

**ADOPTED MINUTES**

**REGULAR MEETING** - The regular meeting of the Board of Education was held on the date and place mentioned above.

**CALL TO ORDER** - The meeting was called to order by President Schaff at 5:02 PM.

**PRESENT:** Forbes, Gibson, Jensen, McMahon, Schaff

**ABSENT:** None

**PUBLIC COMMENT:** None at this time.

**ADJOURN TO CLOSED SESSION:** By President Schaff to discuss Student Discipline/Expulsion/Readmit (1 case); Public Employee Discipline/Dismissal/Release; Conference with Labor Negotiator Laurie McLachlan-Fry: AEA, CSEA, ACSA: Conference with Legal Counsel Re Anticipated Litigation – Significant Exposure to Litigation Pursuant to Subdivision (b) of Section 54956.9 (2 cases); Public Employee Contract: Assistant Superintendent; Public Employee Contract: Chief Financial Officer; Public Employee Contract: Chief Human Resources Officer.

**RECONVENE TO PUBLIC SESSION:** by President Schaff at 6:31 PM.

**CALL TO ORDER / PLEDGE OF ALLEGIANCE:** Bay Farm Elementary School students and Principal led the Pledge of Allegiance.

**INTRODUCTION OF BOARD MEMBERS & STAFF:** Board Members and staff present introduced themselves.

**ADOPTION OF AGENDA/APPROVAL OF CONSENT CALENDAR**

**MOVED: Member Forbes**

**SECONDED: Member Jensen**

That the Board of Education adopt the agenda with the following changes: pull items +F-12 and G-1.

**AYES:** Forbes, Gibson, Jensen, McMahon, Schaff

**NOES:** None

**MOTION CARRIED**

**CONSENT CALENDAR** – The Board of Education approved the following consent items (such items are identified by a plus (+) mark in the body of these minutes):

**+Certificated Personnel Actions:** The Board of Education approved 43 appointments (Fobian, Morgan, Notch, Patil, Purcell, Plump, Valler, Baumgartner, Gilbert, Fobian, August, Bens, Chung, Corbally, Cronenwett, Dunn, Durkos, Facey, Fister, Fricke, Friedman, Gilbert, Higashi, Hunter, Fruger, Lawler, Moats, Peiler, Phillips, Russell, Ryle, Staller, Wallace, Baddell, Braun, Esmat, Hsu, LaBarre, Rider, Thomas, Vogel, Weber, Zeldin); 2 resignations (Harris, Tyler); 11 changes of status (Botts, Crawford, D’Ambrosio, Fricke, Gorham, Jackson, O’Malley, McDowell, Purcell, Stahl, White).

**+Classified Personnel Actions:** The Board of Education approved 19 appointments (Edwards, Linde, Osborn, Pasol, Ta, Aguilar, Cobb, Knox, Navarro, Alqudwa, Calais, Stephanos-Hayes, Takagaki, Wiley, Goad, Lewis, San Feliz De Aubert, Carrasco, Osborn); 4 resignations (Cazares, Davis, Menendez, Small); 1 retirement (Fox); 1 termination (Cantu); 2 changes of status (Nguyen, Pena).

**+Resolution No. 08-0052 Declaring Alameda Schools Domestic Violence Free Zones**

**+Proclamation – Red Ribbon Week, October 23 – 31, 2008**

**+Approval of Bill Warrants and Payroll Registers** The Board approved warrants numbered 747502-747567, 747568-747707, 747708-747798, 747799-747837, 747838-747839, 747840-747941, 747563, 747852.

**+Resolution No. 08-0051 Approval of Budget Transfers, Increases, Decreases**

**+Permission To Go Out For A Competitive Bid for Two (2) Food Service Refrigerated Vehicles**

**+Alameda Unified School District (AUSD) California Interscholastic Federation Waiver – Coaches Certification**

**+Williams Uniform Complaint Quarterly Report**

**+Approval of Alameda High School Basketball Trip to Las Vegas, Nevada, December 19 – 24, 2008 (Winter Break)**

**+Approval of Encinal High School “Close Up” Field Trip to Washington, D.C. January 16 – 23, 2009**

**+California State University, East Bay Agreement for Furnishing Clinical Laboratory Experience**

**+Approval of Donations**

#### **COMMUNICATIONS - ORAL:**

*Patricia Sanders, AEA President*, reminded everyone about the School Site Council training scheduled for Thursday, 6:00 PM – 8:30 PM. Please respond to the AEA office by Wednesday evening. AEA would encourage any interested parents, teachers, and administrators to attend.

**APPROVAL OF MINUTES:** Minutes of the regular meeting of September 23, 2008 were considered.

**MOVED: Member Gibson**

**SECONDED: Member Forbes**

That the Board of Education approve the minutes of the regular meeting of September 23, 2008 with the following change: on Page 8, strike the second sentence in the fifth paragraph under Member Jensen’s comments.

**AYES:** Forbes, Gibson, Jensen, McMahon, Schaff

**NOES:** None

**MOTION CARRIED**

#### **COMMUNICATIONS:**

**Written Correspondence:** An e-mail dated September 26, 2008 from Laura DiDonato and Jillian Saxty, representing AUSD’s Integrated Pest Management Committee, regarding AUSD’s compliance to California’s Healthy School Act and Education Codes; an e-mail from Jeanne Taylor regarding disagreement with the proposed changes in the current head lice policy.

**Superintendent’s Report:** Superintendent Ardella Dailey noted Brian Rodriguez of Encinal High School, was selected as Alameda’s Teacher of the Year and will move on to the County competition. Superintendent Dailey introduced Brooke Briggance, Executive Director of the Alameda Education Foundation.

Ms. Briggance introduced Kevin Gorham, EHS Athletics Director, and Brad Thomas, AHS Athletics Director, and presented them with a check for \$4,200 each from the Oakland A’s Community Fund. The

organization approached AEF wanting to support the athletic teams at the two high schools.

Mr. Gorham thanked the Oakland A's for their generosity and AEF for their support of athletics.

**CALENDAR REVIEW:** President Schaff reviewed the Board Calendar of Events.

President Schaff thanked the community for their generous donations.

Member Gibson added the last meeting was adjourned in memory of Norm Brasell, a former employee, and there will be a memorial on Thursday, October 23 at 1:00 PM at Temple Israel.

**CLOSED SESSION ACTION REPORT:** President Schaff reported the Board approved the Chief Financial Officer contract, the salary schedule for Executive Staff, and amended the contracts of the Assistant Superintendent and the Chief Human Resources Officer.

### **Student Board Member Reports**

Student Board Member Quach from AHS reported:

- Back-to-School Night on 9/25 at 6:00 PM
- 10/1 "Chipotle Night" won by AHS, raising \$3,500
- 10/3 Club Day – very successful – 40 different clubs participated
- Pictures Day 10/3 and 10/6
- 10/6 Board Member Candidate debate at 7:00 PM in the Little Theatre
- WASC – focus group meeting yesterday
- Homecoming this week
- DECA Leadership Retreat 10/11 and 10/12
- 10/16 Kaiser Assembly
- 10/16 Citywide College Night
- Truancy Assembly on 10/21 at 3:30 in Kofman Auditorium
- AVID invited to Presidential Inauguration in Washington and is currently fundraising; donations welcome

Student Board Member Ramos from ASTI reported:

- Spirit Week 2 weeks ago – mascot competition
- Club Day 10/10
- Leadership approved 13 new clubs
- BBQ and park cleanup – Washington Park from 10:00 AM to 1:00 PM
- PSAT on Wednesday
- Movie Night
- 10/24 from 6:00 PM – 9:30 PM
- Cultural Potluck in November – date TBD
- 11/7 senior portraits
- Citywide College Night 10/16

Student Board Member Reed from EHS reported:

- SchoolLoop registrations successful
- Over 100 students/staff donated blood for Red Cross
- PSAT on Saturday
- Homecoming next week – football team still undefeated

- Grad Night yard sale and e-waste event on Saturday 10/25 at EHS
- Booster Club & Alumni Association – purchased 3<sup>rd</sup> school van for travel to/from school events
- Wine Tasting Fundraiser on Saturday for Close-Up Trip – 6:00 PM – 9:00 PM South Shore Tennis Club
- Close-Up in January for inauguration

**Employee(s) of the Month**

Laurie McLachlan-Fry, Chief Human Resources Officer, introduced the item. The employee recognition program is a District-wide program to promote a greater appreciation of District employees and to publicly honor special employees for outstanding service which directly or indirectly contributed to students in the Alameda Unified School District. Each month, at the first Board meeting of the month, those employees selected will be recognized by the Board with a presentation by the President of the Board and the Superintendent of Schools. The person so honored this month is Carmen Diaz, School Office Manager II at Otis Elementary School.

Shirley Clem, Principal of Otis Elementary School, read her nomination form for Carmen Diaz.

Ms. Diaz thanked the Board for the recognition.

**First 20 Days of School Enrollment Status Report**

Jeff Knoth, Student Compliance Officer, shared enrollment date for elementary, middle, and high schools for the first 20 days of school and Board Policy regarding diverting students.

**Three Year Enrollment Comparison – Total District (regular ed)**

	06-07	07-08	08-09
Projected	9428	9621	9657
Day 5	9447 (19)	9507 (-114)	9561 (-96)
Day 10	9529 (101)	9596 (-25)	9592 (-65)
Day 20	9570 (142)	9641 (20)	9591 (-66)

**Day 20 Enrollment (regular ed)**

	Projected 08-09	Actual 9/29/08	Difference
K-5	4270	4253	-17
6 – 8	2175	2138	-37

<b>9 – 12</b>	<b>3212</b>	<b>3200</b>	<b>-12</b>
<b>TOTAL</b>	<b>9657</b>	<b>9591</b>	<b>-66</b>

***Class Size Limits***

<b><i>Grade Level</i></b>	<b><i>District Average</i></b>	<b><i>Maximum</i></b>
<b><i>K-3</i></b>	<b><i>20</i></b>	<b><i>20</i></b>
<b><i>4-5</i></b>	<b><i>29</i></b>	<b><i>32</i></b>
<b><i>6-8</i></b>	<b><i>29</i></b>	<b><i>33</i></b>
<b><i>9-12</i></b> <b><i>(Math and English)</i></b>	<b><i>29</i></b> <b><i>(20)</i></b>	<b><i>35</i></b> <b><i>(20)</i></b>

***Enrollment Policy – Transfers***

Over Capacity:

- Parents notified in writing at registration
- Ask for voluntary transfers
- Involuntary transfers:
  - Diverted to other schools based on enrollment date
    - Students on interdistrict permits first
    - Students residing in attendance area last

Enrollment Policy-Transfers:

- Under Capacity
  - Class eliminated
    - Teacher reassigned or let go, based on seniority
    - Students transferred to another school based on enrollment date
      - Students on interdistrict permits first
      - Students residing in attendance area last

Transfer Policy Awareness:

- On the AUSD website
- On the divert letter
- Explained during registration

Mr. Knoth noted that enrollment projections are made in late spring, and over the summer there are a number of things that could happen – students leave town, move in, etc. Spring represents the best guesstimates. When school opens, there may have been some changes. If these changes are significant, then adjustments need to be made. We try to make decisions as soon as possible, but we don't want to

make decisions too soon – typically within 10 days.

**Elementary Enrollment – Day 10 (Available Seats)**

	<b>K</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
<b>East</b>	-37	7	2	-9	3	-6
<b>Central</b>	0	5	-6	-3	-8	-6
<b>West</b>	1	-10	-24	9	-11	-25

**Kindergarten Enrollment – East**

	<b>Projected</b>	<b>Classes</b>	<b>Actual</b>	<b>Seats</b>
<b>Bay Farm</b>	80	4	65	-15
<b>Earhart</b>	100	5	91	-9
<b>Edison</b>	60	3	55	-5
<b>Otis</b>	80	4	72	-8

Mr. Knoth noted there are many levels of complexity – including transfers and siblings, adding that the only sibling policy that comes into play is at the Kindergarten level. Member Jensen suggested considering a sibling policy for all transfer decisions, as it would be difficult for families to have children at different schools. Mr. Knoth added staff tried to find placement together, but it is not always possible. Member Jensen and Forbes both cautioned that processes need to be clear and consistent to avoid parents lining up overnight, again, for Kindergarten registration.

Member Forbes added that the data seems to show the demographers were way off.

**Educational Technology Implementation Plan Update**

Jess Stephens, Technology Director, and Diana Kenney, TSA Technology, introduced the item. AUSD updated and completed the Educational Technology Plan for 2007-2010. This document is intended to serve as both a guide for technology-related decision-making and an instrument to monitor and evaluate progress toward identified goals and objectives.

These goals and objectives were established to meet the identified needs of integrating technology to:

- Improve student learning
- Provide equitable technology access and support
- Provide secure, timely information flow between home, school, and community
- Provide coordinated, ongoing high quality educational technology professional development

This is the first of three yearly updates.

Technology Services provide state-of-the art computers and technology tools to engage students:

- Approximately 450 new computers
- Approximately 50 new projectors
- Approximately 45 new document cameras

***Student To Computer Ratio:***

Start	2006/07	2007/08	2008/09
Computers	1701	2160	1300**
Student Ratio	5:9	4:5	7:6**

\*\*CDE will not count machines over 4 years old

Several sites have continued the implementation of technology and technology tools such as media carts, classroom sets of technology and on-site training: Lum, Island, Paden, Haight, Encinal, Earhart, Franklin, Wood.

**Projected Spending vs Actual:**

	2007/08	2008/09
Projected	\$355,000	\$578,000
Actual Spending	\$343,000	\$450,000 to date

On target to spend \$600,000

- Will end 2008/09 with approximately \$50,000 in Measure C and \$150,000 Microsoft Voucher
- 2009/10 committed to spend \$450,000

Most of the District's infrastructure, hardware and software are over 4 years old and failing at a rapid pace. Teachers, administrators, and students are motivated, challenged, and engaged in using new tools – don't stop now!

*Patricia Sanders, AEA President*, noted teachers have seen the SchoolLoop presentation and the potential is phenomenal. When the teachers were approached, AEA agreed to the roll out as long as it wasn't being required at this point – impacts have to be negotiated. There are all kinds of wonderful applications that represent exciting opportunities.

Student Board Member Reed noted SchoolLoop is incredibly helpful – students can check grades and assignments on a daily basis. Student Board Member Quach added the automatic reminders and e-mails are very useful, and for leadership students, they can advertise events and what's coming up easily.

Member McMahon asked for a matrix that shows how well we're doing on training administrators. How well are Principals able to be instructional leaders related to if they are/aren't using technology, and to

what degree.

Mr. Stephens added the district will incur costs next year for some degree of support for the infrastructure, which could be approximately \$90K - \$200K per year. The existing network provided by AP&T expires in 18 months. As it is designed, it is not functional. We have 95% data loss, and the network is not reliable. AP&T has indicated they will not be bidding on the new network design for the district as they are getting out of that business. We do have at least 3 major vendors bidding on our new network and network design, and after discounts, we are looking at about 25% of the actual costs.

Ms. Kenney added when staff comes back in January, there will be more information regarding the Acceptable Use Policy and training.

Mr. Stephens noted the department needs to spend between \$750K and \$1M per year in hardware and infrastructure costs only. There is also a staffing issue – there are 2 technicians to support 21 sites and 2500 computers. There were 130 hours of paid overtime in August and September, and in September and October, there were 180 hours of paid overtime. Staff is swimming upstream and can't keep up with current capacity.

Mr. Stephens displayed a sample net PC, which is being piloted at CMS and EHS and costwise, is about 3:1 for desktops. They are smaller and more portable, but it's not an everybody/everything machine.

There is no department or function in the district that tech services does not support or cause to happen. Member Jensen asked staff to come back before January for an update on how the work trend is going, given the number of overtime hours. Would it be cheaper to hire another FTE? Mr. Stephens noted there is at least 1 SFTE in the budget for this year, although hiring has not been discussed with Executive Cabinet. Member Jensen requested that the new CFO provide more information about funding additional tech positions and more data on overtime cost details in the future.

### **East Bay Regional Occupational Agency Joint Exercise of Powers Agreement for a Regional Occupational Program**

Donna Wyatt, ROP Director, introduced the item. In May 2008, this Board viewed a presentation that outlined the restructuring goals of the Oakland-Alameda ROP JPA into the new East Bay ROP JPA. The purpose of this restructuring was threefold: first – to improve, enhance, and increase the availability of Career Technical Education in the Alameda Unified School District and Oakland Unified School District; second – to capture unrealized ROP categorical funds that will be available once the JPA restructures and can achieve an organizational focus and efficiency of operations; third – to bring the ROP JPA into compliance as required under California Education Code Section 52300.

In early August 2008, Oakland Unified School District counsel completed their review of the East Bay ROP JPA document and submitted it to Alameda Unified School District for review. Nixon and Peabody, outside legal counsel for AUSD, completed a thorough review and revision of the JPA document. These revisions have created a JPA document that will be a firm foundation for the current ROP stakeholders and is well-suited to grow with any future expansion of the East Bay ROP.

- Oakland-Alameda ROP cited by Alameda County Office of Education for noncompliance to Ed Code Section 52300
- East Bay ROP will be able to leverage financial and human resources through economies of scale to improve current CTE programs and create more opportunities for student success
- While the immediate driving force behind the required change is one of fiscal management and legal requirement, the clear and compelling reason to effect change is the opportunity to expand and create rigorous and relevant career and technical education programs for the students of Alameda, Oakland,

and the East Bay area.

- JPA document has been reviewed, revised, and approved by counsel for both OUSD and AUSD
- JPA work group composed of administrative staff from OUSD and AUSD and outside consultants
- Comparative practice review study of Tri-Valley ROP, Mission Valley ROP and Eden Area ROP structures
- Understanding current structural differences between OUSD and AUSD in CTE delivery
- Creation of a draft design model of East Bay ROP Organizational Structure
- Collaboration, Cooperation, and Communication is key to successful implementation

***What does this mean to staff of Alameda Unified ROP?***

- No impact or changes to duties or staffing for current AUSD ROP staff for FY 2008/09. Upon approval of the JPA, CTE Educators currently employed by AUSD would remain employees\* of AUSD and their services would be contracted out to EBROP. Salary expenses would be reimbursed to AUSD through EBROP Funds\*\*.

\* Given satisfactory performance of duties and program enrollment

\*\* Article X Sect B of East Bay ROP JPA for a Regional Occupational Program

Member Forbes clarified that with this structure, there would be 3 different salary structures in place – Oakland, Alameda, and EBROP. Ms. Wyatt noted this is a possibility.

*Judy Lewis, Teacher*, noted she was originally opposed to an EBROP. The idea of separation and change is a scary one. However, she trusted Sean McPhetridge’s vision of secondary education, and now Ms. Wyatt. It’s clear they know what they’re talking about. Ms. Lewis added she believes that the EBROP will have benefits to students that we as a district alone cannot give them, especially in the field of early childhood education. We would all benefit from the future that EBROP holds for us. When it comes to the students, this is the best direction.

*Patricia Sanders, AEA President*, added when she heard Sean’s presentation in May, it seemed like a fantastic idea. However, it was recently discovered that AEA could potentially lose members and those members could lose protections. This is a huge concern. Ms. Sanders expressed surprise and concern that AEA was not involved in the process or invited to the table to consider what options might exist.

Bob Kreitz, formerly from Tri-Valley ROP, noted that in that ROP configuration, there were 4 separate salary schedules but they made it work.

***Immediate Goals***

- Establish EBROP as a separate legal entity (Nov 08)
- Establish a salary schedule for EBROP Superintendent (Dec 08)
- Recruit and Hire EBROP Superintendent (Jan-Feb 09)
- Establish and contract for central support services of fiscal, business, and human resources management (Feb-June 09)
- Develop 09/10 FY budget and set up structures that allow for a more efficient flow of funds (Feb-June 09)
- Establish organizational structure of EBROP administrative offices and identify affected AUSD and OUSD central staff (Feb-June 09)
- Establish location of EBROP administrative offices (Feb-June 09)
- July 1, 2009 Inauguration of East Bay ROP

### ***Long-Term Goals***

- Establish EBROP as an organization with its own:
  - Attendance and Data Reporting System
  - Human Resources Department
  - Fiscal Management System
  - Technology Support Department

Member Forbes asked about the EBROP Superintendent hiring process. Member McMahon noted that at the current time there are only Board members from Alameda and OUSD represented – these 2 individuals would do the initial selection, with the idea of bringing on Emery, Berkeley, and Albany and that they would also get reps on the Board to the point where there is a 5 person Board or similar.

### **Superintendent Search Update: Role of Newly-Elected Board Members & Consideration of Site Visit to District of Candidate Finalist**

Superintendent Ardella Dailey introduced the item. Superintendent Ardella Dailey will retire as of January 1, 2009. The California School Boards Association (CSBA) Executive Search Services was selected to conduct a search process for the Superintendent.

In order to provide opportunities for public/community input, Dr. Elaine Collins, CSBA Executive Search Services representative, held individual meeting and public forums on September 8 and September 22, 2008. A Superintendent Search Questionnaire was also widely distributed and made available.

At the September 23, 2008 Board of Education meeting, Dr. Elaine Collins presented the major themes that developed through the public/community input venues.

During the course of the presentation, questions resurfaced regarding the role of newly-elected Board Members. Superintendent Ardella Dailey clarified with Legal Counsel that newly-elected Board Members could participate in the process, but could not vote and would be bound by the Brown Act.

It was also noted that in rare Superintendent Search processes, representatives from the hiring district conducted a site visit to the candidate finalist's school district.

The Board requested an agenda item in order to formally discuss and take action as needed on the role of newly-elected Board Members in the Superintendent Search process and a potential site visit to the candidate finalist's school district.

Member McMahon noted this item was added to the agenda because the community didn't have enough chance to provide feedback. To confirm – any newly-elected Board Member will be integrated into the process for the final selection. They will be allowed to be present, but not vote, and present for interviews (no vote). The Board just wanted to make sure the public understands the process and let everyone know what the expected role is.

Member Jensen added it is difficult to determine whether or not a visit is necessary without knowing who is in the candidate pool. Member Forbes agreed, adding the decision doesn't have to be made now, but can be made later in November.

Member Jensen thanked Member McMahon for his work with this process and keeping everything

coordinated.

### **Board Member Reports**

Member Jensen noted last week was Walk & Roll to School Day. The loss of the Communications Coordinator made it more difficult for some schools to participate.

Member Gibson noted she attended the official opening of the East Bay Park Trail because the EHS track, which goes around Alameda point. There are beautiful views, please visit if you get a chance.

Member Forbes noted he also attended a Walk & Roll event. Member Forbes also attended an AHS WASC renewal meeting yesterday afternoon; there are many people putting a lot of work into the WASC process.

### **Student Discipline**

**MOVED: Member Forbes**

**SECONDED: Member Gibson**

That student #65159 be readmitted to the Alameda Unified School District.

### **ROLL CALL VOTE**

**AYES:** Forbes, Gibson, Jensen, McMahon, Schaff

**NOES:** None

**MOTION CARRIED**

President Schaff adjourned the meeting at 9:23 PM in celebration of Brian Rodriguez, Alameda's Teacher of the Year, as suggested by Member Jensen.