AGENDA

REGULAR MEETING OF THE BOARD OF EDUCATION
TUESDAY, SEPTEMBER 24, 2002, 7:00 P.M.

IRVING G. BREYER BOARD MEETING ROOM
555 FRANKLIN STREET, FIRST FLOOR
SAN FRANCISCO, CALIFORNIA 94102

Board of Education:

Jill Wynns - President       Dan Kelly, M.D.
Eddie Y. Chin, J.D. - Vice President  Eric Mar, Esq.
Emilio B. Cruz               Mark Sanchez
Danny Guillory, Esq.

Student Delegates to the Board of Education: Karissa Yee and Najwa Ahmed

Superintendent of Schools: Arlene Ackerman, Ed.D

ORDER OF BUSINESS

ADJOURNMENT: 11:00 P.M.

• ROLL CALL AND PLEDGE OF ALLEGIANCE

• APPROVAL OF BOARD MINUTES
  - Regular Meeting – September 10, 2002
  - Special Meeting – August 14, 2002

• PRESENTATIONS TO BOARD OF EDUCATION
  - Superintendent’s Thought for the Evening

• STUDENT DELEGATES’ REPORT
A. SUPERINTENDENT’S PROPOSALS -
   HELD FOR SPEAKER CARDS AND ACTION

None

B. BOARD MEMBERS’ PROPOSALS -
   HELD FOR SPEAKER CARDS AND ACTION

None

C. CONSENT CALENDAR RESOLUTIONS –
   REMOVED AT PREVIOUS MEETING FOR SECOND READING

• REQUESTS TO SPEAK REGARDING GENERAL MATTERS
  – 30 MINUTES

This part of the Board’s meeting is set aside for members of the public requesting to address the
Board on general items which are not agenda items calendared for action, which are not first
readings listed in the agenda, and are not items previously referred to committee and not yet
returned to the Board for action.

This agenda item will be limited to thirty (30) minutes and will begin no later than 8:30 p.m.
Anyone whose name remains on the speakers list at the end of the allotted time will be granted
time at the end of the regular meeting.

• REPORT OF CLOSED SESSION ACTIONS

• REPORTS AND COMMITTEE RECOMMENDATIONS

This part of the Board meeting is for reporting by the Chairmen of Board Standing Committees on
recent Committee meetings that have taken place since the last Regular Board Meeting. The
agendas are listed below.

➢ Report of the City and School District Committee – September 18, 2002

   1. Facilities Master Plan
   2. Small Schools
   3. School Health Clinics
   4. School Based Health Programs
   5. Homeless Students and Families

➢ Report of the Budget and Business Services Committee
   - September 18, 2002

   ACTION ITEM:
1. **28-27A14 - In Support of Continuance of Educational Program through the San Francisco Sheriff's Department**

**INFORMATIONAL ITEMS:**
1. 2001-02 Unaudited Actuals
2. 2002-03 State Budget Report
3. Student Information System

**BOARD MEMBERS’ REPORTS**

**SUPERINTENDENT’S REPORT**

**SPECIAL ORDER OF BUSINESS**  

- **Initial Proposal – Information Item (Sunshining of Proposals)**

**Subject:**
- 2002-2005 Initial Proposal from the San Francisco Unified School District to United Administrators of San Francisco
- Initial Proposal from United Administrators of San Francisco to San Francisco Unified School District

**Recommendation:** That the Board of Education presents the Initial Proposal from the San Francisco Unified School District to United Administrators of San Francisco.

That the Board of Education presents the Initial Proposal from United Administrators of San Francisco to San Francisco Unified School District.

Public Hearing on both proposals will be held at the Regular Board Meeting of October 8, 2002.

**D. DISCUSSION OF OTHER EDUCATIONAL ISSUES**

**E. RESOLUTIONS OF COMMENDATION**  

- Commendation of Californians for Justice’s Organizing Efforts Against the California High School Exit Exam
  - Commissioners Eric Mar and Mark Sanchez
F. CONSENT CALENDAR
(The following are all ACTION ITEMS)

1. Instructional Resolutions
   None

2. Finance Resolutions

2a. (29-24B1) Authorization to Submit Applications, to Accept Funds, and to Budget the Amount Awarded

   Recommendation: That the Superintendent and/or the Chief Financial Officer are authorized by the Board of Education to submit the following grant applications, to accept the following grant awards, and to budget the amount awarded as presented.

2b. (29-24B2) Authorization to Enter into Agreements for Temporary Use of Non-District Space

   Recommendation: That the Board of Education authorizes the Superintendent or her designee to enter into the following agreements for the temporary use of non-District property for specific events.

2c. (29-24B3) Authorization to Enter into an Agreement with Richmond Area Multi-Services (RAMS)

   Recommendation: That the Board of Education authorizes San Francisco Unified School District to enter into an agreement with the Richmond Area Multi-Services (RAMS) who will provide an on-site Clinical Supervision/Training Director for Social Work and Marriage, Family, and Child Counseling Interns at Rosa Parks Elementary School.

2d. (29-24B4) Authorization to Enter into Contract with Keenan & Associates to Serve as Claims Administrators for the San Francisco Unified School District (SFUSD) through the Northern California Relief Joint Powers Authority

   Recommendation: That the Board of Education authorizes the Superintendent and/or her designee to enter into an agreement with Keenan & Associates to serve as Property and Liability claims administrator for the SFUSD through the Northern California Relief Joint Powers Authority (JPA) for
the period of July 1, 2002 through June 30, 2003 in an amount not to exceed $70,000.

2e. (29-24B5) Resolution for the Adoption of the San Francisco County Office of Education and the San Francisco Unified School District Appropriation Limits (Gann Limit) for Fiscal Year 2001-2002

Recommendation: That the Board of Education adopts the resolution as presented.


2g. (29-24B7) Authorization to Modify Fiscal Year 2002-2003 Budget

Recommendation: Each fiscal year the District adopts an operating budget prior to July 1. The operating budget is revised periodically as new information is received or when the assumptions on which the adopted budget was developed change. Administration recommends the following budget revisions as presented.

2h. (29-24B8) Authorization to Modify Fiscal Year 2002-2003 Budget

Recommendation: Each fiscal year the District adopts an operating budget prior to July 1. The operating budget is revised periodically as new information is received or when the assumptions on which the adopted budget was developed change. Administration recommends the following budget revisions as presented.

2i. (29-24B9) Authorization to Modify Fiscal Year 2002-2003 Budget

Recommendation: Each fiscal year the District adopts an operating budget prior to July 1. The operating budget is revised periodically as new information is received or when the assumptions on which the adopted budget was
developed change. Administration recommends the following budget revisions as presented.

2j. (29-24B10) Authorization to Modify Fiscal Year 2002-2003 Budget for the SFUSD and SF County Office of Education Based on Budget Transfers

Recommendation: Each fiscal year the District adopts an operating budget prior to July 1. The operating budget is revised periodically as new information is received or when the assumptions on which the adopted budget was developed change. Administration recommends the following budget revisions as presented.

2k. (29-24B11) Authorization to Approve the Negative Declaration and Notice of Determination for the Bessie Carmichael Elementary School Construction Project.

Recommendation: That the Board of Education approves the Negative Declaration for the Bessie Carmichael Elementary School Project and authorizes the Superintendent, or her designee, to sign and file a Notice of Determination in compliance with Sections 21108 and 21152 of the Public Resources Code.

2l. (29-24B12) Authorization to Declare Obsolete Computer Monitors, Other Computer Related Accessories, Furniture, Fixtures, Equipments including Cafeteria Equipment, Instructional Materials and Other Miscellaneous Items as Surplus Property

Recommendation: Pursuant to Board Policy P3262 and Education Code Sections 17545-17555, and Education Code Sections 60510-60530, it is recommended that the Board of Education declares certain furniture, fixtures, equipments and obsolete instructional materials no longer suitable for school purposes and delegate the Director of Purchasing the authority to dispose of same by sale, auction and/or disposal or donation using the most cost effective manner.

2m. (29-24C2) Authorization for the Award of Bids, Purchase Of and Encumbrance for Supplies, Equipment and/or Services Over $58,900

Recommendation: That the Board of Education authorizes the procurement of supplies, equipment, and/or services as summarized.
3a. **(29-24W1) Authorization to Approve Contracts, Orders for Service, Work Order, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approves a modification of the contract between Kin Wo Construction, Inc. and the San Francisco Unified School District and instructs the Chief Financial Officer to sign all documents necessary to the execution of the modification on behalf of the District and to encumber sufficient funds from 1997 Proposition A Funds (Fund 21).

3b. **(29-24W2) Authorization to Approve Contracts, Orders for Service, Work Order, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approves a modification of the contract between SCA Environmental, Inc. and the San Francisco Unified School District and instructs the Chief Financial Officer to sign all documents necessary to the execution of the modification on behalf of the District and to encumber sufficient funds from Leroy Greene Funds (Fund 35).

3c. **(29-24W3) Authorization to Approve Contracts, Orders for Service, Work Order, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approves a modification of the contract between Seto’s Construction and the San Francisco Unified School District and instructs the Chief Financial Officer to sign all documents necessary to the execution of the modification on behalf of the District and to encumber sufficient funds from Leroy Greene Funds (Fund 35).

3d. **(29-24W4) Authorization to Approve Contracts, Orders for Service, Work Order, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approves a modification of the contract between Sterling Environmental Corporation and the San Francisco Unified School District
and instructs the Chief Financial Officer to sign all
documents necessary to the execution of the modification on
behalf of the District and to encumber sufficient funds from
General Funds – School of the Arts – Van Ness (Fund 01).

3e. (29-24W5) Authorization to Approve Contracts, Orders
for Service, Work Order, and Modifications in
Connection with the School Building Program

Recommendation: That the Board of Education approves a
modification of the order of service between Cor-O-Van
Moving & Storage and the San Francisco Unified School
District and instructs the Chief Financial Officer to sign all
documents necessary to the execution of the modification on
behalf of the District and to encumber sufficient funds from
Leroy Greene Funds (Fund 35).

3f. (29-24W6) Authorization to Approve Contracts, Orders
for Service, Work Order, and Modifications in
Connection with the School Building Program

Recommendation: That the Board of Education approves a
modification of the order of service between Alan Kropp &
Associates and the San Francisco Unified School District
and instructs the Chief Financial Officer to sign all
documents necessary to the execution of the modification on
behalf of the District and to encumber sufficient funds from
Leroy Greene Funds (Fund 35).

3g. (29-24W7) Authorization to Enter into a Sub-Lease
Agreement with “Listen.Com” for Space Located at 269
Potrero Avenue

Recommendation: That the Board of Education authorizes
the Superintendent of Schools or her designee to enter into
a sub-lease agreement for the space located at 269 Potrero
Avenue (“Premises”).

4. Personnel Resolutions

4a. (29-24F1 – F12) Administrative, Secondary, Elementary
Certificated Personnel Actions

Recommendation: That the Board of Education approves
the following personnel actions as summarized.
Recommendation: That the Board of Education approves the following certificated extended hours and days:

J1. **Starr King Elementary School** – To provide after school tutorial throughout the school year.

J2. **School Health Programs Department** – To provide tutorial services to students in the After School Learning and Safe Neighborhood Partnerships Program at Gordon J. Lau Elementary School.

J3. **Cleveland Elementary School** – To provide professional development focused on State standards curriculum mapping and intermediate use of technology software.

J4. **Presidio Middle School** – To provide ELL (English Language Learners) students with lunchtime tutorial to improve Math skills.

J5. **School Health Programs Department** – To coordinate and implement academic and enrichment activities for students enrolled in the 21st Century Community Learning Centers program at Roosevelt Middle School.

J6. **Multilingual Programs Department** – To teach two courses, thirty hours each course, designed to increase the expertise of Spanish bilingual teachers who need to pass the Spanish BCLAD examination.

J7. **Multilingual Programs Department** – To assist teachers get their CLAD or BCLAD certification with online and onsite technology mentoring every Tuesday, from 4:00 p.m. to 7:00 p.m., October 2, 2002 through June 30, 2003.

J8. **Multilingual Programs Department** – To provide adult ESL classes, two times per week, four hours per day, for parents and other community members who pledge to tutor K-12 students in English at Bryant and Fairmount Elementary Schools.
J9. **Educational Placement Center** – To screen newly enrolling students to the District and deliver appropriate required immunizations and TB Skin Tests to enrollees.

J10. **Special Education Services** – To provide extended hours for teachers to move classrooms to accommodate increased program needs.

J11. **Special Education Services** – To provide professional development on Student Success Team process.

J12. **Special Education Services** – To provide additional assistance in writing and scheduling of overdue IEPs at Paul Revere Elementary School.

J13. **Office of Teacher Affairs** – To prepare materials and present workshops for new support providers on how to use the California Formative Assessment and Support System for Teachers.

J14. **Office of Teacher Affairs** – To organize the summer institute professional development for beginning teachers.

J15. **Office of Teacher Affairs** – To prepare materials and present workshops for new support providers on Creating Conditions for Learning.

J16. **Pupil Services Department** – To provide tutorial before and after school as part of the GEAR UP grant at Luther Burbank and James Lick Middle Schools, and Balboa High School.

J17. **Multilingual Programs Department** – To develop alternative IWA-like writing assessment rubrics in English and Spanish including scoring student writing and developing instructional links to develop students’ skills.

4bb. (29-24J18 – J25) **Certificated Extended Calendar Amendments**

J18. **Multilingual Programs Department** - To develop alternative IWA-like writing assessment rubrics in English and Spanish including scoring student writing
and developing instructional links to develop students’ skills. This request will delete and add participants.

J19. **Chief Academic Office at Parkside** - To participate in five-day institute to review the newly adopted K-5 Mathematics instructional materials and to plan site-based professional development for the 2002-2003 school year.

J20. **Chief Academic Office at Parkside** – To plan and conduct summer institutes in Mathematics, Science, Technology and professional development for summer school and for K-12 teachers.

J21. **Chief Academic Office at Parkside** – To participate in college-level Mathematics courses offered through San Francisco State University and the Urban Systemic Program. This amendment will delete teachers who were not able to register on time.

J22. **Chief Academic Office at Parkside** – To provide participants in one-week Science Summer Institute with an in-depth understanding of the core Science curriculum and the content knowledge necessary for the successful implementation of the Science unit in their classrooms. This amendment is needed to change object codes from Extended Hours to Stipends

J23. **Screening and Assessment Center** - To provide continuity in the supervision and monitoring of the Language Testing process for new students entering the District.

J24. **Starr King Elementary School** - To participate in the “CHAMPS”, a classroom management system.

J25. **Gordon J. Lau Elementary School** – To participate in professional development activities with emphasis on technology, improving learning and instructional activities to raise academic achievement of targeted students.

4c. (29-24K1 – K42)

**Consultant Services Contracts**

**Pg. 116 - 199**

Note: Contracts with Individuals = Resolutions K1 – K18
Recommendation: That the Board of Education approves the following consultant services contracts.

K1. Sherman Elementary School – To upgrade, organize, and computerize the school library to make it easily accessible to all students and community members.

K2. Sherman Elementary School – To organize, supervise, and manage a school wide Physical Education Program.

K3. E. R. Taylor Elementary School – To plan and facilitate reform work on Literacy by providing data collection strategies, analysis and evaluation, and to provide professional development in order to improve teaching and learning strategies.

K4. Child Development Center – To train, organize, and plan staff development for the Child Development Program.

K5. Child Development Center – To monitor license compliance review, organize improvement plan for under performing sites, and to facilitate staff development for Burnett, Las Americas and John McLaren Child Development Centers.

K6. Office of Teacher Affairs – To assist with the preparation, processing, and dissemination of materials for the Office of Teacher Affairs.

K7. School Health Programs Department – To coordinate the After School Learning Program (SB1756) at Fairmount Elementary School.

K8. School Health Programs Department – To coordinate the After School Learning Program (SB1756) at Fairmount Elementary School.

K9. Jose Ortega Elementary School – To plan pre-service, facilitate data collection and analysis of student work to improve the standard of teaching and learning.
K10. Multilingual Programs Department – To teach two 30-hour classes designed to increase the language expertise of Chinese bilingual teachers who need to pass the BCLAD examination in Chinese.

K11. Multilingual Programs Department – To provide childcare services two times per week, three to four hours per day, for the children of parents attending adult ESL classes provided by the Community Based English Tutoring Program at Fairmount and Bryant Elementary Schools.

K12. Yick Wo Elementary School – To teach twelve Art classes per week to K-5th grade students.

K13. Yick Wo Elementary School – To teach eight Orff Music classes per week to K-3rd grade students.

K14. Sherman Elementary School – To facilitate the Reading Recovery activities with targeted students in the lower quartile in Reading.

K15. Rosa Parks Elementary School – To serve as support liaison for the school community and will provide counseling services to students with special needs or at-risk to enhance academic achievement and social outcomes.

K16. Visitacion Valley Elementary School – To provide weekly and as needed general maintenance and minor repair services for computer hardware and server on site.

K17. School Health Programs Department – To coordinate and facilitate the after school program at Bryant Elementary School.

K18. Dr. George Washington Carver Academic Elementary School – To provide coaching to teachers with effective strategies in improving Reading instruction during the 2002-2003 school year.

K19. School Health Programs Department – To administer the After School Learning Program (SB 1756) and 21st Century Community Learning Centers at Francisco Middle School.
K20. **School Health Programs Department** – To administer the After School Learning Program (SB 1756) at Gordon J. Lau Elementary School.

K21. **School Health Programs Department** – To administer the After School Learning Program (SB 1756) and 21st Century Community Learning Centers at A. P. Giannini Middle School.

K22. **School Health Programs Department** – To administer the After School Learning (SB 1756) Program at John Swett Alternative School.

K23. **School Health Programs Department** – To administer the After School Enrichment and Academic Programs at McKinley Elementary School.

K24. **School Health Programs Department** – To provide afterschool homework and academic support lab and an enrichment program for 2nd – 5th grade students at Bryant Elementary School.

K25. **School Health Programs Department** – To develop and implement service learning projects for the students at Bryant Elementary School.

K26. **Roosevelt Middle School** – To coordinate the Morning and After-school Partnership for Success (MAPS) program at Roosevelt Middle School.

K27. **Bryant Elementary School** – To provide on-site mental health services for students at Bryant Elementary School.


K29. **Pupil Services Department** – To provide GEAR UP professional development and academic mentoring in Math and Science at Balboa and Thurgood Marshall high schools.

K30. **Transportation Department** – To continue the license and maintenance of software program on scheduling and routing of District school bus service.
K31. **Screening and Assessment Center** – To provide Speech Pathologist to write assessment plans and reports, assess students with signed plans, and attend IEPs for students who are eligible for speech services.

K32. **Information Technology** – To provide professional programming services to convert and integrate the Education Placement Center (EPC) data systems.

K33. **Facilities Planning and Management** – To review Bohegian/Blum (CBP) appraisal reports, and to prepare independent value estimates and summary report for the entire property located at 110 Bartlett Street.

K34. **Office of Teacher Affairs** – To provide for tuition of participants in the Paraprofessional to Teacher Program at San Francisco State University, Fall 2002 and Spring 2003.

K35. **Pupil Services Department** – To implement the High Flyer program to identified 9th grade students at Balboa, John O’Connell and County Community Schools.

K36. **Treasure Island Elementary School** – To provide professional development designed to help teachers strengthen their teaching in all content areas of Reading and Writing.

K37. **Office of Teacher Affairs** – To provide books and school supplies for participants attending the Paraprofessional to Teacher Program at San Francisco State University, Fall 2002 and Spring 2003 semesters.

K38. **Dr. William L. Cobb Elementary School** – To coordinate Sports 4 Kids, a program focused on inclusion, skill development, emotional and physical health, and conflict resolution.

K39. **Sunset Elementary School** – To provide dance workshops for all students in rotating ten-week sessions.
K40. **Fairmount Elementary School** – To develop a developmentally appropriate Physical Education program for K-5th grade students.

K41. **Fairmount Elementary School** – To provide professional development in the areas of guided reading and interactive writing in compliance with the II/USP Action Plan.

K42. **Fairmount Elementary School** - To develop a developmentally appropriate Physical Education program for K-5th grade students.

4cc. **(29-24K43 – K46) Consultant Services Contracts**

**Amendments**

*Pg. 200 - 207*

Note: Contracts with Individuals = K43 – K44
Contracts with Organizations = K45 – K46

**Recommendation:** That the Board of Education approves the following consultant services contracts.

K43. **Chief Academic Office** - To provide professional development and instruct teachers in a one-week Science Summer Institute. This amendment will correct spelling of consultant's name.

K44. **Facilities Planning and Management** - To provide moving management services for the School of the Arts/McAteer High School Relocation Project. Additional services are needed to complete the project.

K45. **Young Scholars Program Office** - To provide a college-based summer enrichment program of rigorous coursework, along with year-round support activities to various middle and high school students. This amendment will reflect the correct amount of the original resolution due to the consultant.

K46. **Legal Office** – To provide legal representation to the District in certificated personnel issues, such as grievances, arbitration, disciplinary matters and termination proceedings. This amendment will cover the cost of additional services needed.
G. CONSENT CALENDAR RESOLUTIONS
SEVERED FOR SPEAKERS AND IMMEDIATE ACTION

H. SUPERINTENDENT’S PROPOSALS
   - FIRST READING

   None

I. BOARD MEMBERS’ PROPOSALS
   - FIRST READING

   None

• REQUESTS TO SPEAK REGARDING FIRST READINGS
  – 10 MINUTES

This part of the Board meeting is set aside for members of the public requesting to address the Board on matters relating to a resolution that is intended to be introduced for First Reading and referred to committee, or a resolution previously referred to or before a committee that has not been returned to the Board for action, and may do so at this time after the introduction of resolutions for First Reading and prior to referral of resolutions to committee. Members of the public may also address the board on a resolution introduced for First Reading at the appropriate committee and full Board upon a resolution's Second Reading. Because members of the public will have additional opportunities to address the Board on a resolution, the Chair may limit the time for public comment on all resolutions for First Reading to a maximum of ten (10) minutes total and one (1) minute per speaker or as may be reasonable under the circumstances.

J. OTHER INFORMATIONAL ITEMS
   Pg. 208 - 211

   ➢ Acceptance of Gifts for the month of August, 2002
   ➢ Report to the Board of Education on the Summer School 2002
      Employees

K. ADJOURNMENT