

BOARD OF EDUCATION AGENDA

REGULAR MEETING
February 28, 2017 - 5:30 PM

Alameda City Hall

2263 Santa Clara Avenue
Alameda, CA 94501

Regular meetings held in Council Chambers will be recorded and broadcast live on Comcast, Channel 15

VIDEO

The Board of Education will meet for Closed Session and to discuss labor negotiations, student discipline, personnel matters, litigation, and other matters as provided under California State law and set forth on the agenda below. Following Closed Session, the Board reconvenes to Public Session. Adjournment of the Public Session will be no later than 10:30 PM for all regular and special meetings, unless extended by a majority vote of the Board.

Writings relating to a board meeting agenda item that are distributed to at least a majority of the Board members less than 72 hours before the noticed meeting, and that are public records not otherwise exempt from disclosure, will be available for inspection at the District administrative offices, 2060 Challenger Drive, Alameda, CA. Such writings may also be available on the District's website. (Govt Code 54957.5b).

Individuals who require special accommodations (American Sign Language interpreter, accessible seating, documentation in accessible format, etc.) should contact Kerri Lonergan, Assistant to the Superintendent, at 337-7187 no later than 48 hours preceding the meeting.

IF YOU WISH TO ADDRESS THE BOARD OF EDUCATION

Please submit a "Request to Address the Board" slip to Kerri Lonergan, Assistant to the Superintendent, prior to the introduction of the item. For meeting facilitation, please submit the slip at your earliest possible convenience. Upon recognition by the President of the Board, please come to the podium and identify yourself prior to speaking. The Board of Education reserves the right to limit speaking time to three (3) minutes or fewer per individual. Speakers are permitted to yield their time to one other speaker, however no one speaker shall have more than four (4) minutes.

Closed Session Items: may be addressed under Public Comment on Closed Session Topics.

Non Agenda and Consent Items: may be addressed under Public Comments.

Agenda Items: may be addressed under either Public Comments or General Business after the conclusion of the staff presentation on the item.

A. CALL TO ORDER

1. Public Comment on Closed Session Topics: The Board of Education reserves the right to limit public comment to 10 minutes.
2. Adjourn to Closed Session - 5:30 PM - to discuss:
Conference with Real Property Negotiators - Pursuant to Section 54956.8:

(1) District sites: District Office (2060 Challenger Drive).

Agency Negotiators: Economic & Planning Systems, Inc. (EPS), Allan D. Kotin &

Associates (ADK&A), and Shariq Khan (AUSD Chief Business Officer)

Conference with Legal Counsel Regarding Existing Litigation Pursuant to Subdivision (b) to Government Code section 54956.9:

(1) Nelco, Inc. et al v. Alameda Unified School District,
Case No. RG16-841074 (Alameda County Superior Court)

Conference with Legal Counsel Regarding Potential Litigation Pursuant to Subdivision (b) to Government Code section 54956.9:

(1) Community Learning Center Schools, Inc. v. Alameda Unified School District

Public Employee Discipline/Dismissal/Release - Pursuant to Subdivision 54957

(1) Release of Temporary Certificated Employees

(2) Non Re-election of Certain Certificated Probationary Employees

Conference with Real Property Negotiators - Pursuant to Section 54956.8:

Confidential Student Matters - Pursuant to CA Education Code Section 35146:

Student Discipline/Expulsion/Readmit: None at this time.

3. Reconvene to Public Session - 6:30 PM Council Chambers
4. Call to Order - Pledge of Allegiance - Ruby Bridges Elementary School
5. Introduction of Board Members and Staff

B. MODIFICATION(S) OF THE AGENDA - The Board may change the order of business including, but not limited to, an announcement that an agenda item will be considered out of order, that consideration of an item has been withdrawn, postponed, rescheduled or removed from the Consent Calendar for separate discussion and possible action

C. APPROVAL OF MINUTES

1. Approval of Minutes - Minutes from the February 14th Board Meeting will be considered

D. COMMUNICATIONS

1. Highlighting Alameda Schools - Ruby Bridges Elementary School
2. Employee(s) of the Month
3. Superintendent's Report - The Superintendent of Schools may make announcements or provide information to the Board and Public in the form of an oral report. The Board will not take action on such items.
4. Board Members' Report - The Board of Education Members may make announcements or provide information to the Public in the form of an oral report. The Board will not take action on such items.
5. Student Board Members' Report - Student Board Members may make announcements or provide information to the Board and the Public in the form of an oral report. The Board will not take action on such items.

6. Report from Employee Organizations - Representatives from the District's employee organizations may make announcements or provide information to the Board and Public in the form of a brief oral report. The Board will not take action on such items. Alameda Education Association (AEA); California School Employees Association Chapter 27 (CSEA 27); California School Employees Association Chapter 860 (CSEA 860).
7. Public Comments - Members of the public may address the Board on Consent Calendar Items, Agenda and Non-Agenda items within the subject matter jurisdiction of the District. However, speakers who have already spoken on an Agenda item during Communications will not be entitled to speak to that item under General Business. Public comments are limited to 30 minutes under this item. Any remaining comments will be heard under G.
8. Written Correspondence - Written correspondence regarding an agenda item that is distributed to a majority of Board Members is shared.
9. Closed Session Action Report

E. ADOPTION OF THE CONSENT CALENDAR

1. Certificated Personnel Actions
2. Approval and Acceptance of Donations
3. Approval of Amendment to the Adopted District Wide Safety and Security Standards
4. Approval of Bill Warrants and Payroll Registers
5. Approval of Board Policy 3461 Debt Management
6. Approval of Measure I Contracts (Standing Item)
7. Proclamation: Art IS Education Month - 2017
8. Ratification of Contracts Executed Pursuant to Board Policy 3300
9. Resolution No. 2016-2017.57 Approval of Budget Transfers, Increases, Decreases
10. Resolution No. 2016-2017.58 Criteria to Determine the Order of Layoff Among Certificated Employees with the Same First Date of Paid Service
11. Resolution No. 2016-2017.61 Intent to Layoff and/or Reduce Classified Employee(s)
12. Resolution No. 2016-2017.60 Authorization to Dispose of Surplus Property

F. GENERAL BUSINESS – Informational reports and action items are presented under General Business. The public may comment on each item listed under General Business as the item is taken up. The Board reserves the right to limit public comment on General Business items to ten (10) minutes per item. The Board may, with the consent of persons representing both sides of an issue, allocate a block of time to each side to present their issue.

1. Season for Non-Violence Daily Reading (5 Mins/Information)
2. Public Hearing Regarding Proposed Material Revision to Charter for Academy of Alameda Charter Schools (5 Mins/Public Hearing)
3. Resolution Number 2016-2017.59 Recommendations to Reduce Particular Kinds of

Services for the 2017-2018 School Year (10 Mins/Action)

4. Special Education Strategic Planning and Timeline (20 Mins/Information)
5. College Readiness Block Grant (CRBG) Plan (10 Mins/Public Hearing/Info)
6. Options for Filling a Vacancy on the Board of Education (20 Mins/Action)
7. California School Boards Association (CSBA) 2017 Delegate Assembly Election
Vote (5 Mins/Action)

G. ADJOURNMENT

ALAMEDA UNIFIED SCHOOL DISTRICT
BOARD AGENDA ITEM

Item Title: Adjourn to Closed Session - 5:30 PM

Item Type:

Background: Adjourn to Closed Session - 5:30 PM - to discuss:
Conference with Real Property Negotiators - Pursuant to Section 54956.8:

(1) District sites: District Office (2060 Challenger Drive).
Agency Negotiators: Economic & Planning Systems, Inc. (EPS), Allan D. Kotin & Associates (ADK&A), and Shariq Khan (AUSD Chief Business Officer)

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(2) Non Re-election of Certain Certificated Probationary Employees

Conference with Real Property Negotiators - Pursuant to Section 54956.8:

Confidential Student Matters - Pursuant to CA Education Code Section 35146:

Student Discipline/Expulsion/Readmit: None at this time.

Goals:

Fund:

Fund Codes:

Fiscal Analysis

Amount (Savings) (Cost):

Department Budget:

Recommendation:

AUSD Guiding Principle:

Submitted By:

ALAMEDA UNIFIED SCHOOL DISTRICT
BOARD AGENDA ITEM

Item Title: Approval of Minutes - Minutes from the February 14th Board Meeting will be considered

Item Type:

Background: Staff has prepared minutes following Board Bylaw 9324 – Minutes and Recordings:
In order to ensure that the minutes are focused on Board action, the minutes shall include only a brief summary of the Board's discussion, but shall not include a verbatim record of the Board's discussion on each agenda topic or the names of Board members who made specific points during the discussion.

Goals:

Fund:

Fund Codes:

Fiscal Analysis

Amount (Savings) (Cost):

Department Budget:

Recommendation:

AUSD Guiding Principle:

Submitted By: Kerri Lonergan, Administrative Assistant to the Superintendent

ATTACHMENTS:

Description	Upload Date	Type
☐ Minutes from February 14th Board Meeting	2/22/2017	Backup Material

BOARD OF EDUCATION MEETING

February 14, 2017
City Hall Council Chambers
2263 Santa Clara Avenue
Alameda, CA 94501

UNADOPTED MINUTES

REGULAR MEETING: The regular meeting of the AUSD Board of Education was held on the date and place stated above.

A. CALL TO ORDER

1. Public Comment on Closed Session Topics:

There were no public comments on Closed Session topics.

2. Adjourn to Closed Session: 5:30 pm

3. Reconvene to Public Session: 6:35 pm

4. Call to Order - Pledge of Allegiance

The Pledge of Allegiance was led by Superintendent Sean McPhetridge.

5. Introduction of Board of Education Members and Staff

Board of Education Members present: Ardella Dailey, Gray Harris, Gary Lym, and Jennifer Williams; AUSD Executive Cabinet members present: Superintendent Sean McPhetridge, General Counsel Chad Pimentel, Chief Business Officer Shariq Khan, Chief Human Resources Officer Tim Erwin, and Chief Academic Officer Steven Fong; Student Board Members present: Elizabeth McDonough, Rasarea Chan, and Amy Chu.

B. MODIFICATION(S) OF THE AGENDA: Board President Gary Lym changed the order of the items under Communications. The order of the agenda will be: Superintendent's Report, followed by Board Member Reports, Student Board Member Reports, Report from Employee Organizations, Public Comments, Approval of Minutes, Closed Session Action Report, Adoption of Consent Calendar, and General Business.

C. COMMUNICATIONS

1. Superintendent's Report

Dr. McPhetridge gave the Board information about the proclamations on the agenda:

- Susan B. Anthony Day – February 15th
- Washington Day – February 20th
- African American History Month – February

Dr. McPhetridge announced to the audience that Board Member Solana Henneberry died earlier in the day after battling serious illness for more than a year.

Dr. McPhetridge gave the audience the following information about Ms. Henneberry: Ms. Henneberry, 44, taught special education in West Contra Costa Unified School District and specialized in assistive technology. She was elected to AUSD's Board of Education in 2014 and served as its president in 2016. She was devoted to public education and especially committed to supporting early childhood education and children with special needs. She served as co-chair of the Alameda Collaborative for Children, Youth, and their Families and as an active representative on the Measure B1 campaign committee last fall.

Board Member Henneberry was stalwart in her fight against this illness. As president, she did not miss a single Board of Education meeting, even when she was undergoing treatment. Her commitment and leadership were truly inspiring. We will remember her as someone who dedicated her life to public education, her community, and her family. Our thoughts are with her friends and family now as we all grapple with this great loss to the Alameda community.

Ms. Henneberry is survived by her husband Mike, daughter Emma, and two sons Eamon and Finbar. A memorial service will be held at a time and location to be determined. A donation account will be set up for the family in the days ahead, and we will share that information as it becomes available.

2. Board Members' Report

Board Member Gary Lym: Member Lym remembered his fellow Board member and colleague Solana Henneberry. Member Lym offered condolences to the Henneberry family. Member Lym shared his memories of Ms. Henneberry and thanked her for educating him about Special Education issues, which Ms. Henneberry had a passion for. Member Lym stated Ms. Henneberry was a wonderful Board president who was always mindful and generous with her other Board members. Member Lym noted a recent trip Ms. Henneberry took with her children and remarked how much she enjoyed that time with her children.

Board Member Gray Harris: Member Harris stated she was very close to Ms. Henneberry, and she knows Ms. Henneberry would have wanted the Board to continue on with the meeting and their work. Member Harris shared she felt privileged to be able to work with Ms. Henneberry on the Board because Ms. Henneberry was not only also an educator, but she was a friend. Member Harris shared she will miss collaborating with Ms. Henneberry on issues facing the Board but will mostly miss the way Ms. Henneberry advocated for all children. Member Harris stated she admired Ms. Henneberry's strength and advocacy for doing the right thing. Member Harris stated she loved her work on the Board and took her role very seriously, scheduling her treatments around her Board duties. Member Harris shared she feels the community is better off for having had Ms. Henneberry on the Board and appreciates the support the community has given and will continue to give to the Henneberry family in the future.

Board Member Ardella Dailey: Member Dailey stated she had just started to get to know Ms. Henneberry, but she appreciated how welcoming Ms. Henneberry was to her as a new Board member. Member Dailey said this is a difficult time, but she feels Ms. Henneberry is here with everyone in spirit.

Board Member Jennifer Williams: Member Williams shared that she didn't get a chance to know Ms. Henneberry very well, but she appreciates the role Ms. Henneberry played in the community. Member Williams stated Ms. Henneberry fought hard for everyone who works in AUSD and stated this is something all Board members should be cognizant about moving forward. Member Williams stated Ms. Henneberry's dedication to serving all children, especially those with special needs, was evident from her work on the Board as well as her work in Contra Costa County, where Ms. Henneberry was a teacher.

3. Student Board Members' Report

Elizabeth McDonough, Alameda High School Student Board Member: Ms. McDonough stated Alameda High had a very successful Social Justice Assembly put on by the Black Student Union last week. Ms. McDonough shared her condolences on the passing of Solana Henneberry, whom she remembered as thoughtful, child focused, and kind.

Rasarea Chan, ASTI Student Board Member: Ms. Chan shared that the ASTI Spring Dance was held recently, along with the ASTI Multicultural Night. Both events were well attended. Next week the ASTI PTSA and School Site Council (SSC) meetings will be held. Ms. Chan shared that ASTI students and staff were deeply saddened to hear about the passing of Board member Solana Henneberry.

Amy Chu, Encinal Student Board Member: Ms. Chu shared that Encinal had their Black History Month Spirit Week recently, and students enjoyed the activities. Ms. Chu shared that there was a recent meeting of staff, students, community members, and the district's architects to discuss Bond work at the Encinal campus. Ms. Chu announced that the Annual Encinal Athletic Booster Crab Feed is February 25th, and on February 22nd there will be an All City Band Concert, with students from Lincoln, Wood, Alameda, and Encinal High School participating.

4. Report from Employee Organizations

Audrey Hyman, President, Alameda Education Association (AEA): Ms. Hyman shared condolences from AEA members to the family and friends of Board Member Solana Henneberry. Ms. Hyman thanked President Lym for speaking at a recent AEA rally held to protest the appointment of Ed Secretary Betsy DeVos. Ms. Hyman shared the following quote: "When we stand together it helps lighten the load for all of us."

Cindy Zecher, President, California Education Association, Chapter 27 (CSEA 27): Ms. Zecher expressed her condolences to all for the loss of Board Member Solana Henneberry. Ms. Zecher shared her memories of working with Ms. Henneberry and gave examples of the many times Ms. Henneberry reached out to CSEA 27 leadership to offer support or ask how she could make things better for employees. Ms. Zecher stated she believed Ms. Henneberry would want us to continue on in our work for children. Ms. Zecher stated CSEA 27 recently voted to send four CSEA 27 members to attend a conference in Ontario. Ms. Zecher was happy to announce that all Lincoln Middle School employees recently piloted the new Employee Leaves Center system.

Frank Muñoz, Past President, California Education Association, Chapter 860 (CSEA 860): Mr. Muñoz shared his memories of working with Board Member Solana Henneberry and expressed his condolences to the Henneberry family.

5. Public Comments

Farhad Matin, Parent of AUSD student – Mr. Matin stated he believes students in Special Education are not receiving the services the district is required to deliver to them. Mr. Matin stated he is speaking up for families who cannot speak up for themselves.

Verna Brown, Adult School student – Ms. Brown told the Board how important the Adult School has been for her. Ms. Brown stated she is going to receive her high school diploma soon and thanked the Board for continuing the Adult School Program.

Samim (no last name given), Adult School student – Samim stated he appreciates all the support he has received from the Adult School. Samim stated he recently came to the US, and when he got here he could not even speak English. Samim thanked the staff of Adult School and the Board of Education for having the Adult School Program.

Matt Huxley, Director of Academy of Alameda Charter School – Mr. Huxley shared his condolences to the Board and to the Henneberry family for the loss of Board Member Solana Henneberry. Mr. Huxley came to the meeting to bring a material revision to the Academy of Alameda Charter. The material revision would give enrollment preference to students who live in Alameda.

Miguel Valera, Adult School student – Miguel stated he has reached many goals as the result of his attending the Adult School Program.

Liybov Ananeva, Adult School student — Ms. Ananeva came to express her condolences to the Board for the loss of Board Member Solana Henneberry. Ms. Ananeva stated she was a teacher in her home country of Russia and gave many examples of why adult education is just as important as the education of children. Ms. Ananeva stated having families learn together helps people learn to accept differences.

Jun Kim, Adult School student – Mr. Kim stated he is from Korea and has been in the United States for four months. Mr. Kim studied English in his country but was not able to speak English until he came to the US and the Adult School program. Mr. Kim is studying to be a pilot. Mr. Kim thanked AUSD for the opportunities he has been given through the Adult School program.

Mohammad Sawan, Adult School student – Mr. Sawan stated he has been an Adult School student for six months and has improved his English tremendously. Mr. Sawan is studying to become a pilot. Mr. Sawan asked the Board to keep the Adult School program accessible to all members of the community. Mr. Sawan stated he was afraid to come to speak in public tonight, but he stated he feels this is a very important program and topic.

The Board thanked the members of the Adult School who came to speak at the meeting tonight. A Board member stated he appreciated the stories told and stated the Adult School is a very important program in Alameda. A Board member stated she knows it took a lot of courage to come to speak in public and thanked the students for coming. A Board member shared that she and another Board member recently visited the Adult School program and they were incredibly impressed by the stories shared by the students in class and here tonight.

D. APPROVAL OF MINUTES – Minutes from the January 24, 2017 Board meeting were considered.

Motion to approve the adoption of the January 24, 2017 Board of Education meeting minutes.

MOTION: Member Harris

SECONDED: Member Williams

AYES: Members Dailey, Harris, Lym, Williams

NOES: None

MOTION APPROVED

E. COMMUNICATIONS

1. Highlighting Alameda Schools – Encinal Jr. & Sr. High School

Daniel Hurst, Encinal Jr. & Sr. High School Principal, gave the Board details about the programs at Encinal Jr. & Sr. High School. Mr. Hurst outlined the Vision and Mission of Encinal Jr. & Sr. High School and gave the Board information about the school's LCAP goals, the work done on Positive Behavior Intervention and Supports (PBIS), and the Student Academic Discourse Initiative. Mr. Hurst gave information about the Current Pathways at the school – Genomics, the TV and Radio program, and Marketing. Currently, every student taking Genomics at the College of Alameda has earned an A in the class. Mr. Hurst shared a short video about the Radio program and gave the Board information about the English Learner Program and Parent Engagement at Encinal.

A Board member asked for information about the Educational Equity and Family Engagement Coordinator position listed on the Parent/Guardian Engagement slide. Mr. Hurst gave information about the Family Engagement position.

2. Written Correspondence – The Board did not receive written correspondence related to this agenda.
3. Closed Session Action Report
The Board did not take any action in Closed Session.

F. ADOPTION OF THE CONSENT CALENDAR

1. Certificated Personnel Actions
2. Classified Personnel Actions
3. Proclamation: Teen Dating Violence Prevention and Awareness Month - February
4. Proclamation: Susan B. Anthony Day - February 15, 2017
5. Proclamation: Washington Day - February 20, 2017
6. Approval and Acceptance of Donations
7. Approval of New Secondary Course Descriptions
8. Approval of Bill Warrants and Payroll Registers
9. Approval of Measure I Contracts (Standing Item)
10. Approval of 2016-17 Consolidated Application for Funding Categorical Programs
11. Approval of Special Education Local Plan Area Master Contracts
12. Approval of Amendment to License Agreement at Otis Elementary School between AUSD and the City of Alameda
13. Ratification of Contracts Executed Pursuant to Board Policy 3300
14. Resolution No. 2016-2017.54 Approval of Budget Transfers, Increases, Decreases
15. Resolution No. 2016-2017.55 Authorization to Dispose of Surplus Property
16. Resolution No. 2016-2017.56 Seeking Modernization Funds from State Allocation Board and Acknowledging State School Facility Program is Beyond Current State Bond Authority

Motion to approve the adoption of the Consent Calendar.

MOTION: Member Harris

SECONDED: Member Dailey

AYES: Members Dailey, Harris, Lym, Williams

NOES: None

MOTION APPROVED

G. GENERAL BUSINESS

1. Season for Nonviolence Daily Reading

A Season for Nonviolence is a national 64-day educational, media, and grassroots campaign dedicated to demonstrating that nonviolence is a powerful way to heal, transform, and empower our lives and our communities. Inspired by the memorial anniversaries of Mahatma Gandhi and Dr. Martin Luther King,

Jr., this international event starts January 30 and ends April 4 and thus honors their vision for an empowered, non-violent world.

Since 1996, the County of Alameda and the City of Alameda have partnered with AUSD to create the Alameda Collaborative for Children, Youth, and their Families (ACCYF). Moreover, ACCYF each year helps to support a city-wide speech contest.

Daily readings are just one of the highlighted activities practiced during the season. AUSD schools have been provided materials by which teachers and administrators integrate these daily readings into the school day.

Superintendent Sean McPhetridge gave information on the day's word and quote. The word for February 14th is Love. Martin Luther King Jr. said that love is at the center of nonviolence. In conflict, rather than putting your energy toward winning, see what channeling that energy toward a loving, nonviolent solution can accomplish.

The quote for February 14th is: "Darkness cannot drive out darkness: only light can do that. Hate cannot drive out hate: only love can do that." —Martin Luther King, Jr.

3. Approval of 2017-2018 School Calendar

Tim Erwin, Chief Human Resources Officer, gave information on the selection of a calendar for the 2017-18 school year. On November 30, 2016, the Alameda Education Association (AEA) and Alameda Unified School District (AUSD) entered a Memorandum of Understanding regarding calendar development for the 2017-18, 2018-19, and 2019-20 school years.

For the 2017-18 calendar the parties agreed to amend the December 1, 2016 date found in article 8.08.02 to be amended to read December 21, 2016. The joint committee presented two calendar options to the AEA membership. The attached calendar has been chosen by the association and is now presented for board approval.

Public Comments:

Audrey Hyman, President Alameda Education Association (AEA) – Ms. Hyman stated the proposed calendar is very similar to the current school year calendar. Ms. Hyman stated she has heard rumors that the district is interested in moving toward a semester calendar, but she has not had discussions with staff or teachers about this. Ms. Hyman asked the district to provide better communication about the goals of the district in regards to the calendar for the next few years.

Motion to approve the 2017-2018 School Calendar

MOTION: Member Harris

SECONDED: Member Williams

AYES: Members Dailey, Harris, Lym, Williams

NOES: None

MOTION APPROVED

4. Preliminary Offers of Space to Academy of Alameda Elementary and Middle Charter Schools Pursuant to Proposition 39

Proposition 39 is the state law entitling charter schools of a certain size to use a proportional share of district school buildings. The Prop 39 process begins on November 1, when charter schools submit requests for space for the following school year. Academy of Alameda Charter Middle School and Academy of Alameda Charter Elementary School submitted timely Prop 39 requests for next year.

Chad Pimentel, General Counsel, gave the Board information on the Proposition 39 process. The next step in the Prop 39 process is for the District to make a preliminary offer of space identifying the number and location of rooms to be allocated to the requesting charter schools. The District has until February 15 to make its offer. The charter schools then have until March 10 to make any objections in advance of the District's final offer of space on April 1.

The proposed preliminary offer for each Academy school now comes to the Board for approval in advance of the District's deadline to respond. A Board member asked if analysis has been done on projections given last year versus actual numbers. Mr. Pimentel stated we will have more information on these numbers in a month.

Motion to approve the Preliminary Offer of Space to Academy of Alameda Elementary and Middle Charter Schools Pursuant to Proposition 39.

MOTION: Member Harris

SECONDED: Member Williams

AYES: Members Dailey, Harris, Lym, Williams

NOES: None

MOTION APPROVED

5. Enrollment Policy Review

In the fall of 2015, AUSD convened a committee of community members, district staff, teachers, union representatives, Board of Education members, and parents to review the district's current enrollment procedures and recommend possible revisions. Committee members were especially concerned with issues regarding diversions, enrollment dates, residency verification, transfers, and enrollment priorities.

After one school year of data collection, staff has identified areas of possible improvement within these new procedures. Tonight's presentation, given by Kirsten Zazo, Chief Student Support Officer, outlined proposed changes to over-enrollment procedures that hope to reduce the amount of students being diverted from their neighborhood schools.

A Board member asked how families can get information about school tours. Ms. Zazo stated this information went to families during the Kindergarten Information Night period. The information also went in the local newspaper, and paper copies were sent to all preschools in Alameda.

A Board member asked for the definition of an Open Enrollment School. Ms. Zazo stated the Open Enrollment schools in AUSD are: Bay Farm (6-8), Wood Middle School, ASTI, Encinal Junior Jets (6-8), and Maya Lin (K-5).

A Board member asked if there is priority for enrollment given for Encinal Jr. Jets to students living in the former Chipman Middle School enrollment zone. Ms. Zazo stated Jr. Jets priority for enrollment is given to siblings of current Encinal (High or Jr. Jets) students and then students currently enrolled in an AUSD school. Ms. Zazo further stated she has suggested to current Encinal staff they may want to revise their magnet model to prioritize enrollments from the former Chipman Middle School attendance zone.

A Board member compared the Bay Farm enrollment zone priority to the Jr. Jets enrollment policies. The Board member stated Bay Farm gives priority to students living in the current Bay Farm attendance zone and then students outside the resident zone. The Board member stated Jr. Jets does not give a priority to students in any attendance zone. Ms. Zazo stated this is correct, and it is due to the way the magnet models were written. Ms. Zazo stated Encinal staff can come to the Board to revise their magnet

enrollment priority to give students living in the former Chipman zone priority for enrollment. Ms. Zazo stated the reason the Jr. Jets program does not have an attendance zone boundary is because the boundary zone would have too many students to fit at the Jr. Jets program.

Ms. Zazo let the Board know that all AUSD students who applied for the Jr. Jets program have been offered a spot. Staff is now waiting to hear back from families to see if they will accept the spot offered them at the program.

Public Comment:

Audrey Hyman, President Alameda Education Association (AEA) – Ms. Hyman reminded the Board of the enrollment policies changed last year to allow teachers’ children to attend the school where they teach. Ms. Hyman stated the current policy does not allow the student to follow attendance pattern to the next school, and Ms. Hyman stated this policy is not in the best interest of the child. Ms. Hyman asked the Board to reconsider the policy and allow students to follow the enrollment zone pattern to the next school.

Troy Hosmer, President Ruby Bridges PTA – Mr. Hosmer spoke to the Board to remind them of the issues families faced at Ruby Bridges faced last year due to classrooms being closed due to the appearance of under-enrollment at the site. Mr. Hosmer stated there were two disparate systems used to track enrollment last year. Mr. Hosmer asked the Board to consider the transient nature of the families at Ruby Bridges when making enrollment decisions.

6. Overview of New State Accountability System

This agenda item was originally scheduled to be presented on January 24th, but due to the length of the meeting on January 24th, the Board voted to postpone this item until tonight. Steven Fong, Chief Academic Officer, gave the Board information on the State’s new accountability system and provided an overview of the system including key implications of the newly approved Every Student Succeeds Act (ESSA) and the state indicators that comprise the Local Control Funding Formula (LCFF) accountability reporting.

G. ADJOURNMENT

The Board of Education meeting was adjourned at 9:06pm in honor of Solana Henneberry, an AUSD Board of Education Member who passed away early this morning.

ALAMEDA UNIFIED SCHOOL DISTRICT
BOARD AGENDA ITEM

Item Title: Highlighting Alameda Schools - Ruby Bridges Elementary School

Item Type:

Background: Highlighting Alameda Schools - Ruby Bridges Elementary School

Goals: Routine Matter

Fund:

Fund Codes:

Fiscal Analysis

Amount (Savings) (Cost):

Department Budget:

Recommendation: This item is presented for information only.

AUSD Guiding Principle: #4 - Parental involvement and community engagement are integral to student success.

Submitted By: Steven Fong, Chief Academic Officer

ATTACHMENTS:

Description	Upload Date	Type
□ Highlighting - Ruby Bridges	2/22/2017	Presentation

Highlighting Alameda Schools:

RUBY BRIDGES ELEMENTARY

February 28, 2017

Cheryl Wilson, Principal

Eric Leung, Assistant Principal

Introduction

At Ruby Bridges, we strive to build on the legacy of our namesake by helping our students learn and understand that their thoughts, words, and actions can make a positive and significant difference in their lives. To achieve this vision, our mission is to not only provide rigorous, academically enriched instruction but also find avenues for all students to feel competent and smart regardless of their economic, ethnic, or linguistic background. Therefore, it is crucial that we help them discover, deploy, and celebrate their individual strengths.

As outlined within the Common Core Standards, students learn to collaborate, think critically, effectively communicate, and apply creative expression as they focus on solving problems relevant to present-day life.

This is what you will experience in the following slides.

LCAP Goals

1. Eliminate barriers to student success and maximize learning time
- 2a. Support all students in becoming college and career ready
- 2b. Support all English Learners (ELs) in becoming college and career ready
3. Support parent/guardian development as knowledgeable partners and effective advocates for student success
4. Ensure that all students have access to basic services

Positive Behavior Intervention and Supports (PBIS)

The following implementation features are in place:

- Our PBIS team meets monthly to evaluate our progress and establish next steps.
- We use the AUSD discipline and intervention protocol, the K-5 matrices, that define consequences and interventions for routine offenses.
- Common lesson plans are used, K-5, to teach the expected behaviors which are practiced throughout the year. All students know the 4B's and the 4B's charts are in all classrooms: *Be Safe, Be Responsible, Be Respectful, and Be a Friend*.
- To maintain a positive school culture, expected behaviors are acknowledged daily through a variety of verbal and tangible reward systems.
- School-wide Office Referral and Classroom discipline forms have been revised and are being implemented.
- Most recently, a PBIS team member created a student-friendly video modeling the 4B's with the help of our district technology division.
- Discipline and intervention data is being gathered but has yet to be provided to staff.

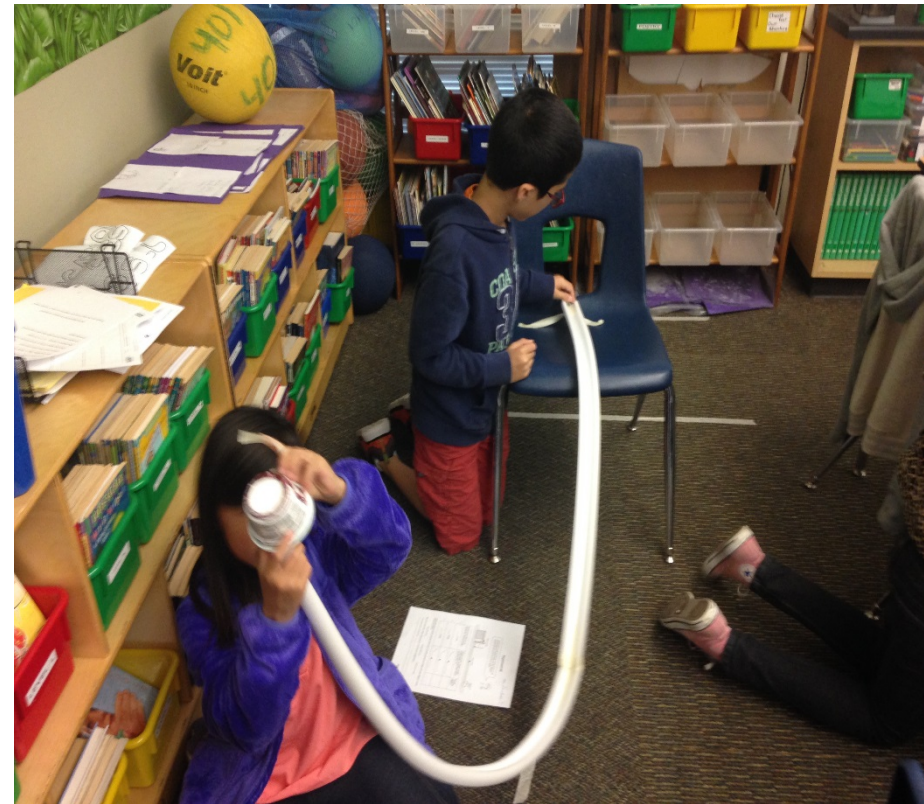
Examples of the 4B's in action



SCIENCE and TECHNOLOGY:

Eliminating barriers, supporting all students to become college and career ready.

Examples of relevance and real-life application; focusing on design and innovation to help students discover their strengths.



FIRST GRADE STUDENTS



English Learner (EL) Program

Examples of relevance and real-life application and focusing on creative expression by helping students discover their strengths. Academic discourse in practice... (video)

Parent/Guardian Engagement

Three Parent/Guardian Workshops were held this school year:

- Family Literacy Workshop, Nov. 1, 2016,
- Mathematics Workshop of English Learners, Feb. 1, 2017, and
- Mathematics University Night, Feb. 9, 2017 (Ruby Bridges and Paden Staff & Families)



Awards Assemblies are held 3 times per year: all students receive a certificate



Questions?

ALAMEDA UNIFIED SCHOOL DISTRICT
BOARD AGENDA ITEM

Item Title: Employee(s) of the Month

Item Type: Information

Background: Employee of the Month for February 2017 is Anthony Venuto.

Goals: Routine Matter

Fund:

Fund Codes:

Fiscal Analysis

Amount (Savings) (Cost): Not applicable

Department Budget: Not applicable

Recommendation:

AUSD Guiding Principle: #7 - All employees must receive respectful treatment and professional support to achieve district goals.

Submitted By: Timothy Erwin, Chief Human Resources Officer

ATTACHMENTS:

Description	Upload Date	Type
□ Employee of the Month for February	2/22/2017	Backup Material

Employee of the Month
February 2017

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 that directly or indirectly contributes to students in the Alameda Unified School District. Each month, at the Board of Education meeting, 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 is:

Anthony Venuto
Systems Analyst
Technology Services
"Above and Beyond"

ALAMEDA UNIFIED SCHOOL DISTRICT
BOARD AGENDA ITEM

Item Title: Certificated Personnel Actions

Item Type: Consent

Background:

Goals: Routine Matter

Fund:

Fund Codes:

Fiscal Analysis

Amount (Savings) (Cost): All positions shown are authorized by the board and are included in the 2016-2017 budget.

Department Budget:

Recommendation: Approve as submitted.

AUSD Guiding Principle: #6 - Allocation of funds must support our vision, mission, and guiding principles.

Submitted By: Timothy Erwin, Chief Human Resources Officer

ATTACHMENTS:

Description	Upload Date	Type
☐ Certificated Personnel Report	3/1/2017	Cover Memo

Certificated Personnel Actions February 28, 2017

Temporary Appointment(s)- Ending June 9, 2017

<u>Last</u>	<u>First</u>	<u>Assignment</u>	<u>FTE</u>	<u>Location</u>	<u>Effective Date</u>
Gerson	Jack	Mathematics	1.0	Alameda High	2/21/17-5/9/17

Resignation(s)

<u>Last</u>	<u>First</u>	<u>Assignment</u>	<u>Reason</u>	<u>FTE</u>	<u>Location</u>	<u>Effective Date</u>
Agos	Celeste	English	Other	1.0	Wood Middle	6/9/2017
Brose	Patrick	Dean	Other	1.0	Alameda High	6/30/2017
Champagne	Connie	Drama	Family Needs	.40	Encinal Jr/Sr High	6/9/2017
Chang	Julian	Mild/Moderate	Retirement	.90	Bay Farm	6/9/2017
Coker	Sarah	Mild/Moderate	Other	1.0	Encinal Jr/Sr High	6/9/2017
Franks	Micah	Mathematics	Other	1.0	Alameda High	6/9/2017
Garner	Wendy	Coordinator, Student Services	Leaving Area	1.0	Student Services	6/9/2017
Luna	Atrayu	Mild/Moderate	Other	1.0	Ruby Bridges/Maya Lin	6/9/2017
Ratto-Mina	Denise	First Grade	Retirement	1.0	Lum	6/9/2017
Robillard	Maria	Child Development	Other	1.0	WCDC	6/30/2017
Rubin	Samuel	Mild/Moderate	Employment Elsewhere	1.0	Ruby Bridges	6/9/2017
Sarvey	Robin	Mathematics	Retirement	1.0	Alameda High	6/9/2017
Simmons	Gardner (Taj)	Fourth Grade	Leaving Area	1.0	Ruby Bridges	6/9/2017
Wery	Jill	Mathematics	Other	1.0	Encinal Jr/Sr High	6/9/2017
Yonn	Martin	English	Other	1.0	Alameda High	6/9/2017

Leave of Absence(s)

<u>Last</u>	<u>First</u>	<u>Assignment</u>	<u>Reason</u>	<u>FTE</u>	<u>Location</u>	<u>Effective Date</u>
Huhn	Heidi	Teacher on Special Assignment	Child Rearing	.30	Haight	2/27/17-6/9/17

Change of Status

<u>Last</u>	<u>First</u>	<u>Assignment</u>	<u>Reason</u>	<u>FTE</u>	<u>Location</u>	<u>Effective Date</u>
Randall	Brittany	Mild/Moderate to Mild/Moderate	Probationary 0 Probationary 1	1.0	Alameda High	2/1/2017

Certified:


 Timothy Erwin, Chief Human Resources Officer

ALAMEDA UNIFIED SCHOOL DISTRICT
BOARD AGENDA ITEM

Item Title: Approval and Acceptance of Donations

Item Type: Consent

Background: Throughout the school year, donations are routinely accepted by the District. The donations are from various sources and are commonly designated for specific uses.

Goals: Routine Matter

Fund: General Fund

Fund Codes:

Fiscal Analysis

Amount (Savings) (Cost): Will increase the revenues of the District in the amount of \$162,555.81.

Department Budget: Various

Recommendation: Approve as submitted.

AUSD Guiding Principle: #5 - Accountability, transparency, and trust are necessary at all levels of the organization. | #6 - Allocation of funds must support our vision, mission, and guiding principles.

Submitted By: Shariq Khan, Chief Business Officer

ATTACHMENTS:

Description	Upload Date	Type
☐ Summary Site Donations	2/21/2017	Backup Material

2016-2017
Summary Site Donations
2/7/2017-2/21/2017

Slip Date	Site	Check#	Date	Donor	Amount	Site Total	Total Donations	Account
2/2/2017	Adult Ed	Credit wire	7/1/2016-12/31/2017	No Name	\$ 30,003.00			K-12 Instruction
						\$ 30,003.00		
1/23/2017	AHS	Cash	1/23/2017	No Name	\$ 60.00			K-12 Instruction
1/26/2017	AHS	1078	1/25/2017	Timothy West	\$ 106.00			K-12 Instruction
1/31/2017	AHS	9321	1/13/2017	East Bay Schools Insurance Group	\$ 2,663.84			K-12 Instruction
2/1/2017	AHS	Cash	1/25/2017	No Name	\$ 132.00			K-12 Instruction
2/1/2017	AHS	Cash	1/27/2017	No Name	\$ 531.00			K-12 Instruction
2/1/2017	AHS	Cash	1/28/2017	No Name	\$ 150.00			K-12 Instruction
2/1/2017	AHS	Cash	1/17-31/2017	No Name	\$ 45.00			K-12 Instruction
2/1/2017	AHS	17-523074700	1/21/2017	Ronald Hart	\$ 3.00			K-12 Instruction
2/1/2017	AHS	1065	1/19/2017	Alexandra Barnish	\$ 6.00			K-12 Instruction
2/1/2017	AHS	Cash	1/20/2017	No Name	\$ 5.00			K-12 Instruction
2/7/2017	AHS	Cash	2/1/2017	No Name	\$ 336.00			K-12 Instruction
2/7/2017	AHS	Cash	2/1/2017	No Name	\$ 10.00			K-12 Instruction
2/7/2017	AHS	Cash	2/3/2017	No Name	\$ 680.00			K-12 Instruction
						\$ 4,727.84		
2/10/2017	ASTI	1242	1/16/2017	Adelwisa Tibayan	\$ 20.00			K-12 Instruction
2/10/2017	ASTI	159	2/8/2017	Diane Woon	\$ 200.00			K-12 Instruction
2/10/2017	ASTI	1040005829	12/19/2016	Nvidia YouCause	\$ 200.00			K-12 Instruction
						\$ 420.00		
1/30/2017	Earhart	3324	1/28/2017	Earhart PTA	\$ 4,200.00			K-12 Instruction
2/3/2017	Earhart	1493324	1/13/2017	Network for Good	\$ 190.00			K-12 Instruction
2/6/2017	Earhart	1240007613	2/1/2017	Autodesk Foundation	\$ 100.00			K-12 Instruction
2/6/2017	Earhart	3118	2/6/2017	Mai Lee Vang	\$ 9.00			K-12 Instruction
						\$ 4,499.00		
1/31/2017	Edison	152961	12/27/2016	Cliff Bar & Company	\$ 300.00			K-12 Instruction
2/3/2017	Edison	1721	2/3/2017	Edison PTA	\$ 3,250.00			K-12 Instruction
2/3/2017	Edison	1712	1/21/2017	Edison PTA	\$ 6,000.00			K-12 Instruction
2/3/2017	Edison	1726	2/2/2017	Edison PTA	\$ 2,020.00			K-12 Instruction
2/7/2017	Edison	1727	2/6/2017	Edison PTA	\$ 400.00			K-12 Instruction
2/7/2017	Edison	1723	2/2/2017	Edison PTA	\$ 15,250.00			K-12 Instruction
						\$ 27,220.00		
1/12/2017	Encinal	105894	12/2/2016	Chevron	\$ 500.00			K-12 Instruction
1/12/2017	Encinal	1252590	12/30/2016	Wells Fargo	\$ 161.52			K-12 Instruction
1/12/2017	Encinal	21798	12/20/2016	North Coast Section	\$ 700.00			K-12 Instruction
1/12/2017	Encinal	Cash	1/10-12/17	No Name	\$ 1,412.00			K-12 Instruction
1/23/2017	Encinal	Cash	No Date	No Name	\$ 2,590.00			K-12 Instruction
1/23/2017	Encinal	Cash	No Date	No Name	\$ 625.00			K-12 Instruction
1/23/2017	Encinal	Cash	No Date	No Name	\$ 82.00			K-12 Instruction
2/1/2017	Encinal	Cash	1/27/2017	No Name	\$ 294.00			K-12 Instruction
2/1/2017	Encinal	Cash	2/1/2017	No Name	\$ 312.00			K-12 Instruction
2/1/2017	Encinal	6522	1/19/2017	Ruby Stohner	\$ 9.50			K-12 Instruction
						\$ 6,686.02		
1/30/2017	Franklin	144891	8/8/2016	Inter-State Studio & Publishing Co	\$ 1,005.21			K-12 Instruction
1/30/2017	Franklin	148416	11/14/2016	Inter-State Studio & Publishing Co	\$ 771.37			K-12 Instruction
1/30/2017	Franklin	124330	10/28/2016	East Bay Community Foundation	\$ 3,000.00			K-12 Instruction
1/30/2017	Franklin	329169	10/21/2016	The Benevity Community Impact Fund	\$ 476.00			K-12 Instruction
1/30/2017	Franklin	1239218	7/16/2016	Wells Fargo Matching Gifts Program	\$ 125.00			K-12 Instruction
1/30/2017	Franklin	3127	11/30/2016	Franklin PTA	\$ 60,900.00			K-12 Instruction
						\$ 66,277.58		

2/1/2017	Island	2406	12/22/2016	Trinity Lutheran Church	\$	175.00		K-12 Instruction
							\$ 175.00	
2/1/2017	Lincoln	1130	1/27/2017	Lincoln ASB	\$	280.34		K-12 Instruction
2/9/2017	Lincoln	1101	2/9/2017	Lisa Davis	\$	102.93		K-12 Instruction
							\$ 383.27	
2/1/2017	Lum	4382	1/25/2017	Lum PTA	\$	7,000.00		K-12 Instruction
2/1/2017	Lum	1252	2/1/2017	Phouphet Chounramany	\$	265.00		K-12 Instruction
2/1/2017	Lum	1408	1/29/2017	Deborah Peterson	\$	132.50		K-12 Instruction
2/1/2017	Lum	1999	1/30/2017	Hyunji Lee	\$	132.50		K-12 Instruction
2/1/2017	Lum	1053	1/30/2017	Andre Calilung	\$	132.50		K-12 Instruction
2/1/2017	Lum	1183	1/30/2017	Carlo Pua	\$	132.50		K-12 Instruction
2/1/2017	Lum	991	1/27/2017	Karin Jenks	\$	65.00		K-12 Instruction
2/16/2017	Lum	1317669	10/26/2016	Wells Fargo	\$	60.00		K-12 Instruction
							\$ 7,920.00	
2/14/2017	Maya Lin	51586	1/19/2017	Philanthropic Ventures Foundation	\$	492.00		K-12 Instruction
2/14/2017	Maya Lin	51615	1/20/2017	Philanthropic Ventures Foundation	\$	1,000.00		K-12 Instruction
2/14/2017	Maya Lin	51738	2/6/2017	Philanthropic Ventures Foundation	\$	788.00		K-12 Instruction
							\$ 2,280.00	
No Date	Student Services	561495	1/4/2017	SRI International	\$	3,682.60		K-12 Instruction
No Date	Student Services	561744	1/9/2017	SRI International	\$	1,841.30		K-12 Instruction
No Date	Student Services	561632	1/6/2017	SRI International	\$	6,440.20		K-12 Instruction
						\$ 11,964.10		
Total						\$	162,555.81	

ALAMEDA UNIFIED SCHOOL DISTRICT
BOARD AGENDA ITEM

Item Title: Approval of Amendment to the Adopted District Wide Safety and Security Standards

Item Type: Consent

Background: On November 11, 2015, the Board approved the District Wide Safety and Security Standards as a guide to facility design across the District. The standards were developed by a committee composed of District Staff, School Administrators, and Alameda Police Department personnel.

Since its adoption, and together with master architect Quattrocchi Kwok Architects, staff further researched the classroom locks as approved in the standards. The committee was reconvened on December 16, 2016, to discuss the research staff had compiled and to decide on a potential change from the inside push button lock to an inside keyed lock.

The negative concerns with the current Board approved push button locks are:

1. Push button hardware provides *unrestricted ability* to lock or unlock a door, allowing anyone - including students - to take control of an opening. Potential for student on student or student on teacher violence or lockouts as a prank.
2. If someone exits from a locked space during a crisis then someone else will have to relock the door.

The positives recognized by the committee with the new keyed double side locks are:

1. Staff has the ability to exert full control of a door opening when locked with a key.
2. Classrooms that have exit doors with panic hardware are only available with keyed inside cylinders. Push button locks are not made for panic hardware.
3. The Alameda Police Department said a two sided key lock will prevent students from taking control of an opening.
4. The Allegion door hardware expert consultants that make our Schlage locks recommend the keyed interior lock is safer than the push button interior lock.
5. Our architect QKA has only specified the keyed both sides (Classroom Security Lock) in all of its schools. Reference: 9 schools using the Classroom Security Lock Function.

Due to the discussion and findings, the committee voted unanimously to change the classroom lock standards. Tonight, staff is requesting the Board to approve the amended District Wide Safety and Security Standards,.

Goals: Routine Matter

Fund:

Fund Codes:

Fiscal Analysis

Amount (Savings) (Cost): N/A

Department Budget: N/A

Recommendation: Approve as submitted.

AUSD Guiding Principle: #3 - Administrators must have the knowledge, leadership skills and ability to ensure student success. | #5 - Accountability, transparency, and trust are necessary at all levels of the organization.

Submitted By: Shariq Khan, Chief Business Officer

ATTACHMENTS:

Description	Upload Date	Type
❏ Committee Meeting Minutes	2/21/2017	Backup Material

December 16, 2016

Facility Design Standards for Safety & Security Committee Meeting

Corridor Lock: Push Button on the inside/keyed cylinder on the outside

- Locked or unlocked by key from outside
- Push-button locking from inside
- Turning inside lever or closing door release button
- When outside lever is locked by key it can only be unlocked by key.
- Inside lever is always free for immediate egress.
- Push button hardware gives students easy access and means to secure the classroom without the use of a key.
- Push button hardware also provides *unrestricted ability* to lock or unlock a door, allowing anyone - including students - to take control of an opening. Potential for student on student or student on teacher violence or lockouts as a prank.
- Push button hardware may provide a means to secure the classroom as well as terrorize the occupants.
- If someone exits from a locked space during a crisis then someone else will have to relock the door.

Classroom Security Lock: Double Cylinder Lock with keyed cylinders on the inside and outside

- Key in either lever locks or unlocks outside lever
- Inside lever is always free for immediate egress.
- Keeping the doors locked while rooms are in use can enable faster lockdown in emergency situations.
- Staff must have key with them at all times for a lockdown.
- Indicator rose plate can be installed to provide at a glance instruction for locking the door.

Doors with Panic Hardware

Exit doors from science classrooms, classrooms over 1,000 square feet, and all assembly spaces that are required to have panic hardware will have an inside keyed cylinder. These devices require a key to lock from the inside to meet the requirements for classroom security function and for emergency exiting.

Response: Matt McMullen, Alameda Police Department

Saturday, December 10, 2016 8:04 PM

"It is our opinion that any lock is better than no lock at all. Of the two locks described these were our thoughts.

The push button is better for gross motor skills and for the ability for anyone in the classroom to lock out unwanted persons. The negative of the push button would be that students could potentially lock out teachers or staff if they did not have their key with them. "

"The two sided key lock prevents the latter from occurring. Using the two sided key system would be very effective if the doors were always locked once class started. If there was no policy for them to be locked, or the policy was not followed, it has the potential to be catastrophic. Using a key requires fine motor skills which would be significantly diminished in a high stress event. The two sided key lock would enable only the teacher or staff member to lock the door which would be difficult for anyone once the event was underway. If it was locked before class it would prevent this, but may cause further disruption if a student is late to class."

"A possible disadvantage would be ensuring compliance with substitute teachers and staff who may not be familiar with the two sided key lock system or potential policy."

"Best of luck making this difficult decision,"

Response: Ken Jeffrey, Sr. Fire Code Compliance Officer, Alameda Fire Department

Monday December 12, 2016 1:50 PM

"As I said in my earlier email, either the locking of the doors from the interior with a push button or the key is acceptable since in the event that the room needs to be evacuated, just a turn of the door lever will open the door."

Response: Nick Stephenson, Quattrocchi Kwok Architects (QKA)

Thursday, December 8, 2016 3:12 PM

QKA: Lists of Schools with Classroom Security Lock Function (Double Cylinder Lock – keyed both sides)

1. San Ramon (SRVUSD)
2. Cupertino High School, Fremont Union High School District (FUHSD)
3. Homestead High School, FUHSD
4. San Mateo High School (SMUHSD)
5. Hillsdale High School (SMUHSD)
6. Analy High School (West Sonoma County USD)
7. Jesse Bethel High School (Vallejo City USD)
8. Encinal High School (600 wing reconfiguration)
9. Healdsburg Junior High School (HUSD)

ALAMEDA UNIFIED SCHOOL DISTRICT
BOARD AGENDA ITEM

Item Title: Approval of Bill Warrants and Payroll Registers

Item Type: Consent

Background: On a routine basis, all payments from the funds of the District are made by written order of the Board of Education. This requirement is provided under Education Code 42631.

Five redactions were made where posting of that information would violate agreed upon confidentiality settlements. The District is posting all bills and warrants except for the ones that are redacted.

Goals: Routine Matter

Fund: General Fund

Fund Codes:

Fiscal Analysis

Amount (Savings) (Cost): Will reduce the available funds of each respective site/department budget by \$871,226.66.

Department Budget: Various

Recommendation: Approve as submitted.

AUSD Guiding Principle: #5 - Accountability, transparency, and trust are necessary at all levels of the organization. | #6 - Allocation of funds must support our vision, mission, and guiding principles.

Submitted By: Shariq Khan, Chief Business Officer

ATTACHMENTS:

Description	Upload Date	Type
☐ Summary of Register	2/21/2017	Backup Material

ALAMEDA UNIFIED SCHOOL DISTRICT
Excellence & Equity For All Students

Fiscal Services Department
2060 Challenger Dr
Alameda, CA 94501
(510) 337-7082

Re Board Meeting of February 28, 2017

To: Recording Secretary, Board of Education

From: Fiscal Department

Subject: Summary of Register (Bill and Payroll Warrants)

Attached is the summary of Register issued for the period. Supporting register attached.

Signed:

R. Carbajal



Date:

02-16-17

Board of Education



Approved by:

Board President

Date

Summary of Register
For Board Meeting February 28, 2017
Alameda Unified School District

Pages	Warrant Number	Date	Amount
1-3	50828376-50828590	2/8/2017	\$ 871,493.66
	void check 50828220	2/10/2017	\$ (242.00)
	void check 50828439	2/10/2017	\$ (25.00)
Total			\$ 871,226.66

Prepared By:	Date	Reviewed By:	Date
R. Carbajal 	02-14-17	A. Dizon 	02-14-17

Number	Date	Description	Deposit	Withdrawal
50828376	2/8/2017	ACSI		\$ 599.00
50828377	2/8/2017	Alameda Boys & Girls Club		\$ 212.00
50828378	2/8/2017	Alameda Electrical Dist Inc		\$ 3,389.72
50828379	2/8/2017	Alameda High School Revolving		\$ 110.21
50828380	2/8/2017	Alameda Municipal Power		\$ 55,337.88
50828381	2/8/2017	Alameda Shade Shop		\$ 247.19
50828382	2/8/2017	Alco Iron & Metal Company		\$ 33.00
50828383	2/8/2017	American Eagle Enterprises		\$ 2,150.00
50828384	2/8/2017	Athens Baking Company, Inc.		\$ 2,472.72
50828385	2/8/2017	AUSD Revolving Fund		\$ 1,597.35
50828386	2/8/2017	Baker Distributing Company LLC		\$ 14.87
50828387	2/8/2017	Barnes & Noble		\$ 53.75
50828388	2/8/2017	Bay Area Community Resource (B		\$ 13,949.00
50828389	2/8/2017	Big West Distribution, Inc.		\$ 1,322.40
50828390	2/8/2017	Boost! Leadership		\$ 2,238.76
50828391	2/8/2017	Brightview Tree Care Services		\$ 1,950.00
50828392	2/8/2017	California Boiler Works Inc		\$ 5,800.00
50828393	2/8/2017	California Commission on Teach		\$ 100.00
50828394	2/8/2017	Camelot Print & Copy Centers		\$ 109.47
50828395	2/8/2017	CASCWA		\$ 40.00
50828396	2/8/2017	CDW Government Inc		\$ 2,660.26
50828397	2/8/2017	Chelouche, Samantha M.		\$ 522.00
50828398	2/8/2017	Children's Hospital Oakland		\$ 14,250.00
50828399	2/8/2017	Choose College Educational Fou		\$ 10,227.00
50828400	2/8/2017	Christy White Accountancy Corp		\$ 12,000.00
50828401	2/8/2017	CIWA Inc		\$ 20,510.61
50828402	2/8/2017	Clark Security Products		\$ 623.41
50828403	2/8/2017	Classtech		\$ 2,458.06
50828404	2/8/2017	Comtel Service Co		\$ 1,650.00
50828405	2/8/2017	Crest Good Manuf Co Inc		\$ 5,027.66
50828406	2/8/2017	Curriculum Associates		\$ 31.56
50828407	2/8/2017	Danielsen Co		\$ 39,462.10
50828408	2/8/2017	Durham School Services		\$ 156,705.68
50828409	2/8/2017	E.L. Achieve, Inc.		\$ 760.38
50828410	2/8/2017	East Bay Restaurant		\$ 627.77
50828411	2/8/2017	EBMUD		\$ 12,674.82
50828412	2/8/2017	Ecolab Inc.		\$ 1,661.62
50828413	2/8/2017	Economy Lumber Co		\$ 81.97
50828414	2/8/2017	Faith Network		\$ 3,250.00
50828415	2/8/2017	**Farhad Matin		\$ 11,780.00
50828416	2/8/2017	Fast Imaging		\$ 57.90
50828417	2/8/2017	Fedewa, Betsy		\$ 2,200.00
50828418	2/8/2017	Fix Air		\$ 189.55
50828419	2/8/2017	Gachina Landscape Management		\$ 6,322.40
50828420	2/8/2017	Glass Man		\$ 2,902.27
50828421	2/8/2017	Gold Star Foods		\$ 13,344.04
50828422	2/8/2017	Golling, Joseph A		\$ 1,340.00
50828423	2/8/2017	Grainger Inc		\$ 591.03
50828424	2/8/2017	Hayes Distributing Inc		\$ 28,432.91
50828425	2/8/2017	IncWorx		\$ 8,400.00
50828426	2/8/2017	Interpreters Unlimited		\$ 2,276.74
50828427	2/8/2017	Island Print Express		\$ 460.15
50828428	2/8/2017	Johnstone Supply		\$ 556.57
50828429	2/8/2017	**Jolene Barcinas		\$ 51.36
50828430	2/8/2017	Keenan & Associates		\$ 129.08
50828431	2/8/2017	Kelly Moore Paint Co Inc		\$ 34.06
50828432	2/8/2017	Bruno, Virginia		\$ 45.00

Number	Date	Description	Deposit	Withdrawal
50828433	2/8/2017	Carbajal, Rosalina C		\$ 17.12
50828434	2/8/2017	Horton, Bruce		\$ 225.89
50828435	2/8/2017	Lym, Gary K		\$ 123.02
50828436	2/8/2017	Luna, Atreyu		\$ 15.00
50828437	2/8/2017	McAllister, Susan		\$ 98.60
50828438	2/8/2017	McPhetridge, Sean M		\$ 211.73
50828439	2/8/2017	Mitchell, Christopher J		\$ 25.00
50828440	2/8/2017	Mitchell, Mischelle M		\$ 25.00
50828441	2/8/2017	Presco, Sue R		\$ 25.00
50828442	2/8/2017	Takagaki, Linda		\$ 25.00
50828444	2/8/2017	Larms Building Materials		\$ 1,026.23
50828445	2/8/2017	Lawson Products Inc		\$ 695.71
50828507	2/8/2017	Litman, Ellen W		\$ 1,325.00
50828508	2/8/2017	Marine Science Institute		\$ 3,000.00
50828509	2/8/2017	MBS Engineering, Inc.		\$ 103,085.00
50828510	2/8/2017	McMahon, Karen P.		\$ 2,000.00
50828511	2/8/2017	Meyer Plumbing Supply Co		\$ 692.00
50828512	2/8/2017	Michael's Transportation Servi		\$ 2,420.50
50828513	2/8/2017	Minoura Hosmer, Juliana		\$ 162.00
50828514	2/8/2017	Mitel Leasing		\$ 2,396.74
50828515	2/8/2017	Mobile Modular Management Corp		\$ 2,760.00
50828516	2/8/2017	Monoprice, Inc.		\$ 79.69
50828517	2/8/2017	Moore, Constance		\$ 5,518.08
50828518	2/8/2017	Nasco Modesto		\$ 278.16
50828519	2/8/2017	National Construction Rentals		\$ 205.39
50828520	2/8/2017	NCAKE:Organization of American		\$ 170.00
50828521	2/8/2017	Niles Biological Inc		\$ 81.70
50828522	2/8/2017	Oakland Zoo		\$ 415.00
50828523	2/8/2017	Office Depot		\$ 10,023.86
50828524	2/8/2017	Orosco, Kathleen		\$ 1,400.00
50828525	2/8/2017	Otis Elevator Company		\$ 1,955.00
50828526	2/8/2017	Pacific Rim Produce		\$ 6,123.10
50828527	2/8/2017	PARC Environmental		\$ 6,859.00
50828528	2/8/2017	PARS Lighting Products Company		\$ 1,894.48
50828529	2/8/2017	**Paul Lawrence		\$ 934.64
50828530	2/8/2017	Paxton Patterson		\$ 144.55
50828531	2/8/2017	Piedmont Party		\$ 669.00
50828532	2/8/2017	Porter, Brooke		\$ 858.00
50828533	2/8/2017	Quattrocchi Kwok Architects, I		\$ 70,293.75
50828534	2/8/2017	R F MacDonald Company		\$ 2,560.00
50828535	2/8/2017	Recycle Away LLC		\$ 930.00
50828536	2/8/2017	Refrigeration Supplies Distrib		\$ 188.11
50828537	2/8/2017	RFC Wireless Inc		\$ 774.79
50828538	2/8/2017	Rifton Equipment		\$ 3,202.88
50828539	2/8/2017	Ro Health, Inc.		\$ 1,332.80
50828540	2/8/2017	Rockler Woodworking and Hardwa		\$ 136.89
50828541	2/8/2017	S&S Worldwide		\$ 898.00
50828542	2/8/2017	SALT Software LLC		\$ 906.71
50828543	2/8/2017	School Specialty		\$ 447.35
50828544	2/8/2017	School Specialty Inc		\$ 778.20
50828545	2/8/2017	Sharps Compliance, Inc.		\$ 101.94
50828546	2/8/2017	Shell Oil Company		\$ 256.62
50828547	2/8/2017	Sherwin Williams		\$ 217.29
50828548	2/8/2017	Social Thinking		\$ 116.87
50828549	2/8/2017	SolarWinds, Inc.		\$ 672.00
50828550	2/8/2017	Southwest School & Office Supp		\$ 6,939.57
50828551	2/8/2017	Spectraturf		\$ 2,246.16

Number	Date	Description	Deposit	Withdrawal
50828552	2/8/2017	Sprint		\$ 917.92
50828553	2/8/2017	SPURR		\$ 43,314.58
50828554	2/8/2017	Staffing Options & Solutions		\$ 5,772.00
50828555	2/8/2017	Subtronic Corporation		\$ 950.00
50828556	2/8/2017	Supplyworks		\$ 13,220.17
50828557	2/8/2017	**Suzette Barnachie		\$ 44.52
50828558	2/8/2017	Synergy Enterprises, Inc.		\$ 1,420.00
50828559	2/8/2017	Takahashi Morris, Garner		\$ 1,080.00
50828560	2/8/2017	Tracy Power Equip Inc		\$ 55.91
50828561	2/8/2017	United Site Services of Califo		\$ 496.10
50828562	2/8/2017	US Bank Corporate Payment Syst		\$ 1,802.81
50828563	2/8/2017	Vision Communications Co		\$ 1,971.00
50828564	2/8/2017	Wallace-Kuhl & Associates		\$ 12,865.66
50828565	2/8/2017	West Lite-Supply Co Inc		\$ 3,153.60
50828566	2/8/2017	WEX Bank		\$ 806.20
50828567	2/8/2017	**Yuen Man Ng		\$ 21.19
50828568	2/8/2017	Lakeshore Learning		\$ 649.94
50828569	2/8/2017	Accurate Label Designs		\$ 219.95
50828570	2/8/2017	Alameda Arts		\$ 11,000.00
50828571	2/8/2017	Alameda Auto Lab		\$ 32.00
50828572	2/8/2017	Alameda Collision Repair		\$ 2,663.84
50828573	2/8/2017	Apex Industry Service Inc.		\$ 860.30
50828574	2/8/2017	ARCO Business Solutions		\$ 201.65
50828575	2/8/2017	AT&T		\$ 82.17
50828576	2/8/2017	AT&T Teleconferencing Center		\$ 127.86
50828577	2/8/2017	Blick Art Materials		\$ 132.20
50828578	2/8/2017	Blue and Gold Fleet		\$ 440.00
50828579	2/8/2017	Brelje & Race		\$ 8,487.50
50828580	2/8/2017	Cairdea Design & Marketing, In		\$ 68.39
50828581	2/8/2017	California Academy of Sciences		\$ 731.40
50828582	2/8/2017	Chinese Journal LLC		\$ 1,971.92
50828583	2/8/2017	City Of Alameda		\$ 9,338.13
50828584	2/8/2017	Crystal Creamery/Foster Farms		\$ 10,984.93
50828585	2/8/2017	Daiohs First Choice Services		\$ 1,162.75
50828586	2/8/2017	Downtown Ford Sales		\$ 21,982.53
50828587	2/8/2017	Fagen Friedman & Fulfrosl LLP		\$ 5,137.90
50828588	2/8/2017	Handwriting Without Tears		\$ 58.46
50828589	2/8/2017	Harcourt Outlines Inc		\$ 128.78
50828590	2/8/2017	Higgins, Olivia		\$ 150.00
				\$ 871,493.66

I certify to the best of my knowledge and belief, the payments shown above
are correct and have been approved by the governing board of the district.

Authorized Agent

Date

DISTRICT
SHEET NO. 411

411

[illegible]

FORM NO. BDF-7

ALAMEDA UNIFIED SCHOOL DISTRICT
BOARD AGENDA ITEM

Item Title: Approval of Board Policy 3461 Debt Management

Item Type: Consent

Background: Effective January 1, 2017 (per Senate Bill 1029), the Report of Proposed Debt Issuance requires certification that an issuer of debt has adopted a local policy regarding the use of debt and that the proposed debt issuance is consistent with the policy.

District staff met with our bond advisors Backstrom McCarley Berry & Co. to discuss this new requirement. Using examples and language provided by FCMAT and CSBA, the bond advisors drafted the attached Board Policy tailored to AUSD.

In order to be in compliance with new State requirements, we are bringing this item forward without review by the Board Policy subcommittee.

Goals: Routine Matter

Fund:

Fund Codes:

Fiscal Analysis

Amount (Savings) (Cost): N/A

Department Budget: N/A

Recommendation: Approve as submitted.

AUSD Guiding Principle: #5 - Accountability, transparency, and trust are necessary at all levels of the organization.

Submitted By: Shariq Khan, Chief Business Officer

ATTACHMENTS:

Description	Upload Date	Type
□ BP 3461	2/21/2017	Backup Material

Alameda City USD

Board Policy

BP 3461

DEBT ISSUANCE AND MANAGEMENT POLICY

This Debt Management Policy (the “Policy”) provides written guidelines for the issuance of indebtedness by the Alameda Unified School District (the “District”) in satisfaction of the requirements of S.B. 1029, codified as part of Government Code Section 8855.

Article I

Purpose and Goals

This Policy provides a framework for debt management and capital planning by the District.

This Policy has been developed to meet the following goals:

- (1) Identifying the purposes for which the debt proceeds may be used.
- (2) Identifying the types of debt that may be issued.
- (3) Describing the relationship of the debt to, and integration with, the District’s capital improvement program.
- (4) Establishing policy goals related to the District’s planning goals and objectives.
- (5) Implementing internal control procedures to ensure that the proceeds of the proposed debt issuance will be directed to the intended use upon completion of the issuance.

Article II

Purposes for Which Debt Proceeds May be Used

Section 2.01. Authority and Purposes of the Issuance of Debt

The laws of the State of California (the “State”) authorize the District to incur debt to make lease payments, contract debt, borrow money, and issue bonds for school improvement projects. The District is authorized to contract debt to acquire, construct, reconstruct, rehabilitate, replace, improve, extend, enlarge, and equip such projects; to refund existing debt; or to provide for cash flow needs.

Section 2.02. State Law

Section 18 of Article XVI of the State Constitution contains the “debt limitation” formula applicable to the District.

There are a number of State laws that govern the issuance of general obligation bonds (“GO Bonds”) by community college districts. Sections 1(b)(2) (Proposition 46) and 1(b)(3) of Article XIII A (Proposition 39) of the State Constitution allow the District to issue GO Bonds. The statutory authority for issuing GO Bonds is contained in Education Code Section 15000 *et seq.* Additional provisions applicable only to Proposition 39 GO Bonds are contained in Education Code Section 15264 *et seq.* An alternative procedure for issuing GO Bonds is also available in Government Code Section 53506 *et seq.*

The statutory authority for issuing Tax and Revenue Anticipation Notes (“TRANs”) is contained in Government Code Section 53850 *et seq.* Authority for lease financings is found in Education Code Section 17455 *et seq.* and additional authority is contained in Education Code Sections 17400 *et seq.*, 17430 *et seq.* and 17450 *et seq.* The District may also issue Mello-Roos bonds pursuant to Government Code Section 53311 *et seq.*

Section 2.03. Debt Issued to Finance Operating Costs

The District may deem it necessary to finance cash flow requirements under certain conditions. Such cash flow borrowing must be payable from taxes, income, revenue, cash receipts and other moneys attributable to the fiscal year in which the debt is issued.

General operating costs include, but are not limited to, those items normally funded in the District’s annual operating budget.

The District’s Superintendent, or Assistant Superintendent/Chief Business Official (“CBO”), will review potential financing methods to determine which method is most prudent for the District. Potential financing sources include tax and revenue anticipation notes, temporary borrowing from the Alameda County Treasurer and Tax Collector, and temporary interfund borrowing.

Article III

Types of Debt That May be Issued

Section 3.01. Types of Debt Authorized to be Issued

A. Short-Term: The District may issue fixed-rate and/or variable rate short-term debt, which may include TRANs, when such instruments allow the District to meet its cash flow requirements. The District may also issue bond anticipation notes (“BANs”) to provide interim financing for bond projects that will ultimately be paid from GO Bonds.

B. Long-Term: Debt issues may be used to finance essential capital facilities, projects and certain equipment where it is appropriate to spread the cost of the projects over more than one budget year. Long-term debt should not be used to fund District operations.

Long term debt in the form of GO Bonds may be issued under Article XIII A of the State Constitution, either under Proposition 46, which requires approval by at least a two-thirds (66.67%) majority of voters, or Proposition 39, which requires approval by at least 55% of voters, subject to certain accountability requirements and additional restrictions.

The District may also enter into long-term leases and/or COPs for public facilities, property, and equipment.

C. Lease Financing: Lease-purchase obligations are a routine and appropriate means of financing capital equipment and certain capital facilities. However, lease obligations may have an impact on budget flexibility.

D. Use of General Obligation Bonds: A significant portion of the District's capital projects are projected to be funded by GO Bond proceeds. Projects financed by the GO Bonds will be determined by the constraints of applicable law and the project list approved by voters.

Article IV

Relationship of Debt to and Integration with District's Capital Improvement Program or Budget

Section 4.01. Impact on Operating Budget and District Debt Burden

In evaluating financing options for capital projects, both short and long-term debt amortization will be evaluated when considering a debt issuance, along with the potential impact of debt service, and additional costs associated with new projects on the operating budget of the District. The cost of debt issued for major capital repairs or replacements may be judged against the potential cost of delaying such repairs.

Section 4.02. Capital Improvement Program

The CBO and the facilities staff have responsibility for the planning and management of the District's capital improvement program subject to review and approval by the Board of Trustees. Staff will, as appropriate, supplement and revise any applicable Facilities Master Plan in keeping with the District's current needs for the acquisition, development and/or improvement of District's real estate and facilities. Such plans may include a summary of the estimated cost of each project, schedules for the projects, the expected quarterly cash requirements, and annual appropriations, in order for the projects to be completed.

Section 4.03. Refunding and Restructuring Policy

A. Considerations for Refunding

1. District's Best Interest. Whenever deemed to be in the best interest of the District, the District shall consider refunding or restructuring outstanding debt if it will be financially advantageous or beneficial for debt repayment and/or structuring flexibility.

2. Net Present Value Analysis. The CBO shall review a net present value analysis of any proposed refunding in order to make a determination regarding the cost-effectiveness of the proposed refunding.

3. Maximization of Expected Net Savings. Another consideration in deciding which debt to refinance and the timing of the refinancing shall be maximization of the District's expected net savings over the life of the bonds.

4. Comply with Existing Legal Requirements. The refunding of any existing debt shall comply with all applicable State and Federal laws governing such issuance.

Article V

Policy Goals Related to District's Planning Goals and Objectives

In following this Policy, the District shall pursue the following goals:

1. The District shall strive to fund capital improvements from voter-approved GO Bond issues to preserve the availability of its General Fund for District operating purposes and other purposes that cannot be funded by such bond issues.

2. The District shall endeavor to attain the best possible credit rating for each debt issue in order to reduce interest costs, within the context of preserving financial flexibility and meeting capital funding requirements.

3. The District shall take all practical precautions and proactive measures to avoid any financial decision that will negatively impact current credit ratings on existing or future debt issues.

4. The District shall, with respect to GO Bonds, remain mindful of its statutory debt limit in relation to assessed value growth within the school district and the tax burden needed to meet long-term capital requirements.

5. The District shall consider market conditions and District cash flows when timing the issuance of debt.

6. The District shall determine the amortization (maturity) schedule which will fit best within the overall debt structure of the District at the time the new debt is issued.

7. The District shall match the term of the issue to the useful lives of assets funded by that issue whenever practicable and economic, while considering repair and replacement costs of those assets to be incurred in future.

8. The District shall, when planning for the issuance of new debt, consider the impact of such new debt on overlapping debt of local, state and other governments that overlap with the District.

9. The District shall, when issuing debt, assess financial alternatives to include new and innovative financing approaches, including whenever feasible, categorical grants, revolving loans or other State/federal aid, so as to minimize the encroachment on the District's General Fund.

10. The District shall, when planning for the sizing and timing of debt issuance, consider its ability to expend the funds obtained in a timely, efficient and economical manner.

Article VI

Internal Control Procedures for Issuance of Debt to Ensure Intended Use of Proceeds

Section 6.01. Structure of Debt Issues

A. Maturity of Debt: The duration of a debt issue shall be consistent, to the extent possible, with the economic or useful life of the improvement or asset that the issue is financing. Accordingly, the average life of the financing shall not exceed 120% of the average life of the assets being financed. In addition, the District shall consider the overall impact of the current and future debt burden of the financing when determining the duration of the debt issue.

B. Debt Structure:

1. GO Bonds:

a. *New Money Bond Issuances*: For new money bond issuances, the District shall size the bond issuance consistent with the “spend-down” requirements of the Internal Revenue Code and within any limits approved by the District’s voters. To the extent possible, the District will also consider credit issues, market factors (e.g. bank qualification) and tax law when sizing the District’s bond issuance.

b. *Refunding Bond Issuances*: The sizing of refunding bonds will be determined by the amount of money that will be required to cover the principal of, accrued interest (if any) on, and redemption premium for the bonds to be defeased on the call date and to cover appropriate financing costs.

c. *Maximum Maturity*: All bonds issued by the District shall mature within the limits set forth in applicable provisions of the Education Code or the Government Code. The final maturity of bonds will also be limited to the average useful life of the assets financed or as otherwise required by tax law.

2. Lease-Purchase Obligations: The final maturity of equipment or real property lease obligations will be limited to the useful life of the assets to be financed.

C. Debt Service Structure: The District shall design the financing schedule and repayment of debt so as to take best advantage of market conditions, provide flexibility, and, as practical, to recapture or maximize its debt capacity for future use.

Section 6.02. Use of Proceeds

The District shall be vigilant in using bond proceeds in accordance with the stated purposes at the time such debt was incurred. In furtherance of the policy, and in connection with the issuance of all GO Bonds:

1. As required by Government Code Section 53410, the District shall only use GO Bond proceeds for the purposes approved by the District's voters; and

2. The CBO shall have the responsibility, no less often than annually, to provide to the District's Board of Trustees a written report which shall contain at least the following information:

(i) The amount of the debt proceeds received and expended during the applicable reporting period; and

(ii) The status of the acquisition, construction or financing of the school facility projects, as identified in any applicable bond measure, with the proceeds of the debt.

These reports may be combined with other periodic reports which include the same information, including but not limited to, periodic reports made to the California Debt and Investment Advisory Commission, or continuing disclosure reports or other reports made in connection with the debt. These requirements shall apply only until the earliest of the following: (i) all the debt is redeemed or defeased, but if the debt is refunded, such provisions shall apply until all such refunding bonds are redeemed or defeased, or (ii) all proceeds of the debt, or any investment earnings thereon, are fully expended.

3. The District shall post on the District website the Annual Report of the District's Independent Bond Oversight Committee which has been given the responsibility to review the expenditure of GO Bond proceeds to assure the community that all GO Bond funds have been used for the construction, renovation, repair, furnishing and equipping of school facilities, and not used for teacher or administrator salaries or other operating expenses.

4. The District shall hire an independent auditor to perform an annual independent financial and performance audit of the expenditure of GO Bond proceeds, and to post such audits on the District website.

Alameda Unified School District
Debt Issuance and Management Policy
Adopted on _____, 2017

ALAMEDA UNIFIED SCHOOL DISTRICT
BOARD AGENDA ITEM

Item Title: Approval of Measure I Contracts (Standing Item)

Item Type: Consent

Background: Alameda voters approved Measure I in November 2014, and the Bond Program Project Schedule: Option 5A was approved at the April 14, 2015 board meeting.

As the bond program schedule dictates, there will be various contracts to come before the Board for approval. Contracts may include construction bid contracts, architectural services contract addenda, specialists/consultants agreements, etc. Staff has created a standing board item to approve the bond program contracts to keep the bond program contracts separate from the approval of other contracts.

The following contracts related directly to the Measure I Bond Program are presented for ratification:

1. (Fund 21) Project Addendum No. 211511.2 to Agreement for Architectural Services for Measure I Bond Projects between AUSD and QKA for a fee increase of \$121,344.00.
2. (Fund 21) Project Change Order #1 to Standard Agreement between AUSD and North American Fence & Railing for an increase of \$7,453.00.
3. (Fund 21) Project Addendum No. 211517.3 to Agreement for Architectural Services for Measure I Bond Projects between AUSD and QKA for a total fee of \$3,593,906.00.

Goals: Create a system of attractive school options

Fund:

Fund Codes: 21 Building – Bond Fund

Fiscal Analysis

Amount (Savings) (Cost): See attached contract(s) for detailed expenditures.

Department Budget:

Recommendation: Approve as submitted.

AUSD Guiding Principle: #5 - Accountability, transparency, and trust are necessary at all levels of the organization. | #6 - Allocation of funds must support our vision, mission, and guiding principles.

Submitted By: Shariq Khan, Chief Business Officer

ATTACHMENTS:

Description	Upload Date	Type
▣ Addendum 211511.2	2/21/2017	Backup Material
▣ Change Order 1	2/21/2017	Backup Material
▣ Addendum 211517.3	2/21/2017	Backup Material

**PROJECT ADDENDUM NO. 211511.2
TO
AGREEMENT FOR ARCHITECTURAL SERVICES FOR MEASURE I BOND PROJECTS**

This Project Addendum No. 211511.2 to Agreement for Architectural Services for Measure I Bond Projects ("Addendum") is made as of February 9, 2017, and forms a part of the Agreement for Architectural Services between **Alameda Unified School District**, a California public school district ("District") and **Quattrocchi Kwok Architects, Inc.** ("Architect") (collectively "Parties") dated on or about November 16, 2017 ("Agreement"). This Addendum incorporates Services to be performed by Architect for the following project(s) ("Project"):

Fee Adjustment to Otis Elementary School New Classrooms

The scope of work may include, but is not limited to the following, plus the following assumptions:

- Site Safety and Security Improvements – Implementation of soon-to-be developed District Standards for Site Safety and Security. The development of the District Standards for site safety and security is not included in this proposal.
- Technology and Communications Systems Improvements – Implementation of soon-to-be developed District Standards for Technology and Communications systems. The development of the District Standards for technology and communications systems is not included in this proposal.
- Six new classrooms
- Demolition of two existing classrooms
- Accessibility improvements required by DSA for approval, including work at toilet rooms, path of travel improvements, and accessible parking.

This Addendum modifies the Agreement. By signing where indicated below, each party acknowledges and accepts the modifications as indicated in this Addendum. All other terms and conditions of the Agreement shall remain in full force and effect.

Article 3. Architect Staff

3.1. The Architect has been selected to perform the Services herein because of the skills and expertise of key individuals.

3.2. The Architect agrees that the following key people in Architect's firm shall be associated with the Project in the following capacities:

Principal in Charge:	Mark Quattrocchi
Project Associate	John Dybczak
Project Architect:	Nick Stephenson

3.2.1. The Architect agrees to contract for or employ at Architect's expense, the following consultant(s) to be associated with the Project in the following capacities:

Civil Engineer:	Brelje & Race
Structural Engineer:	ZFA
Mechanical Engineer:	Costa Engineers
Electrical Engineer:	O'Mahony & Myer

3.3. The Architect shall not change any of the key personnel listed above without prior written approval by District, unless said personnel cease to be employed by Architect. In either case, District shall be allowed to interview and approve replacement personnel.

- 3.4. If any designated lead or key person fails to perform to the satisfaction of the District, then upon written notice the Architect shall have five (5) days to remove that person from the Project and replace that person with one acceptable to the District. All lead or key personnel for any consultant must also be designated by the consultant and are subject to all conditions previously stated in this paragraph.
- 3.5. Architect represents that the Architect has no existing interest and will not acquire any interest, direct or indirect, which could conflict in any manner or degree with the performance of Services required under this Agreement and that no person having any such interest shall be employed by Architect.
- 3.6. Architect shall comply with Education Code section 17302(a) and agrees that any plans and/or specifications included in the Services shall be prepared under the supervision of licensed personnel, and that licensed personnel shall be in "responsible charge" of persons who observe the construction.

Article 6. Fee And Method Of Payment

- 6.1. District shall pay Architect for all Services contracted for under this Agreement an amount equal to the following ("Fee"):

Per attached proposal dated November 16, 2017.

The adjustment is for the Bid Award amounts for both the Increment 1 work awarded to Overaa, and the Increment 2 work awarded to Meehleis Modular.

Increment 1 Bid Award to Overaa: \$1,649,025.00

First \$500k	9%	\$45,000.00
Next \$500k	8.5%	\$42,500.00
Next \$1,000,000	8%	\$51,922.00
Next \$4,000,000	7%	\$0.00
Next \$4,000,000	6%	\$0.00
Next \$10,000,000	5%	\$0.00
Total Architect Fees calculated for Increment 1		\$139,422.00

Increment 2 Bid Award to Meehleis: \$2,940,454.00

First \$500k	9%	\$45,000.00
Next \$500k	8.5%	\$42,500.00
Next \$1,000,000	8%	\$80,000.00
Next \$4,000,000	7%	\$65,832.00
Next \$4,000,000	6%	\$0.00
Next \$10,000,000	5%	\$0.00
Total Architect Fees calculated for Increment 1		\$233,332.00

Initial Fee (based on \$3.3M): \$258,500.00

Revised Basic Services Fee: \$372,754.00

Approved Toilet Relocation
Supplemental Services Fee: \$7,090.00

New Total Fee: **\$379,844.00**

Reimbursables: **\$10,000.00**

BASIC SERVICES: For all "Basic Services" compensation in the amount of a percentage of construction as follows:

All fees are based on the stated percentage of "total construction costs" for the project and the said compensation applies to work let under a single construction contract. "Total construction costs" for purposes of this paragraph shall mean the total amount of money derived by adding the contractor's bid for the project accepted by District and any Additive Bid Alternates (whether awarded or not) and Change Orders agreed to by District and the contractor which require additional architectural services (deductive Change Orders and deductive Bid Alternatives shall not reduce "total construction costs" for purposes of this paragraph). For the Lease-Leaseback delivery method "total construction costs" for purposes of this paragraph shall mean the Guaranteed Maximum Price (GMP) inclusive of GMP contingencies, agreed to by District plus any additive construction Change Orders agreed to by District.

Each portion of the project let separately on a segregated bid basis shall be considered a separate project for purposes of determining the fee.

For purposes of computing initial fees based upon "total construction costs" the parties estimate such costs at \$30,300,000, resulting in a Basic Services fee of \$258,500. The fee adjustment will bring the revised total fee, plus the previously approved Supplemental Service for the future toilet relocation, to \$379,844. This estimate may be revised by the parties at any time to more accurately reflect actual "total construction costs" as such costs become apparent from later estimates, the award of the contract of GMP, or additive change orders agreed to by District and contractor. Any revision must be agreed to by District and Architect and reduced to writing.

- 6.2. District shall pay Architect the Fee for all Services performed and pursuant to the provisions of **Exhibit "D."**
- 6.3. Architect shall bill its work under this Agreement in accordance with **Exhibit "D."**
- 6.4. No increase in Fee will be due from change orders caused by Architect's error or omission unless (1) the change order resulted in the District requiring Architect to provide additional services and (2) for omissions only, the omission did not result in an increase to the cost of the Project as commissioned. District will meet and confer with Architect before denying a Fee increase based on subsection (2).
- 6.5. The Architect's Fee set forth in this Agreement shall be full compensation for all of Architect's Services incurred in the performance hereof as indicated in **Exhibit "D."**
- 6.6. Regardless of the structure of Architect's Fee, the Architect's Fee may be adjusted downward if the Scope of Services of this Agreement is reduced by the District in accordance with this Agreement.

Exhibit "A," Section I (MEETINGS / SITE VISITS / WORKSHOP)

Add the following to indicate the number of meetings for each Phase as applicable:

To be determined.

Exhibit "B," Section K (CRITERIA AND BILLING FOR EXTRA SERVICES)

Replace with the following:

The following rates, which include overhead, administrative cost and profit, shall be utilized in arriving at the fee for Extra Work and shall not be changed for the term of the Agreement, unless agreed to in writing by the Parties and approved by the District's Board.

QKA BASIC HOURLY RATE SCHEDULE	
Job Title	Hourly Rate
Architect - Principal	\$ 215.00
Architect - Associate	\$ 200.00
Project Architect/Designer	\$ 195.00
Job Captain	\$ 185.00
Construction Admin Project Manager	\$ 185.00
Specifications Writer	\$190.00
CADD/Drafting/BIM Modeler	\$170.00
Construction Admin Technician	\$160.00
Clerical	\$110.00

____ Consultant BASIC HOURLY RATE SCHEDULE	
Job Title	Hourly Rate
Managing Principal	
Senior Vice President/Regional Vice President	
Director of Cost Management	
Senior Cost Manager	
Cost Manager	
Cost Management Technician/Coordinator	

Exhibit "C" (SCHEDULE OF WORK)

Add the following to indicate the schedule for Architect's performance of the Project:

Phase	Date to be Completed
Pre- Design/Architectural Program Development Phase:	_____
For Schematic Design Phase:	_____
For Design Development Phase:	_____
For Construction Documents Phase:	_____
For Bidding Phase:	_____
For Construction Administration Phase:	_____
For Close Out:	_____, 201__

IN WITNESS WHEREOF, the parties hereto have executed this Addendum on the date(s) indicated below.

Alameda Unified School District

Quattrocchi Kwok Architects, Inc.

Date: _____, 2017

Print Name: Robbie Lyng

Signature: _____
Print Title: Director of Maintenance, Operations, and
Facilities

Date: 2.10, 2017

Signature: _____

Print Name: Mark Quattrocchi

Print Title: Principal

License No.: C-15438

Date: _____, 2017

Print Name: Shariq Khan

Signature: _____
Print Title: Chief Business Officer

Date: _____, 2017

Print Name: _____

Signature: _____
Print Title: School Board President

ALAMEDA UNIFIED SCHOOL DISTRICT

Excellence & Equity For All Students

2060 Challenger Drive, Alameda, CA 94501

Change Order 1

Distribution to:

OWNER ☐

ARCHITECT ☐

CONSTRUCTION MANAGER ☐

CONTRACTOR ☐

FIELD ☐

OTHER ☐

Project: **Edison Elementary School Exterior Fencing Project**

Edison Elementary School
2700 Buena Vista Avenue
Alameda, Ca.

Date of Issuance:

February 16, 2017

DSA App. Number:

N/A

DSA File Number:

N/A

Owner: **Alameda Unified School District**
2060 Challenger Drive
Alameda, Ca 94501

Architect's Project Number:

N/A

AUSD Project Number:

211606

Contract Date:

July 28, 2016

To: **North American Fence & Railing**
515 23rd Avenue
Oakland, Ca 94606

(Contractor)

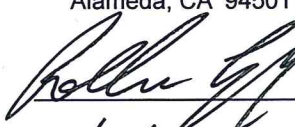
NOT VALID UNTIL APPROVED BY BOARD OF TRUSTEES AND SIGNED BY DISTRICT AND CONTRACTOR.

This change order includes all related costs and time requires for approved scope.

Total Change Order No. 1

TOTAL \$ 7,453.00

The original Contract Sum was	\$	141,168.00
Net change by previous authorized Change Orders.....	\$	00.00
The Contract Sum prior to this Change Order was	\$	141,168.00
The new Contract Sum will be (increased) (decreased) (unchanged) by this Change Order in the amount of	\$	7,453.00
The new Contract Sum including this Change Order will be	\$	148,621.00
The Contract Time will be (increased) (decreased) (unchanged) by		0 days
The date of Substantial Completion as of the date of this Change Order therefore is (Phase 2: Modernization TBD).....		TBD

Recommended: Maintenance, Ops & Facilities Alameda Unified School District Robbie Lyng, Director Address: 2060 Challenger Drive Alameda, CA 94501 By:  Date: <u>2/16/2017</u> Construction Project Manager: By: _____ Date: _____	Approved: District Alameda Unified School District Sean McPhetridge, Superintendent Address: 2060 Challenger Drive Alameda, CA 94501 By: _____ Date: _____	Agreed: Contractor North American Fence & Railing, Inc. Kira Comini, President Address: 515 23 rd Avenue Oakland, CA 94606 By: _____ Date: _____
--	---	--

The Contract is changed as follows:

CHANGE ORDER 1
Edison Elementary School Exterior Fencing Project #211606
Edison Elementary School



North American Fence & Railing, Inc. Lic. # 961501
Local Union 304, Oakland SLBE Certification #5389/DIR# 1000006370
DGSSB Certified #1795892, WBE/DBE CUCP Certified #40456
515 23rd Ave, Oakland, CA 94606 Tel (510) 436-0755 Fax (510) 534-5405

Date: 2/16/17

To: AUSD

Attn: Monty

Project: Edison Elementary School Fence Replacement Project #21166

Reference: PCO #1

Change Order Items: Reference QKA Schematic Fencing Site Plan, October 12, 2016

1. Pearl Street: (1 each) 20' wide new double swing chain link fence gate in lieu of 12' gate opening. Add (1) new post
a. **Additive Price \$696.00**
2. (Versailles Street): (1 each) 3' wide single gate, (1 each) Panic hardware, (1 each) Closer
a. **Additive Price: \$2,884.00**
3. Pearl Street: Deduct for 9 gauge core in lieu of 6 gauge core:
a. **Deductive Price: <\$261.00>**
4. ~~All Locations: Cylinder dogging on all gates; (7 each) 050115 dogging kit, (7 each) Rim cylinders, (7 each) Standard core.~~
a. ~~Additive Price: \$1,848.00~~
Note: Cylinder dogging was in Bid Specification 08 7100 for Door Hardware and 2.08 Materials C.8 Exit Devices states "provide CD (cylinder dogging) function on all non-rated exit devices."
5. Ameristar supplied perforated metal security shroud on fence next to gates between top bottom and mid rail: (4 each) 4'x10x 18 gauge 3/16" staggered hole, (7 each) Trim to size, (8 each) U edging, (7 each) Zinc plate U edge, (7 each) Powder coat U edge.
a. **Additive Price: \$3,988.00**

Total Additive Cost: \$7,568.00

Total Deductive Costs: <\$261.00>

Total Cost of Items 1,2,3,5: \$7,307.00

Bond 2%: \$146.00

Total Cost of Items & Bond: \$7,453.00

Notes and Exclusions:

Price includes 1 move in. Each extra move in is \$955.00

Notes & Exclusions:

Alameda Unified School District
CHANGE ORDER 1
Edison Elementary School Exterior Fencing Project # 211606

Reference	Description	Cost	Time
Item: PCO #1	1). 20' wide new double swing chain link fence gate in lieu of 12' gate opening. 2). Add 3' wide single gate with panic hardware and closer. 3). Deduct for 9 gauge core in lieu of 6 gauge core chain link. 4). Omitted 5) Ameristar supplied perforated metal security shroud on fence next to gates between top, bottom and mid rail with U edging. 6). Bond cost See Reference Document: North American Fence & Railing, Date 2/16/17	\$ 7,453.00	0
Reason:	City Code, Additional items not in original contract		
Requested by:	City of Alameda Fire Department, North American Fence & Railing, Alameda Unified School District		

Total Changes

Change Order 1	\$ 7,453.00
Original Contract Sum	\$ 141,168.00
Total Project Cost with Change Orders	\$ 148,621.00

**PROJECT ADDENDUM NO. 211517.3
TO
AGREEMENT FOR ARCHITECTURAL SERVICES FOR MEASURE I BOND PROJECTS**

This Project Addendum No. 211511.3 to Agreement for Architectural Services for Measure I Bond Projects ("Addendum") is made as of February 8, 2017, and forms a part of the Agreement for Architectural Services between **Alameda Unified School District**, a California public school district ("District") and **Quattrocchi Kwok Architects, Inc.** ("Architect") (collectively "Parties") dated on or about January 20, 2017 ("Agreement"). This Addendum incorporates Services to be performed by Architect for the following project(s) ("Project"):

Alameda High School-Larry Patton Gym Fire Protection

The scope of work may include, but is not limited to the following, plus the following assumptions:

- Adding fire sprinklers to the Larry Patton Gym required by the Division of State Architects (DSA) during plan check review.

This Addendum modifies the Agreement. By signing where indicated below, each party acknowledges and accepts the modifications as indicated in this Addendum. All other terms and conditions of the Agreement shall remain in full force and effect.

Article 3. Architect Staff

- 3.1. The Architect has been selected to perform the Services herein because of the skills and expertise of key individuals.
- 3.2. The Architect agrees that the following key people in Architect's firm shall be associated with the Project in the following capacities:
- | | |
|----------------------|------------------|
| Principal in Charge: | Mark Quattrocchi |
| Project Associate | John Dybczak |
| Project Architect: | Nick Stephenson |
- 3.2.1. The Architect agrees to contract for or employ at Architect's expense, the following consultant(s) to be associated with the Project in the following capacities:
- | | |
|----------------------|-----------------|
| Civil Engineer: | Brelje & Race |
| Structural Engineer: | ZFA |
| Mechanical Engineer: | Costa Engineers |
| Electrical Engineer: | O'Mahony & Myer |
- 3.3. The Architect shall not change any of the key personnel listed above without prior written approval by District, unless said personnel cease to be employed by Architect. In either case, District shall be allowed to interview and approve replacement personnel.
- 3.4. If any designated lead or key person fails to perform to the satisfaction of the District, then upon written notice the Architect shall have five (5) days to remove that person from the Project and replace that person with one acceptable to the District. All lead or key personnel for any consultant must also be designated by the consultant and are subject to all conditions previously stated in this paragraph.
- 3.5. Architect represents that the Architect has no existing interest and will not acquire any interest, direct or indirect, which could conflict in any manner or degree with the performance of Services required under this Agreement and that no person having any such interest shall be employed by Architect.

- 3.6. Architect shall comply with Education Code section 17302(a) and agrees that any plans and/or specifications included in the Services shall be prepared under the supervision of licensed personnel, and that licensed personnel shall be in "responsible charge" of persons who observe the construction.

Article 6. Fee And Method Of Payment

- 6.1. District shall pay Architect for all Services contracted for under this Agreement an amount equal to the following ("Fee"):

Per attached QKA proposal dated January 20, 2017:

<u>Fire Sprinkler Services</u>	<u>Consultants</u>	<u>Consultant Fee</u>	<u>QKA Free with 5% Markup</u>
Initial Scope	Axiom Engineers	\$58,500.00	\$61,425.00
Patton Gym Services	Axiom Engineers	\$15,500.00	\$16,275.00
New total for Fire Protection Consultant Services			\$77,700.00
Current Basic Services Fee:		\$3,577,631.00	
Additional Fee for Fire Protection Supplemental Services Consultant:		\$16,275.00	
New Total Fee:		\$3,593,906.00	

BASIC SERVICES: For all "Basic Services" compensation in the amount of a percentage of construction as follows:

All fees are based on the stated percentage of "total construction costs" for the project and the said compensation applies to work let under a single construction contract. "Total construction costs" for purposes of this paragraph shall mean the total amount of money derived by adding the contractor's bid for the project accepted by District and any Additive Bid Alternates (whether awarded or not) and Change Orders agreed to by District and the contractor which require additional architectural services (deductive Change Orders and deductive Bid Alternatives shall not reduce "total construction costs" for purposes of this paragraph). For the Lease-Leaseback delivery method "total construction costs" for purposes of this paragraph shall mean the Guaranteed Maximum Price (GMP) inclusive of GMP contingencies, agreed to by District plus any additive construction Change Orders agreed to by District.

Each portion of the project let separately on a segregated bid basis shall be considered a separate project for purposes of determining the fee.

For purposes of computing initial fees based upon "total construction costs" the parties estimate such costs at \$40,533,809, resulting in a Basic Services fee of \$3,577,631. When added the Fire Protection Consultant fee of \$16,275, the total fee comes to \$3,593,906. This estimate may be revised by the parties at any time to more accurately reflect actual "total construction costs" as such costs become apparent from later estimates, the award of the contract of GMP, or additive change orders agreed to by District and contractor. Any revision must be agreed to by District and Architect and reduced to writing.

- 6.2. District shall pay Architect the Fee for all Services performed and pursuant to the provisions of **Exhibit "D."**
- 6.3. Architect shall bill its work under this Agreement in accordance with **Exhibit "D."**
- 6.4. No increase in Fee will be due from change orders caused by Architect's error or omission unless (1) the change order resulted in the District requiring Architect to provide additional services and (2) for omissions only, the omission did not result in an increase to the cost of the Project as commissioned. District will meet and confer with Architect before denying a Fee increase based on subsection (2).
- 6.5. The Architect's Fee set forth in this Agreement shall be full compensation for all of Architect's Services incurred in the performance hereof as indicated in **Exhibit "D."**
- 6.6. Regardless of the structure of Architect's Fee, the Architect's Fee may be adjusted downward if the Scope of Services of this Agreement is reduced by the District in accordance with this Agreement.

Exhibit "A," Section I (MEETINGS / SITE VISITS / WORKSHOP)

Add the following to indicate the number of meetings for each Phase as applicable:

To be determined.

Exhibit "B," Section K (CRITERIA AND BILLING FOR EXTRA SERVICES)

Replace with the following:

The following rates, which include overhead, administrative cost and profit, shall be utilized in arriving at the fee for Extra Work and shall not be changed for the term of the Agreement, unless agreed to in writing by the Parties and approved by the District's Board.

QKA	
BASIC HOURLY RATE SCHEDULE	
Job Title	Hourly Rate
Architect - Principal	\$ 215.00
Architect - Associate	\$ 200.00
Project Architect/Designer	\$ 195.00
Job Captain	\$ 185.00
Construction Admin Project Manager	\$ 185.00
Specifications Writer	\$190.00
CADD/Drafting/BIM Modeler	\$170.00
Construction Admin Technician	\$160.00
Clerical	\$110.00

_____Consultant	
BASIC HOURLY RATE SCHEDULE	
Job Title	Hourly Rate
Managing Principal	
Senior Vice President/Regional Vice President	
Director of Cost Management	
Senior Cost Manager	
Cost Manager	
Cost Management Technician/Coordinator	

Exhibit "C" (SCHEDULE OF WORK)

Add the following to indicate the schedule for Architect's performance of the Project:

Phase	Date to be Completed
Pre- Design/Architectural Program Development Phase:	_____
For Schematic Design Phase:	_____
For Design Development Phase:	_____
For Construction Documents Phase:	_____
For Bidding Phase:	_____
For Construction Administration Phase:	_____
For Close Out:	_____, 201__

IN WITNESS WHEREOF, the parties hereto have executed this Addendum on the date(s) indicated below.

Alameda Unified School District**Quattrocchi Kwok Architects, Inc.**

Date: _____, 2017

Date: 2/9, 2017

Print Name: Robbie Lyng

Signature: _____

Signature: _____
Print Title: Director of Maintenance, Operations, and
Facilities

Print Name: Mark Quattrocchi

Print Title: Principal

License No.: C-15438

Date: _____, 2017

Print Name: Shariq Khan

Signature: _____
Print Title: Chief Business Officer

Date: _____, 2017

Print Name: _____

Signature: _____
Print Title: School Board President



QUATTROCCHI KWOK
ARCHITECTS

January 20, 2017

Robbie Lyng
Director of Maintenance & Operations
Alameda Unified School District
2060 Challenger Dr.
Alameda, CA 94501

RE: Alameda High School Modernization
QKA Job No. 1480.00
Alameda USD Project Addendum No. 211517

Dear Robbie,

The purpose of this letter is to request additional fees for the Fire Protection Supplemental Service Consultant on this project, per the Master Agreement for Measure I projects dated April 14th, 2015. Adding fire sprinklers to the Larry Patton Gymnasium was required by the Division of State Architect (DSA) during plan check review. As Fire Protection for the Larry Patton Gym was not part of the initial scope for this Supplemental Service Consultant; we are requesting an additional \$16,275 be added to the line item billing for our Fire Protection Consultant.

<u>Fire Sprinkler Svcs</u>	<u>Consultant:</u>	<u>Consultant Fee:</u>	<u>QKA Fee w/ 5% Markup:</u>
Initial Scope	Axiom Engineers	\$58,500.00	\$61,425.00
Patton Gym Svcs	Axiom Engineers	\$15,500.00	<u>\$16,275.00</u>
New total for Fire Protection Consultant Services			\$77,700.00

When added to the current Basic Services Fee of \$3,577,631.00, the new Total Fee for the project will be \$3,593,906.00. If you approve of these Supplemental Service Consultant Fees, please prepare an amendment to

636 Fifth St.
Santa Rosa, CA
95404
P: 707.576.0829
F: 707.576.0295
A California Corporation

www.qka.com

Robbie Lyng
Page 2 of 2

Project Addendum #211517 for our signature and send it to our Contracts Manager, Carol Tonelli, for processing.
Please let us know if you have any questions.

Sincerely,

Accepted on behalf of Alameda Unified School District

Mark Quattrocchi, AIA

Robbie Lyng, AUSD Director - Maintenance, Date
Operations & Facilities

Encl: Axiom Engineering Supplemental Service Proposal
cc: Stacy Moore, AUSD

1480.00

AXIOM ENGINEERSSM
CONSULTING MECHANICAL ENGINEERS
22 Lower Ragsdale Dr., Suite A Monterey, CA 93940
Phone 831.649.8000 Fax 831.649.8038

COPY



www.axiomengineers.com

January 18, 2017

20160072

Jon Stong, Architect
Quattrocchi Kwok Architects
636 Fifth Street
Santa Rosa, CA 95404

Re: **ALAMEDA HS MODERNIZATION-PATTERSON GYM ADDITIONAL
SERVICE-FIRE PROTECTION**

Dear Jon:

This Proposal/Acceptance represents the entire understanding between the parties herein with respect to the above referenced project.

We propose to furnish Mechanical Engineering services per the attached Scope of Work on this project to include:

Site Fire Protection (Assist Civil Engineer)
Overhead Fire Sprinkler Design
Construction Support

The proposed fee for this work is **FIFTEEN THOUSAND FIVE HUNDRED DOLLARS (\$15,500.00)**, plus any out-sourced materials and services at 10% markup

The break down for the above fee is as follows:

Construction Documents	(80%)	\$12,400
Construction Administration	(20%)	\$3,100

Billing will be on a monthly basis and payment is due net thirty (30) days from date of invoice, unless other arrangements have been made in writing in advance.

The above-proposed fee does not include fees assessed by agencies as a result of obtaining information, plans, existing conditions, etc. in order to accomplish the attached Scope of Work. These will be considered out-sourced expenses should they occur.

This proposal may only be modified in writing signed by all parties. In the event of litigation arising solely with respect to the payment of AXIOM ENGINEERSSM invoices, the

AXIOM ENGINEERSSM is a Service Mark of
Axiom Engineers, Inc., a California Corporation also
doing business as Lee & Associates.

Jon Stong, Architect/ Quattrocchi Kwok Architects
January 18, 2017. . . Page 2 of 3. . . File 20160072

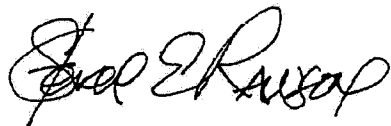
Re: **ALAMEDA HS MODERNIZATION-PATTERSON GYM ADDITIONAL
SERVICE-FIRE PROTECTION**

prevailing parties shall be entitled to reasonable attorney's fees and court costs. Any litigation between the parties shall be adjudicated in the County of Monterey, California. Our standard Terms and Conditions of Offer as attached are incorporated into this Proposal/Acceptance.

Please indicate your acceptance of this proposal by signing this letter and returning the same to our office, retaining the copy for your records. This Proposal and pricing will expire in 30 days.

We appreciate this opportunity to be of service.

Cordially,
AXIOM ENGINEERSSM



Steven E. Rawson, P.E.
Life Safety Specialist

Accepted:
Quattrocchi Kwok Architects

By: _____

Signature

Printed Name

Date

Title

Enclosures:
Scope of Work

Re: **ALAMEDA HS MODERNIZATION-PATTERSON GYM ADDITIONAL
SERVICE-FIRE PROTECTION**

SCOPE OF WORK

SITE FIRE PROTECTION

- Site fire protection plan shall include location hydraulic calculation nodes for overhead fire sprinkler design as required for submittal to DSA for the addition of sprinkler to the 2,865 square foot basement, 21,992 square foot first floor, and 196 square foot second floor areas of the existing Patterson Gym.
- The site fire protection plan shall coordinate with the location of fire hydrants, fire department connection, post indicator valve, sprinkler riser, and underground fire service back to the backflow assembly at the municipal main connection as shown on project civil drawings.
- Assist project civil engineer with design of the underground fire service with calculations, sizing, and material selection as required to obtain local and state fire marshal approval.
- One (1) site visit to verify existing site conditions.

OVERHEAD FIRE SPRINKLER SYSTEM DESIGN

- Overhead automatic fire sprinkler plans, sections, and details in accordance with NFPA 13 for approval by DSA for the addition of sprinkler to the 2,865 square foot basement, 21,992 square foot first floor, and 196 square foot second floor areas of the existing Patterson Gym.
- Hydraulic calculations in accordance with NFPA 13.
- Seismic Bracing Calculations in accordance with NFPA 13.
- Specifications and product data sheets.
- One (1) site visit to verify existing conditions.

CONSTRUCTION SUPPORT

- Review contractor submittals.
- Assist architect to respond to contractor RFIs during construction.
- One (1) final walk through site visit to for punch list at end of project.

EXCLUSIONS:

- Geotechnical report.
- Flow test of existing water service.
- Structural engineering.
- Fire alarm system design.
- Meetings at DSA.
- Meeting with local fire marshal to approve location of new fire department connection and post indicator valve.
- Specification and detail of underground fire service and appurtenances including: backflow assembly, fire hydrants, fire department connection, post indicator.

ALAMEDA UNIFIED SCHOOL DISTRICT
BOARD AGENDA ITEM

Item Title: Proclamation: Art IS Education Month - 2017

Item Type: Consent

Background: Art IS Education is an annual showcase of youth arts learning in Alameda County in March during National Arts Education month. This is an opportunity to feature how learning in and through the arts deepens student engagement and understanding of important curriculum that matters to themselves, their communities, and the social, economic, and environmental health of our society. This March, youth will share with their communities what they have learned through creative problem-solving and their vision of what the world could be. A proclamation to recognize the month of March 2017 as Art IS Education is attached for your approval tonight.

Goals: Routine Matter

Fund: N/A

Fund Codes:

Fiscal Analysis

Amount (Savings) (Cost): N/A

Department Budget:

Recommendation: Approve as submitted.

AUSD Guiding Principle:

Submitted By: Steven Fong, Chief Academic Officer

ATTACHMENTS:

Description	Upload Date	Type
▣ Presentation: Art IS Education Month	2/21/2017	Backup Material

PROCLAMATION
Art IS Education Month

March

WHEREAS, Art IS Education (which includes dance, music, theater, literary arts, and the visual arts) marks its 17th year of supporting a shared vision of high quality education for every child, in every school, every day in Alameda County; and

WHEREAS, the arts advance a culture of thinking and exploration that helps children solve problems, think critically, innovate, and develop the learning dispositions needed to become contributing members of the community; and

WHEREAS, Art IS Education in Alameda Unified School District demonstrates the value of the arts for all students, celebrates the hero within each child, and honors the adult heroes who are forging new relationships and programs to bring arts learning to youth.

THEREFORE, BE IT PROCLAIMED that the Alameda Unified School District Board of Education proclaims March as Art IS Education Month.

PASSED AND ADOPTED this 28th day of February, 2017

AYES: _____ MEMBERS: _____

NOES: _____ MEMBERS: _____

ABSENT: _____ MEMBERS: _____

Gary K. Lym, President
Board of Education
Alameda Unified School District
Alameda County, State of California

ATTEST:

By: _____

Sean McPhetridge, Secretary
Board of Education
Alameda Unified School District
Alameda County, State of California

ALAMEDA UNIFIED SCHOOL DISTRICT
BOARD AGENDA ITEM

Item Title:	Ratification of Contracts Executed Pursuant to Board Policy 3300
Item Type:	Consent
Background:	<p>On January 24, 2017, the Board of Education delegated authority to enter into contracts on behalf of the Alameda Unified School District and to purchase supplies, materials, apparatus, equipment, and services up to the amounts specified in Public Contract Code 20111 and Education Code section 17604 to the Superintendent of Schools, Chief Student Support Officer, Chief Academic Officer, Chief Business Officer, Chief Human Resources Officer, and the General Counsel.</p> <p>Resolution Number 2016-2017.52 further limited the delegation to expenditures of less than \$88,300 and required that the Board of Education ratify the contracts within sixty (60) days of incurring the expense.</p> <p>The following contracts are presented for ratification:</p> <p>1. Joint Use Operating Agreement between AUSD and Camp Edmo.</p>
Goals:	Routine Matter
Fund:	General Fund
Fund Codes:	01 General Fund
Fiscal Analysis	
Amount (Savings) (Cost):	See attached contract(s) for detailed expenditures.
Department Budget:	N/A
Recommendation:	Approve as submitted.
AUSD Guiding Principle:	#5 - Accountability, transparency, and trust are necessary at all levels of the organization. #6 - Allocation of funds must support our vision, mission, and guiding principles. #7 - All employees must receive respectful treatment and professional support to achieve district goals.
Submitted By:	Shariq Khan, Chief Business Officer

ATTACHMENTS:

Description	Upload Date	Type
□ JUA	2/21/2017	Backup Material

**JOINT USE/OPERATING AGREEMENT
FOR EARHART ELEMENTARY SCHOOL BETWEEN
THE ALAMEDA UNIFIED SCHOOL DISTRICT AND CAMP EDMO**

This Joint Use/Operating Agreement ("Agreement") is entered into between the Alameda Unified School District, ("District") and the Camp Edmo, a California 501(c)(3) non-profit enrichment organization ("Camp") collectively, the "Parties" effective February 1, 2017.

RECITALS

- A. The District is a Unified School District organized under the Constitution and laws of the State of California and the California Education Code. The Camp is a non-profit organized under the laws of the State of California.
- B. The District and the Camp desire to enter into an agreement from June 15 until August 4, 2017 providing for the joint use and operation, by the District and the Camp, of six (6) classrooms, appurtenant areas, supporting equipment and structures at Earhart Elementary School.

THEREFORE, DISTRICT AND CAMP AGREE AS FOLLOWS:

SECTION 1: PURPOSES AND OBJECTIVES OF AGREEMENT

This Agreement furthers the best interests of the students of the District and the Camp, for their health, safety, and welfare, and is in accordance with the public purposes and provisions of applicable federal, state and local law. An additional purpose of this Agreement is to ensure a cooperative effort between Camp and District to enable each entity to provide for public use and benefit in the most cost-effective manner.

SECTION 2: TERM

Subject to provisions set forth elsewhere in this Agreement regarding termination, the term ("Term") of this Agreement shall commence as of June 15, 2017 and shall remain in effect through August 4, 2017 unless terminated earlier by the parties as described below.

SECTION 3: OPERATING COSTS

Camp will pay the District an estimated \$28,611.90 for the term of this agreement and provide 32 weeks of scholarships for the use of District-resident students attending the Camp. These scholarships will be managed by the District. Camp will provide a deposit of 30% upon the execution of this contract, with remaining balance due prior to start date of June 15, 2017.

SECTION 4: MAINTENANCE, REPAIRS AND REPLACEMENT

The District shall perform all routine maintenance of the Facilities, including: custodial services; maintenance of associated equipment; preventive maintenance; maintenance of any theft or vandalism; repair and replacement of lights and any other necessary items; and the wages and salaries for any employees, contractors or consultants used to maintain the Facility.

SECTION 5: SHARED RECREATIONAL USE

Camp staff shall have access to any District wireless internet services at the Facilities

SECTION 6: TERMINATION

Termination without Cause

6.1 Either Party shall have the right to terminate this Agreement by written notification thirty (30) days prior to the effective date of the termination. Neither party shall be required to provide just cause for termination in the written notification.

6.2 Either Party may, upon ten (10) days written notice, terminate the operation of a single site under this Agreement if, in the Party's sole discretion, the costs to repair a site or to render it suitable for public use are prohibitive.

Termination for Cause

District may terminate this Agreement immediately for cause. Cause shall include, without limitation, material violation of this Agreement by Camp or any act by Camp exposing the District to liability to others for personal injury or property damage. These provisions are in addition to and not a limitation of any other rights or remedies available to the District.

SECTION 7: INDEMNITY AND INSURANCE

Indemnity

7.1 Camp shall indemnify, reimburse, hold harmless, and defend District, its trustees, officers, employees and agents against any and all claims, causes of action, demands, suits, losses, judgments, obligations, costs, or liabilities, and all reasonable expenses incurred in investigating or resisting the same (including reasonable attorneys' fees), arising out of, directly or indirectly, in whole or in part, any injury, death or damage to any person or property under this Agreement as a result of Camp's negligence or willful misconduct; unless due in whole or in part, directly or indirectly, from the negligence or willful misconduct of District, its employees or agents. This indemnification shall not apply in those instances where District had actual knowledge and failed to inform Camp of an actual hazardous condition of the premises.

7.2 District shall indemnify, reimburse, hold harmless, and defend Camp, its officers, employees and agents against any and all claims, causes of action, demands, suits, losses, judgments, obligations, costs, or liabilities, and all reasonable expenses incurred in investigating or resisting the same (including reasonable attorneys' fees), arising out of, directly or indirectly, in whole or in part, any injury, death or damage to any person or property under this Agreement as a result of District's negligence or willful misconduct; unless due in whole or in part, directly or indirectly, from the negligence or willful misconduct of Camp, its employees or agents. This indemnification shall not apply in those instances where Camp had actual knowledge and failed to inform District of an actual hazardous condition of the premises.

7.3 Camp shall ensure that District is named as an additional insured and indemnitee prior to issuing a use permit or otherwise permitting use of the Facilities.

\

Camp Insurance Responsibilities

7.4 Liability Insurance. Camp shall, during the term of this Agreement, maintain in force, a combined, single-limit commercial general liability insurance policy in the amount of not less than two million dollars (\$2,000,000) with District, its employees and agents, at Camp's expense, named as additional insureds under such policy. Such policy shall provide for a thirty (30) day written notice to District of any cancellation or reduction of such insurance. Camp shall upon request provide District a certificate of insurance evidencing this coverage in a form satisfactory to District upon execution of this Agreement, upon request of District during the term of this Agreement and prior to expiration of any such policy.

SECTION 8: OTHER PROVISIONS

Notices to District

8.1 Except as otherwise expressly provided by law, any and all notices or other communications required or permitted by this Agreement or by law to be served on or given to District by Camp shall be in writing and shall be deemed duly served and given when personally delivered to District, to any managing employee of District, or, in lieu of personal service, when deposited in the United States mail, first-class postage prepaid, and sent by express mail that allows for tracking, addressed to District at:

Alameda Unified School District
Office of the Chief Business Officer
2060 Challenger Drive, Suite 100
Alameda, CA 94501

Notices to Camp

8.2 Except as otherwise expressly provided by law, any and all notices or other communications required or permitted by this Agreement or by law to be served on or given to Camp by District shall be in writing and shall be deemed duly served and given when personally delivered to Camp, any managing employee of Camp, or, in lieu of personal service, when deposited in the United States mail, first-class postage prepaid, and sent by express mail that allows for tracking, addressed to Camp at:

Camp Edmo
2295 Palou Ave
San Francisco, CA 94124

Compliance with All Applicable Laws

8.3 The parties shall keep fully informed of all existing and future state and federal laws and all municipal ordinances and regulations of the District and/or Camp which affect this Agreement, as well as all such orders and decrees of bodies or tribunals having any jurisdiction or authority over the same. Parties shall comply with all applicable laws, state and federal and all ordinances, rules and regulations enacted or issued.

Binding on Successors and Assigns

8.4 This Agreement shall be binding on and shall inure to the benefit of the executors, administrators, successors, and assigns of the parties hereto.

Partial Invalidity

8.5 If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions of this Agreement shall remain in full force and effect unimpaired by the holding.

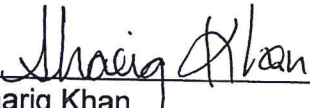
Permits and Licenses

8.6 Camp, at its sole expense, shall obtain and maintain during the term of this Agreement, all appropriate permits, certificates and licenses that may be required in connection with the operation of its program.

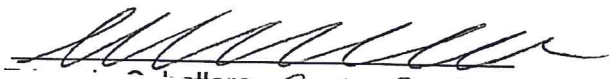
IN WITNESS WHEREOF, DISTRICT and CAMP have executed this Agreement as of the date written on the first paragraph of this Agreement.

Alameda Unified School District

Camp Edmo



Shariq Khan
CBO



Rick Belgrade
CFO

ALAMEDA UNIFIED SCHOOL DISTRICT
BOARD AGENDA ITEM

Item Title: Resolution No. 2016-2017.57 Approval of Budget Transfers, Increases, Decreases

Item Type: Consent

Background: After the adoption of the proposed budget for the fiscal year, it is often necessary to make budgetary transfers and revisions. Budget transfers allow budget managers to redistribute funds as needs and plans change. Budget revisions allow the District to increase or decrease funds based on entitlements and grants actually received by the District.

Goals: Routine Matter

Fund: General Fund

Fund Codes:

Fiscal Analysis

Amount (Savings) (Cost): Will increase revenues and expenditures in the District in the amount of \$162,555.81

Department Budget: Various

Recommendation: Approve as submitted.

AUSD Guiding Principle: #5 - Accountability, transparency, and trust are necessary at all levels of the organization.| #6 - Allocation of funds must support our vision, mission, and guiding principles.| #7 - All employees must receive respectful treatment and professional support to achieve district goals.

Submitted By: Shariq Khan, Chief Business Officer

ATTACHMENTS:

Description	Upload Date	Type
□ 2016-2017.57	2/21/2017	Resolution Letter
□ Attachment A	2/21/2017	Backup Material

ALAMEDA UNIFIED SCHOOL DISTRICT

Alameda, California

Resolution

Approval of Budget Transfers, Increases, Decreases

February 28, 2017

Resolution No. 2016-2017.57

WHEREAS, the state statutes require budget appropriations to be adopted by the Board of Education in the following object codes:

1000	Certificated Salaries
2000	Classified Salaries
3000	Employee Benefits
4000	Books and Supplies
5000	Services and Other Operating Expense
6000	Capital Outlay
7000	Other Sources and Uses

AND, WHEREAS, the Board of Education desires to change the adopted appropriations;

NOW, BE IT RESOLVED that the changes be made to the adopted appropriations as per Attachment A.

PASSED AND ADOPTED by the following vote this 28th day of February, 2017:

AYES: _____ MEMBERS: _____

NOES: _____ MEMBERS: _____

ABSENT: _____ MEMBERS: _____

Gary K. Lym,
President Board of Education
Alameda Unified School District

ATTEST:

By: _____

Sean McPhetridge, Secretary
Board of Education
Alameda Unified School District

BUDGET REVISIONS

(Budget Revisions affect Fund Balance;
Amounts are either added or subtracted from Fund Balance)

School/Dept	Description	Amount
Adult Ed	Donations	\$ 30,003.00
Alameda	Donations	\$ 4,727.84
ASTI	Donations	\$ 420.00
Earhart	Donations	\$ 4,499.00
Edison	Donations	\$ 27,220.00
Encinal	Donations	\$ 6,686.02
Franklin	Donations	\$ 66,277.58
Island	Donations	\$ 175.00
Lincoln	Donations	\$ 383.27
Lum	Donations	\$ 7,920.00
Maya Lin	Donations	\$ 2,280.00
Student Services	Donations	\$ 11,964.10

Total Donations \$ 162,555.81

ALAMEDA UNIFIED SCHOOL DISTRICT
BOARD AGENDA ITEM

Item Title: Resolution No. 2016-2017.58 Criteria to Determine the Order of Layoff Among Certificated Employees with the Same First Date of Paid Service

Item Type: Consent

Background: The Board of Education finds that to effectively implement a reduction in particular kinds of service, pursuant to Education Code Section 44955, the District must establish objective criteria to determine the order of layoff for employees who first rendered service to the District on the same date. The Board shall establish criteria for determining certificated employees who have the same date of paid service in a probationary position based solely on the needs of the District and the students thereof.

Goals: Routine Matter

Fund:

Fund Codes:

Fiscal Analysis

Amount (Savings) (Cost): N/A

Department Budget: N/A

Recommendation: Approve as submitted.

AUSD Guiding Principle: #5 - Accountability, transparency, and trust are necessary at all levels of the organization.

Submitted By: Tim Erwin, Chief Human Resources Officer

ATTACHMENTS:

Description	Upload Date	Type
□ Resolution Determining Criteria for Layoff	2/22/2017	Resolution Letter

ALAMEDA UNIFIED SCHOOL DISTRICT
Alameda, California
Resolution

February 28, 2017

Resolution No. 2016-2017.58

Resolution Establishing Criteria to Determine the Order of Layoff Among Certificated Employees with the Same First Date of Paid Service

WHEREAS, Education Code section 44955 permits the Governing Board to release or discontinue particular kinds of services; and

WHEREAS, the order of layoff is generally based on the date a teacher first rendered paid service in a probationary position; and

WHEREAS, among employees who first rendered paid service to the District on the same date, the law requires that the Governing Board shall determine the order of layoff solely on the basis of the needs of the District and its students;

NOW, BE IT RESOLVED, that as between employees who first rendered paid service in a probationary position on the same date, the needs of the District and its students will be best served by using the following criteria to establish order of layoff applied in priority order as follows:

1. Credential

Those certificated employees with multiple credentials types shall be ranked above those certificated employees with a single credential type. Added authorizations (e.g. subject matter authorizations, supplementary authorizations, autism authorization, etc.) are not considered credential types.

2. Authorization to Provide Instruction to English Learners

If the first criterion fails to break the tie, those certificated employees with a Certificate of Cross-Cultural Language and Academic Development (CLAD), Bilingual Cross-Cultural and Academic Development (BCLAD), California Teacher of English Learners, or other equivalent English Learner authorization shall be ranked above those without such authorization or those on an emergency permit.

3. Credential Status In Areas of Assignment

If the first two criteria fail to break the tie, those certificated employees who possess a clear credential authorizing service in the subject matter to which they will be assigned shall be ranked above those possessing a preliminary credential in the subject matter to which they will be assigned.

4. Advance Degree

If the first three criteria fail to break the tie, those certificated employees with an advance degree shall be ranked above those without an advance degree.

5. Years of Overall Teaching Experience

If the first four criteria fail to break the tie, those certificated employees with the most years of total teaching experience in a public or private school shall be ranked above those with fewer years of total teaching experience.

6. Drawing Lots

If the first five criteria fail to break the tie, the District shall break any remaining ties by drawing lots.

PASSED AND ADOPTED by the following vote this 28th day of February, 2017:

AYES: _____MEMBERS:_____

NOES: _____MEMBERS:_____

ABSENT: _____MEMBERS:_____

Gary K. Lym, President
Board of Education
Alameda Unified School District
Alameda County, State of California

ATTEST:

By:_____

Sean McPhetridge, Secretary
Board of Education
Alameda Unified School District
Alameda County, State of California

ALAMEDA UNIFIED SCHOOL DISTRICT
BOARD AGENDA ITEM

Item Title: Resolution No. 2016-2017.61 Intent to Layoff and/or Reduce Classified Employee(s)

Item Type: Action

Background: Alameda Unified School District has determined that there is lack of work and/or lack of funds to maintain the classified position in the attached Resolution. The reduction of position will be effective May 3, 2017. (CA Ed Code 45114, 45117, 45298, 45308).

All employees who receive notice of a possible reduction in services are entitled to re-employment with the District under state law and, if applicable, the collective bargaining agreement between the District and CSEA.

Goals: Routine Matter

Fund: General Fund

Fund Codes:

Fiscal Analysis

Amount (Savings) (Cost): Estimated Savings for 2017-2018 school year: \$9,800.

Department Budget: Various

Recommendation: Approve as submitted.

AUSD Guiding Principle: #6 - Allocation of funds must support our vision, mission, and guiding principles.

Submitted By: Timothy Erwin, Chief Human Resources Officer

ATTACHMENTS:

Description	Upload Date	Type
□ Resolution - Classified Layoff	2/22/2017	Backup Material

ALAMEDA UNIFIED SCHOOL DISTRICT
Alameda, California
Resolution

February 28, 2017

Resolution No. 2016-2017.61

Resolution to Reduce and/or Layoff Classified Employees

WHEREAS, due to lack of work and/or lack of funds, this Board hereby finds that it is in the best interests of the Alameda Unified School District that effective the 3rd day of May 2017, or as soon thereafter as possible, as determined by the Superintendent, certain services now being provided by said school district be discontinued as follows; and

WHEREAS, that effective the 3rd day of May 2017 or as soon thereafter as possible, as determined by the Superintendent, classified positions of the Alameda Unified School District be reduced or discontinued to the extent hereinabove set forth;

Classification	No. of Positions	Total Reduction (FTE)
Stage Technician – General Maintenance	1	0.75

NOW, BE IT RESOLVED, that the Superintendent, or designee, of the Alameda Unified School District is authorized and directed to give notices of layoff to one (1) classified employee of the school district pursuant to District rules and regulations and applicable provisions of the Education Code of the State of California no later than sixty (60) days prior to the effective date of layoff as set forth above.

PASSED AND ADOPTED by the following vote this 28th day of February, 2017:

AYES: _____ MEMBERS: _____

NOES: _____ MEMBERS: _____

ABSENT: _____ MEMBERS: _____

Gary K. Lym, President
Board of Education
Alameda Unified School District
Alameda County, State of California

ATTEST:

By: _____
Sean McPhetridge, Secretary
Board of Education
Alameda Unified School District
Alameda County, State of California

ALAMEDA UNIFIED SCHOOL DISTRICT
BOARD AGENDA ITEM

Item Title: Resolution No. 2016-2017.60 Authorization to Dispose of Surplus Property

Item Type: Consent

Background: Education Code Sections 17545 and 17546 authorize that the Board of Education may through its designated agent legally dispose of surplus equipment that is in such a state of obsolescence or disrepair that it should be disposed of and removed from district inventory.

Exhibit A of Resolution No. 2016-2017.60 contains a list of surplus equipment that is broken, damaged, or obsolete and property to be transferred that is no longer required for district use and should be disposed of.

Goals: Routine Matter

Fund:

Fund Codes:

Fiscal Analysis

Amount (Savings) (Cost): N/A

Department Budget:

Recommendation: Approve as submitted.

AUSD Guiding Principle: #5 - Accountability, transparency, and trust are necessary at all levels of the organization.

Submitted By: Shariq Khan, CBO

ATTACHMENTS:

Description	Upload Date	Type
❑ 2016-2017.60	2/21/2017	Resolution Letter
❑ Exhibit A	2/21/2017	Backup Material

ALAMEDA UNIFIED SCHOOL DISTRICT
Alameda, California
Resolution

February 28, 2017

Resolution No. 2016-2017.60

AUTHORIZATION TO DISPOSE OF SURPLUS PROPERTY

WHEREAS, the state requires a resolution to be adopted by the Board of Education for the property transfer or retirement of used and obsolete equipment used in Management Operations Facilities as listed in

Exhibit A - Property Transfer or Retirement Forms

AND WHEREAS, the Board of Education desires to change the adopted appropriations,

NOW, THEREFORE, BE IT RESOLVED that the changes be made to the adopted appropriations as per Exhibit A.

PASSED AND ADOPTED by the following vote this 28th day of February, 2017:

AYES: _____ MEMBERS: _____

NOES: _____ MEMBERS: _____

ABSENT: _____ MEMBERS: _____

Gary K. Lym, President Board of Education
Alameda Unified School District
Alameda County, State of California

ATTEST:

By: _____
Sean McPhetridge, Superintendent
Secretary of the Board of Education
Alameda Unified School District

Alameda Unified School District

Fiscal Department: Purchasing
 2060 Challenger Drive, Alameda, CA 94501
 Phone 510.337.7087 Fax 510.337.2322

Property Transfer or Retirement Form

From WC DC Site 3 at Ruby
 Current Location

To: DUMPYARD
 New Location

Quantity	Item Description	Model or Serial Number	AUSD Number	Condition
1	bean table			3
2	chairs			3
1	sensory table			3
1	stand-sensory table			3
1	mini cabinet			3
1	wooden kitchen furniture			3
3	wooden panels			3
1	basket ball hoop			3
1	rectangular iron			3

E-waste – Please Submit This Form to the Technology Dept.
 Furniture & Equipment – Please Submit This Form to MOF

Approved and Released by Site Administrator Signature: _____

Director Signature: _____

Forward Director Approved Form to Business Services

Chief Business Officer Signature: _____

BOE Consent Item Approval (Date): _____

Forward Form to Purchasing

Posted to Inventory Control by Purchasing (Date): _____

Condition Code:

1	Excellent
2	Fair
3	Poor-Retire

ALAMEDA UNIFIED SCHOOL DISTRICT
BOARD AGENDA ITEM

Item Title: Season for Non-Violence Daily Reading (5 Mins/Information)

Item Type: Information

Background: A Season for Nonviolence is a national 64-day educational, media, and grassroots campaign dedicated to demonstrating that nonviolence is a powerful way to heal, transform, and empower our lives and our communities. Inspired by the memorial anniversaries of Mahatma Gandhi and Dr. Martin Luther King, Jr., this international event starts January 30 and ends April 4 and thus honors their vision for an empowered, non-violent world.

Since 1996, the County of Alameda and the City of Alameda have partnered with AUSD to create the Alameda Collaborative for Children, Youth, and their Families (ACCYF). Moreover, ACCYF each year helps to support a city-wide speech contest.

Daily readings are just one of the highlighted activities practiced during the season. AUSD schools have been provided materials by which teachers and administrators integrate these daily readings into the school day.

Today's Season for Nonviolence way of living peacefully is Understanding.

When you find yourself disagreeing with someone, focus on understanding what they are saying— and why. When you understand where someone is coming from, it's easier to accept and respect them, even if you disagree.

“Nothing in life is to be feared, it is only to be understood. Now is the time to understand more, so that we may fear less.” — Marie Curie

Goals: Routine Matter

Fund: N/A

Fund Codes:

Fiscal Analysis

Amount (Savings) (Cost): N/A

Department Budget:

Recommendation: This item is presented for information only.

AUSD Guiding Principle: #4 - Parental involvement and community engagement are integral to student success.

Submitted By: Steven Fong, Chief Academic Officer

ALAMEDA UNIFIED SCHOOL DISTRICT
BOARD AGENDA ITEM

Item Title: Public Hearing Regarding Proposed Material Revision to Charter for Academy of Alameda Charter Schools (5 Mins/Public Hearing)

Item Type: Public Hearing

Background: Academy of Alameda (AOA) is a charter school organization with two schools - Academy of Alameda Middle School and Academy of Alameda Elementary School authorized by the Board. AOA's operations are governed in large measure by its charter, a foundational document approved by the Board as part of the school's most recent renewal process. At the Board's February 14, 2017 meeting, AOA submitted the attached request for a material revision to its charter. The revision seeks to revise the lottery preferences for both schools so that they have a consistent sibling and resident policy.

California charter law requires that the public be given an opportunity to comment on any proposed material charter revisions before the Board takes action. This item meets that requirement. The Board will hear public comment at this meeting; the issue will return for staff recommendation and Board action at a later meeting.

Goals: Routine Matter

Fund: N/A

Fund Codes:

Fiscal Analysis

Amount (Savings) (Cost): N/A

Department Budget: N/A

Recommendation: Other

AUSD Guiding Principle: #1 - All students have the ability to achieve academic and personal success.| #4 - Parental involvement and community engagement are integral to student success.| #5 - Accountability, transparency, and trust are necessary at all levels of the organization.

Submitted By: Chad Pimentel, General Counsel

ATTACHMENTS:

	Description	Upload Date	Type
□	AOA Material Revision Proposal to Change Lottery Preferences	2/22/2017	Backup Material

The Academy of Alameda Proposal to Change Our Lottery Preferences for 2016/17 (February 14, 2017)

We would like to revise our lottery preferences so that they are the same for both our elementary school and middle school. Both, of course, give preference to Alameda families. The elementary school currently has different lottery language as we had to comply to the Public Charter Schools Grant Program (PCSGP), which; we no longer have to. In addition, we believe that simpler, concise language makes it easier for our families to understand.

**Matt Huxley
Executive Director
The Academy of Alameda**

Current Lottery Language AoA Middle School and AoA Elementary School

Current Middle School Lottery Language

PUBLIC RANDOM DRAWING

In accordance with Education Code Section 47605(d)(2)(B), admission preferences in the case of a lottery shall be given to the following students in the following order below. Students who are exempt from the lottery are:

- *Children currently attending The Academy of Alameda*
- *Children of current Academy staff and board members (not to exceed 10% of The Academy's Enrollment)*

Student Admission Preferences in Order

1. *Siblings of current students of the Academy of Alameda who are residents from the Alameda Unified School District Zone*
2. *Students who reside in the Alameda Unified School District Zone*
3. *Siblings of current students of The Academy of Alameda Middle School (residing outside of the Alameda Unified School District Zone)*
4. *Students who live outside of the Alameda Unified School District Zone*

Current Elementary Lottery Language

In accordance with Education Code Section 47605(d)(2)(B), admission preferences in the case of a lottery shall be given to the following students in the following order:

- *Siblings of existing students of The Academy of Alameda Elementary School and Middle School[1]*
- *Children of teachers and staff of The Academy of Alameda (not to exceed 10% of The Academy's enrollment)[2]*
- *Residents of the Alameda Unified School District*

- *All other students*

Proposed Changes to ES and MS Lotteries 2016/17

Proposed Middle School Lottery Language

PUBLIC RANDOM DRAWING

In accordance with Education Code Section 47605(d)(2)(B), admission preferences in the case of a lottery shall be given to the following students in the following order below. Students who are exempt from the lottery are:

- Children currently attending The Academy of Alameda
- Children of current Academy staff and board members (not to exceed 10% of The Academy's Enrollment)

Student Admission Preferences in Order

1. Siblings of existing students of The Academy of Alameda Elementary School and Middle School
2. Residents of the Alameda Unified School District
3. All other students

Proposed Elementary Lottery Language

PUBLIC RANDOM DRAWING

In accordance with Education Code Section 47605(d)(2)(B), admission preferences in the case of a lottery shall be given to the following students in the following order below. Students who are exempt from the lottery are:

- Children currently attending The Academy of Alameda
- Children of current Academy staff and board members (not to exceed 10% of The Academy's Enrollment)

1. Siblings of existing students of The Academy of Alameda Elementary School and Middle School
2. Residents of the Alameda Unified School District
3. All other students

ALAMEDA UNIFIED SCHOOL DISTRICT
BOARD AGENDA ITEM

Item Title: Resolution Number 2016-2017.59 Recommendations to Reduce Particular Kinds of Services for the 2017-2018 School Year (10 Mins/Action)

Item Type: Action

Background: California Education Code Sections 44949 and 44955 set forth dates and procedures by which the Governing Board must express its intent to reduce and/or discontinue particular kinds of services now being offered by the District. Staff will recommend that services be reduced according to the least senior employee so long as the employee being retained is credentialed and competent to perform the assignment. The Superintendent or his/her designee shall give notice to affected certificated employees that their services may not be required for the ensuing school year.

Goals:

Fund:

Fund Codes:

Fiscal Analysis

Amount (Savings) (Cost):

Department Budget:

Recommendation: Approve as submitted.

AUSD Guiding Principle:

Submitted By: Timothy Erwin, Chief Human Resources Officer

ATTACHMENTS:

	Description	Upload Date	Type
▣	Resolution Reduce Particular Kinds of Services	2/24/2017	Resolution Letter

ALAMEDA UNIFIED SCHOOL DISTRICT
Alameda, California
Resolution

February 28, 2017

Resolution No. 2016-2017.59

**Resolution to Decrease the Number of Certificated Employees
Due to a Reduction in Particular Kinds of Services**

WHEREAS, Education Code Section 44955 permits the Governing Board to reduce or discontinue particular kinds of services no later than the beginning of the following school year; and

WHEREAS, the Governing Board of the Alameda Unified School District has determined that it shall be necessary to decrease the following programs and services of the District no later than the beginning of the 2017-2018 school year; and

WHEREAS, it shall be necessary to terminate at the end of the 2016-2017 school year the employment of certain certificated employees of the District as a result of the elimination of the programs and services; and

WHEREAS, the Governing Board of the Alameda Unified School District has further determined that among employees who first rendered paid service to the District on the same day, the order of termination will be based solely on the needs of the District and the students thereof; and

WHEREAS, the Governing Board has further determined that there is a specific need for personnel to teach certain specific courses or course of study and that the certain certificated employees have special training and experience necessary to teach those courses of study or to provide those services which others with more seniority do not possess;

NOW, BE IT RESOLVED, by the Governing Board of the Alameda Unified School District that the particular kinds of services shall be reduced or eliminated no later than the beginning of the 2017-2018 school year and that a total of 5.07 Full Time Equivalent (FTE) be reduced as described in the below table:

<u>Particular Kinds of Services</u>	<u>Number of Full Time Equivalent (FTE)</u>
Adapted Physical Education (APE)	0.60 FTE
Art	0.20 FTE
Biology	1.00 FTE
Foundational Level General Science	0.40 FTE
Music	2.00 FTE
Physical Education	0.67 FTE
Social Science	0.20 FTE

NOW, BE IT FURTHER RESOLVED, that it will be necessary to retain the services of certificated employees in the 2017-2018 school year regardless of seniority, who possess qualifications, special training, and/or experience needed for the following courses of study or for the provision of the following services:

- A. Special Education, Mild to Moderate
- B. Special Education, Moderate to Severe
- C. Special Education, Early Childhood
- D. Teacher Librarian Services

NOW, BE IT FURTHER RESOLVED, that the Superintendent or his/her designee representative is directed to send appropriate notices to all employees whose positions may be lost by virtue of this action. Nothing herein shall be deemed to confer any status or rights upon temporary certificated employees or any other employee in addition to those specifically granted to such employees by statute.

PASSED AND ADOPTED by the following vote this 28th day of February, 2017:

AYES: _____ MEMBERS: _____

NOES: _____ MEMBERS: _____

ABSENT: _____ MEMBERS: _____

Gary K. Lym, President
Board of Education
Alameda Unified School District
Alameda County, State of California

ATTEST:

By: _____
Sean McPhetridge, Secretary
Board of Education
Alameda Unified School District
Alameda County, State of California

ALAMEDA UNIFIED SCHOOL DISTRICT
BOARD AGENDA ITEM

Item Title: Special Education Strategic Planning and Timeline (20 Mins/Information)

Item Type: Information

Background: Our presentation will provide an overview and update on Special Education Strategic Planning.

Goals:

Fund:

Fund Codes:

Fiscal Analysis

Amount (Savings) (Cost):

Department Budget:

Recommendation:

AUSD Guiding Principle: #3 - Administrators must have the knowledge, leadership skills and ability to ensure student success.| #5 - Accountability, transparency, and trust are necessary at all levels of the organization.

Submitted By: Kirsten Zazo, Chief Student Services Officer

ATTACHMENTS:

Description	Upload Date	Type
☐ Special Education Strategic Planning	2/22/2017	Presentation

Special Education Strategic Planning

Kirsten Zazo

Chief Student Support Officer

February 28, 2017

A Focus on Special Education - Why We're Looking

- New District Leadership: taking both an internal and external look
- New staff across the district in a wide variety of roles
- The State's 2015 Strategic Plan for Education: A Blueprint for Great Schools: *Version 2.0*
- California's 2015 Statewide Task Force on Special Education Report
- The State's 2015-2016 California Advisory Commission on Special Education
- The District's 2015 Financial Crisis Management Assistance Team (FCMAT) Report

A Focus on Special Education

- Escalating Special Education Costs and District Contribution from the General Fund
- Internal Data Analysis (caseloads, staffing allocations, service delivery options some aligned and some not aligned with industry standards)
- Need to design and fully implement an integrated Multiple Tiered System of Support (MTSS) as a pre-eligibility approach
- Continuous Improvement Mindset

Some Things We Know: State's Blueprint For Great Schools Version 2.0

- During the past four years, State Superintendent Torlakson, the CDE, and collaborative partners have made impressive strides toward developing or rebuilding plans and systems for early learning, expanded learning, and whole child community schools to ensure that California's students receive the support they need to become successful.
- In 2015, the State's Blueprint for Great Schools, Version 2.0 was developed.
- Blueprint 2.0 details next steps in five critical areas: California standards, teaching and leading excellence, student success, continuous improvement and accountability systems, and systems change and supports.

Blueprint for Great Schools 2.0

- Blueprint 2.0 offers a vision of a system that is collaborative, unified, and coherent: “The California Way.”
- Engages students, parents, and communities as part of a collaborative decision-making process around how to fund and implement improvement efforts.
- The California Department of Education is currently rolling out and implementing this plan across the state.

State's Special Education Task Force (SSETF)

- In 2013, the SSETF was formed and charged with examining California's complex systems for serving all students including students with disabilities and forwarding recommendations to the State Board of Education, the California Department of Education, and the California Commission for Teacher Certification for consideration.
- Members of the task force represented parents and advocates, teachers, administrators, and experts with deep knowledge of the issues.

State's Special Education Task Force (SSETF)

- The task force evaluated the status of general and special education in the state, examined best practices here and across the country, and proposed recommendations for strengthening the educational system.
- In March 2015, the SSETF presented the findings and recommendations to the State Board of Education and the Superintendent of Public Instruction, Tom Torlakson.
- They presented an important vision and a bold plan for a unified system of education serving all children effectively.

State's Special Education Task Force (SSETF)

- The bold ideas and recommendations in this report contribute to California's expanded educational mission for high-quality teaching and learning in every classroom.
- The overarching theme identified by the SSETF stressed the need for one unified system, grounded in expertise, responsive to students' needs, and focused on results where all children, including students with disabilities, are considered general education students first and foremost.

State's Special Education Task Force (SSETF)

- The SSETF report envisions general education and special education working seamlessly together as one system designed to address the needs of all students as soon as those needs are apparent, from the time they are born, through preschool, and until they reach the age of 22.
- Rollout of this work has begun across the state.
- Districts are at varying places in doing the work.

California Department of Education (CDE) Ad Hoc Work Group

- In 2015, the CDE's Executive Team called for the creation of a Special Education Task Force Recommendations Internal Ad Hoc Work Group (Work Group).
- This group met in March 2016 to:
 - Analyze the current status of Statewide Special Education Task Force (Task Force) Report Recommendations relative to the work of the CDE;
 - Discuss how CDE, as a whole, could support implementation of the recommendations; and
 - Better support a unified education system in which all children, including students with disabilities, are considered general education students first.

Ad Hoc Work Group Findings

- The key recommendation was to form the One System Team to identify CDE-led initiatives, support internal CDE collaboration towards aligning initiatives and resources, and provide field support.
- Implementation is underway to support districts in promoting inclusive preschool classrooms and collaborating with districts to expand inclusive preschool settings.
- The State Education Department has developed numerous resources for districts concerning their responsibilities and options for providing mental health services required by students' IEPs.
- The SED has identified Education Blended Programs and technical assistance resources on positive school climate and effective positive behavioral supports for use by districts in addressing students' social and emotional needs.

FCMAT: An Internal District Review

- Key concerns prompted Alameda USD to contract with FCMAT in 2015 for a practical, objective review due to:
 - Rise in identification rates of students eligible for Special Education
 - Increase in requests for staffing and intervention needs
 - Significant increases over the past three years of the costs of the special education programs which has caused a year by year increase in the contribution from the general education fund
 - Analyze Special Education Program funding to determine the reasons the special education contribution has continued to increase significantly over the past three years
 - Determine if district provided services are at or above legally mandated level

FCMAT's Deep Dive (continued)

- Analyze staffing ratios and class load sizes in relation to state guidelines
- Review process for all staffing and caseload sizes for related service providers
- Review procedures for identifying the need for para-professionals
- Analyze the district's process for identifying students for special education

FCMAT's Key Findings and Recommendations: A Look at the Financials

- Escalating costs and district contribution to the special education from the general fund:
 - 2012-2013 -- \$9,010,717
 - 2013-2014 -- \$12,312,373
 - 2014-2015 -- \$12,605,910
 - 2015-2016 -- \$15,330,035*
- * On average the state's school districts contribute 43% of the special education budget from the general fund. AUSD contributed more than 60% in the 2015-2016 school year.

Key Findings and Recommendations

- The overall identification rate for special education was within statewide averages (10%), but it is increasing and currently exceeds that average at **12.6%**.
- Develop a system to monitor every service needed per IEP for every student:
 - Study staffing ratios, caseloads, allocation of resources, allocation of service providers (speech therapists, psychologists, Adaptive Physical Education, etc.) and adjust or shift as needed to alignment to industry standards.
- The district transports 13.8% of the students in grades one through twelve (District's studies by FCMAT showed that most district's transport 10% of their students).
 - Conduct a full transportation study to determine percent of students assigned transportation through IEP process vs. typical standards.
 - Review IEPs to determine that students who receive this service are eligible for the service.

Key Findings and Recommendations

- The district employees 38 1-to-1 para-educators
 - Develop and consistently apply a process to determine the need for additional 1-to-1 para support, including evidence that demonstrates that all other possibilities have been considered
- There is no formal process to decide whether or not to grant additional para support (beyond requests for 1-to-1 para supports)
 - Develop and consistently apply a formal process to determine the need for para support for non- 1-to-1 assistance
- Identify a clear line of management responsibility in the department to track and update all para assignments

Key Findings and Recommendations

- Develop a formal written practice for transitions, especially preschool to kindergarten; elementary to middle school; middle school to high school.
- Consider additional pathways and courses for students to meet diploma track requirements (2015 graduation rate was 62% vs. target of 85%).
- Continue to work toward preschool general education inclusion.
- Continue district leadership and support for PBIS, including training.

Key Findings and Recommendations

- Design and implement a district wide intervention model founded on the principles of MTSS.
 - As documented in the State's Task Force report, a district's special education system should include pre-identification services consisting of Multi-Tiered System of Support (MTSS).
 - The district does not have an MTSS.
 - The district lacks consistent options of interventions, common assessments, data collections, and SST practices or procedures.
 - Establish a comprehensive commitment across all departments to provide leadership and support for implementation of MTSS .

Key Findings and Recommendations

- The district lacks a special education strategic plan.
 - Form a leadership team to develop an intensive strategic plan and a 3-5 year plan for special education.
 - The development team should consist of district personnel, initially including the Superintendent, site administrators, certificated and classified staff, and parents.
 - The plan should be transparent and supported by the Board of Education.
 - Related board policies should be created.

Key Findings and Recommendations

- This strategic plan should include:
 - Timelines for formative assessment development and implementation, intervention curriculum adoption and implementation
 - Progress monitoring tools and methodologies
 - Data analysis strategies
 - Implementation of norms continuing through the SST process and in the assessment for special education services
- This area should be a priority.

Steps We've Taken to Respond to the State's Key Initiatives and Our Internal Reports

- Shared the FCMAT report with Superintendent's Cabinet, district leadership team, school psychologists, site leaders, union leadership, and special education department managers
- Began analysis of transportation, including an analysis of eligibility and establishment of protocols to guide transportation decision
- Began analyzing all services that are currently being delivered to each student
- Began analyzing caseload and staffing ratios aligned to industry standards
- Continuing our efforts to implement PBIS district wide
- Developing a coordination of services team at each school site to analyze data and intervention, revise the SST protocols and processes

Steps We've Taken to Respond to the State's Key Initiatives and Our Internal Reports (Cont.)

- Developed *draft* proposal for designing and implementing MTSS
- Used new data systems to analyze behavioral, attendance, and academic data to target intervention and support for identified students
- Reorganized district level cabinet team to blend services, make change in leadership, oversee enrollment and projections for all students, both general education and special education
- Developed a restructuring plan for further blending of Student Services and Special Education departments
- Created the Special Education and Student Services procedural manual
- Increased autism classes and implemented Seneca program at middle school to bring about fewer NPS placements

Additional Recommended Next Steps (cont.)

- Continue our efforts to analyze staffing ratios, caseloads, including impact on current services when aligning to industry standards and begin making adjustments
- Conduct an analysis of the preschool program including: enrollment, eligibility, transportation, inclusion in general education
- Strengthen the Mild/Moderate programs and services, including training
- Develop formal procedures to decide para educator placements and supports
- Refine the proposed work plan for implementing MTSS and begin implementation
- Clarify roles and responsibilities for school psychologists and other support providers

Additional Recommended Next Steps (cont.)

- Refine and implement with fidelity the Special Circumstances Instructional Assistance (SCI) procedures for assigning 1-to-1 para educators
- Refine in writing the district's transition procedures and protocols and provide training for all relevant staff
- Clarify roles and responsibilities for school psychologists and other support providers
- Refine and implement with fidelity the Special Circumstances Instructional Assistance (SCI) procedures for assigning 1-to-1 para educators
- Refine in writing the district's transition procedures and protocols and provide training for all relevant staff

Serving on the Special Education Strategic Planning Group

- Guardians, teachers (special education and general education), classified staff, administrators, students, and district staff interested in serving on the ***Special Education Strategic Planning Group*** should contact Kirsten Zazo, Chief Support Services Officer, at:

kzazo@alameda.k12.ca.us

Questions?

ALAMEDA UNIFIED SCHOOL DISTRICT
BOARD AGENDA ITEM

Item Title: College Readiness Block Grant (CRBG) Plan (10 Mins/Public Hearing/Info)

Item Type: Action

Background: The College Readiness Block Grant (CRBG) was established by Senate Bill 828 in June 2016 and codified in *Education Code* Section 41580. The CRBG allocates \$200 million for local educational agencies, including county offices of education, school districts, and charter schools (both direct and locally funded) that reported unduplicated pupils in grades nine through twelve during the 2015–16 fiscal year. This item provides an overview of the plan for AUSD’s allocation of \$152,754. These funds must be spent by the end of the 2018-19 fiscal year and primarily support unduplicated student college readiness.

Goals:

Fund: Categorical Funds

Fund Codes:

Fiscal Analysis

Amount (Savings) (Cost): N/A

Department Budget: \$152,754 (State Grant)

Recommendation: This item is presented for information only.

AUSD Guiding Principle: #1 - All students have the ability to achieve academic and personal success. | #5 - Accountability, transparency, and trust are necessary at all levels of the organization.

Submitted By: Steven Fong, Chief Academic Officer

ATTACHMENTS:

Description	Upload Date	Type
□ College Readiness Block Grant Plan	2/22/2017	Presentation

College Readiness Block Grant (CRBG) Plan

February 28, 2017
Teaching and Learning

Presentation Goals

- Provide brief overview of College Readiness Block Grant (CRBG) context and requirements
- Present key elements of AUSD plan for use of CRBG funding

College Readiness Block Grant (CRBG): Context

The College Readiness Block Grant (CRBG) was established by Senate Bill 828 in June 2016 (Chapter 29, Statutes of 2016, Committee on Budget and Fiscal Review) and codified in *Education Code* Section 41580. The CRBG allocates \$200 million for local educational agencies, including county offices of education, school districts, and charter schools (both direct and locally funded) that reported unduplicated pupils in grades nine through twelve during the 2015–16 fiscal year.

<http://www.cde.ca.gov/ci/gs/ps/collegereadiness.asp>

College Readiness Block Grant (CRBG): Requirements

- Develop a plan describing how the funds will increase or improve services for unduplicated pupils to ensure college readiness
- The plan shall include information regarding how it aligns with the school district's local control and accountability plan
- The plan shall also include a description of the extent to which all pupils within the school district, particularly unduplicated pupils, will have access to A–G courses approved by the University of California

<http://www.cde.ca.gov/ci/gs/ps/crbgfaq.asp>

AUSD Plan: Key Elements

Element 1:

- Maintain access to Advanced Placement (AP) assessments for socioeconomically disadvantaged students

Element 2:

- Provide targeted support to cohort of rising 9th graders

AUSD Allocation: \$152,754

Budget Element	Projected Expenditure		
	16-17	17-18	18-19
Indirect Costs	\$8,986		
Element 1	\$18,000	\$18,000	\$18,000
Element 2	\$89,768		

Element 1: Advanced Placement Access

Purpose: Maintain current level of access to Advanced Placement (AP) Exams for low income students.

Estimated Cost Breakdown:

Total cost/exam: \$93

Fee Reduction/Rebate: \$40

Student Contribution: \$5

District Funding Required/exam: \$48

$\sim 375 \text{ exams/year} \times \$48/\text{exam} = \$18,000/\text{year}$

Element 2: Targeted support to Rising 9th Cohort

Purpose: Provide targeted cohort of rising 9th graders sequential supports over their high school career to increase college readiness

Possible components of program:

- College-readiness curriculum: UC a-g requirements, application process, financial aid, reach and fit
- Development and monitoring of 4-year plan
- Career exposure: internships, shadow opportunities
- College visits/tours
- Academic supports
- Parent/guardian education: financial literacy, college requirements

Element 2: Targeted support to Rising 9th Cohort

Target Population:

Rising 9th grade students who are (a) socioeconomically disadvantaged and (b) have parents who did not complete a college degree.

Development of Detailed Plan:

High school staff including administrators, counselors, and college and career center personnel will be engaged in the development of a long-term support plan for the cohort.

Alignment to AUSD LCAP

AUSD LCAP Goal 2A:

Support all students in becoming ***college and work ready***

AUSD LCAP Goal 2B:

Support all English Learners in becoming ***college and work ready***

Access to UC a-g coursework

All AUSD students have access to UC a-g coursework.

The elements included in this plan will (1) ensure that socioeconomically disadvantaged students retain access to Advanced Placement (AP) coursework and (2) provided targeted support toward completion of a program that achieves UC eligibility.

Measuring Impact

Metrics to be used in measuring impact of implementation:

- Disaggregated results of AP Exam participation
- Disaggregated results of AP Exam performance
- Grade Point Average (GPA)
- Course enrollment and completion in UC a-g coursework
- Number of D/F grades in core subjects

QUESTIONS



ALAMEDA UNIFIED SCHOOL DISTRICT
BOARD AGENDA ITEM

Item Title: Options for Filling a Vacancy on the Board of Education (20 Mins/Action)

Item Type: Action

Background: With the recent passing of Board Member Henneberry, there is currently a vacant seat on the Board. The Education Code gives the Board two options for filling the vacant seat: calling a special election, or appointing an applicant. The Board must act to fill the seat within 60 days.

This presentation sets out the mechanics of each option so that the Board can make its choice.

Goals: Board Governance Matter

Fund: General Fund

Fund Codes: 01 General Fund

Fiscal Analysis

Amount (Savings) (Cost): Special Election: \$50,000 - \$250,000 Appointment: None

Department Budget: Board

Recommendation:

AUSD Guiding Principle: #4 - Parental involvement and community engagement are integral to student success. | #5 - Accountability, transparency, and trust are necessary at all levels of the organization.

Submitted By: Chad Pimentel, General Counsel

ATTACHMENTS:

Description	Upload Date	Type
□ Presentation on Filling Board Vacancy	2/22/2017	Presentation

Options for Filling a Vacancy on the Board of Education

Chad Pimentel
General Counsel

February 28, 2017

DISCLAIMER

This presentation is not intended to be legal advice. It neither creates nor alters a privileged attorney-client relationship.

Process Overview

- Vacancies can be filled in one of two ways:
 - By ordering a special election, the winner of which serves on the Board until the next regular Board election; or
 - By making a provisional appointment of a new member.
- The Board must either make a provisional appointment or order a special election within 60 days of the vacancy.

Option 1: Special Election

- Would occur on June 6, 2017 (if by in-person voting), or on a date set by County Registrar of Voters (if by mail-in ballot only).
- Process would be overseen by the County.
- However, the District must pay to cover the election costs:
 - \$12 - \$15 per voter for an election with in-person voting;
 - \$7 - \$9 per voter if voting is allowed only by mail.
- The last special election in Alameda (which involved the Measure A parcel tax) drew over 22,000 voters.

Option 2: Provisional Appointment

- Provisional appointments involve a four-step process:
 - Application
 - Initial Review
 - Interview
 - Selection
- Note that appointments made using this process are “provisional” because a special election could still be called by public petition.

Provisional Appointment: Application

- If the Board chooses this option, the District would develop and publicize an application.
- Application process would be open to all who meet the minimum qualifications in the law:
 - Over 18 years old
 - Resident of Alameda
 - Registered voter in California
 - Not an employee of the District at the time of appointment
 - Not otherwise disqualified (e.g. by certain criminal convictions)

Provisional Appointment: Initial Review

- The District reviews the applications. The review is limited to:
 - Ensuring all required information was provided; and
 - Verifying that candidates meet the minimum qualifications.
- Unlike most other aspects of the process, the initial review is not conducted at a public meeting.
- Applicants who pass the initial review progress to the interview stage.

Provisional Appointment: Interview and Selection

- All candidates passed through to this stage will be interviewed in open session at a meeting of the Board.
- Following the interviews, the Board will publicly deliberate and select an applicant to fill the vacant seat.
- In order to meet the 60-day deadline, this process must be complete by April 14, 2017.

Provisional Appointment: Petition

- The appointee will serve out the remainder of the vacated term (which in this case runs until December 2018) unless voters petition the County Superintendent of Schools to hold a special election.
- Petition must be signed by 1.5% of the registered voters in Alameda.
- Petition must be submitted within 30 days of the appointment.
- County makes the determination whether a petition is valid.

Next Steps

- Tonight, the Board votes on whether to appoint or order an election.
- If the Board chooses an election, it will also vote tonight whether it should be mail-in or in-person.
- If the Board chooses to appoint, it may also vote tonight to establish a two-member subcommittee to direct the process.
- Application timeline and process would be announced March 10.

ALAMEDA UNIFIED SCHOOL DISTRICT
BOARD AGENDA ITEM

Item Title: California School Boards Association (CSBA) 2017 Delegate Assembly Election Vote (5 Mins/Action)

Item Type: Action

Background: The California School Boards Association (CSBA) Delegate Assembly is a vital link to the Association's governance structure. The Delegate Assembly is made up of approximately 270+ delegates who are elected by local board members in 21 geographic regions throughout the state, thus ensuring that the Association reflects the interest of school districts and county offices of education throughout the state.

Sub region 7-B (Alameda County) currently has 4 vacancies. Delegates selected will serve two-year terms from April 1, 2017 through March 31, 2019. The candidates running for delegate assembly are (* denotes incumbent):

Beatriz Levya-Cutler (Berkeley USD)*
William McGee (Hayward USD)*
Diana Prola (San Leandro USD)*
Nancy Thomas (Newark USD)

Biographical sketches of each Delegate Assembly candidate are attached.

The Board as a whole may vote for up to the number of vacancies in the region or subregion as indicated on the ballot. The ballot must be postmarked on or before Wednesday, March 15, 2017 to be valid.

Goals: Build nonprofit, business and philanthropic partnerships

Fund:

Fund Codes:

Fiscal Analysis

Amount (Savings) (Cost): N/A

Department Budget: N/A

Recommendation: Other

Discuss and select up to 4 candidates for the CSBA Delegate Assembly.

AUSD Guiding Principle: #4 - Parental involvement and community engagement are integral to student success. | #5 - Accountability, transparency, and trust are necessary at all levels of the organization.

Submitted By: Sean McPhetridge Ed.D., Superintendent

ATTACHMENTS:

Description	Upload Date	Type
□ CSBA Delegate Assembly Election Information	2/22/2017	Backup Material



TIME SENSITIVE, REQUIRES BOARD ACTION
DEADLINE Wednesday, March 15, 2017

January 31, 2017

TRANSMITTAL

To: All Board Presidents and Superintendents
CSBA Member Boards of Education

From: Charlyn Tuter, Program Manager

Re: 2017 CSBA Delegate Assembly Election
U.S. Postmark Deadline – Wednesday, March 15, 2017

Enclosed in this mailing you will find the following:

- Memo from CSBA President Susan Henry
- Return envelope U.S. Postmark Deadline – Wednesday, March 15, 2017
- Red ballot to be signed by Superintendent or Board Clerk
- List of the current Delegates in your region (reverse side of ballot)
- Copy on white paper of the red ballot for insertion in board packets
- Copies of each candidate's biographical sketch and optional résumé, if provided

Please do not hesitate to contact me at (800) 266-3382 ext. 3281 should you have any questions.

Thank you.

Enclosures



TIME SENSITIVE, REQUIRES BOARD ACTION
DEADLINE Wednesday, March 15, 2017

January 31, 2017

MEMORANDUM

To: All Board Presidents and Superintendents
CSBA Member Boards of Education

From: Susan Henry, President

Re: 2017 CSBA Delegate Assembly Election
U.S. Postmark Deadline – Wednesday, March 15, 2017

Enclosed is the ballot material for election of a representative to the CSBA Delegate Assembly from your region or subregion. The material consists of the ballot (on red paper), required candidate biographical sketch form, and if submitted, résumé for each candidate. In addition, we are including a “copy” of the ballot on white paper so that it may be included in board agenda packets, if you choose to do so. **Only the ballot on red paper is to be completed and returned.**

The board as a whole may vote for up to the number of vacancies in the region or subregion as indicated on the ballot. For example, if there are three vacancies in the region or subregion, the board may vote for up to three individuals. Regardless of the number of vacancies, each board may cast no more than one vote for any one candidate. (The ballot also contains a provision for write-in candidates; their name and district must be clearly printed in the space provided.)

The ballot must be signed by the Superintendent or Board Clerk and returned in the enclosed envelope; if the envelope is misplaced, you may use your district’s stationery; please write **DELEGATE ELECTION** prominently on the envelope with the region or subregion number on the bottom left corner. **Ballots must be postmarked by the U.S. Post Office on or before Wednesday, March 15, 2017. No exceptions are allowed.**

Election results will be posted on CSBA’s web site no later than Monday, April 3. If there is a tie vote, a run-off election will be held. All re-elected and newly elected Delegates will serve two-year terms beginning April 1, 2017 – March 31, 2019. The next meeting of the Delegate Assembly is on Saturday, May 20 – Sunday, May 21 at the Hyatt Regency in Sacramento.

Please do not hesitate to the Executive Office at (800) 266-3382 should you have any questions. Thank you.

REQUIRES BOARD ACTION

This complete, **ORIGINAL** Ballot must be **SIGNED** by the Superintendent or Board Clerk and returned in the enclosed envelope postmarked by the post office No later than **WEDNESDAY, MARCH 15, 2017**. Only ONE Ballot per Board. Be sure to mark your vote "X" in the box. *A PARTIAL, UNSIGNED, PHOTOCOPIED, OR LATE BALLOT WILL NOT BE VALID.*

OFFICIAL 2017 DELEGATE ASSEMBLY BALLOT
SUBREGION 7-B
(Alameda County)

Number of vacancies: 4 (Vote for no more than 4 candidates)

Delegates will serve two-year terms beginning April 1, 2017 – March 31, 2019

**denotes incumbent*

☐

Beatriz Levya-Cutler (Berkeley USD)*

☐

William McGee (Hayward USD)*

☐

Diana Prola (San Leandro USD)*

☐

Nancy Thomas (Newark USD)

Provision for Write-in Candidate Name

School District

Signature of Superintendent or Board Clerk

Title

School District Name

Date of Board Action

See reverse side for list of all current Delegates in your Region.

REQUIRES BOARD ACTION

This complete, **ORIGINAL** Ballot must be **SIGNED** by the Superintendent or Board Clerk and returned in the enclosed envelope postmarked by the post office No later than **WEDNESDAY, MARCH 15, 2017**. Only ONE Ballot per Board. Be sure to mark your vote "X" in the box. *A PARTIAL, UNSIGNED, PHOTOCOPIED, OR LATE BALLOT WILL NOT BE VALID.*

OFFICIAL 2017 DELEGATE ASSEMBLY BALLOT
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(Alameda County)

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☐

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☐

Nancy Thomas (Newark USD)

Provision for Write-in Candidate Name

School District

Signature of Superintendent or Board Clerk

Title

School District Name

Date of Board Action

See reverse side for list of all current Delegates in your Region.

2017 Delegate Assembly Candidate Biographical Sketch Form

DUE: Saturday, January 7, 2017

Mail to: CSBA | Attn: Executive Office | 3251 Beacon Blvd., West Sacramento, CA 95691 | fax: (916) 371-3407 | or email: nominations@csba.org.

Please complete, sign and date this required one-page candidate biographical sketch form. An optional, one-page, single-sided, résumé may also be submitted; both will be copied exactly as received. Please do not state "see résumé" and please do not re-type this form. Any additional page(s) exceeding this one-page candidate form will **not** be accepted. It is the candidate's responsibility to confirm that all nomination materials have been received by the CSBA Executive Office. Late submissions will not be accepted. If you have any questions, please contact the Executive Office at (800) 266-3382.

Name: <u>Beatriz Leyva-Cutler</u>	CSBA Region-subregion #: <u>7B</u>
District or COE Name: <u>Berkeley Unified School District</u>	Years on board: <u>8 (Eight)</u>
Profession: <u>Executive Director /Child Care</u> Contact Number: <u>510-847-0784</u>	E-mail: <u>beatrizleyvac@gmail.com</u>
Are you a continuing Delegate? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, how long have you served as a Delegate? <u>2</u>	

Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly.

In my career span of over 37 years I have been dedicated to bilingual early to school age care and education and focused my work as a school board member on the achievement gap and equity. In my participation at Delegate meetings I have stood up to support bilingual education, equity and access to services and resources to families, and supporting the recruitment, retention and hiring of more teachers of color. I am an experienced educator with a strong focus on family/community engagement, bilingual education, early to school age care and education (preschool and after school programming) and state funding regulations. I am a leader in my community and also currently running for Democrat Delegate in Assembly District 15. In this capacity I can take what I know about public education, families and children, immigration and bilingual education and be a stronger advocate for our students and their families.

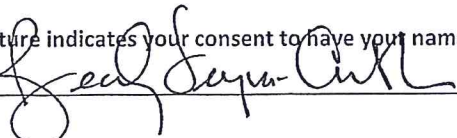
Please describe your activities and involvement on your local board, community, and/or CSBA.

For six years now I have participated in the Students Attendance Review Board (SARB) to address truancy and absence of our students in Berkeley Unified. This has helped me be a vocal champion for how we as a school district can better support, understand and remedy the needs of our students to reduce truancy and absenteeism in our schools and through our LCAP. I have also attended the State Review Board to speak to the issues and concerns we have for our students as a district, county and state. I recently finished my term as Board President and I helped our board be more efficient in our time, agendas and meetings by working closely with the superintendent and fellow board members. For 8 years I have been and active participant in the DELAC Committee. In the community, I am the Executive Director of an well-established and respected quality bilingual early to school age care program in Berkeley. I am currently on the Transitional Kindergarten Professional Learning Steering Committee of which both Vernon Billy and Anne White, the CSBA Region 7 Director submitted my name for consideration to this steering committee that provides input into learning/training modules for TK/K teachers.

What do you see as the biggest challenge facing governing boards and how can CSBA help address it?

The biggest challenge facing governing boards today is the newly elected President, his administration, leadership and the new Secretary of Education in Washington, D.C. How can we as school districts, state, county address the threats of this newly elected president and his administration to dismantle, weaken or take apart public education. Our work towards equity in education and the vision that all children are entitled to a quality education from birth to college is being threaten as are the parents of our students who are valued partners. We all have a responsibility to say loudly and clearly to our communities that our schools are safe places and sanctuaries for our students and their families, it is no longer a simple understanding -- but must be clearly articulated, stated and practiced because our students and their families are threaten with deportation, registration and separation. This is a threat we must be prepared to respond to. As a CSBA Delegate I will help to address this issue by being a vocal advocate that school boards, campuses and policies and procedures will be in place to protect our students, families, teachers and public education.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: 

Date: January 6, 2017

2017 Delegate Assembly Candidate Biographical Sketch Form

DUE: Saturday, January 7, 2017

Mail to: CSBA | Attn: Executive Office | 3251 Beacon Blvd., West Sacramento, CA 95691 | fax: (916) 371-3407 | or email: nominations@csba.org.

Please complete, sign and date this required one-page candidate biographical sketch form. An optional, one-page, single-sided, résumé may also be submitted; both will be copied exactly as received. Please do not state "see résumé" and please do not re-type this form. Any additional page(s) exceeding this one-page candidate form will **not** be accepted. It is the candidate's responsibility to confirm that all nomination materials have been received by the CSBA Executive Office. Late submissions will not be accepted. If you have any questions, please contact the Executive Office at (800) 266-3382.

Name: <u>William McGee</u>	CSBA Region-subregion #: <u>7-B</u>
District or COE Name: <u>Hayward Unified School District</u>	Years on board: <u>Six</u>
Profession: <u>Principal, Middle School</u> Contact Number: <u>510-999-8092</u>	E-mail: <u>wmcgee@husd.k12.ca.us</u>
Are you a continuing Delegate? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, how long have you served as a Delegate? <u>Two</u>	

Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly.

I have been on the Delegate Assembly (DA) for one term. I would like to continue on the DA in order to see the work we have done as a region continue. The City of Hayward is one of the most diverse cities in California, and being a resident and Trustee in this city brings a lot of experience. I also bring the practice of being an educator to the Delegate Assembly. I am able to use my skills as an educator to intersect practice and policy, and help create policy that leads to increases in student achievement.

Please describe your activities and involvement on your local board, community, and/or CSBA.

My involvement and activities on my local board include work for at-risk students. Since I became a Board member, I was able to champion an achievement initiative for African American students that was supported by our Board. Our Board has also created policy which allows foster youth to receive and transfer variable credit while in high school. I also garnered support to have our district create an Academic Sub-committee which meets throughout the school year and focuses on academics. Our Board is also creating a Board Policy Sub-committee to have deeper conversations about board policies. My involvement with CSBA is with the Delegate Assembly, legislative action days, lobby days, and more. I am also a member of the National Hispanic Caucus and the National Black Caucus. I am active with the National School Boards Association and the Council of Urban Boards of Education.

What do you see as the biggest challenge facing governing boards and how can CSBA help address it?

I feel the biggest challenge facing governing boards is school board leadership, board members knowing their role, and working with the Superintendent as a governance team. CSBA can address these issues by creating an ad-hoc committee of various school board members or Delegates to discuss how CSBA can improve Masters in Governance and CSBA's retreat delivery.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: William Lowell McGee

Date: 1/6/2017

2017 Delegate Assembly Candidate Biographical Sketch Form

DUE: Saturday, January 7, 2017

Mail to: CSBA | Attn: Executive Office | 3251 Beacon Blvd., West Sacramento, CA 95691 | fax: (916) 371-3407 | or email: nominations@csba.org.

Please complete, sign and date this required one-page candidate biographical sketch form. An optional, one-page, single-sided, résumé may also be submitted; both will be copied exactly as received. Please do not state "see résumé" and please do not re-type this form. Any additional page(s) exceeding this one-page candidate form will **not** be accepted. It is the candidate's responsibility to confirm that all nomination materials have been received by the CSBA Executive Office. Late submissions will not be accepted. If you have any questions, please contact the Executive Office at (800) 266-3382.

Name: <u>Diana Prola</u>	CSBA Region-subregion #: <u>7-B</u>
District or COE Name: <u>San Leandro Unified</u>	Years on board: <u>8</u>
Profession: <u>retired educator</u>	Contact Number: <u>510-483-0744</u> Email: <u>dprola@yahoo.com</u>
Are you a continuing Delegate? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, how long have you served as a Delegate? <u>6 years</u>	

Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly.

I am interested in being re-elected to the Delegates Assembly for two reasons. First, I value the knowledge I get from attending the meetings, and the opportunity to network with people in other districts with similar concerns. Second, the information I bring back to the local Board is valuable to all of us in making decisions and in learning what is happening around the state. I bring to the position 40 years as a teacher and administrator in the public schools and 8 years of experience on the San Leandro School Board. I am also an elected member of the Democratic Central Committee and I have political connections around the state, as well as a strong background in financial, facilities and curricular issues.

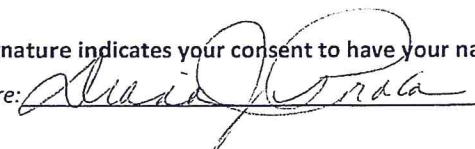
Please describe your activities and involvement on your local board, community, and/or CSBA.

I was elected to the San Leandro Board in 2008 during a 4-member turnover election. The Board and the City had a contentious relationship, and the Superintendent had some serious issues, which ended in her removal from the job. At my first meeting, we began the process of cutting \$56 million from the budget due to the recession. I guess you would say these were strong introductions to the office of trustee!! I have served as chair of the Facilities Committee for 6 six years, implementing \$150 million in bond projects. I have also served as Board president twice. During my second term I guided the hiring of a new Superintendent, and--with him--we have formed a public/private partnership with the City and with a multinational corporation, connecting all of our schools to a new fiber-optic loop and implementing technology, training teachers and purchasing 1:1 computers for use by every student in the District

What do you see as the biggest challenge facing governing boards and how can CSBA help address it?

I feel that our biggest upcoming challenge is the projected teacher shortage—especially in the areas of math and special education. My desire would be for CSBA to focus on this issue in a future conference. There are ways—such as wage and staff development incentives, creating a supportive workplace, training administrators to evaluate for positive improvement, rather than punitively, and so on. Because the coming teacher shortage will most likely be a nationwide problem, it is important for CSBA and California to get out in front of this issue.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: 

Date: 3 Nov. 2016

2017 Delegate Assembly Candidate Biographical Sketch Form

DUE: Saturday, January 7, 2017

Mail to: CSBA | Attn: Executive Office | 3251 Beacon Blvd., West Sacramento, CA 95691 | fax: (916) 371-3407 | or email: nominations@csba.org.

Please complete, sign and date this required one-page candidate biographical sketch form. An optional, one-page, single-sided, résumé may also be submitted; both will be copied exactly as received. Please do not state "see résumé" and please do not re-type this form. Any additional page(s) exceeding this one-page candidate form will **not** be accepted. It is the candidate's responsibility to confirm that all nomination materials have been received by the CSBA Executive Office. Late submissions will not be accepted. If you have any questions, please contact the Executive Office at (800) 266-3382.

Name: <u>Nancy Thomas</u>		CSBA Region-subregion #: <u>7B</u>
District or COE Name: <u>Newark Unified School District</u>		Years on board: <u>14</u>
Profession: <u>Retired engineer</u>	Contact Number: <u>510-219-2718</u>	E-mail: <u>nancy@thomas94560.com</u>
Are you a continuing Delegate? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, how long have you served as a Delegate? _____		

Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly.

Although I am not currently a member, I was elected to the Delegate Assembly and previously served for seven years. My experience as a member has helped me understand the issues facing California School Boards and has provided me tools to advocate for my district's and the State's students, parents and community members. My 25-years' experience in tech industry engineering and management positions has given me a deep understanding of planning and budgeting issues. My participation in the CSBA Leg Action Day and my membership in the Alameda County Central Democratic Committee have helped me speak knowledgeably and share school board concerns with my local and state elected officials. I believe it is my responsibility as a board member to learn about and advocate for local control to effectively deal with the issues my district faces: high poverty, high numbers of English Learners, and drop-out and absenteeism rates that need to be improved.

Please describe your activities and involvement on your local board, community, and/or CSBA.

I have served on the Newark Unified School District Board for 14 years. My CSBA experience has enabled me to be an effective advocate for our students as we move to manage our LCFF dollars and develop our LCAP. As a board appointee to our Mission Valley ROP Board, I continue to advocate for increased Career Technical Training opportunities for high school students in the region. I served on the recently-formed CSBA Adequacy Committee and am one of two CSBA representatives to the California Interscholastic Federation. Continuing education is important for all board members. Although I successfully completed the CSBA Masters in Governance Program years ago, I have repeated many of a modules a second time around with new members of our Board. I am an elected representative to the Alameda County Central Democratic Committee, a 13-year member of my local Rotary Club, and a 13-year member of the Kidango Board of Directors; Kidango educates and supports 4,000 pre-school children in the Bay Area. I am a member of the Ohlone College President's Advisory Committee. I attend the CSBA Annual Education Conference most years.

What do you see as the biggest challenge facing governing boards and how can CSBA help address it?

I think funding adequacy and the concomitant teacher shortages are the biggest challenges facing governing boards. Not only are fewer teachers entering the field as a result of the economic downturn of 2009, the rebounding economy where my district is located has put housing out of the reach of teachers entering the profession. Special Ed, math and science teachers are in short supply across the state. The increase burden on districts and teachers with STRS cost increases and escalating encroachment of special education are just two areas eating away at the recent increased LCFF dollars. Music and the fine arts, so important for brain development and student achievement, are out of the reach of many district budgets. I believe CSBA can and will continue its relentless focus on funding adequacy.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: Nancy Thomas

Date: Dec 14, 2016

Nancy Thomas

35146 Blackburn Drive
Newark, California 94560

(510) 792-4835
nancy@thomas94560.com

Experience

- Board Member, Newark Unified School District, 2002 – present
- CSBA Representative to CIF Federated Council, 2012-present
- CSBA Delegate Assembly Member, Region 7B Alameda County, 2007-2012, 2014-2016
- CSBA membership in the Adequacy Committee
- Hewlett-Packard Company, Engineer and Contributions Manager, 25 years, retired

Newark Unified School District Activities

- Mission Valley ROP Board, 2012-present, currently clerk, alternate in other years
- Audit Committee, 2010-2016
- City/District Joint Task Force on Youth Issues, 2006-2009
- Alameda County School Board Association, various years through 2010
- Volunteer for passage of Measure G, our successful 2011 bond
- Co-Principal Investigator on a \$7 million NSF Math Science Partnership Grant and Noyce Supplemental Grant in which Newark science teachers participated, 2003-2013

Professional Development

- Masters in Governance
- New Board Member Workshop
- Board President Workshop
- Brown Act and Ethics Workshops
- Attendance at most CSBA Annual Conferences

Community Involvement

- Newark Rotary Club, 2003-present; president in 2010-11
- Newark Optimist Club, 2005-present
- Kidango Board Member, 2006-present
- Drivers for Survivors, associate board member, 2012-present
- Past Board member of RAFT (Resource Area for Teaching),
- Past Board member BSCS (Biological Sciences Curriculum Study), and California Science Advisory Committee

Other

- BS Electrical Engineering, San Jose State University
- MS Electrical Engineering, Stanford University
- Family – widow, three adult children, five grandchildren
- Hobbies – playing bridge, cycling, gardening