

The Academy of Alameda Charter School Board

Special Board Meeting

26-27 Budget Reductions and Overall Next Steps for AoA

Date and Time

Saturday November 7, 2026 at 10:30 AM PST

Location

The Academy of Alameda
401 Pacific Ave
Alameda, CA 94501
Room 203

Agenda

		Purpose	Presenter	Time
I.	**Opening Items**			**10:30 AM**
A.	Call the Meeting to Order	Discuss	Jennifer Laird	1 m
B.	Record Attendance		Christine Chilcott	2 m
C.	The Board Reviews The Academy of Alameda's Mission and Envisioned Future Statements **Mission:** The Academy of Alameda equitably develops students into critical thinkers and life-long learners who navigate the world with integrity, and who apply their learning to empower themselves and their communities.		Jennifer Laird	1 m

		Purpose	Presenter	Time

Envisioned Future: We envision a future where all of our students are successful, and their destinies are not determined by their demographics.

D.	Public Comment		Jennifer Laird	10 m

Public comment on any item not listed on the agenda. Allotted time for comments is two (2) minutes per speaker.

II. Closed Session — 10:44 AM

A.	Closed Session	Discuss	Jennifer Laird	30 m

The Board will meet privately in Closed Session. Any action taken during Closed Session will be reported out once Closed Session concludes.

Topic:

- Personnel

III. Open Session — 11:14 AM

A.	Report Out	FYI	Jennifer Laird	5 m

The Board President will report out any action taken during Closed Session.

IV. Board Communication — 11:19 AM

A.	Vote to Approve an Exempt and Non-exempt Employment Agreement Template	Vote	Jennifer Laird	3 m

Purpose:

CalSTRS is requiring that schools now have qualifying, publicly available employment agreements that outline the nature of employment, compensation, and job duties.

Beginning July 1, 2027, CalSTRS will only treat an employment agreement as qualifying if it has been approved by the Board of Directors at a public meeting.

Draft Approval:

		Purpose	Presenter	Time
	The Academy of Alameda Board of Directors votes to approve the Exempt Employment Agreement Template and Non-exempt Employment Agreement Template as presented			
B.	Vote to Approve the Requirements for Teachers in Transitional Kindergarten Classes Policy	Vote	Jennifer Laird	3 m

Purpose:

Under Education Code section 48000, schools require additional qualifications for Transitional Kindergarten teachers. They need the appropriate base credential and also must show early childhood preparation, which can be met through coursework in child development, a Child Development Teacher Permit, or comparable classroom experience with preschool-age children.

The comparable experience option can be decided on by the School.

Draft Approval:

The Academy of Alameda Board of Directors approves the Requirements for Teachers in Transitional Kindergarten Classes Policy as presented.

C.	Financial Presentation and Discussion	Discuss	Jennifer Laird	90 m

Purpose: The Academy of Alameda's Board of Directors will discuss the budget reduction recommendations presented by the Executive Director that will take effect immediately for the 26-27 budget.

The Board will discuss:

- Recommended 26-27 Budget Reductions
- Multi-Year Projections and Scenarios for Sustainability

		Purpose	Presenter	Time
V.	**Closed Session**			**12:55 PM**
A.	Closed Session Item	Discuss	Jennifer Laird	30 m

The Board and the Executive Director will meet privately in Closed Session. Any action taken during Closed Session will be reported out once Closed Session concludes.

Topic(s):

- Personnel Reductions

VI.	**Open Session**			**1:25 PM**
A.	Report Out	FYI	Jennifer Laird	5 m

The Board President will report out any action taken during Closed Session.

B.	Vote on 26-27 Budget Reduction Recommendations	Vote	Jennifer Laird	20 m

Purpose:

The Academy of Alameda's Board of Directors will discuss and vote the budget reduction recommendations presented by the Executive Director that will take effect immediately for the 26-27 budget.

Draft Resolution:

The Academy of Alameda Board of Directors will vote to approve the 26-27 budget reduction recommendations as presented.

VII.	**Closing Items**			**1:50 PM**
A.	Individual Board Member Reports	FYI	Jennifer Laird	5 m
B.	Executive Director Report	FYI	Jennifer Laird	2 m
C.	Upcoming Board Meetings	Discuss	Jennifer Laird	1 m

		Purpose	Presenter	Time
	Thursday, November 19: Special Education Report			
D.	Adjourn Meeting	FYI	Jennifer Laird	

Coversheet

Vote to Approve an Exempt and Non-exempt Employment Agreement Template

Section: IV. Board Communication
Item: A. Vote to Approve an Exempt and Non-exempt Employment Agreement Template
Purpose: Vote
Submitted by:
Related Material: AoA Employment Agreement - Exempt.pdf
AoA Employment Agreement - Non-Exempt.pdf

Adopted/Ratified:
Revision Date:

THE ACADEMY OF ALAMEDA EMPLOYMENT AGREEMENT - EXEMPT

AT-WILL EMPLOYMENT AGREEMENT FOR

Between
THE ACADEMY OF ALAMEDA
&
Employee Name (Employee)

THIS EMPLOYMENT AGREEMENT ("Agreement") is entered into by and between the above named employee ("Employee") and the Governing Board ("Board") of The Academy of Alameda (the "Academy"), a California public charter school approved by the Alameda Unified School District (the "District"). The Board desires to hire employees who will assist The Academy in achieving the goals and meeting the requirements of The Academy's charter. The parties recognize that The Academy is not governed by the provisions of the California Education Code, except as expressly set forth in the Charter Schools Act of 1992. The Board desires to engage the services of the Employee for purposes of assisting The Academy in implementing its purposes, policies, and procedures.

WHEREAS, The Academy and the Employee wish to enter into an employment relationship under the conditions set forth herein, the parties hereby agree as follows:

A. STATUTORY PROVISIONS RELATING TO CHARTER SCHOOL EMPLOYMENT

1. The Academy has been established and operates pursuant to the Charter Schools Act of 1992, Education Code section 47600, *et seq*. The Academy has been duly approved by the District, according to the laws of the State of California.

2. Pursuant to Education Code section 47604, The Academy has elected to be formed and to operate as a non-profit public benefit corporation pursuant to the Non-Profit Public Benefit Corporation Law of California (Part 2, commencing with section 5110 *et seq*. of the Corporations Code). As such, The Academy is considered a separate legal entity from the District, which granted the charter. The District shall not be liable for any debts and obligations of The Academy, and the employee signing below expressly recognizes that they are being employed by The Academy and not the District.

3. Pursuant to Education Code section 47610, The Academy must comply with all of the provisions set forth in its charter, but is otherwise exempt from the laws governing school districts except as specified in Education Code section 47610.

4. The Academy shall be deemed the exclusive public school employer of the employees at The Academy for purposes of Government Code section 3540.1.

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Adopted/Ratified:
Revision Date:

B. EMPLOYMENT TERMS AND CONDITIONS

1. **Duties**
The Employee will serve as an exempt **Job Role Name (Regular/Temporary Assignment)** pursuant to this Agreement. The Employee will perform such duties as The Academy may reasonably assign. Employee will abide by all The Academy's policies and procedures as adopted and amended from time to time. The Employee further agrees to abide by The Academy's charter. A copy of the job description for the above position has been shared with you during the recruitment process and a copy of the job description for the above position is attached hereto and incorporated by reference herein . These duties may be amended from time to time in the sole discretion of The Academy.

2. **Work Schedule**
The minimum on-site obligations for this position shall generally be 40 (forty) hours per week. While the Employee shall be available on-site during this time period, the duties of this exempt position may require work on weekends, as well as before and after the regular work year or hours of the work day. Subject to Section C of this Agreement, the Employee shall be employed by The Academy and will work on an at-will basis consistent with the work year calendar. It is expected that employees will attend night performances, parent meetings and other school events that could occur in the evening or on the weekend and will work the hours necessary to meet the duties and functions as outlined in their job description. The Employee will not render services in person or by electronic means, paid or otherwise, for any other person or entity during contracted work hours with The Academy.

3. **Compensation**
The annual compensation for this position shall be **$Amount in Numbers (Amount spelled out)** as per the salary schedule example of salary schedule i.e **T2-C1-S3** to be paid semi-monthly over **11 (Eleven) months salary schedule (prorated as per temp assignment period)** subject to all regular withholdings. The Employee's compensation may be prorated depending on whether the Employee remains employed, or in active work status, for the entire work year. As an exempt employee, the Employee shall not be eligible to earn overtime.

Your employment start date will be (**insert Employment Start Date).**

4. **Benefits**
The Employee shall be entitled to participate in designated employee benefit programs including leaves and plans established by The Academy (subject to program and eligibility requirements) for the benefit of its employees, which from time to time may be modified by The Academy in its sole discretion. You will have time off as per our school calendar each year, but if there are any job duties that need to be completed during this time, you shall perform them as required.

5. **Performance Evaluation**
The Employee shall receive periodic performance reviews conducted by their supervisor. At a minimum, performance evaluations will be conducted annually, on or about the anniversary date of employment with The Academy. The frequency of performance evaluations may vary depending upon length of service, job position, past performance, changes in job duties, or recurring performance problems. Failure to evaluate the Employee shall not prevent The Academy from disciplining or dismissing the Employee at-will in accordance with this Agreement.

6. **Employee Rights**
Employment rights and benefits for employment at The Academy shall only be as specified in this Employment Agreement, The Academy's charter, the Charter Schools Act, and Policies and Procedures, which from time to time may be amended and modified by The Academy. Employment rights and benefits may be affected by other applicable agreements or directives or

advisories from the California Department of Education or the State Board of Education. During the School Year, the Employee shall not acquire or accrue tenure, or any employment rights with The Academy.

7. **Licensure**
The Employee understands that employment is contingent upon verification and maintenance of any applicable licensure credentials which include but are not limited to; CPR/First Aid.

8. **Contingencies to Agreement**
This offer and continued employment is contingent upon the successful completion of the clearances outlined below. Failure to complete this process or unsatisfactory results may result in a delay of the job start date and/or this offer being revoked.

i. Initial and ongoing clearance of Department of Justice and FBI fingerprint-based (Live Scan) background investigation;
ii. Clearance of Tuberculosis risk assessment and/or screening test;
iii. Confirmation of ability to work in the United States (i.e. valid original documents for I-9 verification);
iv. Favorable reference checks; and
v. Confirmation and maintenance of valid CA Credential (for certificated staff only)

9. **Child Abuse and Neglect Reporting**
California Penal Code section 11166 requires any child care custodian who has knowledge of, or observes, a child in their professional capacity or within the scope of their employment whom they know or reasonably suspects has been the victim of child abuse to report the known or suspected instance of child abuse to a child protective agency immediately, or as soon as practically possible, by telephone and to prepare and send a written report thereof within thirty-six (36) hours of receiving the information concerning the incident. By executing this Agreement, the Employee acknowledges they are a child care custodian and are certifying that they have knowledge of California Penal Code section 11166 and will comply with its provisions.

10. **Confidentiality**
All Confidential Information to which the Employee has knowledge or access shall be the exclusive property of The Academy both during and after the Employee's employment. The Employee shall hold such information in strictest confidence and shall not use or disclose Confidential Information to any person or entity without the prior written consent of the Executive Director of The Academy, except to the extent such use or disclosure is made by reason of the Employee's job responsibilities.

i. The Employee shall not take any Confidential Information that is in written form, computerized, machine readable, model, sample, or other form capable of physical delivery, upon or after termination of the Employee's employment with The Academy of Alameda without the prior written consent of the Executive Director of The Academy. Upon the termination of Employee's employment with The Academy, Employee shall deliver promptly and return to The Academy all such materials, along with all other property of The Academy, in the Employee's possession, custody or control.
ii. Confidential Information shall mean all information, data or knowledge regarding The Academy, its operations, employees, contractors or vendors not known generally to the public, including, but not limited to research and development, trade secrets, existing or proposed programs, purchases, sales, members, member lists, financial and marketing data, business plans, employee information or benefits information.

11. **Conflicts of Interest**
The Employee understands that, while employed at The Academy, they will have access to confidential and proprietary information. The Employee therefore shall not maintain employment

or contracts for employment, or engage in any consultant or independent contractor relationship, with any other agency or school that will in any way conflict with their employment with The Academy.

C. EMPLOYMENT AT-WILL

All employment at The Academy is "at-will." This means that both the Employee and The Academy have the right to terminate the Employee's employment at any time, with or without advanced notice, and with or without cause upon written notice to the other party. The Employee also may be demoted or disciplined and the terms of their employment may be altered at any time, with or without cause, and with or without advanced notice, at the sole and unreviewable discretion of The Academy.

This section of this Agreement constitutes the sole and entire agreement between The Academy and the Employee concerning the duration of the Employee's position and employment by The Academy. It supersedes any understandings, discussions and/or negotiations, if any, whether oral or written. No one other than the Executive Director of The Academy has the authority to alter this employment at-will relationship, to enter into an agreement for employment for a specified period of time, or to make any agreement contrary to this policy. Any such alteration or agreement must be in writing and must be signed by the Executive Director of The Academy and by the affected employee and must express a clear and unambiguous intent to alter the at-will nature of the employment relationship.

Without impacting the at-will nature of the employment relationship, The Academy of Alameda may attempt to remedy and address issues of unsatisfactory performance with the Employee in accordance with The Academy's policy on Evaluations.

In the event of charter revocation or non-renewal, all contractual obligations under this Agreement cease immediately upon the effective date of revocation or non-renewal.

D. GENERAL PROVISIONS

1. **Waiver of Breach**
   The waiver by either party, or the failure of either party to claim a breach of any provision of this Agreement, will not operate or be construed as a waiver of any subsequent breach.

2. **Assignment**
   The rights and obligations of the respective parties under the Agreement will inure to the benefit of and will be binding upon the heirs, legal representatives, successors and assigns of the parties hereto; provided, however, that this Agreement will not be assignable by either party without prior written consent of the other party.

3. **Governing Law**
   This Agreement will be governed by, construed, and enforced in accordance with the laws of the State of California.

4. **Partial Invalidity**
   If any provision of this Agreement is found to be invalid or unenforceable by any court, the remaining provisions hereof will remain in effect unless such partial invalidity or unenforceability would defeat an essential business purpose of the Agreement.

E. ACCEPTANCE OF EMPLOYMENT

By signing below, the Employee declares as follows:

1. I have read this Agreement and accept employment with The Academy on the terms specified herein.

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Adopted/Ratified:
Revision Date:

2. All information I have provided to The Academy related to my employment is true and accurate.

3. A copy of the job description and work year calendar have been provided.

4. This is the entire agreement between The Academy and me regarding the terms and conditions of my employment. This is a final and complete agreement and there are no other agreements, oral or written, express or implied, concerning the subject matter of this Agreement.

_____ _____

Employee Signature **Date**

Employee Name:

_____ _____

HR Director Signature **Date**

Employer Representative Name:

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Adopted/Ratified:
Revision Date:

THE ACADEMY OF ALAMEDA EMPLOYMENT AGREEMENT - NON-EXEMPT

AT-WILL EMPLOYMENT AGREEMENT FOR

Between
THE ACADEMY OF ALAMEDA
&
Employee Name

THIS EMPLOYMENT AGREEMENT ("Agreement") is entered into by and between the above named employee ("Employee") and the Governing Board ("Board") of The Academy of Alameda ("The Academy"), a California public charter school approved by the Alameda Unified School District (the "District"). The Board desires to hire employees who will assist The Academy of Alameda in achieving the goals and meeting the requirements of The Academy's charter. The parties recognize that The Academy is not governed by the provisions of the California Education Code, except as expressly set forth in the Charter Schools Act of 1992. The Board desires to engage the services of the Employee for purposes of assisting The Academy of Alameda in implementing its purposes, policies, and procedures.

WHEREAS, The Academy and the Employee wish to enter into an employment relationship under the conditions set forth herein, the parties hereby agree as follows:

A. STATUTORY PROVISIONS RELATING TO CHARTER SCHOOL EMPLOYMENT

1. The Academy of Alameda has been established and operates pursuant to the Charter Schools Act of 1992, Education Code section 47600, *et seq*. The Academy of Alameda has been duly approved by the District, according to the laws of the State of California.

2. Pursuant to Education Code section 47604, The Academy has elected to be formed and to operate as a non-profit public benefit corporation pursuant to the Non-Profit Public Benefit Corporation Law of California (Part 2, commencing with section 5110 *et seq*. of the Corporations Code). As such, The Academy is considered a separate legal entity from the District, which granted the charter. The District shall not be liable for any debts and obligations of The Academy, and the employee signing below expressly recognizes that they are being employed by The Academy and not the District.

3. Pursuant to Education Code section 47610, The Academy must comply with all of the

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provisions set forth in its charter, but is otherwise exempt from the laws governing school districts except as specified in Education Code section 47610.

4. The Academy shall be deemed the exclusive public school employer of the employees at The Academy for purposes of Government Code section 3540.1.

B. EMPLOYMENT TERMS AND CONDITIONS

1. Duties

The Employee will serve as a Non-exempt Part- Time After School Instructor, pursuant to this Agreement. The Employee will perform such duties as The Academy may reasonably assign. Employee will abide by all The Academy's policies and procedures as adopted and amended from time to time. The Employee further agrees to abide by The Academy's charter. A copy of the job description for the above position is attached hereto and incorporated by reference herein. These duties may be amended from time to time in the sole discretion of The Academy.

Your start date for this position will be (insert Employment Start Date)

2. Work Schedule

Subject to the Section C of this Agreement, the Employee shall be employed by The Academy. **The general work hours for this position will be up to 20 (Twenty) hours per week and up to 8 (Eight) hours per day as maintained using the timesheet system.** The Employee is prohibited from working hours in excess of this work schedule, including overtime, without the prior written consent of The Academy. Workdays for the Employee shall be consistent with the applicable calendar of workdays for this position. The current year schedule is attached hereto and incorporated by reference herein. The Employee will not render services in person or by electronic means, paid or otherwise, for any other person or entity during contracted work hours with The Academy.

3. Compensation

The hourly pay for this position is insert Rate/hour - (insert applicable salary schedule), payable semi-monthly, subject to all regular withholdings. The Employee is prohibited from earning overtime compensation without prior written authorization from The Academy of Alameda.

4. Benefits

The Employee shall be entitled to participate in designated employee benefit programs and plans established by The Academy (subject to program and eligibility requirements) for the benefit of its employees, which from time to time may be modified by The Academy in its sole discretion.

5. Performance Evaluation

The Employee shall receive periodic performance reviews conducted by their supervisor. At a minimum, performance evaluations will be conducted annually, on or about the anniversary date of employment with The Academy. The frequency of performance

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Revision Date:

evaluations may vary depending upon length of service, job position, past performance, changes in job duties, or recurring performance problems. Failure to evaluate the Employee shall not prevent The Academy from disciplining or dismissing the Employee at-will in accordance with this Agreement.

6. **Employee Rights**

Employment rights and benefits for employment at The Academy shall only be as specified in this Employment Agreement, The Academy's charter, the Charter Schools Act, and Policies and Procedures, which from time to time may be amended and modified by The Academy. Employment rights and benefits may be affected by other applicable agreements or directives or advisories from the California Department of Education or the State Board of Education. During the School Year, the Employee shall not acquire or accrue tenure, or any employment rights with The Academy.

7. **Licensure**

The Employee understands that employment is contingent upon verification and maintenance of any applicable licensure credentials which include but are not limited to; CPR/First Aid.

8. **Contingencies to Agreement**

This offer and continued employment is contingent upon the successful completion of the clearances outlined below. Failure to complete this process or unsatisfactory results may result in a delay of the job start date and/or this offer being revoked.

i. Initial and ongoing clearance of Department of Justice and FBI fingerprint-based (Live Scan) background investigation;
ii. Clearance of Tuberculosis risk assessment and/or screening test;
iii. Confirmation of ability to work in the United States (i.e. valid original documents for I-9 verification);
iv. Favorable reference checks;
v. Confirmation and maintenance of valid CA Credential (for certificated staff only); and
vi. Paraprofessional testing (for instructional support staff only, if applicable).

9. **Child Abuse and Neglect Reporting**

California Penal Code section 11166 requires any child care custodian who has knowledge of, or observes, a child in their professional capacity or within the scope of their employment whom they know or reasonably suspects has been the victim of child abuse to report the known or suspected instance of child abuse to a child protective agency immediately, or as soon as practically possible, by telephone and to prepare and send a written report thereof within thirty-six (36) hours of receiving the information concerning the incident. By executing this Agreement, the Employee acknowledges they are a child care custodian and are certifying that they have knowledge of California Penal Code section 11166 and will comply with its provisions.

10. **Confidentiality**

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Adopted/Ratified:
Revision Date:

exclusive property of The Academy both during and after the Employee's employment. The Employee shall hold such information in strictest confidence and shall not use or disclose Confidential Information to any person or entity without the prior written consent of the Executive Director of The Academy, except to the extent such use or disclosure is made by reason of Employee's job responsibilities.

i. The Employee shall not take any Confidential Information that is in written form, computerized, machine readable, model, sample, or other form capable of physical delivery, upon or after termination of the Employee's employment with The Academy without the prior written consent of the Executive Director of The Academy. Upon the termination of the Employee's employment with The Academy, Employee shall deliver promptly and return to The Academy all such materials, along with all other property of The Academy, in the Employee's possession, custody or control.

ii. Confidential Information shall mean all information, data or knowledge regarding The Academy, its operations, employees, contractors or vendors not known generally to the public, including, but not limited to research and development, trade secrets, existing or proposed programs, purchases, sales, members, member lists, financial and marketing data, business plans, employee information or benefits information.

11. **Conflicts of Interest**

The Employee understands that, while employed at The Academy, they will have access to confidential and proprietary information. The Employee therefore shall not maintain employment or contracts for employment, or engage in any consultant or independent contractor relationship, with any other agency or school that will in any way conflict with their employment with The Academy.

C. Employment At-Will

All employment at The Academy is "at-will." This means that both the Employee and The Academy have the right to terminate the Employee's employment at any time, with or without advanced notice, and with or without cause. The Employee also may be demoted or disciplined and the terms of their employment may be altered at any time, with or without cause, and with or without advanced notice, at the sole and unreviewable discretion of The Academy.

This section of this Agreement constitutes the sole and entire agreement between The Academy and the Employee concerning the duration of the Employee's position and employment by The Academy. It supersedes any understandings, discussions and/or negotiations, if any, whether oral or written. No one other than the Executive Director of The Academy has the authority to alter this employment at-will relationship, to enter into an agreement for employment for a specified period of time, or to make any agreement contrary to this policy. Any such alteration or agreement must be in writing and must be signed by the Executive Director of The Academy and by the affected employee and must express a clear and unambiguous intent to alter the at-will nature of the employment relationship.

Without impacting the at-will nature of the employment relationship, The Academy may attempt to remedy and address issues of unsatisfactory performance with the Employee in accordance with The Academy's policy on Evaluations.

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Adopted/Ratified:
Revision Date:

In the event of charter revocation or non-renewal, all contractual obligations under this Agreement cease immediately upon the effective date of revocation or non-renewal.

D. General Provisions

1. **Waiver of Breach**
   The waiver by either party, or the failure of either party to claim a breach of any provision of this Agreement, will not operate or be construed as a waiver of any subsequent breach.

2. **Assignment**
   The rights and obligations of the respective parties under the Agreement will inure to the benefit of and will be binding upon the heirs, legal representatives, successors and assigns of the parties hereto; provided, however, that this Agreement will not be assignable by either party without prior written consent of the other party.

3. **Governing Law**
   This Agreement will be governed by, construed, and enforced in accordance with the laws of the State of California.

4. **Partial Invalidity**
   If any provision of this Agreement is found to be invalid or unenforceable by any court, the remaining provisions hereof will remain in effect unless such partial invalidity or unenforceability would defeat an essential business purpose of the Agreement.

E. Acceptance of Employment

By signing below, the Employee declares as follows:

1. I have read this Agreement and accept employment with The Academy on the terms specified herein.

2. All information I have provided to The Academy related to my employment is true and accurate.

3. A copy of the job description and work year calendar have been provided.

4. This is the entire agreement between The Academy and me regarding the terms and conditions of my employment. This is a final and complete agreement and there are no other agreements, oral or written, express or implied, concerning the subject matter of this Agreement.

5. **This offer letter will be rescinded if not signed within 72 hours of its receipt.**

Employee Signature **Date**

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Adopted/Ratified:
Revision Date:

HR Director Signature **Date**

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Coversheet

Vote to Approve the Requirements for Teachers in Transitional Kindergarten Classes Policy

Section: IV. Board Communication
Item: B. Vote to Approve the Requirements for Teachers in Transitional Kindergarten Classes Policy
Purpose: Vote
Submitted by:
Related Material:
Requirements for Teachers in Transitional Kindergarten Classes Policy.pdf

Adopted/Ratified:
Revision Date:

Requirements for Teachers in Transitional Kindergarten Classes Policy

This policy sets forth the requirements for credentialed teachers at The Academy of Alameda ("AOA") who are first assigned to a transitional kindergarten classroom after July 1, 2015.

Beginning August 1, 2025, each teacher who is assigned to a transitional kindergarten classroom must possess a valid and appropriate credential issued by the Commission on Teacher Credentialing, and satisfy at least one of the following:

1. At least 24 units in early childhood education, child development, or both.
2. Professional experience in a classroom setting with preschool age children that is comparable to the 24 units of education described above.
3. A child development teacher permit or an early childhood education specialist credential issued by the Commission on Teacher Credentialing.

Qualification Based on Professional Experience

The Executive Director or designee may approve a teacher for assignment as a transitional kindergarten teacher based on documentation verifying that the teacher has at least one school year of experience as a teacher in a classroom serving students in preschool or babysitting or nanny work experience for the preschool age group. AOA finds that one year of experience working as a teacher/care provider with preschool age children is comparable to 24 units of study in early childhood education and child development because 24 units equate to approximately one year of full-time study or direct experience.

All documentation related to the teacher's qualifications and performance demonstrating satisfactory professional experience will be maintained in the employee's personnel file.

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Adopted/Ratified:
Revision Date:

The Academy of Alameda
Verification of Eligibility for Assignment in a
Transitional Kindergarten Classroom

Teacher Name: _____

Credential Type(s): _____

School Year of Assignment: _____

(Check statement as applicable)

[ ] **Qualification Under Education Code Section 48000(g)(4)(A):** I hereby certify that based on my review of the information and documentation described below, [teacher name] has completed at least 24 units in early childhood education, childhood development, or both.

[ ] **Qualification Under Education Code Section 48000(g)(4)(B):** I hereby certify that based on my review of the information and documentation described below and pursuant to the Policy Regarding the Assignment of Teachers in Transitional Kindergarten Classes, [teacher name] has attained professional experience in a classroom setting with preschool age children that is comparable to 24 units of early childhood education, childhood development, or both.

[ ] **Qualification Under Education Code Section 48000(g)(4)(C):** I hereby certify that based on my review of the information and documentation described below, [teacher name] possesses a valid child development teacher permit or an early childhood education specialist credential.

Prepared by: _____

Signed: _____ Date: _____

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Coversheet

Financial Presentation and Discussion

Section: IV. Board Communication
Item: C. Financial Presentation and Discussion
Purpose: Discuss
Submitted by:
Related Material: AOA Scenario E Updated 11.6.26.pdf

Scenario E (Updated) and Impact

Additional reductions keep reserves above the 15% target in all four years

Net income impact	2026-27	2027-28	2028-29	2029-30
Net income, current scenario	**(616,469)**	**(423,655)**	**(189,747)**	**(74,137)**
Remaining block grant moved from 2027-28	99,666	(99,666)	–	–
Reduce 2.0 FTE in 2026-27	131,335	208,882	213,001	217,203
Reduce 2.025 FTE starting 2027-28	–	221,554	225,898	230,328
Title and salary changes, 2.0 FTE	–	(24,231)	(27,309)	(30,528)
H+W savings for reduced FTE	16,814	42,203	44,313	46,529
ADA lowered from 93.4% to 92%	(118,778)	(150,515)	(158,026)	(162,068)
Stipend reductions (bilingual reading, potty, bilingual ELPAC)	23,599	24,064	24,546	25,037
4000s reductions (classroom furniture, student and staff food)	14,590	75,422	8,882	9,499
5000s reductions (Alameda Entertainment, Project Wayfinder, middle school program, ExploreLearning)	60,957	62,218	63,505	64,817
Total impact	**228,183**	**359,931**	**394,809**	**400,817**
Updated net income	**(388,286)**	**(63,724)**	**205,062**	**326,680**
Ending fund balance	2,054,357	1,990,633	2,195,695	2,522,374
Ending fund balance % of expenses	16.9%	16.9%	18.3%	20.7%
Surplus / (shortfall) vs. 15% reserve target	**233,628**	**224,682**	**400,468**	**695,854**

Parentheses = cost, loss, or shortfall. Shaded rows changed since the 11/2 Finance Committee. Staffing includes statutory benefits; stipends include statutory benefits; reduced lines held at the new amount in later years. Source: MYP as of 11/6/26.

Scenario Comparison

The updated Scenario E clears the 15% target every year

Scenario	2026-27	2027-28	2028-29	2029-30
Net income				
Current scenario	(616,469)	(423,655)	(189,747)	(74,137)
Scenario E (11/2)	(489,363)	(219,740)	113,932	241,810
Scenario E (Updated)	**(388,286)**	**(63,724)**	**205,062**	**326,680**
Ending fund balance % of expenses				
Current scenario	14.7%	11.3%	9.7%	8.9%
Scenario E (11/2)	16.0%	14.5%	15.3%	17.0%
Scenario E (Updated)	**16.9%**	**16.9%**	**18.3%**	**20.7%**
Surplus / (shortfall) vs. 15% reserve target				
Current scenario	(31,648)	(454,949)	(665,379)	(772,318)
Scenario E (11/2)	117,390	(55,814)	38,576	250,031
Scenario E (Updated)	**233,628**	**224,682**	**400,468**	**695,854**

- **2027-28 is no longer short:** reserves rise from 14.5% to 16.9%, about $225K above the 15% target
- **2026-27 deficit:** drops from about $489K to about $388K
- **Out years:** reserves reach 18.3% and 20.7%