MISSION STATEMENT OF THE SFUSD:

The mission of the San Francisco Unified School District is to provide each student with an equal opportunity to succeed by promoting intellectual growth, creativity, self-discipline, cultural and linguistic sensitivity, democratic responsibility, economic competence, and physical and mental health so that each student can achieve his or her maximum potential.

DISTRICT GOALS:

- Enhance teaching and learning to focus on higher achievement for all students.
- Improve parent, community and staff participation and communication in the educational process.
- Create and maintain school environments that are safe, secure and attractive.
- Build a school environment that is fully integrated racially, ethnically and social economically in all its programs and activities, and provides equal opportunity for all students.
- Improve and expand the Early Childhood Education Program and integrate it into the K-12 Program.
- Support and strengthen public and private collaboration to better serve our students.
- Support staff through ongoing high quality professional development and other programs.
- Secure adequate and stable revenue from federal, state, local, and private sources to realize the aforementioned goals.
ORDER OF BUSINESS
ADJOURNMENT: 11:00 P.M.

◆ ROLL CALL AND PLEDGE OF ALLEGIANCE

Public Hearing: At 7:00 p.m., the Regular Meeting will be recessed and a Public Hearing will be called to Open Bids, in accordance with Resolution 3o., 710-9W15 and Education Code 17472. and 3., for the sale of Surplus Property at 700 Font Blvd., San Francisco, California. The Regular Meeting will resume following the Public Hearing.

A. APPROVAL OF BOARD MINUTES
   ➢ Regular Meeting of October 9, 2007

B. PRESENTATIONS TO BOARD OF EDUCATION/SUPERINTENDENT’S REPORTS
   ➢ Superintendent’s Thought for the Evening

C. STUDENT DELEGATES’ REPORTS

D. SUPERINTENDENT’S PROPOSALS - Pg. 1
   HELD FOR SPEAKER CARDS AND ACTION
   ➢ 79-25Sp1 – Authorization to Grant or in the Alternative Deny the Bayview Essential School of Music, Art and Social Justice Charter School’s Petition for a New Charter School
   (Report from the Budget & Business Services Committee)

E. BOARD MEMBERS’ PROPOSALS - HELD FOR SPEAKER CARDS AND ACTION
   ➢ NONE
F. 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.

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

➢ NONE

H. COMMITTEE REPORTS AND RECOMMENDATIONS

This part of the Board meeting is for reporting by the Chairmen of Board Standing Committees on recent Committee meetings. The agendas are listed below.

➢ Report from the Ad Hoc Committee on Labor Relations
October 22, 2007 – Reporting: Commissioner Kim

- Update on Laidlaw Drivers Contract
- Presentation on the Local 39 Apprenticeship Program
- Input from Bargaining Units on Proposed SFUSD Parcel Tax
- Public Comment

➢ Report from the Buildings, Grounds, & Services Committee
October 22, 2007 – Reporting: Commissioner Sanchez

INFORMATIONAL ITEMS:
Updates and/or Reports on the following:
1. Williams Case Notification Requirements
2. Use of Gloria R. Davis Site
3. Student Transportation Issues
4. Metro Charter School at the Jackson Street Site
5. Facilities Projects with Change Orders which Exceed 10%
6. New Ten-Year Capital Plan
7. Procedures for Noticing Changes of Use of Certain Properties

➢ Report from the Budget & Business Services Committee
October 25, 2007 – Reporting: Commissioner Maufas

ACTION ITEM:
1. Resolution No. 79-25Sp1 - Authorization to Grant or in the Alternative Deny the Bayview Essential School of Music, Art and Social Justice Charter School's Petition for a New Charter School
Report from the Special Budget & Business Services Committee
October 25, 2007 – Reporting: Commissioner Maufas

ACTION ITEM:
• 711-13SO3 - Approval of a Spending Plan for the Arts and Music Block Grant
  (Referred by Order of the Chair on 10/23/07 to a Special Meeting of the Budget
  and Business Services Committee)

Report from the Committee of the Whole Meeting
October 25, 2007 – Reporting: Commissioner Yee

• Discussion of the Public Education Enrichment Fund
  Spending Plan (Prop H) for School Year 2007-2008

Report from the Buildings, Grounds, & Services Committee
November 1, 2007 – Reporting: Commissioner Sanchez

INFORMATIONAL ITEM OF DISCUSSION:
• Health Concerns of Students and Families Related to the Bayview Hunters
  Point Naval Shipyard Development

I. ADVISORY COMMITTEE REPORTS

Report from the Parent Advisory Council (PAC)

J. REPORTS FROM BOARD DELEGATES TO
MEMBERSHIPS OR OTHER ORGANIZATIONS

K. SPECIAL ORDER OF BUSINESS

ACTION ITEMS:

1. Subject: Instructional Calendar for 2008-2009 School Year

   Recommendation: That the Board of Education adopt the 2008-2009
   Instructional Calendar.

2. Subject: Tentative Agreement with United Administrators of
San Francisco

   Recommendation: That the Board of Education authorizes the District to enter
   into the Tentative Agreement reached between the District and United
   Administrators of San Francisco during the 2006-2007 negotiations.
3. Subject: Wages/Benefits for Board-Designated Unrepresented and Confidential Employees who are not Members of a District Bargaining Unit

Recommendation: That the Board of Education grants classified employees working in classifications designated as “unrepresented” and “certificated” a 3% Cost of Living Increase effective December 12, 2007, and the same 2005-2008 working condition provisions as those granted to its largest civil service classified employee bargaining unit.

4. Subject: Wages/Benefits for Unrepresented Certificated and Classified Management Employees who are not Members of a District Bargaining Unit

Recommendation: That the Board of Education grants certificated and classified employees working in classifications designated as “unrepresented management” a 3% mid-year Cost of Living Increase, and the same increase in dependent health coverage as those granted to the UASF bargaining unit.

INFORMATIONAL ITEM:

1. Subject: Williams Independent Auditors Oversight Requirements

Recommendation: That the San Francisco Board of Education accepts the reports from the Independent Auditors for the Williams oversight visits for SY 2007-2008 of the District’s twenty-nine “decile 1-3” schools based on the 2006 API.

L. DISCUSSION OF OTHER EDUCATIONAL ISSUES

➢ San Francisco School Volunteers Update

M. RESOLUTIONS OF COMMENDATION  Pg. 41

➢ In Support of the Bay Area Parent Leadership Action Network [PLAN] & Its 4th Anniversary & Honoring Two Champions of Grassroots Parent Leadership and Movement Building - Maria Luz Torre/Parent Voices and Lina Avidan/Zellerbach Family Foundation
- Commissioners Eric Mar, Kim-Shree Maufas, and Hydra B. Mendoza
N. CONSENT CALENDAR
(The following are all ACTION ITEMS)

1. Instructional Resolutions

1a. (711-13I1) Approval of Student Travel for A.P. Giannini Middle School

Recommendation: That the Board of Education approves the student travel of thirty-six to forty-five (36-45) students and six (6) (subject to change) certificated employees to Florida (Orlando, Port St. Lucie, Everglades, Fort Lauderdale) for exploration of Disney World’s Epcot Center’s Living Seas, Florida’s Everglades, Discovery Cove, SeaWorld, and Smithsonian’s Museum of Discovery and Science to create a connection to science and the living world around us in the 6th, 7th and 8th grade science curriculum.

No Cost to the District

1b. (711-13I2) Memorandum of Understanding with Amity Institute

Recommendation: That the Board of Education approve an agreement with the Amity Institute, to authorize an experienced foreign exchange teacher to work in a District school for the 2007-2008 school year.

2. Finance Resolutions

2a. (711-13B1) Authorization to Submit Applications, to Accept Funds, and to Budget the Amount Awarded

Recommendation: That the Superintendent and/or the Chief Financial Officer be 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.

Awards:

1. $100,000 – Department of Children, Youth and their Families to Central Office. This MOU between SFUSD and DCYF will provide support of up to $100,000 for a full-time administrative position to support two programs: Stay in School and School Based Wellness Initiative. DCYF agrees to provide such support for the 2007-2008 fiscal year. DCYF agrees to transfer funds to SFUSD upon hiring of the new employee. Such funds will be calculated based on the cost of providing said employee with wages and fringe benefits for the portion of the fiscal year remaining at date of hire. In consideration of this support, SFUSD agrees to provide office space for the position.
2. $15,000 – California Department of Education to Sanchez Elementary School. The purpose of this grant is to foster positive working relationships between school staff and families through home visits. The major program activities are home visits fostering communication and cross-grade level information sharing. The funds will be used to compensate staff for extra hours and to provide relevant age-appropriate literacy materials to families.

3. $15,000 – California Department of Education to John O’Connell High School. The purpose of this grant is to foster positive working relationships between school staff and families through home visits. The major program activities are home visits fostering communication and cross-grade level information sharing. The funds will be used to compensate staff for extra hours and to provide relevant age-appropriate literacy materials to families.

2b. (711-13B2) Authorization for Budget Transfers for Fiscal Year 2006-07 Budget

Recommendation: That the Superintendent recommends changes to the FY 2007-08 Budget as adopted by the Board of Education on June 26, 2007. The budget is revised periodically as new information received or when the assumptions on which the adopted budget was developed change. Administration recommends the following budget revision as presented.

Restricted General Fund (Funds 01 and 12).

2c. (711-13B3) Authorization to Sell Shares of Metropolitan Life Insurance Company

Recommendation: That the Board of Education authorize the Chief Financial Officer of his designee to execute all necessary documents and to take any and all necessary actions to execute the sale of San Francisco Unified School District's (“District”) shares in the Metropolitan Life Insurance Company (“MetLife”).

2d. (711-13B4) Authorization to Enter Into a Memorandum of Understanding with City and County of San Francisco to Implement the “Schools as Community Hubs” Pilot

Recommendation: That the Board of Education authorize the Superintendent and/or his designee to enter into a Memorandum of Understanding with the City and County of San Francisco to implement the “Schools as Community Hubs” Pilot Program.

2e. (711-13B5) Authorization of Travel for Board Member - Commissioner Norman Yee

Recommendation: That the Board of Education authorizes the District to reimburse Commissioner Norman Yee for expenses that were incurred on September 27-30, 2007 for his attendance at the NSBA - CUBE Conference in Atlanta, GA.
2f. (711-13B6) Authorization to Declare Obsolete Computer Monitors, Other Computer Related Accessories, Furniture, Fixtures, Equipment 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 declare certain furniture, fixtures, equipment 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.

2g. (711-13C2) Authorization for the Award of Bids, Purchase of and Encumbrance for Supplies, Equipment and/or Services Over $69,000 or the Statutory Limit Specified in Public Contract Code Section 20111

Recommendation: That the Board of Education authorizes the procurement of supplies, equipment, and/or services as summarized.

3. Buildings, Grounds and Services Resolutions  Pg. 56 - 91

3a. (711-13W1) Authorization to Approve Contracts, Orders for Service, Work Order, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve a modification of the contract between Cervantes Design Associates and the San Francisco Unified School District and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract modification on behalf of the District and to encumber sufficient funds from the Capital Facilities Fund. This is a professional service contract and is not limited to the 10% contingency restriction.

Monroe Elementary School - $2,050

3b. (711-13W2) Authorization to Approve Contracts, Orders for Service, Work Order, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve a modification of the contract between Fugro West, Inc. and the San Francisco Unified School District and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract modification on behalf of the District and to encumber sufficient funds from the Capital Facilities Fund.

Filipino Education Center - $41,400
3c. (711-13W3) Authorization to Approve Contracts, Orders for Service, Work Order, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve a modification of the contract between Able Engineering Services and the San Francisco Unified School District for engineering and maintenance of the building’s mechanical, electrical, utility systems and equipment at 555 Franklin and 601 McAllister Streets and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the modification on behalf of the District and encumber sufficient funds from General Funds.
555 Franklin and 601 McAllister Streets - $17,300

3d. (711-13W4) 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 this contract modification between ED2 International and the San Francisco Unified School District for an amount not to exceed $54,343 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.
Horace Mann Middle School - $54,343

3e. (711-13W5) Authorization to Approve Contracts, Orders for Service, Work Order, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve a contract modification between Beverly Prior Architects and the San Francisco Unified School District for an amount not to exceed $13,831 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.
S.F. Community Elementary School - $13,831

3f. (711-13W6) Authorization to Approve Contracts, Orders for Service, Work Order, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve this contract modification between Mobile Modular Management Corporation and the San Francisco Unified School District for an amount not to exceed $31,912.10 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.
Denman Middle School and Leadership Academy - $31,912.10
3g. **(711-13W7) Authorization to Approve Contracts, Orders for Service, Work Order, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approve this contract modification between Vanir Construction Management, Inc. and the San Francisco Unified School District for an amount not to exceed $24,533 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

Balboa High School - $24,533

3h. **(711-13W8) Authorization to Approve Contracts, Orders for Service, Work Order, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approve a contract modification between Zolman Construction and Development, Inc. ("Zolman"). and the San Francisco Unified School District for an amount not to exceed $42,344 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

Everett Middle School Modernization - $42,344

3i. **(711-13W9) Authorization to Approve Contracts, Orders for Service, Work Order, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approve this contract modification between CDX Builders, Inc. and the San Francisco Unified School District for an amount not to exceed $152,495 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

Claire Lilienthal Elementary School - $152,495

3j. **(711-13W10) Authorization to Approve Contracts, Orders for Service, Work Order, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approve a contract modification between Zolman Construction and Development, Inc. ("Zolman") and the San Francisco Unified School District for an amount not to exceed $123,994 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

Hillcrest Elementary School Modernization - $123,994
3k. (711-13W11) Authorization to Approve Contracts, Orders for Service, Work Order, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve a contract modification between Alpha Bay Builders, Inc. and the San Francisco Unified School District for an amount not to exceed $31,586.11 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

Malcolm X Academy Elementary School Modernization - $31,586.11

3L. (711-13W12) Authorization to Approve Contracts, Orders for Service, Work Order, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve this contract modification between Alten Construction and the San Francisco Unified School District for an amount not to exceed $86,860 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

George Washington High School Modernization - $86,860

3m. (711-13W13) Authorization to Approve Contracts, Orders for Service, Work Order, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve a contract modification between Cal Pacific Construction, Inc. and the San Francisco Unified School District for an amount not to exceed $91,404 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

Galileo Academy of Science & Technology - $91,404

3n. (711-13W14) Authorization to Approve Contracts, Orders for Service, Work Order, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve a contract modification between Arntz Builders, Inc. (Arntz) and the San Francisco Unified School District for an amount not to exceed $55,608 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

Mission High School - $55,608
3o. **(711-13W15) Authorization to Approve Contracts, Orders for Service, Work Order, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approve a contract modification between Zolman Construction and Development, Inc. ("Zolman") and the San Francisco Unified School District for an amount not to exceed $189,078 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

Lowell High School - $189,078

3p. **(711-13W16) Authorization to Approve Contracts, Orders for Service, Work Order, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approve a contract modification between Solid Builders, ("Solid Builders") and the San Francisco Unified School District for an amount not to exceed $35,499 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

Lowell High School – Temporary Classroom Buildings - $35,499

3q. **(711-13W17) Authorization to Approve Contracts, Orders for Service, Work Order, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approve a contract modification between Interstate Grading & Paving, Inc."Interstate") and the San Francisco Unified School District for an amount not to exceed $63,000 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

Thurgood Marshall High School Improvements - $63,000

3r. **(711-13W18) Authorization to Approve Contracts, Orders for Service, Work Order, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approve a contract modification between LC General Engineering and Construction, Inc. and the San Francisco Unified School District for an amount not to exceed $15,262 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

S. F. Community Elementary School Site Work - $15,262
3s. (711-13W19) Authorization to Approve Contracts, Orders for Service, Work Order, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve this contract modification between Underwood & Rosenblum and the San Francisco Unified School District for an amount not to exceed $5,100 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

Aptos Middle School - $5,100

3t. (711-13W20) Authorization to Approve Contracts, Orders for Service, Work Order, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve this contract modification between Mobile Modular Management Corporation and the San Francisco Unified School District for an amount not to exceed $14,000 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

Denman Middle School - $14,000

3u. (711-13W21) Authorization to Approve Contracts, Orders for Service, Work Order, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve this contract modification between McCarthy Building Companies and the San Francisco Unified School District for an amount not to exceed $227,769 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

Washington High School - $227,769

3v. (711-13W22) Authorization to Approve Contracts, Orders for Service, Work Order, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve this contract modification between Alfa Tech Cambridge Group and the San Francisco Unified School District for an amount not to exceed $23,465 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

Malcolm X Academy Elementary School - $23,465
3w. **(711-13W23) Authorization to Approve Contracts, Orders for Service, Work Order, and Modifications in Connection with the School Building Program**

Recommendation: That the Board of Education approve this contract between Marshall/Lee Inc. and the San Francisco Unified School District for an amount not to exceed $151,200 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

John O’Connell High School - $151,200

3x. **(711-13W24) Authorization to Approve Contracts, Orders for Service, Work Order, and Modifications in Connection with the School Building Program**

Recommendation: That the Board of Education approve this contract between Elmast Construction and Inspection Services and the San Francisco Unified School District for an amount not to exceed $491,000 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

Lincoln High School Modernization - $491,000

3y. **(711-13W25) Authorization to Approve Contracts, Orders for Service, Work Order, and Modifications in Connection with the School Building Program**

Recommendation: That the Board of Education approve this contract between Elmast Construction and Inspection Services and the San Francisco Unified School District for an amount not to exceed $408,000 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

Lincoln High School – Bungalow Replacement - $408,000

3z. **(711-13W26) Authorization to Approve Contracts, Orders for Service, Work Order, and Modifications in Connection with the School Building Program**

Recommendation: That the Board of Education approve this contract between AGS, Inc. and the San Francisco Unified School District for an amount not to exceed $22,534.40 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

Alamo Elementary School - $22,534.40
3aa. (711-13W27) Authorization to Approve Contracts, Orders for Service, Work Order, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve this contract between ENGEO, Inc. and the San Francisco Unified School District for an amount not to exceed $16,000 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.
Mission Ed Center and Kate Kennedy CDC - $16,000

3bb. (711-13W28) Authorization to Approve Contracts, Orders for Service, Work Order, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve this Master Agreement between Consolidated Engineering Laboratories and the San Francisco Unified School District for an amount not to exceed $29,810 for a duration of up to one year, and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the Master Agreement on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.
Luther Burbank Middle, Sunset Elementary, and Jefferson Elementary - $29,810

3cc. (711-13W29) Authorization to Approve Contracts, Orders for Service, Work Order, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve this Master Agreement between Treadwell & Rollo and the San Francisco Unified School District for an amount not to exceed $44,330 for a duration of up to one year, and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the Master Agreement on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.
Raphael Weill CDC, Lakeshore Elementary School - $44,330

3dd. (711-13W30) Authorization to Approve Contracts, Orders for Service, Work Order, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve this Master Agreement between Treadwell & Rollo and the San Francisco Unified School District for an amount not to exceed $61,380 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the Master Agreement on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.
Rooftop, Fairmount, Buena Vista, Cleveland Elementary School and San Miguel CDC - $61,380
3ee. (711-13W31) Authorization to Approve Contracts, Orders for Service, Work Order, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve this contract between Pacific Engineering and the San Francisco Unified School District for an amount not to exceed $22,000 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund. Luther Burbank Middle School - $22,000

3ff. (711-13W32) Authorization to Approve Contracts, Orders for Service, Work Order, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve this contract between Arntz Builders and the San Francisco Unified School District for an amount not to exceed $26,592,298 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund. In the event the District is not able to enter into a contract with Arntz Builders, it will award to the second lowest bidder, Alten Construction, or the third lowest bidder, Roebbelen or the District may elect to re-bid the project. Abraham Lincoln High School – Modernization & New Building - $26,592,298

3gg. (711-13W33) Authorization to Approve Contracts, Orders for Service, Work Order, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve a contract between Northwest Demolition, Inc. and the San Francisco Unified School District and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract on behalf of the District and to encumber sufficient funds from the 1990 School Facility Safety Special Tax Fund. Should the District be unable to enter into a contract with Northwest Demolition, Inc. the contract will be awarded to the next lowest, responsive and responsible bidder. Creative Arts Charter School - $34,673

3hh. (711-13W34) Authorization to Approve Contracts, Orders for Service, Work Order, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve a contract between Gold Spring Construction and the San Francisco Unified School District and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund. Should the District be unable to enter into a contract with Gold Spring Construction, the contract will be awarded to the next lowest, responsive and responsible bidder. Newcomer High School - $56,588
3ii. (711-13W35) Self-Certification on the Filing of a Class 1 Categorical Exemption for School Building Improvements

Recommendation: That the Board of Education certifies this Notice of Exemption as the completion of all relevant CEQA requirements and authorize District staff to file Notice of Exemptions with the San Francisco County Clerk for local and State funded school building modernization projects listed on the resolution.

4. Personnel Resolutions

4a. (711-13F1 – F15) Administrative, Secondary, Elementary Certificated Personnel Actions

Recommendation: That the Board of Education approves the following personnel actions as summarized.

4b. (711-13K1 – K54) Consultant Services Contracts

Note: Contracts with Individuals = Resolutions K1 – K25
Contracts with Organizations = Resolutions K26 – K54

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

K1. John Muir Elementary School – To work with students in the classroom using the Sand Tray and meet with parents and teacher.
   Mary Watson - $1,500 – CDP: First 5 Preschool for All

K2. John Muir Elementary School – To provide art classes for Pre-Kindergarten students.
   Isabella M. Demeulenaere - $1,500 – CDP: First 5 Preschool for All

   Sandra S. Kepler - $9,000 – PTA

K4. Dianne Feinstein Elementary School – To provide Orff Music instruction for all K-2 grade students.
   Nicole Summer - $11,000 – Discretionary Funds

K5. Lafayette Elementary School – To provide a Literature Consultant as a storyteller, to enhance language and proficiency among the students.
   Donna Jer - $5,616 – School & Library Improvement Block Grant and Economic Impact Aid – Limited English Proficient
K6. **Alvarado Elementary School** - To provide an interpreter/translator for the Spanish speaking community. **We request that the Board authorizes approval of the contract with an explicit waiver of Policy P3850.**
Nancy Velasco - $18,100 – Economic Impact Aid – Limited English Proficient (LEP)

K7. **Malcolm X Academy** – To provide professional development and coaching in Socratic seminars for teachers aligned with English language arts standards.
Lynda Tredway - $9,000 – Quality Education Investment Act

K8. **Lakeshore Alternative School** – To assist in the implementation of a Sensory Motor Program. **We request that the Board authorizes approval of this contract with an explicit waiver of Policy P3850.**
Edwanna Ortiz - $6,100 – School & Library Improvement Block Grant

K9. **Lakeshore Alternative School** – To provide school gardening.
Jean Moshofsky-Butler - $8,000 – School & Library Improvement Block Grant

K10. **Lakeshore Alternative School** – To provide poetry/art integrated workshops for students.
Grace Grafton - $5,000 – PEEF: Prop H

K11. **Lakeshore Alternative School** – To provide a parent and community volunteer coordinator for the school.
Susan Wright - $10,000 – School & Library Improvement Block Grant

K12. **Lakeshore Alternative School** – To provide a Sensory Motor Program for students in grades K-3.
Mimi Sarkisian - $12,200 – School & Library Improvement Block Grant

K13. **John O’Connell School of Technology** – To mentor 25 students who are in need of support academically and socially five days a week.
Charles Jones - $12,171.60 – Wellness Program

K14. **Balboa High School** – To guide the continuation of Balboa culture and traditions through student organization and meetings with faculty members.
Nicholas Kafkas - $2,400 – General Fund Unrestricted (WSF)

K15. **Balboa High School** – To train the administrators and department chairs about the Bloom’s taxonomy strategies.
Andy Platt - $6,000 – General Fund Unrestricted (WSF)

K16. **SOTA** – To provide a variety of theatre classes to students.
 Various Consultants - $23,230 – General Fund Unrestricted (WSF)
K17. **SOTA** – To provide a variety of vocal lessons to students.  
Dr. Ilan Glasman - $4,000 – General Fund Unrestricted

K18. **SOTA** – To provide a variety of specialty art classes to students.  
Nome Edonna - $5,000 – General Fund Unrestricted

K19. **SOTA** – To provide a variety of music classes to students.  
Various Consultants - $35,940 – General Fund Unrestricted

K20. **Facilities Design & Construction** - To provide inspection services at the factory, to comply with DSA inspection requirements for the manufacturing of the new modular classroom buildings at Raoul Wallenberg HS and Monroe ES.  
Michael K. Baughman - $1,950 – Capital Facilities Fund

K21. **Visual & Performing Arts Department** – To interpret leadership quotes for the Visual & Performing Arts presentation to the Board of Supervisors meeting at City Hall on 9/27/07.  
Tommy Shepard - $200 – PEEF: Prop H

K22. **Visual & Performing Arts Department** – To interpret leadership quotes for the Visual & Performing Arts presentation to the Board of Supervisors meeting at City Hall on 9/27/07.  
JoAnne Winter - $200 – PEEF: Prop H

K23. **Visual & Performing Arts Department** – To lead Alice Fong Yu percussion students’ performance, presented in the context of the Arts Education Master Plan report/presentation to the City-District Select committee on September 27, 2007.  
Wang Wei - $200 – PEEF: Prop H

K24. **Visual & Performing Arts Department** – To provide technical support during the September 27th Arts Education Master Plan report/presentation to the City-District Select Committee.  
Liz Anderson - $200 – PEEF: Prop H

K25. **Visual & Performing Arts Department** – To provide two days of consulting on the administration and structure of the Tennessee Arts Academy, an internationally acclaimed professional development institute in the arts for certificated arts teachers.  
E. Frank Bluestein - $1,500 – PEEF: Prop H

K26. **Mission Ed Center Elementary School** – To provide a music program to students in K-3rd grade.  
Music in Schools Today - $4,980 – NCLB: School Wide Programs (SWP) and PEEF: Prop H

K27. **Lakeshore Alternative School** – To provide a physical education program for 4th and 5th grade students.  
YMCA - $14,000 – School & Library Improvement Block Grant
K28. Redding Elementary School – To provide physical education training and co-teaching opportunities for teachers.
Physical Education and Recreation for Children, LLC (PERC) - $28,000 – School and Library Improvement Block Grant, Economic Impact Aid: Limited English Proficient and Discretionary Block Grant

K29. SOIS - Elementary Schools – To provide staff/administration support and facilitation for Sherman Elementary School.
Community Boards - $1,740 – Targeted Instructional Improvement Block Grant (TIIBG)

K30. Daniel Webster Elementary School – To provide teacher training, teacher support and Behavior Coach to support children’s socialization/school adjustment skills.
Edgewood Center for Children and Families - $8,000 – Discretionary Block Grant

K31. Visitacion Valley Middle School - To provide Restorative Justice Programming and youth leadership development.
California Community Dispute Services - $5,000 – PEEF: Prop H, Other General Uses (Violence Prevention Program)

K32. John O'Connell High School – To provide professional development for the beginning of year sessions with teachers.
Ascend Institute Francine Shakir, Executive Director - $1,025 – Targeted Instructional Improvement Block Grant

K33 Visual & Performing Arts Department – To provide a facilitator and four dancers to model and illustrate dance in an interactive presentation connecting the concepts of the keynote speaker’s address with students learning
ODC School - $1,000 – PEEF: Prop H

K34 Human Resources Department – To provide sign language interpretation for the District’s hearing impaired teachers.
Bay Area Communication Access - $25,000 – General Fund Unrestricted

K35 Contracts Office – To provide SFUSD with access to database information in order to comply with State labor laws.
LCP Tracker - $3,500 – 2003 School Facilities Prop 39 Bond

K36 APD, Teaching and Learning – To provide ACCESS Mathematics coaching and teacher in services at Horace Mann and Everett Middle Schools. **This resolution includes a dual indemnification clause in the contract, whereas each party would indemnify the other party for their actions.**
UC Regents – Lawrence Hall of Science - $65,000 – NCLB: Title II, Part A, Improving Teacher Quality Local Grants
K37  **APD, Teaching and Learning** – To provide training, follow-up coaching and monitor the literacy and mathematics intervention for over 200 teachers in high schools. Center for Applied Research in Education - $32,800 – NCLB: Title II, Part A, Improving Teacher Quality Local Grants

K38  **School Health Programs Department** – To provide latchkey services for subsidized and full-cost children at 8 elementary schools. Mission YMCA - $292,738 – CD: School Age Child Care

K39. **School Health Programs Department** - To provide staffing and resources for multiple aspects of the After School Enrichment and Academic Programs at ExCEL After School Sites.  *A Waiver of Board Policies 3610 and 3850 is being requested to approve this resolution.* Urban Services YMCA - $106,250 – After School Education and Safety Programs

K40. **School Health Programs Department** - To provide staffing and resources for multiple aspects of the After School Enrichment and Academic Programs at ExCEL After School Sites.  *A Waiver of Board Policies 3610 and 3850 is being requested to approve this resolution.* Stonestown Family YMCA - $120,000 – After School Education and Safety Programs

K41. **School Health Programs Department** - To provide staffing and resources for multiple aspects of the After School Enrichment and Academic Programs at ExCEL After School Sites.  *A Waiver of Board Policies 3610 and 3850 is being requested to approve this resolution.* After School Enrichment Program - $93,783 – After School Education and Safety Programs

K42. **School Health Programs Department** - To provide staffing and resources for multiple aspects of the After School Enrichment and Academic Programs at ExCEL After School Sites.  *A Waiver of Board Policies 3610 and 3850 is being requested to approve this resolution.* Embarcadero YMCA - $121,283 – After School Education and Safety Programs

K43. **School Health Programs Department** - To provide staffing and resources for multiple aspects of the After School Enrichment and Academic Programs at ExCEL After School Sites.  *A Waiver of Board Policies 3610 and 3850 is being requested to approve this resolution.* Richmond District Neighborhood Center - $89,408 – After School Education and Safety Programs

K44. **School Health Programs Department** - To provide four additional hours of School Resource Officer (SRO) per week for Aptos and Visitacion Valley Middle Schools. City & County of San Francisco, San Francisco Police Department, Youth Services Unit - $20,000 – School Community Violence Prevention Grant
K45. **School Health Programs Department** - To provide staffing and resources for multiple aspects of the After School Enrichment and Academic Programs at ExCEL After School Sites. A **Waiver of Board Policies 3610 and 3850 is being requested to approve this resolution.**
Visitacion Valley Community Center - $50,000 – After School Education and Safety Programs

K46. **School Health Programs Department** - To provide staffing and resources for multiple aspects of the After School Enrichment and Academic Programs at ExCEL After School Sites.
Harvey Milk Parent Faculty Club - $42,750 – After School Education and Safety Programs

K47. **State and Federal Programs** – To provide tutoring in math and/ or reading in an After School Program.
Jair, Inc. - $37,744 – NCLB: Title I, Part A, Basic Grants Low-Income and Neglected

K48. **State and Federal Programs** – To provide tutoring in math and/ or reading in an After School Program.
Education Station - $202,200 – NCLB: Title I, Part A, Basic Grants Low-Income and Neglected

K49. **State and Federal Programs** – To provide tutoring in math and/ or reading in an After School Program.
Professional Tutors - $67,400 – NCLB: Title I, Part A, Basic Grants Low-Income and Neglected

K50. **State and Federal Programs** – To provide tutoring in math and/ or reading in an After School Program.
ACE Tutoring Service, Inc. - $134,800 – NCLB: Title I, Part A, Basic Grants Low-Income and Neglected

K51. **State and Federal Programs** – To provide tutoring in math and/ or reading in an After School Program.
Girls Moving Forward - $13,480 – NCLB: Title I, Part A, Basic Grants Low-Income and Neglected

K52. **State and Federal Programs** – To provide tutoring in math and/ or reading in an After School Program.
Lindamood Bell - $95,708 – NCLB: Title I, Part A, Basic Grants Low-Income and Neglected

K53. **State and Federal Programs** – To provide tutoring in math and/ or reading in an After School Program.
ARC Associates - $67,400 – NCLB: Title I, Part A, Basic Grants Low-Income and Neglected

K54. **State and Federal Programs** – To provide tutoring in math and/or reading in an After School Program.
Extreme Learning Inc. - $20,220 – NCLB: Title I, Part A, Basic Grants Low-Income and Neglected
4bb. (711-13K55 – K62) Consultant Services Contracts

Amendments

Pg. 209 - 224

Note: Contracts with Individuals = Resolutions K55 – K57
Contracts with Organizations = Resolution K58 – K62

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

K55. Sherman Elementary School – To provide Sand Tray therapeutic interventions for identified students. The purpose of this amendment is to cancel K-Resolution #70-11K3.
Cost of this Amendment – ($8,500) CREDIT
Mary Watson – Total Program Cost to Date - $0 – Targeted Instructional Improvement Block Grant (TIIBG) and General Fund Unrestricted (WSF)

K56. SOTA – To provide artist-in-residency in visual arts. The purpose of this amendment is for deletions of services to students.
Cost of this Amendment – ($5,200) CREDIT
Dale Erickson – Total Program Cost to Date - $59,900 – General Fund Unrestricted (WSF)

K57. Bond Program Department – To maintain accounting records related to Proposition A 2003 and Prop A 2006. The purpose of this amendment is to split funding sources and expand services to include Prop A 2006.
Cost of this Amendment – $0
Kevin Harper CPA – Total Program Cost to Date - $150,000 – Proposition A 2003 and Prop A 2006 Bond Program

K58. New Traditions Elementary School – To provide theatre arts. The purpose of this amendment is to change funding source.
Cost of this Amendment – $0
Special Focus – Total Program Cost to Date - $2,490 – Economic Impact Aid – Limited English Proficient (LEP), General Fund Unrestricted (WSF) and Special Education

K59. Monroe Elementary School – To work with teachers in developing lessons and model P.E. classes. The purpose of this amendment is for additions services to students.
Cost of this Amendment – $11,750
Sports4Kids – Total Program Cost to Date - $23,500 – PTA

K60. Monroe Elementary School – To provide training in expository and narrative writing for teachers. The purpose of this amendment is to include travel expenses.
Cost of this Amendment – $918.20
The Write Tools, LLC – Total Program Cost to Date - $4,218.20 – PTA
K61. **Bond Program Department** – To provide audit services. The purpose of this amendment is to increase cost. Cost of this Amendment – $6,500
Vavrinek Trine Day & Co. LLP – Total Program Cost to Date - $18,000 – Proposition A 2003 Bond Program

K62. **Legal Office** – To provide representation for SFUSD. The purpose of this amendment is to increase cost. Cost of this Amendment – $7,600.64
School College Legal Services – Total Program Cost to Date - $659,147.74 – General Fund Unrestricted

O. **CONSENT CALENDAR RESOLUTIONS**
**SEVERED FOR SPEAKERS AND IMMEDIATE ACTION**

P. **BOARD MEMBERS’ REPORTS**

Q. **SUPERINTENDENT’S PROPOSALS**  
**Pg. 225 - 247**

- **FIRST READING**

- **711-13Sp1** – Adoption of Policy for General Public Notification Regarding Changes in Use of District-Owned Properties – Board of Education Policy P3263

(This Proposal has already been heard at Committee, thus per Board Policy 120, Section 9.4, the Board may suspend its Rules in order to consider action to this resolution at First Reading.)

- **711-13Sp2** – Amendment of Board of Education Policy 120: Rules and Procedures – Article II - Organization and Rules Procedure Rules and Procedures – Article III - Advisory Committees

(This Proposal has already been heard at Committee, thus per Board Policy 120, Section 9.4, the Board may suspend its Rules in order to consider action to this resolution at First Reading.)

R. **BOARD MEMBERS’ PROPOSALS**  
**Pg. 248**

- **FIRST READING**

- Amendment to Resolution 65-23A1 (“Phasing Out the JROTC Program”)  
- Commissioners Kim-Shree Maufas and Mark Sanchez

(Per Board Policy 120, Section 9.4, the Board may suspend its Rules in order to consider action to this resolution at First Reading.)
S. 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.

T. Report of Closed Session Actions

U. Other Informational Items

- NONE

V. Adjournment
Excerpts from the Board of Education Rules and Procedures, P120, Article II.

1.1 These rules shall govern the order of business of the Board and shall constitute policy of the Board.

1.1.1 These Rules shall be reviewed and readopted as a Special Order of Business at the first Regular Board meeting of the year.

3.1 There shall be at least one student delegate within the membership of the Board pursuant to Ed. Code Section 35012. That commencing with the 2000-2001 academic school year, two students will sit on the Board of Education, one student delegate appointed by the Student Advisory Council and the other elected by the students of San Francisco through a democratic process approved by the Student Advisory Council.

3.2 The student delegates may cast an advisory vote on all matters decided by the Board at all regular and special meetings. Such advisory votes will be cast at the beginning of voting rotation so that the “advice” of student representatives may be considered by Board Members as they cast their votes. The advisory vote shall not be included in determining whether a measure before the Board carries, but it shall be recorded in the official minutes.

9.2 The Superintendent and Board Members may introduce resolutions for First Reading during the “Superintendent’s Proposals – First Reading” and “Board Members’ Proposals – First Reading” sections of the agenda, respectively. Upon introduction, the resolution shall automatically be referred to committee. The President shall determine to which committee the resolution shall be referred. The Board may not discuss or take action on a resolution introduced for First Reading at that meeting.

9.3 Members of the public may address the Board on 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, after the introduction of resolutions for First Reading. Members of the public may also address the Board on a resolution introduced for First Reading at the appropriate committee. The Chair may limit the time for public comment on all resolutions for First Reading to a maximum of 10 minutes total and 1 minute per speaker or as may be reasonable under the circumstances.
9.4 The Board may suspend Rule 9.2 and consider a resolution introduced for First Reading immediately if five (5) members of the Board approve such motion and the agenda notifies the public that the resolution may be acted upon immediately at that meeting. If the Board suspends the rules to consider a resolution immediately, members of the public may comment on the resolution without the necessity for a “Request to Speak” before the Board considers the resolution.

11.2 Each person requesting to address the Board on agenda items calendared for Board action or on matters other than those calendared for Board action shall be granted such requests provided a “Request to Speak” is telephoned into the Office of the Board of Education the Monday or Tuesday of the meeting prior to 4:30 p.m. or an individual completes a “Speaker Card”, prior to the item being called, on the evening of the meeting.

11.3 Substitution of speakers will not be permitted unless a designated alternate is submitted with the request to speak.

11.4 Maximum time allowed each speaker is two minutes. Any speaker requiring language translation shall be allowed a maximum of two minutes to speak and two minutes for translation. The District will provide translation in at least Chinese and Spanish and, if possible and with adequate notice, in other languages.

11.5 The Board President, with the approval of the Board, can modify the time permitted for speakers and public comment.

11.6 A speaker shall be ruled out of order for failing to speak on the subject matter for which the privilege of the floor was granted.

11.7 Time for total public testimony and/or Board debate shall be limited to 30 minutes unless the time is extended by majority vote and may be continued after all items have been considered.

11.8 Individuals requesting to speak who were held over from a previous meeting shall be the first called at the next regular meeting.

12.4 Debate or action on Board members’ proposals and Superintendent’s proposals upon being duly moved and seconded at First Reading, unless referred to a committee, shall be held on calendar for Second Reading at the next regularly scheduled meeting of the Board.

14.1 No speaker at any meeting of the Board or its committees shall make any abusive, threatening or harassing personal remarks or charges against any officer or employee of the District or against any Board member, with the consequence of, first, a verbal warning and, second, the loss of speaking rights on the matter under discussion.

14.2 Charges or complaints against any officer or employee of the District may be made in writing, signed by the person making the charge and submitted to the District’s Legal Office.

14.3 Cardboard, paper or cloth placards may be brought into the Board meeting room only if they are not larger than three feet by three feet and have no wood, metal or other type of holding device.

14.4 Pursuant to Government Code Section 54957.9, the President may order the Board meeting room cleared if violence or verbal harassment disrupts the orderly process of the meeting.