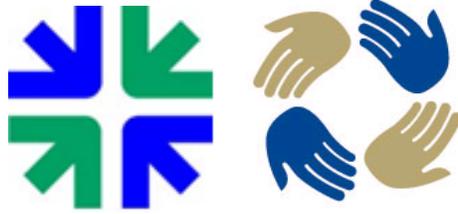


City/School Committee

- Councilmember, Ruth Atkin Co-Chair
- School Board Member, John Affeldt Co-Chair
- Councilmember Jac Asher
- Councilmember Kurt Brinkman
- Councilmember Nora Davis
- Councilmember Jennifer West
- School Board Member Joshua Simon
- School Board Member Joy Kent
- School Board Member Melodi Dice
- School Board Member Miguel Dwin
- Student Member VACANT
- Student Member VACANT



AGENDA

City/School Committee

Regular Meeting of the Advisory Committee

Special Meeting of the Emeryville City Council and Emery Unified School District Board of Trustees

November 7, 2013

5:30 PM

Ralph Hawley School, 1275 61st Street

All Advisory Committee meetings are noticed as Special City Council and School District Board of Trustees Meetings so that any or all of the City Council or School District Board of Trustees may attend and participate in the Advisory Committee’s deliberations. However, actions taken by Advisory Committees are not official actions of the City Council and School District Board of Trustees but must be ratified at a regular City Council and School District Board of Trustees Meeting. All writings that are public records and relate to an agenda item below which are distributed to a majority of the City/School Committee (including writings distributed to a majority of the City/School Committee less than 72 hours prior to the meeting noticed below) will be available at the Information Counter, 1333 Park Avenue, Emeryville, California during normal business hours (9am to 5pm, Monday through Friday, excluding legal holidays).

1. Roll Call
2. Public Comment
3. Approval of 10/3/13 Minutes
4. Staff/Committee Member Comments
5. Information Items
 - a. Update from Emery Ed Fund (Powell – 5 mins)
 - b. Full Service Community Schools Presentation (Children’s Aid - 45 mins)
 - c. City/School Policy and Procedures (Discussion)
 - d. Update of the Schedule of the Abatement/Remediation Work (Miller – 5 mins)
6. Action Items
7. Adjournment

FURTHER INFORMATION may be obtained by contacting Cindy Montero, City/School Committee Secretary, at (510) 596-3770

Dated: 11/1/2013 _____ Karen Hemphill, City Clerk

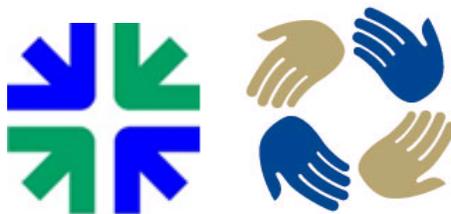
Post on: 11/1/2013

Post until: 11/8/2013 _____ Debbra Lindo, EUSD Superintendent

All documents are available in alternative formats, on request. In compliance with the Americans with Disabilities Act, a person requiring an accommodation, auxiliary aid or service to participate in this program should contact the sponsoring department at (510) 450-7813 or ADA Coordinator as far in advance as possible, but no later than 72 hours before the scheduled event. The best effort to fulfil the request will be made.

City/School Committee

Councilmember, Ruth Atkin Co-Chair
School Board Member, John Affeldt Co-Chair
Councilmember Jac Asher
Councilmember Kurt Brinkman
Councilmember Nora Davis
Councilmember Jennifer West
School Board Member Joshua Simon
School Board Member Joy Kent
School Board Member Melodi Dice
School Board Member Miguel Dwin
Student Member VACANT
Student Member VACANT



Action Minute City/School Committee

Regular Meeting of the Advisory Committee

Special Meeting of the Emeryville City Council and Emery Unified School District Board of Trustees

October 3, 2013 – 5:30 PM

Ralph Hawley School
1275 61st Street

1. Roll Call (5:30 PM)
 - a. Committee Members Present: Atkin, Asher, Brinkman, Davis, West, Affeldt, Simon (late, 5:45 PM), Dwin
 - b. Committee Members Excused: Kent, Dice
 - c. Staff/Public Members Present: Dunn, Miller, Montero
2. Public Comment
 - a. Dunn informed the committee that the EUSD Family Resource Center will assist public members in signing up for Obama Care's Covered California program.
3. Approval of 9/5/13 Minutes
 - a. 9/5/13 Minutes is approved by acclamation as amended*
 - i. *Amendment to Items 4.b, 5.a.ii, and 5.c.iv
 1. Item 4.b: Davis requested a report from Full Service Community Taskforce, not from City/School Committee
 2. Item 5.a.ii: Donahue's remarks should be specified as a Public Comment
 3. Item 5.c.iv: Davis, not West, requested Affordable Health Care Act implementation, and not LifeLong report as a brief standing Agenda Item
 - ii. Second: West
4. Staff/Committee Member Comments
 - a. Davis invited the committee members to attend the opening of Emeryville Art Exhibition on Friday, 10/4/13 from 6-9 PM.
 - b. Brinkman invited the committee members to attend the Alameda County Mayor's Conference on Wednesday, 10/9/13.
 - c. Lindo reported that the abatement and demolition process will start at the ESS site in mid-November 2013. Lindo also mentioned that EUSD will be participating in the Great California Shake Out, an earthquake preparedness program. Lindo concluded her report by informing the committee on the AB 484 approval by Governor Brown on 10/2/13.
 - d. Atkin informed the school community that City Council has appointed Sarah Kaprinsky as the 2nd poet laureate for the City of Emeryville.

- e. West invited the committee and public members to attend one of the Sherwin-Williams Development Project presentations on Wednesday, 10/16/13 at City Hall or at the following Bicycle-Pedestrian and Planning Commission meetings.
- f. Public Comment by Rodney Wong:
 - i. Wong invited committee and public members to attend the Bay Bridge Park progress status meeting in San Francisco.

5. Information Items

- a. Update from Emery Ed Fund
 - i. Powell thanked the partners at AAA for hosting the Emery Ed Fund Board of Directors' retreat where they discussed new fundraising strategies for the following year. Powell also welcomed the committee and public members to make a donation through the phone and website. He continued his report by thanking Pixar and Wells Fargo for their continuing supports for Emery Ed programs. Powell concluded his report by announcing new partnerships between Emery Ed Fund, AT&T, and the Gates Foundation.
- b. COC Report
 - i. Rausch presented the committee with a brief overview of the Citizen Oversight Committee's annual review.
 - ii. On behalf of the committee members, Atkin requested COC to send out an email attachment of the 2012/2013 Measure J financial report.
- c. EUSD Financial Report
 - i. Bonnett presented the committee with 2012-2013 EUSD Unaudited Actuals financial report.
- d. Third Party Agreements-Library/Lifelong Medical
 - i. Miller introduced the committee on the two developing partnerships of ECCL and the library and health clinic.
 - ii. Dunn presented the committee with a report on EUSD Wellness Center, LifeLong medical program, and Alameda County School Health Services, along with their projected roles at ECCL.
 - iii. Keji and Paulyln shared with the committee a presentation on the significance and uniqueness of the possible joint school/public library facility at ECCL.
 - iv. On behalf of the committee, Simon requested an RFP draft to be produced for review.
- e. Joint Occupancy Agreement Timeline
 - i. Miller informed the committee and public members that the Joint Occupancy Agreement is still proceeding forward. It will be considered for approval by City Council on 11/5/13 and by School Board on 11/13/13.
- f. Task Force Report
 - i. Diana Sherman from MIG briefly updated the committee on the Task Force progress in determining the future usage of Anna Yates and Recreation Center sites.

6. Action Items

- a. None

7. Adjournment (8:20 PM)

RULES OF PROCEDURE OF THE EMERYVILLE CITY/SCHOOL COMMITTEE
MAY 1, 2008

1.0 AUTHORITY AND APPLICABILITY

1.1 Authority: As provided by Government Code Section 54954.3, the Emeryville City/School Committee established these Rules of Procedure for the conduct of Emeryville City/School Committee meetings. The following rules shall be in effect upon their adoption by the Emeryville City/School Committee and until such time as they are amended or new rules adopted.

1.2 Applicability: These Rules of Procedure shall apply to meetings of the Emeryville City/School Committee only.

2.0 GENERAL RULES

2.1 Public Meetings: All meetings of the Emeryville City/School Committee shall be open to the public. The Emeryville City/School Committee shall not meet in closed session.

2.2 Meeting Dates/Time: Regular meetings will be held on the 1st Thursday of each month. Adjourned regular or special meetings may be called by the Presiding Officer of the Emeryville City/School Committee. All regular meetings of the Emeryville City/School Committee will convene at 5:30 P.M. Meetings will adjourn at 7:30 P.M. unless a majority of the Emeryville City/School Committee votes to proceed with the business beyond that time.

2.3 Quorum: Six members of the Emeryville City/School Committee shall constitute a quorum necessary to transact business. In the event a quorum is not in attendance, those attending will be named in the minutes, and they shall adjourn the meeting to a later set time.

2.4 Right of the Floor: Any member of the Emeryville City/School Committee or person in attendance desiring to speak shall first be recognized by the Chair and shall, with the exception of Public Comment, confine any remarks to the subject under consideration.

2.5 Rules of Order: Except in cases of conflict with these Rules, "Robert's Rules of Order" shall govern the proceedings of the Emeryville City/School Committee.

2.8 City Manager and School Superintendent: The Emeryville City Manager and EUSD School Superintendent shall attend all meetings of the Emeryville City/School Committee unless excused, and in his or her absence, their designee shall substitute. The City Manager and School Superintendent shall have the right to make recommendations and to take part in all discussions of the Emeryville City/School Committee, but shall have no vote.

2.11 Committee Members: The members of the City of Emeryville City Council and Emery Unified School District Board and two (2) students shall be voting members of the Emeryville City/School Committee.

- 2.12 Presiding Officer: The members of the Emeryville City/School Committee shall appoint co-chairs from its membership to be the Presiding Officer(s). In the absence of the Presiding Officer(s), the members of the Emeryville City/School Committee present shall elect a Temporary Presiding Officer. At the regular meeting in February of each year, the Emeryville City/School Committee shall appoint, by a majority vote, the Presiding Officer(s) to serve for the subsequent year.
- 2.13 Call to Order: The Presiding Officers shall call the meeting to order at the hour appointed. In the absence of the Presiding Officers, the City Manager or the School Superintendent shall call the meeting to order. The Emeryville City/School Committee members present shall then proceed to elect Temporary Presiding Officers.
- 2.14 Preservation of Order: The Presiding Officers shall preserve strict order and decorum, shall prevent threatening, bullying, or disruptive verbal attacks on the Emeryville City/School Committee members, staff, and/or citizens, confine debate to the item under discussion, and discourage demonstrations before the Emeryville City/School Committee such as applauding or “booing”.
- 2.15 Point of Order: The Presiding Officers shall determine all points of order subject to the right of any member to appeal. If an appeal is taken, the question shall be, "shall the Presiding Officers' decision be sustained?"
- 2.16 Authority to Clear Room Where Meeting Willfully Interrupted, Etc.: Upon instructions by the Presiding Officers, the Chief of Police or his or her designee may be called for the purpose of removing any person who, in the Presiding Officers' judgment, has violated the rules of conduct and has disrupted the meeting. In the event that any meeting is willfully interrupted by an individual, group or groups of persons so as to render the orderly conduct of such meeting infeasible and order cannot be restored by removal of the individual or individuals who are willfully interrupting the meeting, the Presiding Officers may order the meeting room cleared and continue in session. Only matters appearing on the Agenda may be considered in such a session. Duly accredited representatives of the press or other news media, except those participating in the disturbance, shall be allowed to attend any session held pursuant to this section. Nothing in this section shall prohibit the Presiding Officers from establishing a procedure for readmitting an individual or individuals not responsible for willfully disturbing the orderly conduct of the meeting.
- 3.0 **TYPES OF MEETINGS**
- 3.1 Regular Meetings: The Emeryville City/School Committee shall meet at the Emery Secondary School, 1100 47th Street, Emeryville, California for all regular meetings. The regular meetings shall begin at 5:30 PM on the 1st Thursday of each month. If the meeting date shall fall on a holiday, the Emeryville City/School Committee shall meet at a time and date so designated by the Committee.
- 3.2 Adjourned Meetings: Any meeting of the Emeryville City/School Committee may be adjourned to a later date, place, and time, provided no adjournment is for a longer period than the next

regularly scheduled meeting.

3.3 Special Meetings: Special meetings may be called by the Presiding Officers or by a majority of the Emeryville City/School Committee members during a regularly scheduled meeting. The call for a special meeting must specify the day, hour, and place, and shall specify the subject(s) to be considered. Special Meetings shall be noticed and conducted in accordance with the Ralph M. Brown Act, as it may be amended from time to time.

3.4 Closed Session Meetings: The Emeryville City/School Committee shall not conduct closed session meetings.

3.5 Media Attendance: All meetings of the Emeryville City/School Committee shall be open to the media, and may be recorded by tape, radio, television, photography, provided such recordings do not interfere with the orderly conduct of the meetings.

4.0 **ORDER & PREPARATION OF AGENDA**

4.1 Agenda Order of Business:

1. Call to Order and Roll Call
2. Public Comment
3. Approval of Minutes
4. Agenda Items
5. City and EUSD Staff Comments/Announcements
6. Emeryville City/School Committee Member Comments/Announcements
7. New Business For Next Regular Emeryville City/School Committee Meeting – Date
8. Adjournment

4.2 Agenda Preparation:

1. Agenda Items may be placed on the Agenda by an Emeryville City/School Committee member, the City Manager or the School Superintendent. The Emeryville City/School Committee shall have no authority to approve or authorize contracts or the payment of money; any such action must be conducted as part of a regular or special meeting of the City of Emeryville City Council or Emery Unified School District Board.
2. Agenda Items are to be delivered to the City Manager or School Superintendent by 5 PM on Wednesday, eight (8) days preceding the regular meeting date. Each item shall contain a brief description of the matter to be discussed.
3. Any written material to accompany the agenda shall be delivered to the City Manager or School Superintendent by 5 PM on Wednesday, eight (8) days preceding the regular meeting date.
4. The City Manager and School Superintendent, in consultation with the Presiding Officers, shall finalize the Agenda by 5 PM on Thursday, seven (7) days preceding the regular meeting.

5. The Agenda together with all reports pertaining thereto shall be provided to Emeryville City/School Committee members by 5 pm Friday, six (6) days preceding the regular meeting.
 6. The Agenda for a regular meeting shall be posted and made available to the public as soon as it is made available to the Emeryville City/School Committee members, and in no event later than 72 hours before the regular meeting. The Agenda for a special meeting shall be posted and made available to the public as soon as it is made available to the Emeryville City/School Committee members, and in no event later than 24 hours before the special meeting.
- 4.3 Hearing Items Out of Order: The Presiding Officers may remove an item from the Agenda for consideration out of the order shown on the Agenda, unless, by a majority vote, the Emeryville City/School Committee votes to not consider and act on the item out of order.
- 4.4 Minutes: The City Manager and School Superintendent, or their designees, shall have exclusive responsibility for preparation of the Minutes of all Emeryville City/School Committee meetings and any corrections of the Minutes shall be made only by action of the Emeryville City/School Committee. The Minutes shall be an accurate, clear and concise statement of every Emeryville City/School Committee action, including the motions made and the vote thereon.
- 5.0 **CITIZENS RIGHTS**
- 5.1 Addressing the Emeryville City/School Committee:
- A. Any person may address the Emeryville City/School Committee on the following Order of Business portions of the Agenda as identified in Section 4.1:
 1. Agenda Items
 2. Public Comment
 - B. The following shall apply for “Agenda Items”:
 1. Each person desiring to address the Emeryville City/School Committee on an Agenda Item shall signal their desire to address the Committee (e.g. raising their hand) after the matter has been presented to and discussed by the members of the Emeryville City/School Committee.
 2. Before the Emeryville City/School Committee takes action on the item, if any action is contemplated, the Presiding Officers shall recognize those members of the public who have signaled their desire to address the Committee. Each person, once recognized by the Presiding Officers, shall approach in an orderly fashion, and state their name and city of residence for the record. To assist with preparation of the minutes of the meeting, each person is asked to sign their

name on a speakers list at the podium, but is not required to do so.

3. Each individual speaker is limited to two (2) minutes for any comment on an Agenda Item. At the discretion of the Presiding Officers, the time allotted to an individual speaker may be further adjusted.
4. At the discretion of the Presiding Officers, the total amount of time allotted to comments from members of the public on an individual Agenda Item may be limited if deemed necessary in order to complete the business of the Emeryville City/School Committee as listed on the Agenda.
5. All remarks on an Agenda Item shall be directed to the Presiding Officers and the Emeryville City/School Committee as a body and not to any particular member of the Emeryville City/School Committee, staff or member of the public.
6. No person, other than members of the Emeryville City/School Committee, the City Manager, School Superintendent and the person recognized by the Presiding Officers shall be permitted to enter into the discussion.
7. No question shall be asked of Emeryville City/School Committee Members, the City Manager, School Superintendent or staff except through the Presiding Officers.

C. The following shall apply for “Public Comments”:

1. Any person who desires to address the Emeryville City/School Committee on any item not on the Agenda, which item is within the subject matter jurisdiction of the Emeryville City/School Committee, may do so during that portion of the Agenda called Public Comment.
2. The Emeryville City/School Committee members and City or School District staff may only respond to public comments in accordance with California Government Code Section 54952.2. Accordingly, the Emeryville City/School Committee members and City or School District staff upon recognition of the Presiding Officers, may only briefly respond to statements made or questions posed, ask a question for clarification, refer the person to City or School District staff or others for information, request staff to report back at a future meeting, direct staff to place a matter of business on a future meeting, or take action on an item in accordance with California Government Code Section 54952.2(b).
3. Each speaker is limited to two (2) minutes for any comment during “Public Comments”. At the discretion of the Presiding Officers, the time allotted to an individual speaker may be further adjusted.
4. At the discretion of the Presiding Officers, the total amount of time allotted to “Public Comments” may be limited if deemed necessary in order to complete

the business of the Emeryville City/School Committee as listed on the Agenda.

D. The following shall apply for any other portion of the Agenda:

1. At the discretion of the Presiding Officers, members of the public may be allowed to address the Emeryville City/School Committee on any other portion of the Agenda, if the member of the public is recognized by the Presiding Officers.
2. Each speaker is limited to one (1) minute for any comment on any other portion of the Agenda. At the discretion of the Presiding Officers, the time allotted to an individual speaker may be further adjusted.
3. At the discretion of the Presiding Officers, the total amount of time allotted to comments from members of the public on any other portion of the Agenda may be limited if deemed necessary in order to complete the business of the Emeryville City/School Committee as listed on the Agenda.

5.3 Written Communications: Any person may submit written comments to the Emeryville City/School Committee through the office of the City Manager or School Superintendent, and request that the Emeryville City/School Committee receive copies in the Agenda packet provided such written comments are relevant to matters within the subject matter jurisdiction of the Emeryville City/School Committee and are received in sufficient time to include in the Agenda packet.

6.0 **SUSPENSION AND AMENDMENTS OF RULES**

6.1 Suspension: Any provision of these rules not already governed by State law may be temporarily suspended by a majority vote of the Emeryville City/School Committee.

6.2 Amendment: These rules may be amended or new rules adopted as a regularly scheduled Agenda Item by a majority vote of the Emeryville City/School Committee.

7.0 **MISCELLANEOUS RULES**

7.1 Presiding Officer: The Presiding Officers may move, second, and debate from the chair, and shall not be deprived of any rights and privileges of a Member.

7.2 Roll Call Votes: Upon demand by any Emeryville City/School Committee member a roll call vote shall be taken on any motion before the Emeryville City/School Committee. The Presiding Officers' name shall be called last with the other members' names called in alphabetical order by the City Manager or School Superintendent. Each member of the Emeryville City/School Committee present at a meeting shall be entitled to cast one vote. The adoption of any resolution or motion shall require the majority vote of the members present.

7.3 Personal Privilege: The right of an Emeryville City/School Committee member to address the Emeryville City/School Committee on a question of personal privilege shall be limited to cases

in which the integrity, character, or motives of the Member are in question, or to where the welfare of the Emeryville City/School Committee is concerned. The Member may not interrupt the speaker, however, until recognized by the Presiding Officers.

7.4 Protests: Any Member shall have the right to enter into the public record reasons for dissent or protests against any action carried by the majority, after the vote has been taken.

7.5 Motion to Reconsider: A motion to reconsider any action taken by the Emeryville City/School Committee may be made in accordance with the following:

- a. The motion must be made by a member of the prevailing side, although it may be seconded by any Emeryville City/School Committee Member.
- b. The motion is debatable and has precedence over a pending motion.
- c. The motion must be made before the adjournment of the next regular meeting.