment predictions (Becky Hopwood)
8. Early Bird/Late Bird program - in Spring (Melissa Boyd)
9. Parcel Tax contract coming back at next meeting under Review and Discussion
10. Report on how the district is preparing for enrollment and what the change in process, communication, etc. - in the spring (Melissa Boyd)

## 14. ADJOURNMENT OF MEETING

The meeting adjourned at 9:24pm

### FUTURE BOARD MEETINGS:

- Tuesday, September 12, 7:00 PM, City Hall Council Chambers
- Tuesday, September 26, 7:00 PM, City Hall Council Chambers