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:

(In Accordance with 85-13Sp2 – Proposal to Implement a Strategic Plan. Adopted 5/27/08)

- Access & Equity – Make Social Justice a Reality.
- Student Achievement – Engage High Achieving and Joyful Learners.
- Accountability – Keep Our Promises to Students and Families
ORDER OF BUSINESS
ADJOURNMENT: 10:00 P.M.

✓ ROLL CALL AND PLEDGE OF ALLEGIANCE

A. APPROVAL OF BOARD MINUTES
   ➢ Regular Meeting of June 14, 2011
   ➢ Regular Meeting of June 28, 2011
   ➢ Regular Meeting of August 9, 2011
   ➢ Regular Meeting of November 15, 2011

B. PRESENTATIONS TO THE BOARD OF EDUCATION/
   SUPERINTENDENT'S REPORT
   ➢ Superintendent's Thoughts for the Evening

C. RECOGNITIONS AND RESOLUTIONS OF COMMENDATION

D. STUDENT DELEGATES' REPORT

E. PARENT ADVISORY COUNCIL (PAC) REPORT

F. PUBLIC COMMENT ON CONSENT ITEMS (Members of the public shall not
be permitted to sever agenda items for discussion. Rather, Board discussion on
a consent item shall only occur if the Board or the Superintendent, in their
discretion, severs the item for discussion.)

G. CONSENT CALENDAR - SEE EXHIBIT A FOLLOWING SUMMARY PAGES FOR
LIST OF ITEMS - Motion/Second; Items Corrected/Withdrawn/Removed for First
Reading/Severed. Formal vote taken up in Section N. Severed Items taken up in
Section O.
H. SUPERINTENDENT’S PROPOSALS
- HELD FOR SPEAKER CARDS AND ACTION

➤ 1111-15Sp1 – In Support of a Permanent Name Change for John O’Connell Alternative High School of Technology to JOHN O’CONNELL HIGH SCHOOL
(Report from the Augmented Buildings, Grounds, and Services Committee)

I. BOARD MEMBER’S PROPOSALS
- HELD FOR SPEAKER CARDS AND ACTION

NONE

J. 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 7:30 p.m. or following the item under discussion at the time. 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.

K. ADVISORY COMMITTEE REPORTS/APPOINTMENTS TO ADVISORY COMMITTEES BY BOARD MEMBERS

➤ Bilingual Community Council (BCC) Annual Report

L. SPECIAL ORDER OF BUSINESS

ACTION ITEMS:

1. Review and Adoptions of Annual and Five-Year Report Relating to the Collection and Expenditure of Developer Fees

Recommendation: That the Board of Education of the San Francisco Unified School District review and adopt the Developer Impact Fee Annual and Five Year Reports for the Fiscal Year Ending June 30, 2011. The attached report, dated November 28, 2011, relates to the collection and expenditure of developer fees. It was prepared for the District by the Dolinka Group, Inc., a consultant with expertise in the preparation of such reports.
2. Appointment of One Member to the San Francisco Board of Education Parent Advisory Council (PAC)

Recommendation: That the Board of Education of the San Francisco Unified School District appoint to the Parent Advisory Council one regular member (to serve from January 2012 – June 2013). The member recommended for appointment is: Roderick Mills

3. Adoption of the Instructional Calendar for 2012–2013 School Year

Recommendation: That the Board of Education adopt the 2012-2013 Instructional Calendar.

INFORMATIONAL ITEMS: Initial Proposal (Sunshining of Proposal)

1. 2011-2012 Initial Proposal for a Successor Contract from the San Francisco Unified School District to the United Educators of San Francisco (UESF) Teacher and Paraprofessional Units

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

Public Hearing on this Proposal will be held at the Regular Board Meeting of January 10, 2012.

2. 2011-2012 Re-Opener Initial Proposal from the United Administrators of San Francisco (UASF) to San Francisco Unified School District

Recommendation: That the Board of Education presents the Re-Opener Initial Proposal from UASF to San Francisco Unified School District.

Public Hearing on this Proposal will be held at the Regular Board Meeting of January 10, 2012.

M. DISCUSSION OF OTHER EDUCATIONAL ISSUES

N. CONSENT CALENDAR RESOLUTIONS – REMOVED AT PREVIOUS MEETING FOR SECOND READING AND ACTION

O. VOTE ON CONSENT CALENDAR – Moved and Seconded under Section F
P. CONSENT CALENDAR RESOLUTIONS – SEVERED FOR BOARD
DISCUSSION AND IMMEDIATE ACTION – SEE EXHIBIT A
FOLLOWING SUMMARY PAGES FOR LIST OF ITEMS

Q. SUPERINTENDENT’S PROPOSALS – FIRST READING Pg. 28 - 139
(5 Minutes will be given for total public testimony under this item.)

- 1112-13Sp1 – Honoring Warren Hellman and Support for the City and County of San Francisco’s Renaming Golden Gate Park’s Speedway Meadow as Hellman Meadow
   (Per Board Policy 120, Section 9.4, the Board may suspend its Rules in order to consider action to this resolution at First Reading)

- 1112-13Sp2 – Adoption of the California School Boards Association (CSBA) Series 9000 Board Policies and Administrative Regulations to Replace Current Board of Education Policies and Regulations that are Related to Board Rules and Procedures (P120)
   (Report from the Rules, Policy, and Legislation Committee)
   (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 – FIRST READING Pg. 140
(5 Minutes will be given for total public testimony under this item.)

- In Support of Adopting a Board Policy Regarding Immigrant and Non-Immigrant Visa Petitions for District Employees
  - Commissioner Norman Yee

S. BOARD MEMBERS’ REPORTS – a. Standing Committees; b. Board Delegates to Membership Organizations (NSBA, CSBA, CGCS); c. All other reports by Board Members.

Report from the Augmented Rules, Policy, and Legislation Committee
November 21, 2011 - Reporting: Commissioner Emily Murase

ACTION:
- XXXXXXX – Adoption of the California School Boards Association (CSBA) Series 9000 Board Policies and Administrative Regulations to Replace Current Board of Education Policies and Regulations That are Related to Board Rules and Procedures (P120)
  (Superintendent’s Proposal)
Resolution No. ___ - In Support of Senate Constitutional Amendment (SCA) 5

In Support of Senate Constitutional Amendment (SCA) 5

INFORMATION:
• State and Federal Policy Update
• Schedule of Reporting from Board Advisory Groups

Report from the Augmented Buildings, Grounds, and Services Committee
November 28, 2011 - Reporting: Commissioner Hydra B. Mendoza

ACTION ITEM:
Superintendent's Proposal - 1111-15Sp1 - In Support of a Permanent Name Change for John O'Connell Alternative High School of Technology to JOHN O'CONNELL HIGH SCHOOL

INFORMATIONAL ITEMS:
1. Status Report on 1155 Page Street Property Request for Proposal (RFP) for Child Care Use
2. Status Report on Nourse Auditorium Lease to City Arts & Lectures for Various Evening Performances
3. Status Report on Tap Water Installations at School Sites and Other Ongoing Sustainability Initiatives

Report from the Augmented Budget and Business Services Committee
November 29, 2011 - Reporting: Commissioner Sandra Lee Fewer

INFORMATIONAL ITEMS:
• Administratively Approved K Resolutions
• State Budget Update and SFUSD Budget Planning Process
• Overview of School-Based Budgets
• Discussion of Equity Report

Report from the Augmented Curriculum and Program Committee
December 5, 2011 - Reporting: Commissioner Rachel Norton

INFORMATIONAL ITEM:
• Update on Special Education Redesign

Report from the Ad Hoc Committee on Personnel Matters/Labor Relations
December 8, 2011 - Reporting: Commissioner Kim-Shree Maufas

INFORMATIONAL ITEMS:
• Security Aide (T10) Staffing Report
• SFUSD 2011-2012 Hiring Season Report
• Spring Semester Early Education Department (EED) Teacher and Para-Professional Consolidations
• Early Education Department (EED) Staffing Reorganization

City and School District Select Committee
Ad Hoc Committee on Student Assignment
Ad Hoc School District/City College Joint Committee
T. REPORT OF CLOSED SESSION ACTIONS

U. OTHER INFORMATIONAL ITEMS

- Informational Notice of Classified Personnel Transactions
- Acceptance of Gifts for the Month of October 2011

V. ADJOURNMENT
EXHIBIT A
CONSENT CALENDAR
(The following are all ACTION ITEMS)

1. Instructional Resolutions

NONE

2. Finance Resolutions

2a. (1112-13B1) 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.

Award:

1. $465,000 – California Department of Education: CA Partnership Academies to Abraham Lincoln High School. As our current Green CPA funding sunsets Spring 2012, this grant will provide another 3 years of CPA funding to continue our successful program. This grant allows us to provide a vigorous, interdisciplinary education based on project based learning, teacher teams, internship experience and field trips preparing participants to participate in the Green Academy.

2b. (1112-13B2) Authorization for Budget Transfers for Fiscal Year 2010-2011 Budget

Recommendation: That the Superintendent recommends changes to the FY 2011-2012 Budget as adopted by the Board of Education on June 28, 2011. The 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 revision as presented.

Unrestricted General Fund (Fund 01)

2c. (1112-13B3) Contracts for Student Teacher and Intern Placement

Recommendation: That the Board of Education authorize the Superintendent and/or Chief Human Resources Officer to enter into MOU for Fiscal Years 2011 – 2014 with local universities to provide experiences for students enrolled in their training programs.

Recommendation: That the Board of Education authorize the submission to the State of California of a positive certification that the District will be able to meet its financial obligations for the current fiscal year and subsequent two fiscal years and a positive certification that the County Office will be able to meet its financial obligations for the current fiscal year and subsequent two fiscal years.

2e. (1112-13B5) 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 of donation using the most cost effective manner.

2f. (1112-13C2) Authorization for the Award of Bids, Purchase of and Encumbrance for Supplies, Equipment and/or Services Over $78,900 or the Statutory Limit Specified in Public Contract Code Section 20111

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

3. Buildings, Grounds and Services Resolutions

3a. (1112-13W1) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve a modification of the contract between SIM Architects and the San Francisco Unified School District and instruct the Chief Facilities Officer or designee to sign all the documents necessary for the execution of the modification on behalf of the District and encumber sufficient funds from the 1990 School Facility Safety Special Tax Fund.
Daniel Webster Elementary School - $16,500
3b. **(1112-13W2) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approve this modification between Petersen Dean Commercial and the San Francisco Unified School District and instruct the Chief Facilities Officer or designee to sign all the documents necessary for the execution of the modification on behalf of the District and encumber sufficient funds from the Deferred Maintenance Fund.

June Jordan School for Equity - $9,719.66

3c. **(1112-13W3) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approve this modification between Petersen Dean Commercial and the San Francisco Unified School District and instruct the Chief Facilities Officer or designee to sign all the documents necessary for the execution of the modification on behalf of the District and encumber sufficient funds from the Deferred Maintenance Fund.

Student Nutrition Services - $2,646.48

3d. **(1112-13W4) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approve a modification to the contract between J/Randall and Associates and the San Francisco Unified School District and instruct the Chief Facilities Officer or designee to sign all the documents necessary for the execution of the modification on behalf of the District and encumber sufficient funds from the Deferred Maintenance Fund.

Buildings and Grounds/834 Toland Street - $2,000

3e. **(1112-13W5) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approve this modification between Ghilotti Bros., Inc. and the San Francisco Unified School District and instruct the Chief Facilities Officer or designee to sign all the documents necessary for the execution of the modification on behalf of the District and encumber sufficient funds from the Proposition 39 School Repair Program Fund and the Deferred Maintenance Fund.

Balboa High School/Gordon Lau Elementary School - $13,017.95
3f. (1112-13W6) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve this contract modification between Levy Design Partners and the San Francisco Unified School District for an amount not to exceed $20,000 and instruct the Chief Facilities Officer or designee to sign all the 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.

1430 Scott Street Campus - $20,000

3g. (1112-13W7) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve this contract modification to the Master Agreement between Construction Testing Services and the San Francisco Unified School District for an amount not to exceed $52,838.40 and instruct the Chief Facilities Officer or designee to sign all the documents necessary for the execution of the Master Agreement modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

Guadalupe Elementary School - $52,838.40

3h. (1112-13W8) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve a contract modification between Cai Pacific Construction, Inc. (Cai Pacific) and the San Francisco Unified School District for an amount not to exceed $493,849 and instruct the Chief Facilities Officer or designee to sign all the 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.

Dr. Martin Luther King, Jr. Middle School Modernization - $493,849

3i. (1112-13W9) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve a contract modification between All Trusty Builders and the San Francisco Unified School District for an amount not to exceed $50,457 and instruct the Chief Facilities Officer or designee to sign all the 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 – Increment 2 - $50,457
3j. (1112-13W10) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve this contract modification between Bolla Construction and the San Francisco Unified School District for an amount not to exceed $38,041 and instruct the Chief Facilities Officer or designee to sign all the 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.
Creative Arts Charter School - $38,041

3k. (1112-13W11) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve a contract modification between Cal Pacific Construction, Inc. (Cal Pacific) and the San Francisco Unified School District for an amount not to exceed $48,681 and instruct the Chief Facilities Officer or designee to sign all the 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.
Dr. William Cobb Elementary School Modernization - $48,681

3l. (1112-13W12) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve this contract modification between CF Contracting, Inc. and the San Francisco Unified School District for an amount not to exceed $43,125 and instruct the Chief Facilities Officer or designee to sign all the 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 High School, Mission High School, Everett Middle School, and Horace Mann Middle School Greening - $43,125

3m. (1112-13W13) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve this contract modification between Zolman Construction & Development, Inc. (Zolman) and the San Francisco Unified School District for an amount not to exceed $125,533 and instruct the Chief Facilities Officer or designee to sign all the 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.
Gateway/KIPP Charter Schools Modernization at 1430 Scott - $125,533
3n. **(1112-13W14) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approve this contract modification between Cal Pacific Construction and the San Francisco Unified School District for an amount not to exceed $105,226 and instruct the Chief Facilities Officer or designee to sign all the 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.

Grattan Elementary School - $105,226

3o. **(1112-13W15) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approve this contract modification between Allen Construction and the San Francisco Unified School District for an amount not to exceed $49,963 and instruct the Chief Facilities Officer or designee to sign all the 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.

Chinese Immersion School at De Avila - $49,963

3p. **(1112-13W16) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approve this contract modification between JDS Builders Group (JDS) and the San Francisco Unified School District for an amount not to exceed $146,909 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.

Edison Charter Academy Modernization - $146,909

3q. **(1112-13W17) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approve this contract modification between Alpha Bay Builders and the San Francisco Unified School District for an amount not to exceed $60,442 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.

2340 Jackson Street – Modernization - $60,442
3r. (1112-13W18) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve a contract modification between Cal Pacific Construction, Inc. (Cal Pacific) and the San Francisco Unified School District for an amount not to exceed $32,024 and instruct the Chief Facilities Officer or designee to sign all the 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.

Francisco Middle School - $32,024

3s. (1112-13W19) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve a contract modification between OnPoint Construction and the San Francisco Unified School District for an amount not to exceed $41,497 and instruct the Chief Facilities Officer or designee to sign all the 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.

Cleveland Elementary School - Increment 4 - $41,497

3t. (1112-13W20) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve a contract modification between Cal Pacific Construction, Inc. (Cal Pacific) and the San Francisco Unified School District for an amount not to exceed $6,994 and instruct the Chief Facilities Officer or designee to sign all the 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.

Hoover Middle School Modernization - $6,994

3u. (1112-13W21) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve this contract modification between Zolman Construction and the San Francisco Unified School District for an amount not to exceed $53,708 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 encumber sufficient funds from Proposition 39 School Repair Program Fund.

Guadalupe Elementary School - Modernization - $53,708
3v.  (1112-13W22)  Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program

Recommendation:  That the Board of Education approve a modification to the Master Agreement between Millennium Consulting Associates ("MECA") and the San Francisco Unified School District for an amount not to exceed $18,065.50 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the Master Agreement modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.
Ulloa Elementary School - $18,065.50

3w.  (1112-13W23)  Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program

Recommendation:  That the Board of Education approve this modification to the Master Agreement between ENGEO, Inc. and the San Francisco Unified School District for an amount not to exceed $4,000 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the Master Agreement modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.
Civic Center Secondary School at John Swett - $4,000

3x.  (1112-1324)  Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program

Recommendation:  That the Board of Education approve this modification to the Master Agreement between Consolidated Engineering Laboratories and the San Francisco Unified School District for an amount not to exceed $42,265 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the Master Agreement modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.
Creative Arts Charter School and Civic Center Secondary School - $42,265

3y.  (1112-13W25)  Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program

Recommendation:  That the Board of Education approve this modification to the Master Agreement between Treadwell & Rollo, a Langan Company and the San Francisco Unified School District for an amount not to exceed $25,713 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the Master Agreement modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.
Hilltop High School and Ulloa Elementary School - $25,713
3z. (1112-13W26) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program

**Recommendation:** That the Board of Education approve this contract between McGinnis Chen Associates and the San Francisco Unified School District and instruct the Chief Facilities Officer or designee to sign all the documents necessary for the execution of the contract on behalf of the District and encumber sufficient funds from the 1990 School Facility Safety Special Tax Fund.

Cesar Chavez Elementary School - $8,134.50

3aa. (1112-13W27) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program

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

Dr. Charles Drew College Preparatory Academy - $5,034

3bb. (1112-13W28) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program

**Recommendation:** That the Board of Education approve this contract between Guttmann & Blaevoet and the San Francisco Unified School District and instruct the Chief Facilities Officer or designee to sign all the documents necessary for the execution of the contract on behalf of the District and encumber sufficient funds from the 1990 School Facility Safety Special Tax Fund.

Lowell High School - $4,500

3cc. (1112-13W29) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program

**Recommendation:** That the Board of Education approve this contract between Guttmann & Blaevoet and the San Francisco Unified School District for an amount not to exceed $15,000 and instruct the Chief Facilities Officer or designee to sign all the documents necessary for the execution of the contract on behalf of the District and encumber sufficient funds from the Proposition 39 School Repair Program Fund.

555 Franklin Street School District Offices - $15,000
3dd. **(1112-13W30) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program**

*Recommendation:* That the Board of Education approve this contract between Designed Building Systems, Inc. and the San Francisco Unified School District for an amount not to exceed $1,023,000 and instruct the Chief Facilities Officer or designee to sign all the documents necessary for the execution of the contract on behalf of the District and to encumber sufficient funds from the Proposition 39 School Repair Program Fund. In the event the District is not able to enter into a contract with Designed Building Systems, Inc. it will award to the next lowest, most responsive and responsible bidder, or the District may elect to re-bid the project.

Francis Scott Key Elementary School - Modular Classroom Building - $1,023,000

3ee. **(1112-13W31) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program**

*Recommendation:* That the Board of Education approve this contract between Levy Design Partners and the San Francisco Unified School District for an amount not to exceed $144,000 and instruct the Chief Facilities Officer or designee to sign all the documents necessary for the execution of the contract on behalf of the District and to encumber sufficient funds from the Proposition 39 School Repair Program Fund.

Ulloa Elementary School Bungalow Replacement - $144,000

3ff. **(1112-13W32) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program**

*Recommendation:* That the Board of Education authorize a one time fee payment to Pacific Gas and Electric for an amount not to exceed $48,322.75 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the fee payment on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

Creative Arts Charter School Modernization - $48,322.75

3gg. **(1112-13W33) Self-Certification on the Filing of a Class 1 Categorical Exemption for School Building Improvement**

*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.
3hh. (1112-13W34) Self-Certification on the Filing of a Class 2 Categorical Exemption for School Building Improvements at Willie L. Brown Jr. School

Recommendation: That the Board of Education certifies this Notice of Exemption as the completion of all relevant California Environmental Quality Act (CEQA) requirements and authorize District staff to file Notice of Exemption with the San Francisco County Clerk and State Clearinghouse for the proposed new classroom building replacement project.

4. Personnel Resolutions

4a. (1112-13F1 – F15) Administrative, Secondary, Elementary Certificated Personnel Actions

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

4b. (1112-13K1 – K15) Consultant Services Contracts

Note: Contracts with Individuals = Resolutions K1 – K3
Contract with Organizations = Resolutions K4 – K15

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

K1. Special Education Services Department – To provide a Technical Assistance provider as part of the Disproportionality Grant from the California Department of Education.
Cher Koleszar - $8,000 – Special Education: IDEA Quality Assurance Grant

K2. Student Support Services Department – To provide professional development to our middle school teachers and support services staff. The services will give teachers the resources and skills needed to teach Project Alert to our 7th and 8th grade students.
Pam Luna - $1,531.73 – TUPE Program, Grades 6-12, Cohort E

K3. Student Support Services Department – To provide Safe Routes to School Program Liaisons who will notify staff, students, and parents about the program and events.
Various Consultants - $3,840 – Caltrans Safe Route to School

K4. Glen Park School – To provide participatory workshops in Visual Arts, Dance, Chorus, Poetry and Theater to all students.
San Francisco Arts Education Project - $11,842 – PEEF: Prop H, Arts and Music and NCLB: Title I, Schoolwide Programs
K5. Bret Harte Elementary School – To work collaboratively with the school site to improve school climate through coaching of a soccer team to play and represent the school.
America SCORES - $17,662 – UGF/AB825: Targeted Instructional Improvement Block Grant

K6. Bret Harte Elementary School – To provide one-on-one tutoring to K-5 students 0.5 – 2.5 years behind grade level in reading.
Reading Partners - $7,200 – UGF/AB825: Targeted Instructional Improvement Block Grant

K7. A.P. Giannini Middle School – To provide bike utilization as part of PE standards.
Presidio Community YMCA - $7,332 – PEEF: Prop H, Physical Education Support

K8. June Jordan School of Equity – To provide 12th grade students enrollment in Required courses at CCSF/or SFSU through Step to College program.
City College of San Francisco - $6,000 - EIA: State Compensatory Education (SCE)

K9. LEAD High Division – To provide a full-time Childcare Center Site Supervisor, Child Development Specialist and Childcare Aides for the daycare center at Hilltop Pregnant Minor Program
Family Service Agency - $239,540 – California School Age Families Education (CAL-SAFE) Program and NCLB: Title I, Part A, Basic Grant Low-Income and Neglected

K10. Student Support Services Department – To provide educational assessments and tutoring services to SFUSD foster youth students.
Educational Tutorial Services - $29,460 – Foster Youth In Licensed Foster Homes Program

K11. State & Federal Funded Programs – To collaborate with the Math Committee to support the development of instructional tools and professional development support to adopt the Mathematics CCSS.
Catapult Learning West, LLC - $8,597.52 – NCLB: Title II, Part A, Improving Teacher Quality Local Grant

K12. Student Support Services Department – To provide a Reading Partners site coordinator to assess student reading levels and train one-on-one volunteer tutors to work with the students.
Reading Partners - $16,000 – SSSD – DCYF – Mayor’s Wellness Program II

K13. Student Support Services Department – The SFUSD After School ExCEl Program will be producing the “Latin Dance Program 2012” event and BARC will be overseeing the logistics and organization of the multiple schools participating in the program.
Bay Area Community Resources (BACR) - $23,840 – SSSD – DCYF – Mayor’s Wellness Program II
K14. Student Support Services Department – To provide, as Lead Agency, overall management of the After School program, to include programmatic and fiscal accountability.
Urban Services YMCA - $104,773 – After School Education and Safety Program

K15. Policy and Planning – To provide effective legislative representation in the State Capitol on behalf of the SFUSD.
School Innovations & Advocacy – $52,500 – Unrestricted General Fund

4bb. (1112-13K16 – K44) Consultant Services Contracts Amendments

Pg. 243 - 303

Note: Contracts with Individuals = Resolution K16 – K21
Contract with Organizations = Resolutions K22 – K44

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

K16. Thurgood Marshall Academic High School – To provide implementation of TMAHS reading intervention program for students who scored below basic and far below basic in English Language Arts. The purpose for this amendment is for reduction in services.
Cost of this Amendment – ($3,000) Credit
Eliza Finklestein – Total Program Cost to Date - $3,000 – School Site Based WSF Allocation

K17. Student Support Services Department – To provide individual and group mental health support to SFUSD. The purpose for this amendment is to change the funding source.
Cost of this Amendment – $0
Sarah Cohen – Total Program Cost to Date - $50,000 – Safe and Drug Free Learning Environment – RF (Recovered Funds) and Special Education 504 – RF (Recovered Funds) and Student Support Service Trust Fund

K18. Student Support Services Department – To provide individual and group mental health support to SFUSD. The purpose for this amendment is to change the funding source.
Cost of this Amendment – $0
Antoinette Nemia – Total Program Cost to Date - $50,000 – Safe and Drug Free Learning Environment – RF (Recovered Funds) and Special Education 504 – RF (Recovered Funds) and Student Support Service Trust Fund
K19. **Student Support Services Department** - To provide individual and group mental health support to SFUSD. The purpose for this amendment is to change the funding source.

Cost of this Amendment - $0
Janet Frost - Total Program Cost to Date - $50,000 - Safe and Drug Free Learning Environment - RF (Recovered Funds) and Special Education 504 - RF (Recovered Funds) and Student Support Service Trust Fund

K20. **Student Support Services Department** - To work with ExCEL After School Programs as an independent consultant. The purpose for this amendment is for additional services to students.

Cost of this Amendment - $40,000
Tanya Avila - Total Program Cost to Date - $90,000 - After School Education and Safety Program

K21. **Student Support Services Department** - To assist ExCEL After School Programs to continue efforts to increase and enhance physical activity and healthy eating/nutrition. The purpose for this amendment is for additional services to students.

Cost of this Amendment - $50,000
Amy Adkins - Total Program Cost to Date - $60,000 - SSSD: Physical Education Nutrition Information (Recovered Funds)

K22. **Sherman Elementary School** - To provide a structured, physically active and fun environment for all students. The purpose for this amendment is for additional services to students.

Cost of this Amendment - $2,300
Playworks - Total Program Cost to Date - $23,500 - School Site Based WSF Allocation

K23. **Ruth Asawa School of the Arts** - To administer and oversee the hiring of artists-in-residence who are engaged to share their expertise with students enrolled in one of the art disciplines. The purpose for this amendment is for a change in the funding source.

Cost of this Amendment - $0
Friends of School of the Arts - Total Program Cost to Date - $296,459 - School Site Based WSF Allocation, PEEF: Prop H, Physical Education and Arts and Music

K24. **Student Support Services Department** - To overall management of the Direct Access program, including programmatic and fiscal accountability at El Dorado. The purpose for this amendment is for additional services to students.

Cost of this Amendment - $46,100
Edgewood Center for Children and Families - Total Program Cost to Date - $67,350 - SSSD: DCYF: Mayor's Wellness Program

K25. **LEAD Elementary Division** - To provide professional development in the teaching of writing. The purpose for this amendment is to change the funding source.

Cost of this Amendment - $0
Regents of the University of California - Total Program Cost to Date - $9,500 - School Site Based WSF Allocation and Trust Fund - PTA Fund
K26. **Student Support Services Department** – To provide, as Lead Agency, overall management of the program, to include programmatic and fiscal accountability at Hillcrest. The purpose for this amendment is for additional services to students.
Cost of this Amendment – $60,000
Edgewood Center for Children and Families – Total Program Cost to Date - $290,210 – DCYF: Mayor’s Wellness Program II

K27. **Student Support Services Department** – To provide, as Lead Agency, overall management of the program, to include programmatic and fiscal accountability at Peabody. The purpose for this amendment is for additional services to students.
Cost of this Amendment – $3,500
Richmond District Neighborhood Center – Total Program Cost to Date - $92,911 – DCYF: Mayor’s Wellness Program II

K28. **Special Education Services** – To provide services to special education students, when no appropriate public education services are available to serve the individual needs of students with disabilities that cannot otherwise access such said services through SFUSD at present time. Services will be rendered at the non-public agencies/schools. The purpose for this amendment is for the addition of name(s)/Org.’s and services.
Cost of this Amendment – $100,000
Various NPA/NPS Consultants – Total Program Cost to Date - $13,388,856.96 – AB114: Special Education Mental Health Services

K29. **Student Support Services Department** – To provide, as Lead Agency, overall management of the program, to include programmatic and fiscal accountability at Wallenberg. The purpose for this amendment is for additional services to students.
Cost of this Amendment – $7,237.80
Buchanan YMCA – Total Program Cost to Date - $167,237.80 – DCYF: Mayor’s Wellness Program II

K30. **Student Support Services Department** – To overall management of the Direct Access program, including programmatic and fiscal accountability at El Dorado. The purpose for this amendment is to cancel the original resolution.
Cost of this Amendment – ($17,000) Credit
Real Options for City Kids – Total Program Cost to Date - $0 – NCLB: Title IV, Part B, 21st Century Community Learning Centers

K31. **Student Support Services Department** – To provide, as Lead Agency, overall management of the program, to include programmatic and fiscal accountability at Ida B. Wells. The purpose for this amendment is for additional services to students.
Cost of this Amendment – $8,000
Urban Services YMCA – Total Program Cost to Date - $163,619.30 – NCLB: Title IV, Part B, 21st Century Community Learning Centers
K32. **Student Support Services Department** – To provide educational assessments and tutoring services to SFUSD foster youth students who have low achievement levels in reading, math, and other subject areas. The purpose for this amendment is for additional services to students.

Cost of this Amendment – $50,000

Learning Services of Northern California – Total Program Cost to Date - $146,000 – Foster Youth Services Program

K33. **Student Support Services Department** – To maintain the current six featured programs, Nutrition Education Project, Mentoring for Success, EXCEL After School Programs, Foster Youth Services, National Professional Development, and Support Services for LGBTQ youth. The purpose for this amendment is for additional services to students.

Cost of this Amendment – $4,000

Ingrid Hart dba Modcom – Total Program Cost to Date - $69,000 – Risk Management: Self Insurance

K34. **Student Support Services Department** – To provide enrichment and resources for multiple aspects of the summer EXCEL After School Program at Dr. Martin Luther King Jr. The purpose for this amendment is to cancel the original resolution.

Cost of this Amendment – ($28,687.50) Credit

Bayview Hunter’s Point YMCA – Total Program Cost to Date - $0 – NCLB: Title IV, Part B, 21st Century Community Learning Centers

K35. **Student Support Services Department** – To provide enrichment and resources for multiple aspects of the summer EXCEL After School Program at Grattan. The purpose for this amendment is to cancel the original resolution.

Cost of this Amendment – ($28,687.50) Credit

San Francisco Arts Education Project – Total Program Cost to Date - $0 – NCLB: Title IV, Part B, 21st Century Community Learning Centers

K36. **Student Support Services Department** – To provide enrichment and resources for multiple aspects of the summer EXCEL After School Program at Argonne. The purpose for this amendment is to cancel the original resolution.

Cost of this Amendment – ($13,149.50) Credit

Richmond District Neighborhood Center – Total Program Cost to Date - $0 – NCLB: Title IV, Part B, 21st Century Community Learning Centers

K37. **Student Support Services Department** – To provide, as Lead Agency, overall management of the program, to include programmatic and fiscal accountability at Philip and Sala Burton. The purpose for this amendment is to change the name of the organization, delete BACR.

Cost of this Amendment – $0

Bayview YMCA – Total Program Cost to Date - $17,000 – NCLB: Title IV, Part B, 21st Century Community Learning Centers
K38. **Student Support Services Department** – To provide youth development and service learning project support for participating students. The purpose for this amendment is to change the name of the organization, delete BAYAC.

Cost of this Amendment – $0

Bay Area Community Resources – Total Program Cost to Date - $26,000 – Mentoring for Success – Gang Prevention

K39. **Student Support Services Department** – To coordinate and implement the Early Mental Health Initiative (EMHI) Primary Intervention Program (PIP) and/or Behavior Coaching program at the following SFUSD elementary schools: Dianne Feinstein, Leonard R. Flynn, Starr King, Sanchez, Bessie Carmichael, Gordon Lau, Tenderloin Community, William Cobb and Daniel Webster. The purpose for this amendment is for a reduction in services to students.

Cost of this Amendment – ($6,107) Credit

Edgewood Center for Children and Families – Total Program Cost to Date - $288,907 – Early Mental Health Initiative – Primary Intervention Program

K40. **Student Support Services Department** – To enhance and expand the high school YOWhoo.org student build web site. The purpose for this amendment is for additional services to students.

Cost of this Amendment – $15,000

ProSocial Communications – Total Program Cost to Date - $60,000 – YOWhoo.org, Alcohol and Drug Prevention

K41. **Dr. George Washington Carver Elementary School** – To create roadmap documentation as well as train and advise Carver personnel and parents on the essential elements of its highly-successful Science, Technology, Engineering and Math (STEM) Initiative for implementation during the 2011-2012 academic year. The purpose for this amendment is to extend the Dates of Service and the degree of student contact.

Cost of this Amendment – $0

California Alliance of African American Educators – Total Program Cost to Date - $59,340 – NCLB: ARRA Title I, School Improvement Grant (SIG)

K42. **Student Support Services Department** – To provide, as Lead Agency, overall management of the program, to include programmatic and fiscal accountability at John Yehall Chin. The purpose for this amendment is to change the name of the Organization, delete BACR.

Cost of this Amendment – $0

Chinatown YMCA – Total Program Cost to Date - $72,687.40 - After School Education and Safety Program
K43. **Student Support Services Department** – To provide qualitative and quantitative data required for grant reporting and to improve program delivery for ExCEL After School Programs. The purpose for this amendment is for additional services needed.
Cost of this Amendment – $36,236
Public Profit – Total Program Cost to Date - $75,293 - After School Education and Safety Program

K44. **Student Support Services Department** – To provide a software license/on-line attendance tracking system to support State and Federal grant compliance for ExCEL After School Programs. The purpose for this amendment is for additional services needed.
Cost of this Amendment – $52,500
City Span – Total Program Cost to Date - $72,500 – After School Education and Safety Program
Per Board Policy P120, the Board meets in Regular Session on the second and fourth Tuesdays of each month at 6:00 p.m. in the Irving G. Breyer Board Meeting Room, 555 Franklin Street, First Floor. Parking is available through the gate off McAllister Street.

The Board Agenda is posted and its contents are made available for public view in the Lobby of the SFUSD Administrative Building at 555 Franklin Street on the Friday before each regular meeting. A copy of the complete Agenda is also available in the Office of the Board of Education, Room 106, at the same address. Additional documents which are distributed to at least a majority of the Board after the publication of the Agenda and relate to items on the Agenda are available for public view in Room 106 at the time of distribution to the commissioners. Additional documents distributed to the Board during the meeting can be viewed at the meeting (if prepared by the District) or after the meeting (if prepared by some other person) by directing your request to the Executive Assistant to the Board.

**Effective February 9, 2010, childcare at the Regular Meetings of the Board of Education will no longer be available. Children, supervised by an adult, are welcome to attend meetings of the Board of Education.**

**Translation services in Spanish and Chinese** are available at Regular Meetings of the Board of Education. Adequate notice and request must be given to the Office of the Board of Education for other languages.

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**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.

4.1.1 The Board shall meet in regular session on the second and fourth Tuesday of each month at 6:00 p.m. in the place designated by the Board and shall adjourn no later than 10:00 p.m., or upon completion of the item under discussion at that time, unless extended by majority vote.
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 5 minutes for Superintendent’s First Readings and 5 minutes for Board Members’ First Readings 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. Public testimony will be heard no later than 7:30 p.m. or until the item under discussion is completed.

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.
INFORMATION ON DISABILITY ACCESS TO
MEETINGS OF THE BOARD OF EDUCATION

SAN FRANCISCO UNIFIED SCHOOL DISTRICT GENERAL ADMINISTRATIVE OFFICES
555 FRANKLIN STREET, SAN FRANCISCO, CA 94102
(THE IRVING G. BREYER BOARD MEETING ROOM IS WHEELCHAIR ACCESSIBLE.)

MUNI: ACCESSIBLE MUNICIPAL LINES ARE:
- 47 VAN NESS ON VAN NESS AVENUE
- 71 AND 71 L ON MARKET STREET
- F LINE ON MARKET STREET (SURFACE)
- J, K, L, M, & N LINES (SUBWAY)
- FOR ADDITIONAL INFORMATION ABOUT MUNI ACCESSIBLE SERVICES, CALL (415) 701-4485
  OR (415) 923-6142.

BART: CIVIC CENTER BART STATION

PARKING: ACCESSIBLE PARKING IS AVAILABLE.
Please enter through the gate off McAllister Street.

AMERICAN SIGN LANGUAGE:
INTERPRETERS AND FM AMPLIFICATION SYSTEM WILL BE PROVIDED UPON REQUEST IF YOU
MAKE ARRANGEMENTS AT LEAST SEVENTY-TWO (72) HOURS IN Advance BY CALLING
(415) 355-7364

IT IS REQUESTED THAT INDIVIDUALS refrain FROM WEARING PERFUME OR OTHER SCENTED PRODUCTS IN
ORDER TO ALLOW THOSE WITH ENVIRONMENTAL ILLNESSES OR MULTIPLE CHEMICAL SENSITIVITY TO ATTEND
THE MEETINGS OF THE BOARD OF EDUCATION.
WHEREAS: John O’Connell Vocational High School and Technical Institute opened in 1952 at 2105 21st St., and

WHEREAS: John O’Connell Vocational High School and Technical Institute moved to 41st and Ortega in 1989 for eleven years with the name of John O’Connell Alternative High School of Technology after the 1989 Loma Prieta earthquake, and

WHEREAS: John O’Connell Alternative High School of Technology in 2000 moved to its current location at 2355 Folsom with the name John O’Connell High School of Technology, and

WHEREAS: John O’Connell currently has six different official or unofficial names referenced in different places, such as John O’Connell Alternative High School of Technology (on Data Director), John O’Connell Alternative High (on the California Department of Education Website), John O’Connell Alternative High School (the name that shows up when you type in “John O’Connell High” on Google and Yahoo search engines), John A. O’Connell High School (A. is his middle initial but people believe it also stands for Alternative), John O’Connell High School of Technology (on the front entrance of the school), John O’Connell Technical High School (on the “profile” link for O’Connell High on SFUSD website), and

WHEREAS: The new proposed name change is not changing the John O’Connell honorific of the name in order to continue giving respect to the early 1900’s Teamster Union Leader for whom the school was named, and

WHEREAS: Parents and members of the public have expressed a concern of O’Connell not being a quality school due to being an “Alternative” school, with a perceived connotation of being a continuation school or a credit recovery school, and

WHEREAS: The O’Connell staff members do not want the community to feel that John O’Connell High School is a school with minimal standards. On the contrary, it is our goal and the focus of our transformation work through the use of School Improvement Grant funds and other resources to increase learning expectations and outcomes and to graduate students ready for college and career, and
WHEREAS: There are no monetary resources needed for the school name change that are immediate. The school may consider changing the front entrance sign which reads “John O’Connell High School of Technology” in the future but it is not immediate because it does not contain the word “Alternative”, and

WHEREAS: The stakeholders (teachers, staff, students, administration, parents) formally or informally showed an interest and unanimously voted to affirm the school name as John O’Connell High School in order to appropriately portray the school as a comprehensive high school to the community and not as an “Alternative” school, and

WHEREAS: The O’Connell family believes that as we continue our quest to make “O’C the place to be!” we will need the support from the Board and the Superintendent such as their approval of our request to officially designate the name to be John O’Connell High School, and

WHEREAS: The name change will ensure that John O’Connell High School is on a level playing field with the other high schools as O’Connell motivates more students and parents to want to attend the comprehensive high school without confusing the school as a continuation or an alternative school.

THEREFORE BE IT RESOLVED: That the Board of Education of the San Francisco Unified School District approves the modification to the school name to John O’Connell High School.

Superintendent’s Proposal
1111-15Sp1
11/15/11
12/13/11

Please Note:
- Referred by order of the Chair on 11/15/11 to the Buildings, Grounds, and Services Committee.
- Taken up by the Buildings, Grounds, and Services Committee on 11/28/11. Forwarded to the Board with a positive recommendation by general consent of the Committee.
SUBJECT: Review and Adoption of Annual and Five-Year Report Relating to the Collection and Expenditure of Developer Fees

REQUESTED ACTION:

That the Board of Education of the San Francisco Unified School District review and adopt the Developer Impact Fee Annual and Five Year Reports for the Fiscal Year Ending June 30, 2011. The attached report, dated November 28, 2011, relates to the collection and expenditure of developer fees. It was prepared for the District by the Dolinka Group, Inc., a consultant with expertise in the preparation of such reports.

BACKGROUND:

The District is required to make available to the public certain information and adopt certain findings relative to the collection and expenditure of developer impact fees. The information described in the Developer Impact Fee Annual and Five Year Reports relates to fees received, expended or to be expended in connection with school facilities to accommodate additional students from new development if funded or partially funded with such fees.

The Developer Impact Fee Annual and Five Year Reports includes the information and proposed findings the District is required to make in accordance with Sections 66001 and 66006 of the Government Code.

Submitted by: 

David L. Goldin
Chief Facilities Officer

Approved by:

Carlos A. Garcia
Superintendent of Schools
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Exhibits

Schedule A: Reportable Developer Fee Expenditures for Fiscal Year 2010/2011
I. Introduction

Sections 66001 and 66006 of the Government Code require that San Francisco Unified School District ("School District") provide to the public information on impact fees received from new residential and commercial/industrial development to mitigate the impact of that new development on the school facilities of the School District ("Reportable Fees"). The School District currently collects statutory school fees ("Statutory School Fees") pursuant to Sections 17620 et seq. of the Education Code and Sections 65995 et seq. of the Government Code.

The School District is required to provide under the Government Code the following information on Reportable Fees for the prior fiscal year:

1. Amounts collected
2. Amount of interest earned
3. Amounts spent on projects to accommodate additional enrollment from new residential and commercial/industrial development

The Reportable Fees do not include special tax proceeds, proceeds of bonds, or letters of credit to secure payment of Reportable Fees at a future date. Further, the School District is required to confirm that Reportable Fees have not been levied, collected, or imposed for general revenue purposes.

Additionally, the School District is required to identify the following:

1. The proposed purposes to which Reportable Fees may be spent
2. The Reasonable Relationship between the Reportable Fees and the purpose to which they are to be spent
3. The funding sources and expected funding availability date for school facilities projects for which Reportable Fees are required

The following Annual and Five-Year Reports ("Reports") for the fiscal year ending June 30, 2011, include the information and proposed findings the School District intends to review and adopt in accordance with Sections 66001 and 66006 of the Government Code.
II. Annual Report for the Fiscal Year Ending June 30, 2011

In accordance with Government Code Section 66006(b)(1) and (2), the School District hereby presents the following information for fiscal year 2010/2011 (i.e. July 1, 2010 through June 30, 2011) with regard to the annual Reportable Fees:

A. Description of the Type of Reportable Fees in the Account or Sub-account(s) of the School District

The Reportable Fees of the School District for fiscal year 2010/2011 consist of Statutory School Fees. Statutory School Fees were collected by the School District from new residential and commercial/industrial development in the amounts as noted below.

B. Amount of the Reportable Fees

The Statutory School Fee amounts for fiscal year 2010/2011 for the period between July 1, 2010, and June 30, 2011, were as follows:

» $2.24 per square foot of assessable space for residential development constructed within the School District; and

» $0.18 per square foot of covered and enclosed space for commercial/industrial development applicable to the "retail and services" land use category; and

» $0.28 per square foot of covered and enclosed space for commercial/industrial development applicable to the "office" category; and

» $0.24 per square foot of covered and enclosed space for commercial/industrial development applicable to the "research and development" category; and

» $0.21 per square foot of covered and enclosed space for commercial/industrial development applicable to the "industrial/warehouse/manufacturing" category; and

» $0.22 per square foot of covered and enclosed space for commercial/industrial development applicable to the "hospital" category; and

» $0.09 per square foot of covered and enclosed space for commercial/industrial development applicable to the "hotel/motel" category.

The residential Statutory School Fee amount of $2.24 per square foot was adopted by the Board of Education ("Board") of the School District on May 10, 2005, by Resolution No. 55-10W7 based on the report "Residential Development School Fee Justification Study" of the School District dated February 25, 2005. The commercial/industrial Statutory School Fee amounts listed above were adopted by the Board of the School District on May 10, 2005, by Resolution No. 55-10W7 based on the report "Commercial/Industrial Development School Fee Justification Study" of the School District dated February 25, 2005. As the above-mentioned documents demonstrate, the amounts of the Statutory School Fees only partially mitigate the impacts to the School District caused by new residential and commercial/industrial development.
C. **Beginning and Ending Balance of Account and Sub-Account(s):**

Table 1 lists the fiscal year 2010/2011 beginning and ending balances for Fund 25, the Capital Facility Fund, which holds all Reportable Fees:

<table>
<thead>
<tr>
<th>Item</th>
<th>Reportable Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beginning Balance (7/1/2010)</td>
<td>$18,470,730</td>
</tr>
<tr>
<td>Ending Balance (6/30/2011)</td>
<td>$19,812,701</td>
</tr>
</tbody>
</table>

D. **Amount of the Reportable Fees Collected and Interest Earned**

Table 2 below shows the amount of Reportable Fees collected, interest earned, and reimbursements to Fund 25 paid from Fund 21 during fiscal year 2010/2011.

<table>
<thead>
<tr>
<th>Item</th>
<th>Statutory School Fees (Residential &amp; Commercial/Industrial)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount Collected</td>
<td>$3,091,365</td>
</tr>
<tr>
<td>Interest Earned</td>
<td>$283,619</td>
</tr>
<tr>
<td>Reimbursements</td>
<td>$277</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$3,375,261</strong></td>
</tr>
</tbody>
</table>

E. **Identification of Each Improvement on Which Reportable Fees Were Expended and the Amount of the Expenditures on Each Improvement, Including the Total Percentage of the Cost of Each Project of the School District that Was Funded with Reportable Fees**

Schedule A to this report identifies the amount of Reportable Fees expended on School Facilities in fiscal year 2010/2011, as well as the percentage of each improvement funded by Reportable Fees.

F. **Identification of an Approximate Date by Which the Construction of Project(s) of the School District will Commence if the School District Determines that Sufficient Funds have been Collected to Complete Financing on an Incomplete Project of the School District, as Identified in Paragraph (2) of Subdivision (A) of Section 66001, and the Project of the School District Remains Incomplete**

At the close of fiscal year 2010/2011, the School District determined that it will have sufficient funds to continue or begin construction of the following projects in fiscal year 2011/2012:

- Facilities for new Deaf/Hearing Impaired/ADA District-Wide Magnet Program (estimated completion fiscal year 2013/2014)
G. Description of each Interfund Transfer or Loan Made from the Account or Sub-Account(s), Including Project(s) of the School District on which the Transferred or Loaned Reportable Fees will be Expended, and, in the Case of an Interfund Loan, the Date on Which the Loan will be Repaid, and the Rate of Interest that the Account or Sub-Account(s) will Receive on the Loan

No transfers or loans of Reportable Fees were made in fiscal year 2010/2011.

H. The Amount of Refunds made or Revenues Allocated for Other Purposes if the Administrative Costs of Refunding Unexpended Revenues Exceed the Amount to be Refunded

As a result of a settlement reached in litigation, in fiscal year 2008/2009, $1,941,000 was placed in an escrow account to support potential refunds to be made pursuant to Section 66001(e) of the Government Code. In fiscal year 2010/2011, $40,832 from the escrow account was returned to Fund 25 of the School District. As of the close of fiscal year 2010/2011, no funds remained in the escrow account.

I. Summary Table of Fund Balance, Revenues, and Expenditures

Table 3 below summarizes the beginning and ending balances, the amount of Reportable Fees collected and interest earned, additional refunds/revenues, and total expenditures from Fund 25 during fiscal year 2010/2011.
<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beginning Balance (7/1/2010)</td>
<td>$18,470,730</td>
</tr>
<tr>
<td>Reportable Fees Collected and Interest Earned</td>
<td>$3,374,984</td>
</tr>
<tr>
<td>Reimbursements</td>
<td>$277</td>
</tr>
<tr>
<td>Return of Amounts Placed in Escrow in Fiscal Year 2008/2009</td>
<td>$40,832</td>
</tr>
<tr>
<td>Expenditures – Schedule A</td>
<td>($2,074,122)</td>
</tr>
<tr>
<td><strong>Ending Balance (6/30/2011)</strong></td>
<td>$19,812,701</td>
</tr>
</tbody>
</table>
III. Five Year Report

In accordance with Government Code Section 66001, the School District provides the following information with respect to that portion of the account or sub-account(s) remaining unexpended, whether committed or uncommitted:

A. Identification of the Purpose to which the Reportable Fees are to be Put

The purpose of the Reportable Fees imposed and collected on new residential and commercial/industrial development within the School District during fiscal year 2010/2011 was to fund construction and reconstruction projects required to serve the grade K-12 students generated by new development within the School District. Specifically, the Reportable Fees will be used for (i) the construction of property for additional School Facilities, (ii) installation of additional classrooms and/or construction of additional buildings at existing School Facilities, and (iii) the construction and/or renovation of School District facilities needed to maintain and provide a required level of service to house students generated as a result of residential and commercial/industrial development.

B. Demonstration of a Reasonable Relationship Between the Reportable Fees and the Purposes for which they are Charged

There is a reasonable relationship between the new development upon which the Reportable Fees are charged and the need for additional School Facilities and for the reconstruction of existing facilities to maintain the ability of the School District to house students generated from residential and commercial/industrial development. When comparing (i) the students projected to be generated from new development and (ii) the current student capacity of the School District's existing School Facilities, it is determined that the School District – at the elementary school and high school levels – will not have sufficient capacity to accommodate the new students, and will therefore need to construct new school facilities and/or expand existing school facilities. Furthermore, the Reportable Fees charged on new development will be used to fund School Facilities that will be used to serve the students generated from new development and the Reportable Fees do not exceed the costs of providing such School Facilities for new students as set forth in the report "Residential Development School Fee Justification Study" of the School District dated February 25, 2005, and the report "Commercial/Industrial Development School Fee Justification Study" of the School District dated February 25, 2005, herein referred to.

C. Identification of All Sources and Amounts of Funding Anticipated to Complete Financing of the School Facilities as Identified by the School District

Table 4 on page 7 lists the proposed funding sources for all pending School Facility projects presently identified by the School District.

D. Identification of the Approximate Dates on Which the Funding Referred to in Section III.C is Expected to be Deposited into the Appropriate Account or Fund

Table 5 on page 8 lists the approximate dates on which the funds are expected to be available for the School Facility projects presently identified by the School District.
<table>
<thead>
<tr>
<th>Project</th>
<th>Reportable Fees</th>
<th>Measure B Funds</th>
<th>Local General Obligation Bonds</th>
<th>State Bonds [1]</th>
<th>Proceeds from Sale of District Property</th>
<th>Capital Campaign/Private Donations</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Deaf/Hearing Impaired/ADA District-Wide</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$400,000</td>
</tr>
<tr>
<td>Magnet Program - Various Sites</td>
<td>$200,000</td>
<td>$200,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ADA Access Construction - Burton HS</td>
<td>$2,000,000</td>
<td></td>
<td></td>
<td></td>
<td>$8,500,000</td>
<td></td>
<td>$30,500,000</td>
</tr>
<tr>
<td>ADA Access Construction - International Studies Academy</td>
<td>$4,500,000</td>
<td>$1,500,000</td>
<td></td>
<td></td>
<td>$3,500,000</td>
<td></td>
<td>$9,500,000</td>
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<tr>
<td>New School of the Arts - 135 Van Ness Avenue</td>
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<td></td>
<td></td>
<td>$38,000,000</td>
<td>$20,000,000</td>
<td>$160,000,000</td>
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<tr>
<td>Construction and Historic Renovation - Norse Auditorium</td>
<td>$10,000,000</td>
<td></td>
<td></td>
<td></td>
<td>$2,000,000</td>
<td>$13,000,000</td>
<td>$25,000,000</td>
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<tr>
<td>John O'Connell - New School to Career Program Building</td>
<td>$2,000,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$2,000,000</td>
</tr>
<tr>
<td>West Portal ES - 8 Classroom Building</td>
<td>$2,000,000</td>
<td></td>
<td></td>
<td></td>
<td>$2,000,000</td>
<td></td>
<td>$4,000,000</td>
</tr>
<tr>
<td>Longfellow ES - 10 Classroom Building</td>
<td>$800,000</td>
<td>$1,000,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$1,800,000</td>
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<tr>
<td>Monroe ES - 7 Classroom Building</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td>$1,800,000</td>
</tr>
<tr>
<td>. Stevenson ES - 6 Classroom Building</td>
<td>$800,000</td>
<td>$900,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$1,700,000</td>
</tr>
<tr>
<td>Hillcrest ES - 6 Classroom Building</td>
<td>$1,700,000</td>
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<tr>
<td>Ulloa ES - 6 Classroom Building</td>
<td>$800,000</td>
<td>$1,200,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$2,000,000</td>
</tr>
<tr>
<td>Horace Mann MS/Buena Vista ES - K-8 Expansion and Merger</td>
<td>$3,500,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$3,500,000</td>
</tr>
<tr>
<td>International HS/Bryant ES - Expansion and Merger</td>
<td>$2,000,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$2,000,000</td>
</tr>
<tr>
<td>Anticipated New School/Classroom Construction to Meet Projected Growth in southeast sector, including Bayview/Hunter's Point and Mission Bay</td>
<td>$20,000,000</td>
<td></td>
<td>$15,000,000</td>
<td>$5,000,000</td>
<td></td>
<td></td>
<td>$40,000,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$96,100,000</strong></td>
<td><strong>$17,000,000</strong></td>
<td><strong>$69,100,000</strong></td>
<td><strong>$60,700,000</strong></td>
<td><strong>$20,000,000</strong></td>
<td><strong>$60,000,000</strong></td>
<td><strong>$287,800,000</strong></td>
</tr>
</tbody>
</table>

[1] State bond funds include New Construction, Modernization, Joint Use, and Seismic funding.

San Francisco Unified School District
Developer Impact Fee Annual and Five Year Reports

Page 7
November 28, 2011
<table>
<thead>
<tr>
<th>Project</th>
<th>Reportable Fees</th>
<th>Measure B Funds</th>
<th>Local General Obligation Bonds</th>
<th>State Bonds [1]</th>
<th>Proceeds from Sale of District Property</th>
<th>Capital Campaign/Private Donations</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Deaf/Hearing Impaired/ADA District-Wide Magnet Program – Various Sites</td>
<td>Funds Available</td>
<td>When Funds Authorized or Available</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>ADA Access Construction – Burton HS</td>
<td>Funds Available</td>
<td>NA</td>
<td>When Funds Authorized or Available</td>
<td>Unknown</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>ADA Access Construction – International Studies Academy</td>
<td>Funds Available</td>
<td>When Funds Authorized or Available</td>
<td>NA</td>
<td>Unknown</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>New School of the Arts - 135 Van Ness Avenue</td>
<td>Unknown</td>
<td>NA</td>
<td>When Funds Authorized or Available</td>
<td>Unknown</td>
<td>Unknown</td>
<td>Unknown</td>
</tr>
<tr>
<td>Construction and Historic Renovation - Norse Auditorium</td>
<td>Unknown</td>
<td>NA</td>
<td>NA</td>
<td>Unknown</td>
<td>NA</td>
<td>Unknown</td>
</tr>
<tr>
<td>John O'Connell - New School to Career Program Building</td>
<td>Funds Available</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>West Portal ES - 8 Classroom Building</td>
<td>Funds Available</td>
<td>NA</td>
<td>NA</td>
<td>Unknown</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>Longfellow ES - 10 Classroom Building</td>
<td>Funds Available</td>
<td>NA</td>
<td>When Funds Authorized or Available</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>Monroe ES - 7 Classroom Building</td>
<td>Funds Available</td>
<td>NA</td>
<td>When Funds Authorized or Available</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>R.L. Stevenson ES - 6 Classroom Building</td>
<td>Funds Available</td>
<td>NA</td>
<td>When Funds Authorized or Available</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>Hillicrest ES - 6 Classroom Building</td>
<td>Funds Available</td>
<td>NA</td>
<td>NA</td>
<td>Unknown</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>Ulloa ES – 6 Classroom Building</td>
<td>Funds Available</td>
<td>NA</td>
<td>When Funds Authorized or Available</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>Horace Mann MS/Buena Vista ES – K-8 Expansion and Merger</td>
<td>Funds Available</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>International HS/Bryant ES – Expansion and Merger</td>
<td>Funds Available</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>Anticipated New School/Classroom Construction to Meet Projected Growth in southeast sector, including Bayview/Hunter's Point and Mission Bay</td>
<td>Unknown</td>
<td>When Funds Authorized or Available</td>
<td>Unknown</td>
<td>Unknown</td>
<td>NA</td>
<td>NA</td>
</tr>
</tbody>
</table>

[1] State Bond funds include New Construction, Modernization, Joint Use, and Seismic funding.
Schedule A

Reportable Developer Fee Expenditures for Fiscal Year 2010/2011
## Expenditures by Improvement

### Fund 25

<table>
<thead>
<tr>
<th>Expenditure by Improvement</th>
<th>Total Amount Paid From Reportable Fees During Fiscal Year 2010/2011</th>
<th>Total Amount Paid From Other Sources During Fiscal Year 2010/2011</th>
<th>Total Amount Paid From All Sources During Fiscal Year 2010/2011</th>
<th>Percent of Total Cost Funded with Reportable Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gordon Lau ES - ADA Access Construction (Lopez Stipulated Judgment)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Costs - Planning</td>
<td>($104)</td>
<td>$2,377</td>
<td>$4,754</td>
<td>50.00%</td>
</tr>
<tr>
<td>Misc Construction Cost</td>
<td>$4,365</td>
<td>$4,365</td>
<td>$9,730</td>
<td>50.00%</td>
</tr>
<tr>
<td>General Construction - Change Orders</td>
<td>$2,103</td>
<td>$2,103</td>
<td>$4,207</td>
<td>50.00%</td>
</tr>
<tr>
<td>Subtotal</td>
<td>($6,683)</td>
<td>$9,817</td>
<td>$16,519</td>
<td>49.61%</td>
</tr>
<tr>
<td>Harvey Milk ES - ADA Access Construction (Lopez Stipulated Judgment)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Costs - Planning</td>
<td>$236</td>
<td>$238</td>
<td>$472</td>
<td>50.00%</td>
</tr>
<tr>
<td>Subtotal</td>
<td>$236</td>
<td>$238</td>
<td>$472</td>
<td>50.00%</td>
</tr>
<tr>
<td>ISA @ E. Maxwell MS - ADA Access Construction (Lopez Stipulated Judgment)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Non Capitalized Equipment</td>
<td>$13,545</td>
<td>$13,545</td>
<td>$100.00%</td>
<td></td>
</tr>
<tr>
<td>Other Services and Expenses</td>
<td>$655</td>
<td>$655</td>
<td>$100.00%</td>
<td></td>
</tr>
<tr>
<td>Geotech Services</td>
<td>$21</td>
<td>$21</td>
<td>$100.00%</td>
<td></td>
</tr>
<tr>
<td>Site Construction</td>
<td>$8,560</td>
<td>$8,560</td>
<td>$17,120</td>
<td>50.00%</td>
</tr>
<tr>
<td>Architect/Engineering Fees</td>
<td>$66,227</td>
<td>$66,227</td>
<td>$132,454</td>
<td>50.00%</td>
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<tr>
<td>Environmental IH Services</td>
<td>$10</td>
<td>$10</td>
<td>$20</td>
<td>50.00%</td>
</tr>
<tr>
<td>Architect/Engineering Fees - Change Orders</td>
<td>$12,612</td>
<td>$12,612</td>
<td>$25,225</td>
<td>50.00%</td>
</tr>
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<td>Other Costs - Planning</td>
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<td>$46,456</td>
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<td>50.00%</td>
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<tr>
<td>General Construction</td>
<td>$1,029,342</td>
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<td>$3,472,091</td>
<td>29.65%</td>
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<td>General Construction - Change Orders</td>
<td>$66,511</td>
<td>$66,511</td>
<td>$133,022</td>
<td>50.00%</td>
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<tr>
<td>Material T &amp; I</td>
<td>$5,393</td>
<td>$5,393</td>
<td>$10,786</td>
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<tr>
<td>Telecommunications (Labor)</td>
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<td>Subtotal</td>
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<td>Jose Ortega ES - ADA Access Construction (Lopez Stipulated Judgment)</td>
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<td>Other Costs - Planning</td>
<td>($143)</td>
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<td>Misc Construction Cost</td>
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<td>$40,570</td>
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<td>Lafayette ES - ADA Access Construction (Lopez Stipulated Judgment)</td>
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<tr>
<td>Architect/Engineering Fees</td>
<td>$85,650</td>
<td>$85,650</td>
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<td>DSA Plans &amp; Spec Check Fees</td>
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<td></td>
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<td>Other Costs - Planning</td>
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<td>Subtotal</td>
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<td>$10,211</td>
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<td>McKlnley ES - ADA Access Construction (Lopez Stipulated Judgment)</td>
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<td>Other Costs - Planning</td>
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<td>Phillip &amp; Sala Burton HS - ADA Access Construction (Lopez Stipulated Judgment)</td>
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San Francisco Unified School District
Expenditures by Improvement - Fund 25
Fiscal Year 2010/2011
## San Francisco Unified School District
### Expenditures by Improvement - Fund 25
#### Fiscal Year 2010/2011

<table>
<thead>
<tr>
<th>Expenditure by Improvement</th>
<th>Total Amount Paid From Reportable Fees During Fiscal Year 2010/2011</th>
<th>Total Amount Paid From Other Sources During Fiscal Year 2010/2011</th>
<th>Total Amount Paid from All Sources During Fiscal Year 2010/2011</th>
<th>Percent of Total Cost Funded with Reportable Fees</th>
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<tbody>
<tr>
<td>Argonne Alternative ES - ADA Modernization/Construction (Campus-wide Secured Access)</td>
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<tr>
<td>Subtotal</td>
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<td>$83</td>
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<tr>
<td>General Construction - Change Orders</td>
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<td>Subtotal</td>
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<tr>
<td>Bessie Carmichael ES - ADA Modernization/Construction (Campus-wide Secured Access)</td>
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<td>$83</td>
<td>$83</td>
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<tr>
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<td>$83</td>
<td>$83</td>
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<td>John O’Connel HS - ADA Modernization/Construction (Campus-wide Secured Access)</td>
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<td>Subtotal</td>
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<td>$83</td>
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<td>$100,961</td>
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<td>$100,961</td>
<td>$100,961</td>
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<tr>
<td>DSA Plans &amp; Spec Check Fees</td>
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<td>$100,961</td>
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<td>Architect/Engineering Fees - Change Orders</td>
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<td>$100,961</td>
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<td>Fees &amp; Permits</td>
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<td>Architect/Engineering Fees</td>
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<td>$100,961</td>
<td>$100,961</td>
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<td>Subtotal</td>
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<td>$100,961</td>
<td>$100,961</td>
<td>100.00%</td>
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<tr>
<td>C. Lillienthal - New Deaf/Hard of Hearing District Program (construction improvements)</td>
<td>$2,783</td>
<td>$2,783</td>
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<td>Other Costs - Planning</td>
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## San Francisco Unified School District
## Expenditures by Improvement - Fund 25
## Fiscal Year 2010/2011

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<tr>
<th></th>
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<th></th>
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<tr>
<td>Lafayette ES - New Deaf/Hard of Hearing District Program (Construction Improvements)</td>
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<td>Miclo Construction Cost</td>
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<tr>
<td>New School of the Arts at 135 Van Ness Ave.</td>
<td>($438)</td>
<td>($438)</td>
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<tr>
<td>Consultant Fees - Legal Fees</td>
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<td>Subtotal</td>
<td>($438)</td>
<td>($438)</td>
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<td>Fee Administration - Accounting, Reporting, Analysis, and Legal Fees</td>
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<td>$2,774,086</td>
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</tbody>
</table>

[1] Figures may not sum due to rounding.
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

Special Order of Business
Regular Meeting of December 13, 2011

SUBJECT: Appointment of One Member to the San Francisco Board of Education Parent Advisory Council (PAC)

REQUESTED ACTION: That the Board of Education of the San Francisco Unified School District appoint to the Parent Advisory Council (PAC) one regular member (to serve from January 2012-June 2013). The member recommended for appointment is:

Roderick Mills

BACKGROUND: As designated by Resolution No. 33-25A15, which created the Parent Advisory Council (PAC), the PAC has a membership of 15 regular members on staggered terms, plus three alternates.

The PAC currently has eleven members: four with terms through June of 2012, and seven whose terms continue through June 2013. If the above nominee is appointed to the PAC, 12 regular seats on the PAC will be filled (leaving three regular seats open).

The policy governing the PAC provides for the designation of alternates, to become regular members in the event of a member leaving the PAC. Alternates are expected to participate in the PAC’s work and have full voice in PAC discussions. Currently there are no alternate members, and these three seats will remain open.

The nominee named above was interviewed and recommended by the recruitment committee of the PAC, and was ratified unanimously by the whole PAC at its meeting on November 15, 2011 to be nominated for the Board’s approval.

The nominee listed above strengthens the PAC’s ability to represent and reflect the SFUSD student, family and school populations. Brief biographies for the proposed and current members of the PAC have been provided to the Board in a separate document.
San Francisco Unified School District
San Francisco, CA

Board Meeting of December 13, 2011

Special Order of Business

SUBJECT: Instructional Calendar for 2012-2013 School Year

REQUESTED ACTION: The Board of Education adopts the 2012-2013 Instructional Calendar.

BACKGROUND: The process of setting up an instructional calendar involves getting feedback from labor organizations, parent and community groups, and district departments. The Board of Education has the sole authority to adopt the Instructional Calendar for the District.

Submitted by Tom Ruiz, Sr. Executive Director, Labor Relations

Approved by Carlos A. Garcia, Superintendent of Schools
## 2012-2013 INSTRUCTIONAL CALENDAR*

<table>
<thead>
<tr>
<th>M</th>
<th>T</th>
<th>W</th>
<th>T</th>
<th>F</th>
<th>Instructional Days</th>
<th>Dates of Significance</th>
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<td>5</td>
<td>6</td>
<td>9</td>
<td>Jul. 4 - Independence Day Holiday</td>
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<td><strong>August 2012</strong></td>
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<td>6</td>
<td>7</td>
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<td>10</td>
<td>13</td>
<td>Aug. 15-16 - Professional Development Days (K-12)</td>
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<td>13</td>
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<td>Aug. 20 - First Day of Instruction - Students Report</td>
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<td><strong>September 2012</strong></td>
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<td>Sept. 3 - Labor Day (Holiday)</td>
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<td>Dec. 21 - End of the Fall Semester</td>
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<td>Mar. 25 - 29 - Spring Break (K-12)</td>
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<td>Mar. 29 - Cesar Chavez Day Observance (Schools and EES Closed - District Offices Open)</td>
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**Fall Semester - 84 days**

**Spring Semester - 95 days**

**Total Instructional Days - 180**

**Total Work Day - 1**

**Professional Development Days - 2**

**One additional PD Day - TBD**

**Total Service Days - 184**

* Note - Furlough Days TBD, if necessary
San Francisco Unified School District
San Francisco, California

Regular Meeting of the Board of Education
December 13, 2011

Special Order of Business

SUBJECT: 2011-2012 Initial Proposal for a successor contract from the San Francisco Unified School District to the United Educators of San Francisco (UESF) Teacher and Paraprofessional Units

REQUESTED ACTION: That the Board of Education presents the Initial Proposal from the San Francisco Unified School District to the United Educators of San Francisco.

Public Hearing on this Proposal will be held at the Regular Board Meeting of January 10, 2012

Submitted by Tom Ruiz, Sr. Executive Director, Labor Relations

Approved by Carlos A. Garcia, Superintendent of Schools
Introduction

The District’s last initial proposal leading up to the current negotiated teacher and paraprofessional contracts stated: “This is a time of unprecedented uncertainty for California and its public schools.” Little has changed in two years to alleviate this uncertainty.

The struggling state economy will continue to adversely impact the District. The need to prepare for significant expenditure reductions is certain, including costs represented in the negotiated teacher and paraprofessional contracts.

Even as the District pursues actions to secure its current and future solvency, including through negotiations, the overriding concern of both parties should be to assure, enhance, and sustain our ability to carry out the District’s Vision:

Every SFUSD Student will graduate from high school, college and career ready with the skills, capabilities and dispositions necessary for the 21st century.

Therefore, all District proposals and responses to UESF proposals will be based on how and to what degree they are consistent with and contribute toward the further achievement of the following District Goals:

Goal 1: Access and Equity – Making social justice a reality.
Goal 2: Achievement – Engaging high achieving and joyful learners.
Goal 3: Accountability – Keeping our promises to our students and families.

The District looks forward to cooperative, objective and fact-based negotiations with UESF as we prepare to achieve these Goals even while meeting the significant economic challenges facing all District stakeholders.

District Initial Economic Proposal

The District initially proposes to achieve reductions in bargaining unit expense that approximate a “fair share” of the Districts overall need to achieve a balanced budget now and in the future by exploring economic options in areas including but not limited to the following:
Article 7 Days and Hours of Employment for K-12 Teachers
• Possible reduction (and concomitant adjustment in salary) to the length of the work year.
• Possible elimination or reduction of AP exam generated surplus periods related to high school Advanced Placement (AP) exams and replacement with a stipend.

Paraprofessional Contract Article 9 Hours of Work and Work Year
• Possible reduction (and concomitant adjustment in salary) to the length of the work year.

Paraprofessional Contract Article 10 Vacations and Holidays
• Reduction (and concomitant adjustment in salary) in the number of floating holidays.

Article 10 Leaves
• Possible elimination or suspension of sabbatical leaves.

Article 11 Salaries, Increments, and Classification Changes
• Possible suspension of rating changes on salary schedules.

Paraprofessional Contract Article 13 Pay and Allowances and Fringe Benefits
• Possible suspension of step advancement on salary schedule.

Article 34 Department Heads
• Modify language in this section to achieve cost savings through elimination or reduction of additional prep periods for department heads.

District Initial Proposal for Contract Language Changes
The District also initially proposes to modify the language of the current teacher and paraprofessional contracts as appropriate and necessary to carry out the District's Vision and achieve its Goals in areas including but not limited to the following:

Article 7 Days and Hours of Employment for K-12 Teachers
• Update and clarify to reflect current practice and to align with legal requirements.
• Modify language to reflect current practice of alignment with the District established student instructional day.

Article 9 Class Size
• Modify language related to K-3 Class Size Reduction (CSR) to enable the District to exercise maximum flexibility allowed by current or future state law/regulations regarding ratios and penalties and/or conditions of participation in the CSR Program.
• Modify, update and clarify language related to Special Education (including Pre-Kindergarten) to align with the District’s service model (see Article 31 below).
Article 15 Staffing and Assignment
• Modify and clarify language to better meet the needs of staff and students regarding filling vacancies with the best qualified candidates, including in areas such as:
  o Time lines.
  o Definitions.
  o Posting and preference periods.
  o Interview processes.
  o Effective use of technology in the hiring process.

Article 16 Evaluation
• Continue and complete negotiations specified in the current certificated Contract (16.13.1) to encourage and assess professional development, professionalism, desire for life-long learning, improvement of craft and effective instruction of students in alignment with the District Vision and Goals.

Article 27 Child Development Program (Early Education Department)
• Modify language as necessary to transform the current structure to establish an Early Education Department that:
  o Operates early education schools;
  o Operates effective “out of school time” programs (before and after school);
  o Supports elementary and K-8 schools with the integration of pre-schools into existing sites;
  o Fosters professional development, internally and externally;
  o Aligns with best practices already proven to be successful nationally;
  o Is research based and focused on school readiness rather than child care; and
  o Is based on working conditions that align with and support instructional decisions made by the District for the benefit of students.

Article 28 Day-to Day Substitute Teachers
• Review and update language, including elimination of categories of employment not legally mandated to maintain.

Article 31 Special Education
• Modify, update and clarify language (including Pre-Kindergarten) to accurately reflect designation and delivery of services (e.g., Mild Moderate and Moderate Severe), credentials, and allocation of resources as necessary to establish a service model that will:
  o Increase access to the core curriculum;
  o Increase outcomes for students with disabilities;
  o Provide students with the least restrictive environment as established by the IEP team;
  o Be taught by appropriately credentialed personnel;
  o Be legally compliant;
  o Enable the District to meet the goals of the Special Education Redesign Master Plan; and
  o Increase the capacity of all teachers and paraprofessionals to work effectively with a diverse group of students.
Article 43 Duration
• The District proposes a multiyear agreement that will:
  o Enable both parties to respond to the ongoing state economic crisis by pursuing
    changes to the teacher and paraprofessional contracts as needed to maintain the
    fiscal integrity of the District for the benefit of students now and in the future.
  o Promote stability in the labor-employment relationship for the benefit of students.

Other Certificated Initial Proposal for Contract Language Changes
• The District will propose changes and modifications in areas of the certificated contract
  articles which would cause the District to no longer be in compliance with recently enacted
  STRS regulations regarding retroactive payments.

Paraprofessional Contract
• Modify, update, eliminate and add language as appropriate and relevant to implement the
  proposals listed above.

Proposition A
• Negotiate allocation of available funds consistent with the purposes endorsed by the
  electorate and within the context of the overall economic challenges faced by the District.
• Carry out the previously negotiated mutual intent of the parties regarding the three
  professional development days: "The parties therefore agree it is in their mutual interest to
  negotiate prior to June 30, 2013 an agreement to establish and maintain an ongoing
  revenue stream to fully fund such days."

The District reserves the right to make additional proposals in areas not covered above
consistent with its public notice obligations under Government Code section 3547, subdivision
(d).
San Francisco Unified School District
San Francisco, CA

Regular Meeting Board Meeting
December 13, 2011

Special Order of Business

SUBJECT: 2011-2012 Re-Opener Initial Proposal from United Administrators of San Francisco (UASF) to San Francisco Unified School District

REQUESTED ACTION: That the Board of Education presents the Re-Opener Initial Proposal from UASF to San Francisco Unified School District.

Public Hearing on this proposal will be held at the Regular Board Meeting of January 10, 2012.

Submitted by Tom Ruiz, Senior Executive Director, Labor Relations

Approved by Carlos A. Garcia, Superintendent of Schools
Re-opener Proposal Submitted By
United Administrators of San Francisco (UASF)
Regarding the
2010-2013 Collective Bargaining Agreement
Between
UASF and the San Francisco Unified School District

Pursuant to Section 16.1 of the 2010-2013 Agreement between the United Administrators of San Francisco (UASF) and the San Francisco Unified School District (SFUSD), UASF proposes to reopen the following items for bargaining with respect to the 2012-2013 school year:

**Salary and Benefits**
To increase salary and benefits for certificated supervisory employees.

**Article 9**
To review the procedures for the appointment, transfer and reassignment of certificated supervisory employees and make changes to the current procedures to provide more fairness and job security.

**Article 10**
To review the evaluation procedures pertaining to certificated supervisory employees and make changes to the current procedures.

In addition to the foregoing, UASF proposes to meet and negotiate as to any other item within the scope of collective bargaining that is mutually agreeable to UASF and the SFUSD.

Dated: November 16, 2011

Respectfully submitted,

Allen Lee
Chief Negotiator

Dated: November 16, 2011

Respectfully submitted,

UNITED ADMINISTRATORS OF SAN FRANCISCO

By: Allen Lee
Chief Negotiator
WHEREAS: The success of San Francisco Unified School District depends not only on the involvement and dedication of its faculty, principals, staff and families, but also needs the entire city community to partner with it to maximize the district’s success; and

WHEREAS: Bringing together and unifying the entire city to focus and support our public schools relies on individuals in the private sector to drive and support; and

WHEREAS: The City and County of San Francisco is now considering recognizing one such extraordinary individual for his accomplishments and contributions to the city; and

WHEREAS: It is fitting to use this opportunity to specifically acknowledge the extensive contributions from Warren Hellman, not only to the city of San Francisco, but specifically to the San Francisco Unified School District; and

WHEREAS: When Warren Hellman, a graduate of Lowell High School, found the school district in a time of great need, refused to turn his back on San Francisco public schools and supported and backed what would be the first of six successful ballot measures; and

WHEREAS: These measures, including all three of our active bond measures which will transform 150 schools when completed; the Public Education Enrichment Fund which brought desperately needed funding to the Arts, Libraries and Sports; the Special School Facilities Tax which created the largest Mello-Roos district in California, and the Quality Teacher Education Act which raised teacher salaries and instituted critical reforms, will bring more than two billion dollars in critical support to our schools, teachers and students; and

WHEREAS: The Hellman Family Foundation, with Warren Hellman’s support, has directly provided the funding for staff and numerous initiatives that are designed to support our most strategic work, including the creation and continued development of our strategic plan and the redesign of our student assignment system; and
WHEREAS: Warren Hellman was a critical partner in the foundation of the Every Child Can Learn Foundation, which transformed into the San Francisco School Alliance, and he has continued to support, nurture and cultivate this organization as a key partner and ally of SFUSD; and

WHEREAS: By his dedicated and very public support for our district and schools, Warren Hellman has brought increased visibility, credibility and authority to SFUSD which encourages participation and support from a wide range of partners throughout this city and beyond; and

WHEREAS: Warren Hellman’s annual gift to the city, the Strictly Bluegrass festival, not only benefits all citizens of San Francisco but includes a dedicated concert for SFUSD students to enjoy and celebrate this music.

THEREFORE BE IT RESOLVED: That the Superintendent of Schools and the Board of Education of the San Francisco Unified School District enthusiastically support the Board of Supervisors’ legislation to rename Golden Gate Park’s Speedway Meadow to Hellman Meadow; and

FURTHER BE IT RESOLVED: That the Superintendent of Schools and the Board of Education takes this opportunity to thank Warren Hellman for his support, dedication, and humor that has and will enrich hundreds of thousands of children for a generation.
SUPERINTENDENT'S PROPOSAL

1112-13Sp2 - ADOPTION OF CALIFORNIA SCHOOL BOARDS ASSOCIATION (CSBA) SERIES 9000 BOARD POLICIES AND ADMINISTRATIVE REGULATIONS TO REPLACE CURRENT BOARD POLICIES AND REGULATIONS (P120)

REQUESTED ACTION: That the Board of Education of the San Francisco Unified School District adopts the California School Boards Association (CSBA) Series 9000 Board Policies and Administrative Regulations, as revised by SFUSD, to replace current Board Policies and Regulations that are related to Board Rules and Procedures (P120).

BACKGROUND: In 2010, the Board contracted with the California School Boards Association (CSBA) to provide professional guidance and technology in helping the SFUSD to organize, standardize, consolidate, and update Board policies and administrative regulations and make them accessible on the internet. CSBA will make available secure and publicly accessible online hosting of updated SFUSD Board policies once they are adopted by the Board. CSBA will update those policies upon notice of changes or additions approved by the Board and provide notice of relevant changes to California law and suggest corresponding policy updates as needed. As sections are reviewed and changed, they will be forwarded to the appropriate committees of the Board of Education for review.

Superintendent’s Proposal
1112-13Sp2
12/13/11
Board Rules and Procedures

ROLE OF THE BOARD

The Board of Education was established and exists by virtue of the Education Code and the Charter of the City and County of San Francisco.

Section 8.100 of the City Charter provides as follows:

The Unified School District shall be under the control and management of a Board of Education composed of seven members who shall be elected by the voters of the Unified School District. A student representative shall serve on the Board in accordance with state law. No member of this Board shall be eligible to serve on the Governing Board of the Community College District. The compensation for each member shall be $500 per month. The terms of office in effect for Board members on the date this Charter is adopted shall continue.

Pursuant to Education Code section 1000, the Board also serves as the County Board Of Education.

The Board has been elected by the community to provide leadership and citizen oversight of the district. The Board shall ensure that the district is responsive to the values, beliefs, and priorities of the community.

The Board shall appoint a Superintendent of Schools as the chief administrative officer of the district and may delegate to the Superintendent all administrative authority within its power, except for those related to the appointment, evaluation and removal of the Superintendent, and except for those powers which the Board may not delegate under the Education Code.

The Board shall work with the Superintendent to fulfill its major responsibilities, which include:

1. Setting the direction for the district through a process that involves the community, parents/guardians, students, and staff and is focused on student learning and achievement

(cf. 0000 - Vision)
(cf. 0100 - Philosophy)
(cf. 0200 - Goals for the School District)
ROLE OF THE BOARD  (continued)

2. Establishing an effective and efficient organizational structure for the district by:

   a. Employing the Superintendent and setting policy for hiring of other personnel

      (cf 2110 - Superintendent Responsibilities and Duties)
      (cf 2120 - Superintendent Recruitment and Selection)
      (cf 2121 - Superintendent's Contract)
      (cf 4000 - Concepts and Roles)
      (cf 4111 - Recruitment and Selection)
      (cf 4211 - Recruitment and Selection)
      (cf 4311 - Recruitment and Selection)

   b. Overseeing the development and adoption of policies

      (cf 9310 - Board Policies)

   c. Establishing academic expectations and adopting the curriculum and instructional materials

      (cf 6011 - Academic Standards)
      (cf 6141 - Curriculum Development and Evaluation)
      (cf 6146.1 - High School Graduation Requirements)
      (cf 6146.3 - Elementary/Middle School Graduation Requirements)
      (cf 6161.1 - Selection and Evaluation of Instructional Materials)

   d. Establishing budget priorities and adopting the budget

      (cf 3000 - Concepts and Roles)
      (cf 3100 - Budget)
      (cf 3312 - Contracts)

   e. Providing safe, adequate facilities that support the district's instructional program

      (cf 3517 - Facilities Inspection)
      (cf 7110 - Facilities Master Plan)
      (cf 7150 - Site Selection and Development)
      (cf 7210 - Facilities Financing)

   f. Setting parameters for negotiations with employee organizations and ratifying collective bargaining agreements

      (cf 4141/4241 - Collective Bargaining Agreement)
      (cf 4143/4243 - Negotiations/Consultation)
ROLE OF THE BOARD (continued)

3. Providing support to the Superintendent and staff as they carry out the Board's direction by:
   a. Establishing and adhering to standards of responsible governance

(cf. 9005 - Governance Standards)
(cf. 9011 - Disclosure of Confidential/Privileged Information)
(cf. 9200 - Limits of Board Member Authority)
(cf. 9270 - Conflict of Interest)

   b. Making decisions and providing resources that support district priorities and goals
   c. Upholding Board policies
   d. Being knowledgeable about district programs and efforts in order to serve as effective spokespersons

(cf. 9240 - Board Development)
(cf. 9400 - Board Self-Evaluation)

4. Ensuring accountability to the public for the performance of the district's schools by:
   a. Evaluating the Superintendent and setting policy for the evaluation of other personnel

(cf. 2140 - Evaluation of the Superintendent)
(cf. 4115 - Evaluation/Supervision)
(cf. 4215 - Evaluation/Supervision)
(cf. 4315 - Evaluation/Supervision)

   b. Monitoring and evaluating the effectiveness of policies
 ROLE OF THE BOARD (continued)

c. Serving as a judicial (hearing) and appeals body in accordance with law, Board policies, and negotiated agreements

(cf. 1312.1 - Complaints Concerning District Employees)
(cf. 1312.2 - Complaints Concerning Instructional Materials)
(cf. 1312.3 - Uniform Complaint Procedures)
(cf. 1312.4 - Williams Uniform Complaint Procedures)
(cf. 4031 - Complaints Concerning Discrimination in Employment)
(cf. 4117.3 - Personnel Reduction)
(cf. 4117.4 - Dismissal)
(cf. 4144/4244/4344 - Complaints)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)
(cf. 5116.1 - Intradistrict Open Enrollment)
(cf. 5117 - Interdistrict Attendance)
(cf. 5119 - Students Expelled from Other Districts)
(cf. 5125.3 - Challenging Student Records)
(cf. 5144.1 - Suspension and Expulsion/Due Process)
(cf. 6159.1 - Procedural Safeguards and Complaints for Special Education)
(cf. 6164.6 - Identification and Education Under Section 504)

d. Monitoring student achievement and program effectiveness and requiring program changes as necessary

(cf. 0500 - Accountability)
(cf. 0520.1 - High Priority Schools Grant Program)
(cf. 0520.2 - Title I Program Improvement Schools)
(cf. 0520.3 - Title I Program Improvement Districts)
(cf. 6162.5 - Student Assessment)
(cf. 6162.51 - Standardized Testing and Reporting Program)
(cf. 6162.52 - High School Exit Examination)
(cf. 6190 - Evaluation of the Instructional Program)

e. Monitoring and adjusting district finances

(cf. 3460 - Financial Reports and Accountability)

f. Monitoring the collective bargaining process
ROLE OF THE BOARD (continued)

5. Providing community leadership and advocacy on behalf of students, the district's educational program, and public education in order to build support within the local community and at the state and national levels

(cf. 0510 - School Accountability Report Card)
(cf. 1020 - Youth Services)
(cf. 1100 - Communication with the Public)
(cf. 1112 - Media Relations)
(cf. 1160 - Political Processes)
(cf. 1400 - Relations between Other Governmental Agencies and the Schools)
(cf. 1700 - Relations between Private Industry and the Schools)
(cf. 9010 - Public Statements)

The Board is authorized to establish and finance any program or activity that is not in conflict with, inconsistent with, or preempted by law. (Education Code 35160)

Legal Reference:
SAN FRANCISCO CITY CHARTER
8.100 Unified School District
13.100 City and County Elections
13.101 Terms of Elective Office
13.101.5 Vacancies
14.103 Recall
15.105 Suspension and Removal

EDUCATION CODE
5304 Duties of governing board (re school district elections)
12400-12405 Authority to participate in federal programs
17565-17592 Board duties re property maintenance and control
33319.5 Implementation of authority of local agencies
35000 District name
35010 Control of district; prescription and enforcement of rules
35020-35046 Officers and agents
35100-35351 Governing boards, especially:
35160-35185 Powers and duties
35291 Rules

Management Resources: (see next page)
ROLE OF THE BOARD (continued)

Management Resources:

CSBA PUBLICATIONS
Maximizing School Board Governance
Professional Governance Standards, November 2000
School Board Leadership: The Role and Function of California's School Boards, 1996

NATIONAL SCHOOL BOARDS ASSOCIATION PUBLICATIONS
The Key Work of School Boards, 2000

WEB SITES
CSBA: http://www.csba.org
CSBA Governance Institute: http://www.csba.org/gi
National School Boards Association: http://www.nsba.org
Board Rules and Procedures
Board Rules and Procedures
GOVERNANCE STANDARDS

The Governing Board believes that its primary responsibility is to act in the best interests of every student in the district. The Board also has major commitments to parents/guardians, all members of the community, employees, the state of California, laws pertaining to public education, and established policies of the district. To maximize Board effectiveness and public confidence in district governance, Board members are expected to govern responsibly and hold themselves to the highest standards of ethical conduct.

(cf 9000 - Role of the Board)
(cf 9270 - Conflict of Interest)

The Board expects its members to work with each other and the Superintendent to ensure that a high-quality education is provided to each student. Each individual Board member shall:

1. Keep learning and achievement for all students as the primary focus
2. Value, support and advocate for public education
(cf 9010 - Public Statements)
3. Recognize and respect differences of perspective and style on the Board and among staff, students, parents and the community
4. Act with dignity, and understand the implications of demeanor and behavior
5. Keep confidential matters confidential
(cf 9011 - Disclosure of Confidential/Privileged Information)
6. Participate in professional development and commit the time and energy necessary to be an informed and effective leader
(cf 9240 - Board Development)
7. Understand the distinctions between Board and staff roles, and refrain from performing management functions that are the responsibility of the Superintendent and staff
(cf 2110 - Superintendent Responsibilities and Duties)
8. Understand that authority rests with the Board as a whole and not with individuals
(cf 9200 - Limits of Board Member Authority)
GOVERNANCE STANDARDS (continued)

Board members also shall assume collective responsibility for building unity and creating a positive organizational culture. To operate effectively, the Board shall have a unity of purpose and:

1. Keep the district focused on learning and achievement for all students

2. Communicate a common vision

(cf. 0000 - Vision)
(cf. 0100 - Philosophy)
(cf. 0200 - Goals for the School District)

3. Operate openly, with trust and integrity

4. Govern in a dignified and professional manner, treating everyone with civility and respect

5. Govern within Board-adopted policies and procedures

(cf. 9310 - Board Policies)

6. Take collective responsibility for the Board's performance

7. Periodically evaluate its own effectiveness

(cf. 9400 - Board Self-Evaluation)

8. Ensure opportunities for the diverse range of views in the community to inform Board deliberations

(cf. 1220 - Citizen Advisory Committees)
(cf. 9323 - Meeting Conduct)

Legal Reference: (see next page)
GOVERNANCE STANDARDS (continued)

Legal Reference:

EDUCATION CODE
35010 Power of governing board to adopt rules for its own governance
35160 Board authority to act in any manner not conflicting with law
35164 Actions by majority vote

GOVERNMENT CODE
1090 Financial interest in contract
1098 Disclosure of confidential information
1125-1129 Incompatible activities
54950-54963 The Ralph M. Brown Act
87300-87313 Conflict of interest code

Management Resources:
CSBA PUBLICATIONS
CSBA Professional Governance Standards, 2000
Maximizing School Board Leadership: Boardmanship, 1996
WEB SITES
CSBA: http://www.csba.org
Board Rules and Procedures

PUBLIC STATEMENTS

The Governing Board recognizes the rights of Board members to freely express their views and encourages open discussion of issues during the Board meeting. The Board believes that effective Board members have a responsibility to express themselves, whether in agreement or disagreement with the Board majority, in ways that promote the Board's ability to govern the district.

When speaking to community groups, the media, or other members of the public, individual Board members should recognize that their statements may be perceived as reflecting the views and positions of the Board. Board members have a responsibility to identify personal viewpoints as such and not as the viewpoint of the Board.

All public statements authorized to be made on behalf of the Board shall be made by the Board president or, if appropriate, by the Superintendent or other designated representative.

(cf. 9011 - Disclosure of Confidential/Privileged Information)
(cf. 9200 - Limits of Board Member Authority)

Legal Reference:

EDUCATION CODE
35010 Control of district; prescription and enforcement of rules

GOVERNMENT CODE
54960 Actions to stop or prevent violation of meeting provisions

(9/88 9/90) 6/94

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DISCLOSURE OF CONFIDENTIAL/PRIVILEGED INFORMATION

The Governing Board recognizes the importance of maintaining the confidentiality of information acquired as part of a Board member's official duties. Confidential/privileged information shall be released only to the extent authorized by law.

(c) 9000 - Role of the Board
(c) 9005 - Governance Standards
(c) 9010 - Public Statements

Disclosure of Closed Session Information

A Board member shall not disclose confidential information acquired during a closed session to a person not entitled to receive such information, unless a majority of the Board has authorized its disclosure. (Government Code 54963)

Confidential information means a communication made in a closed session that is specifically related to the basis for the Board to meet lawfully in closed session. (Government Code 54963)

(c) 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information
(c) 9321 - Closed Session Purposes and Agendas
(c) 9321.1 - Closed Session Actions and Reports

The Board shall not take any action against any person for disclosing confidential information, nor shall the disclosure be considered a violation of the law or Board policy, when the person is: (Government Code 54963)
DISCLOSURE OF CONFIDENTIAL/PRIVILEGED INFORMATION (continued)

1. Making a confidential inquiry or complaint to a district attorney or grand jury concerning a perceived violation of law, including disclosing facts necessary to establish the illegality or potential illegality of a Board action that has been the subject of deliberation during a closed session.

2. Expressing an opinion concerning the propriety or legality of Board action in closed session, including disclosure of the nature and extent of the illegal or potentially illegal action.

3. Disclosing information that is not confidential.

Other Disclosures

A Board member shall not disclose, for pecuniary gain, confidential information acquired in the course of his/her official duties. Confidential information includes information that is not a public record subject to disclosure under the Public Records Act, information that by law may not be disclosed, or information that may have a material financial effect on the Board member. (Government Code 1098)

(cf. 4112.6/4212.6/4312.6 - Personnel Files)
(cf. 5125 - Student Records)

Disclosures excepted from this prohibition are those made to law enforcement officials or to the joint legislative audit committee when reporting on improper governmental activities. (Government Code 1098)

Legal Reference: (see next page)
DISCLOSURE OF CONFIDENTIAL/PRIVILEGED INFORMATION (continued)

Legal Reference:
EDUCATION CODE
35010 Power of governing board to adopt rules for its own governance
35146 Closed session
EVIDENCE CODE
1040 Privilege for official information
GOVERNMENT CODE
1098 Public officials and employees re confidential information
3349.1 Meeting and negotiating in public educational employment
6250-6270 Inspection of public records
54950-54963 Brown Act, especially:
54956.8 Open meeting laws
54956.9 Closed meeting for pending litigation
54957.1 Subsequent public report and rollcall vote; employee matters in closed session
54957.5 Public records
54957.6 Closed session; representatives with employee organization
54957.7 Reasons for closed session
54963 Confidential information in closed session
ATTORNEY GENERAL OPINIONS

Management Resources:
CSBA PUBLICATIONS
Professional Governance Standards, November 2000
Maximizing School Board Leadership, 1996
WEB SITES
CSBA: http://www.csba.org

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BOARD MEMBER ELECTRONIC COMMUNICATIONS

The Governing Board recognizes that electronic communication among Board members and between Board members, district administration, and members of the public is an efficient and convenient way to communicate and expedite the exchange of information and to help keep the community informed about the goals, programs, and achievements of the district and its schools. Board members shall exercise caution so as to ensure that electronic communications are not used as a means for the Board to deliberate outside of an agendized Board meeting.

(cf. 1100 - Communication with the Public)
(cf. 6020 - Parent Involvement)
(cf. 9000 - Role of the Board)
(cf. 9322 - Agenda/Meeting Materials)

A majority of the Board shall not, outside of an authorized meeting, use a series of electronic communications of any kind, directly or through intermediaries, to discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the Board. (Government Code 54952.2)

(cf. 9320 - Meetings and Notices)

Examples of permissible electronic communications concerning district business include, but are not limited to, dissemination of Board meeting agendas and agenda packets, reports of activities from the Superintendent, and reminders regarding meeting times, dates, and places.

Board members shall make every effort to ensure that their electronic communications conform to the same standards and protocols established for other forms of communication. A Board member may respond, as appropriate, to an electronic communication received from a member of the community and should make clear that his/her response does not necessarily reflect the views of the Board as a whole. Any complaint or request for information should be forwarded to the Superintendent or Superintendent's designee in accordance with Board Rules and Procedures and protocols so that the issue may receive proper consideration and be handled through the appropriate district process. As appropriate, communication received from the press shall be forwarded to the designated district spokesperson.

(cf. 1112 - Media Relations)
(cf. 1312.1 - Complaints Concerning District Employees)
(cf. 1312.2 - Complaints Concerning Instructional Materials)
(cf. 1312.3 - Uniform Complaint Procedures)
(cf. 1312.4 - Williams Uniform Complaint Procedures)
(cf. 3320 - Claims and Actions Against the District)
(cf. 9005 - Governance Standards)
(cf. 9121 - Board President)
(cf. 9200 - Limits of Board Member Authority)
(cf. 9270 - Conflict of Interest)
BOARD MEMBER ELECTRONIC COMMUNICATIONS  (continued)

In order to minimize the risk of improper disclosure, Board members shall avoid reference to confidential information and information acquired during closed session.

(cf. 4112.6/4212.6/4312.6 - Personnel Files)
(cf. 5125 - Student Records)
(cf. 9011 - Disclosure of Confidential/Privileged Information)
(cf. 9321 - Closed Session Purposes and Agendas)

Board members may use electronic communications to discuss matters other than district business with each other, regardless of the number of members participating in the discussion.

Like other writings concerning district business, a Board member's electronic communication may be subject to disclosure under the California Public Records Act.

(cf. 1340 - Access to District Records)

Legal Reference: (see next page)
BOARD MEMBER ELECTRONIC COMMUNICATIONS (continued)

Legal Reference:

EDUCATION CODE

35140 Time and place of meetings
35145 Public meetings
35145.5 Agenda; public participation; regulations
35147 Open meeting law exceptions and applications

GOVERNMENT CODE

11135 State programs and activities, discrimination
54950-54963 The Ralph M. Brown Act, especially:
54952.2 Meeting, defined
54953 Meetings to be open and public; attendance
54954.2 Agenda posting requirements, board actions

Management Resources:

CSBA PUBLICATIONS
The Brown Act: School Boards and Open Meeting Laws, rev. 2006
ATTORNEY GENERAL PUBLICATIONS
The Brown Act: Open Meetings for Legislative Bodies, 2003
LEAGUE OF CALIFORNIA CITIES PUBLICATIONS
WEB SITES
CSBA: http://www.csba.org
CSBA, Agenda Online:
http://www.csba.org/Services/Services/GovernanceTechnology/AgendaOnline.aspx
Institute for Local Government: http://www.cacities.org/index.jsp?zone=ilsg
ANNUAL ORGANIZATIONAL MEETING

The Board of Education shall hold an annual organizational meeting in January of each year, as required by law. (Education Code 35143)

At this meeting the Board shall:

1. Elect a president and a vice president from its members. Each shall serve a one-year term.

2. Authorize signatures

3. Develop a schedule of regular meetings for the year

4. Develop a Board calendar for the year

5. Designate Board representatives

6. Adopt the Board rules for the year as the first agenda item of the annual meeting.

(cf. 9140 - Board Representatives)
(cf. 9320 - Meetings and Notices)
(cf. 9224 - Oath or Affirmation)

Legal Reference:

EDUCATION CODE
5017 Term of Office
35143 Annual organizational meeting date, and notice
35145 Public meetings
GOVERNMENT CODE
54953 Meetings to be open and public; attendance
ATTORNEY GENERAL OPINIONS
Board Rules and Procedures

TERMS OF OFFICE

The Governing Board shall consist of seven members whose terms shall be staggered so that as nearly as practicable, one half of the members shall be elected in each odd-numbered year.

Except in the case of an appointment or election to fill a vacancy, the term of office of each Member of the Board of Education shall commence at 12:00 noon on the eighth day of January following the date of the election. (San Francisco City Charter section 13.101.)

Members of the Board of Education shall be elected as follows: At a statewide election in 1996 and every fourth year thereafter, four Members of the Board of Education shall be elected. At a statewide election in 1998 and every fourth year thereafter, three Members of the Board of Education shall be elected. (Id.)

A member whose term has expired shall continue to discharge the duties of the office until his/her successor has qualified by taking the oath of office. (Government Code 1302, 1360; Education Code 5017)

(cf 9220 - Board of Education Elections)
(cf 9223 - Filling Vacancies)
(cf 9224 - Oath or Affirmation)
(cf 9250 - Remuneration, Reimbursement, and Other Benefits)

Legal Reference:
SAN FRANCISCO CITY CHARTER
8.100 Unified School District
13.100 City and County Elections
13.101 Terms of Elective Office
13.101.5 Vacancies
14.103 Recall
15.105 Suspension and Removal

EDUCATION CODE
5000-5033 Election of school district board members
35010 Control of district
35012 Board members; number, election and terms
35107 Eligibility
GOVERNMENT CODE
1302 Continuance in office until qualification of successor
1303 Exercising functions of office without having qualified
1360 Necessity of taking constitutional oath

(12/90 12/92) 3/93

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PRESIDENT

The Governing Board shall elect a president from among its members to provide leadership on behalf of the Board and the educational community it serves.

(cf. 9000 - Role of the Board)
(cf. 9005 - Governance Standards)
(cf. 9100 - Organization)

Except for meetings of the Committee of the Whole, the President shall preside at all Board meetings or designate another Member to preside. The President shall:

1. Call the meeting to order at the appointed time
2. Announce the business to come before the Board in its proper order
3. Enforce the Board's policies relating to the conduct of meetings and help ensure compliance with applicable requirements of the Brown Act
4. Recognize persons who desire to speak, and protect the speaker who has the floor from disturbance or interference
5. Explain what the effect of a motion would be if it is not clear to every member
6. Restrict discussion to the question when a motion is before the Board
7. Rule on issues of parliamentary procedure
8. Put motions to a vote, and state clearly the results of the vote
9. Be responsible for the orderly conduct of all Board meetings
10. The president shall conduct meetings in a fair and even handed manner and shall model and encourage adherence to the Board’s governance standards.

(cf. 9323 - Meeting Conduct)
(cf. 9005 - Governance Standards)

The president shall perform other duties in accordance with law and Board policy including, but not limited to:

1. Signing all instruments, acts and orders necessary to carry out state requirements and the will of the Board
PRESIDENT (continued)

2. Consulting with the Superintendent or designee on the preparation of the Board's agendas
   
   (cf. 9322 - Agenda/Meeting Materials)

3. Working with the Superintendent to ensure that Board members have necessary materials and information

4. Appointing the membership of all committees and designating the chair
   
   (cf. 9130 - Board Committees)

5. Calling such meetings of the Board as he/she may deem necessary, giving notice as prescribed by law
   
   (cf. 9320 - Meetings and Notices)
   (cf. 9321 - Closed Session Purposes and Agendas)

6. Represent the district as governance spokesperson, in conjunction with the Superintendent
   
   (cf. 1112 - Media Relations)

7. Designating members to represent the Board at various educational boards, local, and membership organizations.

The president shall have the same rights as other members of the Board, including the right to move, second, discuss and vote on all questions before the Board.

In the absence of the president, the vice-president shall perform all the duties of the President. In the absence of both the president and the vice-president, the senior member shall perform all of the duties of the president.

In the event the president leaves office before completing a full term, the vice-president shall assume the office of president for the remainder of the term, and the Board by majority vote, shall select a new vice-president for the remainder of the term.

Legal Reference: (see next page)
PRESIDENT (continued)

Legal Reference:
EDUCATION CODE
35022 President of the board
35143 Annual organizational meetings; dates and notice
GOVERNMENT CODE
54950-54963 Ralph M. Brown Act

Management Resources:
CSBA PUBLICATIONS
Board Presidents' Handbook, revised 2002
CSBA Professional Governance Standards, 2000
Maximizing School Board Leadership: Boardsmanship, 1996
WEB SITES
CSBA: http://www.csba.org
VICE PRESIDENT

In addition to performing the duties of the Board president in the president’s absence, and assuming the office of the president in the event the president leaves office before his/her term is expired, pursuant to Board Rules and Procedures 9121, the Vice President shall also preside at all meetings of the Committee of the Whole, and at other meetings as designated by the President in accordance with Board rules.

(cf. 9121 - President)
Board Rules and Procedures

SECRETARY

The Board of Education shall appoint the Superintendent to serve as secretary to the Board. The secretary to the Board shall be responsible for maintaining an accurate and complete record of all Board proceedings and shall:

1. Prepare, distribute and maintain the Board agenda
   (cf. 9322 - Agenda/Meeting Materials)
2. Record, distribute and maintain the Board minutes
3. Maintain Board records and documents
4. Conduct official correspondence for the Board
5. As directed by the Board, sign and execute official papers
6. Notify all members of meetings
7. Perform other duties as assigned by the Board
   (cf. 2111 - Superintendent Governance Standards)

Legal Reference:
EDUCATION CODE
35025 Secretary and bookkeeper
35143 Annual organizational meetings; dates and notice
35230 Duty to keep certain records and reports
GOVERNMENT CODE
54950-54963 Ralph M. Brown Act

Management Resources:
CSBA PUBLICATIONS
CSBA Professional Governance Standards, 2000
Maximizing School Board Leadership: Boardmanship, 1996
WEB SITES
CSBA: http://www.csba.org

(7/84 9/89) 7/03
ATTORNEY

The Board of Education recognizes the complex legal environment in which the district operates. In order to meet the district’s legal needs, the Board shall appoint in-house Legal Counsel, hired as an employee, to provide legal services to the Board, Superintendent, and officers and employees on matters of district business. The duties of the Legal Counsel may include:

1. Providing legal services, information and advice to the Superintendent, the Board, and officers and employees of the school district on matters of district business;

2. Serving as the legal counsel of the Superintendent, the Board, and officers and employees on matters of district business in the preparation and conduct of school district litigation and administrative proceedings;

3. Rendering advice in relation to school bond and tax increase measures and supervising the preparation of all legal papers and forms necessary for the voting of these measures;

4. Performing any other legal and/or administrative duties on matters of district business as assigned by the Board or Superintendent or designee.

Legal Reference: (see next page)
ATTORNEY (continued)

Legal Reference:
EDUCATION CODE
35041 Administrative adviser
35041.5 Legal counsel
35161 Powers and duties of governing board
35200-35214 Liabilities, especially:
35204 Contract with attorney in private practice
35205 Contract for legal services
GOVERNMENT CODE
814-895.8 Liability of public entities and public employees
995-996.6 Defense of public employees
26520 Legal services to school districts
53060 Special services and advice

Management Resources:
CSBA PUBLICATIONS
The Brown Act: School Boards and Open Meeting Laws, rev. 2007
Maximizing School Board Leadership: Boardmanship, 1996
NATIONAL SCHOOL BOARDS ASSOCIATION PUBLICATIONS
WEB SITES
CSBA: http://www.csba.org
California Council of School Attorneys:
http://www.csba.org/LegislationAndLegal/Legal/CaliforniaCouncilOfSchoolAttorneys.aspx
National School Boards Association: http://www.nsba.org
State Bar of California: http://www.calbar.ca.gov
BOARD COMMITTEES

The Board of Education may establish Board committees as necessary. The Board shall determine the duties of the committee at the time of its appointment. Unless specifically authorized by the Board to act on its behalf, Board committees shall act in an advisory capacity. When its duties have been completed, the committee shall be dissolved.

(cf. 1220 - Citizen Advisory Committees)

The president shall appoint three Board members to each committee whether standing or ad hoc and shall designate the chair. A standing committee, where possible, shall not share a common majority of members with any other standing committee.

A quorum for committee meetings shall consist of two of the designated members of the committee.

There shall be four standing committees of the Board: Budget and Business Services; Buildings Grounds, and Services; Curriculum and Program; and Rules, Policy and Legislation.

Committee meetings shall begin promptly at their designated starting time. If the committee Chair is not present to convene the committee meeting and assuming that there is a quorum of the committee, the longest serving Board member on the committee shall call the meeting to order no later than 10 minutes after the designated start time. [→Add Art. II § 5.1.5 here?] In the Chair’s absence, the member who has served the longest on the Board shall serve as the Chair of the Committee.

Board committees shall provide public notice of their meetings and conduct these meetings in accordance with state open meeting laws.

Meetings of standing or ad hoc committees for which an agenda is posted at least 72 hours in advance of the meeting pursuant to Government Code 54954.2, shall be considered, for purposes of the Brown Act, as regular meetings of the Board. (Government Code 54954)

The Superintendent or designee may serve as an advisor to any committee at the discretion of the Board.

(cf. 9320 - Meetings and Notices)
(cf. 9322 - Agenda/Meeting Materials)
BOARD COMMITTEES (continued)

Agenda

The agenda of the committee meeting shall be prepared by the chair of the committee and the staff liaison designated by the Superintendent to insure that both the Superintendent and the Board members are aware of items placed on the agenda. Items may be placed on the agenda by referral from the Board at a Regular Meeting, or directly by the Superintendent or by the chair of the committee, including a request from committee members.

Items referred from the Board shall be heard by the committee at the committee’s next scheduled meeting for which adequate Brown Act notice can be made. The chair, at his or her discretion, may delay placing an item on the agenda for one meeting.

Every agenda for standing committee meetings shall provide members of the public with the right to address the Committee on any item of interest to the public that is within the subject matter jurisdiction of that Committee. Furthermore, the committee in its consideration of items on the agenda shall hear public comment. The committee chair shall determine if the public comment shall be made before or during the legislative body’s consideration of that item during the meeting. Members of the public shall offer public comment from the podium.

Items that are approved by a majority of the committee shall be forwarded to the full Board. Items that are not approved by the majority of the committee shall be returned to the author of the item for review and then returned to the committee at the committee’s next regular scheduled meeting. Following this process, if committee approval is not given, the item shall be referred to the full Board without recommendation. All items returned to the Board by committee shall be agendized on the first regular meeting of the Board for which adequate Brown Act notice may be given.

City and School District Select Committee

The Board of Supervisors of the City and County of San Francisco and the Board of Education of the San Francisco Unified School District have created the City and School District Select Committee for the purpose of advancing their mutual interest and problem-solving relative to policy matters that affect the City and the School District, their respective employees and departments, the District students and the families of students. Mutual policy matters of interest, include, but are not limited to: facilities; funding issues; City department, protocols and programs that directly impact the School District, its students or their families; transportation; and homelessness.

The City and School District Select Committee shall be comprised of three members of the Board of Supervisors and three members of the Board of Education. The resident of the Board shall appoint three of its members to serve on the City and School District Select Committee. The Board of Supervisors and the Board of Education shall share, equally, the
responsibilities of staffing the meetings of this Committee, as well as any necessary expenses in support of the activities of this Committee. The City and School District Select Committee shall sunset on June 30 of each year and, upon mutual agreement by the City of San Francisco and the district, may be renewed on an annual basis.

Augmented Committees

An Augmented Committee is a standing committee to which Board members who are not committee members are invited and do attend. Augmented committee meetings are a form of full Board meetings; a quorum of the Board is present to discuss matters within the subject matter jurisdiction of the Board. At such meetings, however, Board action cannot be taken. Instead all invited Board member(s) at augmented committees shall have the right to join in the committee discussion of the agendized items, but shall not be allowed to vote on matters before the augmented committee.

The committee chair shall determine when a standing committee shall be classified as an augmented committee and shall identify and invite the Board member(s) to the committee. The chair of the committee shall also consult with and notify the Board President prior to inviting the Board member(s) to the committee. All invitations to the Board member(s) must be extended at a minimum 24 hours prior to the 72-hour posting requirement to determine if Board member(s) are interested in attending the augmented committee. Board member(s) must respond prior to the 72-hour posting requirement so as to allow for the preparation and posting of the notice in a timely manner.

In the event that the committee chair does not determine that a standing committee shall be classified as an augmented committee, the committee shall be augmented upon request of a member of the Board. The notice for each augmented committee shall state that it is an augmented committee and shall identify all Board member(s) who have been invited or who have requested to attend the augmented committee.

Quorum for an augmented committee is two voting members of the committee.

Legal Reference: (see next page)
BOARD COMMITTEES (continued)

Legal Reference:

**EDUCATION CODE**
- 35010 Control of district; prescription and enforcement of rules
- 35024 Executive committee
- 35160 Authority of governing boards
- 35160.1 Broad authority of school districts

**GOVERNMENT CODE**
- 54952 Legislative body, definition
- 54952.2 Definition of meeting
- 54954 Time and place of regular meetings; special meetings; emergencies
- 54954.3 Opportunity for public to address legislative body

**ATTORNEY GENERAL OPINIONS**

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BOARD REPRESENTATIVES

The Board of Education recognizes that effective performance of its community leadership responsibilities may require its participation in district or community committees on matters of concern to the district and its students. As needed, the Board may appoint any of its members to serve as its representative on a district committee or on a committee of another public agency or organization of which the Board or district is a member or to which the Board is invited to participate.

(c.f. 1400 - Relations Between Other Governmental Agencies and the Schools)
(c.f. 1700 - Relations Between Private Industry and the Schools)
(c.f. 9000 - Role of the Board)
(c.f. 9130 - Board Committees)
(c.f. 9270 - Conflict of Interest)
(c.f. 9320 - Meetings and Notices)

When making such appointments, the Board shall clearly specify the authority and responsibilities of the representative(s), including, but not limited to, reporting back to the Board regarding committee activities and/or actions. Board representatives shall not exercise the authority of the Board without prior Board approval.

(c.f. 9005 - Governance Standards)
(c.f. 9200 - Limits of Board Member Authority)

If a committee discusses a topic on which the Board has taken a position, the Board member shall express the position of the Board. When contributing his/her own ideas or opinions, the representative shall clearly indicate that he/she is expressing his/her individual idea or opinion.

(c.f. 1220 - Citizen Advisory Committees)
(c.f. 9010 - Public Statements)

Legal Reference:

EDUCATION CODE
4000-4014 County committees on school district organization
35020-35046 School district officers and agents (power of governing board to employ or appoint)
35160 Authority of governing boards
GOVERNMENT CODE
54952.2 Meetings

Management Resources: (see next page)
BOARD REPRESENTATIVES

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
California Department of Education District Organization Handbook, 2010
STUDENT BOARD MEMBERS

The Board of Education believes it is important to seek out and consider students' ideas, viewpoints and reactions to the educational program. In order to provide student input and involvement, two student representatives shall be included as Board members. One student Board member shall be appointed by the Student Advisory Council and the other elected by the district students through a democratic process approved by the Student Advisory Council.

The term of student Board members shall be one calendar year, commencing on July 1. Student Board members shall have the right to attend all Board meetings except closed sessions. (Education Code 35012)

Student Board members shall be seated with regular Board members and be recognized at meetings as full members. They may participate in questioning witnesses and discussing issues and shall receive all materials presented to Board members except those related to closed sessions. (Education Code 35012)

Student Board members may cast an advisory vote on all matters decided by the Board at all regular and special meetings except those subject to closed session discussion. 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.

Student Board members may author and introduce a motion or resolution for Board consideration if said motion or resolution has the approval of the Student Advisory Council and is co-sponsored by a regular Board member.

Student Board members may be reimbursed for mileage but shall not receive compensation for attendance at Board meetings. (Education Code 35012)

Legal Reference:
EDUCATION CODE
33000.5 Appointment of student members to State Board of Education
35012 Board members; number, election and terms; pupil members
GOVERNMENT CODE
3540-3549.3 Meeting and Negotiating in Public Educational Employment

(12/90 12/92) 3/93

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Board Rules and Procedures

LIMITS OF BOARD MEMBER AUTHORITY

The Board of Education recognizes that the Board is the unit of authority over the district and that a Board member has no individual authority. Board members shall hold the education of students above any partisan principle, group interest, or personal interest.

(cf. 1160 - Political Processes)
(cf. 9000 - Role of the Board)
(cf. 9005 - Governance Standards)
(cf. 9270 - Conflict of Interest)
(cf. 9323 - Meeting Conduct)

Unless agreed to by the Board as a whole, individual members of the Board shall not exercise any administrative responsibility with respect to the schools or command the services of any school employee. Individual Board members shall submit requests for information to the Superintendent or Superintendent’s designee.

(cf. 1340 - Access to District Records)
(cf. 4112.6/4212.6/4312.6 - Personnel Files)
(cf. 9011 - Disclosure of Confidential/Privileged Information)
(cf. 9322 - Agenda/Meeting Materials)

Individual Board members do not have the authority to resolve complaints. Any Board member approached directly by a person with a complaint should refer the complainant to the Superintendent or designee so that the problem may receive proper consideration and be handled through the appropriate district process.

(cf. 1312.1 - Complaints Concerning District Employees)
(cf. 1312.2 - Complaints Concerning Instructional Materials)
(cf. 1312.3 - Uniform Complaint Procedures)
(cf. 1312.4 - Williams Uniform Complaint Procedures)
(cf. 3320 - Claims and Actions Against the District)
(cf. 4031 - Complaints Concerning Discrimination in Employment)
(cf. 6159.1 - Procedural Safeguards and Complaints for Special Education)
LIMITS OF BOARD MEMBER AUTHORITY (continued)

A Board member whose child is attending a district school should be aware of his/her role as a Board member when interacting with district employees about his/her child. Because his/her position as a Board member may inhibit the performance of school personnel, the Board member should inform the Superintendent or designee before volunteering in his/her child's classroom.

(cf. 1240 - Volunteer Assistance)
(cf. 5020 - Parent Rights and Responsibilities)
(cf. 6020 - Parent Involvement)

Legal Reference:

EDUCATION CODE
200-262.4 Prohibition of discrimination
7054 Use of district property
35010 Control of district; prescription and enforcement of rules
35100-35351 Governing boards, especially:
35160-35184 Powers and duties
35291 Rules
35292 Visits to schools (Board members)
51101 Rights of parents/guardians

GOVERNMENT CODE
54950-54962 The Ralph M. Brown Act, especially:
54952.1 Member of a legislative body of a local agency
54952.7 Copies of chapter to members of legislative body

Management Resources:

CSBA PUBLICATIONS
CSBA Professional Governance Standards, 2000
Maximizing School Board Leadership: Boardsmanship, 1996

WEB SITES
CSBA: http://www.csba.org
BOARD OF EDUCATION ELECTIONS

Elections to the Board of Education are governed by the San Francisco Charter and San Francisco Elections Code as applicable. Where not otherwise provided by this Charter or by ordinance, elections to the Board of Education shall be governed by the provisions of applicable state laws. (San Francisco City Charter sections 8.100, 13.100.)

Legal Reference:

SAN FRANCISCO CITY CHARTER
8.100 Unified School District
13.100 City and County Elections
13.101 Terms of Elective Office
13.101.5 Vacancies
14.103 Recall
15.105 Suspension and Removal

SAN FRANCISCO ELECTIONS CODE

EDUCATION CODE
1006 Qualifications for holding office, county board of education
5000-5033 Elections
5220-5231 Elections
5300-5304 General provisions (conduct of elections)
5320-5329 Order and call of elections
5340-5345 Consolidation of elections
5360-5363 Election notice
5380 Compensation (of election officer)
5390 Qualifications of voters
5420-5426 Cost of elections
5440-5442 Miscellaneous provisions
7054 Use of district property
35107 Eligibility; school district employees
35177 Campaign expenditures or contributions
35239 Compensation of governing board member of districts with less than 70 ADA

CALIFORNIA ELECTIONS CODE
1302 Local elections, school district election
2201 Grounds for cancellation
4000-4004 Elections conducted wholly by mail
10400-10418 Consolidation of elections
10509 Notice of election by secretary
10600-10604 School district elections
13307 Candidate's statement
13309 Candidate's statement, indigency
20440 Code of Fair Campaign Practices

Legal Reference continued: (see next page)
BOARD OF EDUCATION ELECTIONS (continued)

Legal Reference: (continued)

GOVERNMENT CODE
1021 Conviction of crime
1097 Illegal participation in public contract
12940 Nondiscrimination, Fair Employment and Housing Act
81000-91014 Political Reform Act

PENAL CODE
68 Bribery
74 Acceptance of gratuity
424 Embezzlement and falsification of accounts by public officers
661 Removal for neglect or violation of official duty

CALIFORNIA CONSTITUTION
Article 2, Section 2 Voters, qualifications
Article 7, Section 7 Conflicting offices
Article 7, Section 8 Disqualification from office

COURT DECISIONS

ATTORNEY GENERAL OPINIONS

Management Resources:

WEB SITES
California Secretary of State's Office: http://www.ss.ca.gov
Institute for Local Self-Government: http://www.ca-ilg.org/

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Board Rules and Procedures

RESIGNATION

A Governing Board member who wishes to resign may do so by filing a written resignation with the County Superintendent of Schools. (Education Code 5090)

A copy shall be given to the Board’s Executive Assistant.

The written resignation is effective when filed, except when a deferred effective date is specified in the resignation. (Education Code 5090)

A Board member may not defer the effective date of his/her resignation for more than 60 consecutive days after filing. (Education Code 5091)

A written resignation, whether specifying a deferred effective date or otherwise, shall be irrevocable upon being filed. (Education Code 5090)

Upon resignation, the Board member may continue to exercise all his/her powers, save that of voting for a successor, until the effective date of resignation. (Education Code 35178)

(cf. 9270 - Conflict of Interest)

Legal Reference:

EDUCATION CODE
5090 Definition (vacancy)
5091 Special Election
35178 Resignation with deferred effective date

Policy Reference UPDATE Service
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Board Rules and Procedures

FILLING VACANCIES

Vacancies on the Board of Education shall be filled by the Mayor of the City of San Francisco pursuant to the provisions of the San Francisco City Charter. (San Francisco City Charter sections 13.101.5; 14.103, 15.105)

Events Causing a Vacancy

A vacancy on the Governing Board may occur for any of the following events:

1. The death of an incumbent. (Government Code 1770)

2. The adjudication pursuant to a quo warranto proceeding declaring that an incumbent is physically or mentally incapacitated due to disease, illness, or accident and that there is reasonable cause to believe that the incumbent will not be able to perform the duties of his/her office for the remainder of his/her term. (Government Code 1770)

3. A Board member's resignation. (Government Code 1770)

   A vacancy resulting from resignation occurs when the written resignation is filed with the County Superintendent of Schools having jurisdiction over the district, except where a deferred effective date is specified in the resignation so filed, in which case the resignation shall become operative on that date. A Board member may not defer the effective date of his/her resignation for more than 60 days after he/she files the resignation with the County Superintendent. (Education Code 5090, 5091)

   Upon being filed with the County Superintendent, a written resignation, whether specifying a deferred effective date or otherwise, shall be irrevocable. (Education Code 5090)

4. A Board member's removal from office, including recall. (Elections Code 11384; Government Code 1770)

5. A Board member's ceasing to be a resident of the district. (Government Code 1770)
FILLING VACANCIES (continued)

6. A Board member's absence from the state beyond the period allowed by law without the permission required by law. (Government Code 1770) No Board member shall be absent from the state for more than 60 days, except in any of the following situations: (Government Code 1064)

a. Upon business of the school district with the approval of the Board

b. With the consent of the Board for an additional period not to exceed a total absence of 90 days

c. For federal military deployment not to exceed six months as a member of the armed forces of the United States or the California National Guard

If the absence of the Board member for this purpose exceeds six months, the Board may approve an additional six-month absence upon a showing that there is a reasonable expectation that the member will return within the second six-month period, and the Board may appoint an interim member to serve in his/her absence. If two or more members of the Board are absent by reason of these circumstances, and those absences result in the inability to establish a quorum at a regular meeting, the Board may immediately appoint one or more interim members as necessary to enable the Board to conduct business and discharge its responsibilities.

d. In the case of illness or other urgent necessity, and upon a proper showing thereof, the time limited for absence from the state may be extended by the Board for an additional period not to exceed 30 days.

(cf. 9250 - Remuneration, Reimbursement and Other Benefits)

7. A Board member's ceasing to discharge the duties of his/her office for the period of three consecutive months, except when prevented by sickness or when absent from the state with the permission required by law. (Government Code 1770)

8. A Board member's conviction of a felony or any offense involving a violation of his/her official duties or conviction of a designated crime resulting in a forfeiture of office. (Government Code 1770, 3000-3003)

9. A Board member's refusal or neglect to file his/her required oath or bond within the time prescribed. (Government Code 1770)

(cf. 9224 - Oath or Affirmation)
10. The decision of a competent tribunal declaring void a Board member's election or appointment. (Government Code 1770)

11. The making of an order vacating a Board member's office or declaring the office vacant when the officer fails to furnish an additional or supplemental bond. (Government Code 1770)

12. A Board member's commitment to a hospital or sanitarium as a drug addict, dipsomaniac, inebriate, or stimulant addict by a court of competent jurisdiction, in which case the office shall not be deemed vacant until the order of commitment has become final. (Government Code 1770)

13. A failure to elect when either no candidate or an insufficient number of candidates have filed to run for a Board seat(s). (Education Code 5090, 5326, 5328)

Legal Reference: (see next page)
FILLING VACANCIES (continued)

Legal Reference:
SAN FRANCISCO CITY CHARTER
8.100 Unified School District
13.100 City and County Elections
13.101 Terms of Elective Office
13.101.5 Vacancies
14.103 Recall
15.105 Suspension and Removal

EDUCATION CODE
5000-5033 Elections
5090-5095 Vacancies
5200-5208 Districts governed by boards of education
5300-5304 Elections
5320-5329 Order and call of election
5340-5345 Consolidation of elections
5360-5363 Election notice
5420-5426 Cost of elections
5440-5442 Miscellaneous provisions, elections
35107 Eligibility of board members
35178 Resignation with deferred effective date

ELECTIONS CODE
10600-10604 School district elections
11381-11386 Candidates for recall

GOVERNMENT CODE
1064 Absence from state
1770 Vacancies: definition
3000-3002 Forfeiture of office
3060-3075 Removal other than by impeachment
6061 One time notice
54950-54963 The Ralph M. Brown Act

PENAL CODE
88 Bribery, forfeiture from office

UNITED STATES CODE, TITLE 18
704 Military medals or decorations

ATTORNEY GENERAL OPINIONS

Management Resources:
CSBA PUBLICATIONS
WEB SITES
CSBA: http://www.csba.org
California State Attorney General’s Office, Quo Warranto Applications:
http://caag.state.ca.us/opinions/quo.htm

(6/96 11/04) 11/08
OATH OR AFFIRMATION

Prior to entering upon the duties of their office, all Governing Board members shall take the oath or affirmation required by law. (California Constitution, Article 20, Section 3; Government Code 1360)

(cf. 4112.3/4212.3/4312.3 - Oath or Affirmation)

The oath may be administered and certified by a Board member, secretary or assistant secretary to the Board, Superintendent, deputy or assistant superintendent, principal, or County Superintendent of Schools or any other person authorized in Education Code 60.

The executed oath shall be filed with the County Clerk. (Government Code 1363)

Legal Reference:

EDUCATION CODE
60 Persons authorized to administer and certify oaths

GOVERNMENT CODE
1303 Misdemeanor for failure to take oath
1360-1369 Oath of office
3100-3109 Oath or affirmation of allegiance

CALIFORNIA CONSTITUTION
Article 20, Section 3 Oath of office

COURT DECISIONS
Chilton v. Contra Costa Community College District (1976) 55 Cal. App. 3d 544
Vogel v. County of Los Angeles (1967) 68 Cal. 2d 18, 22

(9/91) 7/03

Policy Reference UPDATE Service
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Board Rules and Procedures

ORIENTATION

Board Candidate Orientation

The Board of Education desires to provide Board candidates with orientation that will enable them to understand the responsibilities of Board membership. The Superintendent or designee shall provide all candidates with general information about school programs, district operations, and Board responsibilities.

(cf. 9200 - Limits of Board Member Authority)
(cf. 9220 - Governing Board Elections)
(cf. 9270 - Conflict of Interest)

The Board encourages all candidates to attend public Board meetings during the period of their candidacy. Candidates shall have the same access as members of the public to district staff and information.

(cf. 1340 - Access to District Records)
(cf. 9011 - Disclosure of Confidential/Privileged Information)

New Board Member Orientation

In order to provide an orientation and information to Board members-elect, individual meetings shall be arranged for each Board member-elect with senior staff, and the Executive Assistant to the Board of Education shall provide each Board member-elect with an orientation binder. Board members-elect shall receive access to the district's policy manual and other materials related to the district and Board member responsibilities.

(cf. 9000 - Role of the Board)
(cf. 9005 - Governance Standards)

Board members-elect shall be provided a copy of the Brown Act and informed that, pursuant to Government Code 54952.1, they must conform to the Act's requirements as if they had already assumed office.

The Superintendent or Superintendent's designee may provide Board members-elect with additional background and information regarding the district's vision and goals, operations, and current challenges in areas that include, but are not be limited to, student achievement, curriculum, finance, facilities, policy, human resources, and collective bargaining.

(cf. 0000 - Vision)
(cf. 0200 - Goals for the School District)
Board members-elect are encouraged to attend Board meetings and review agenda materials available to the public in order to become familiar with current issues facing the district. Board members-elect also may, at district expense and with approval of the Board, attend the CSBA new Board Member Institute and/or other workshops and conferences relevant to their individual needs or to the needs of the Board as a whole or the district.

(cf. 9240 - Board Development)

Legal Reference:

- **EDUCATION CODE**
  - 33360 Department of Education and statewide association of school district boards; annual workshops
  - 33362-33363 Reimbursement of expenses; board member or member-elect

- **ELECTIONS CODE**
  - 13307 Candidate's statement
  - 20440 Code of Fair Campaign Practices

- **GOVERNMENT CODE**
  - 54950-54963 The Ralph M. Brown Act, especially:
    - 54952.1 Member of a legislative body
    - 54952.7 Copies of Brown Act to board members

Management Resources:

- **CSBA PUBLICATIONS**
  - School Board Leadership, 2007
  - Guide to Effective Meetings, 2007
  - Professional Governance Standards, 2000
  - Maximizing School Board Leadership, 1996

- **NATIONAL SCHOOL BOARDS ASSOCIATION PUBLICATIONS**
  - Becoming a Better Board Member: A Guide to Effective School Board Service, 2006

- **WEB SITES**
  - CSBA: http://www.csba.org
  - National School Boards Association: http://www.nsba.org
Board Rules and Procedures

BOARD DEVELOPMENT

Citizens elected to the Board of Education are entrusted with the responsibility of governing district schools. The Board recognizes that its members need training that helps them understand their responsibilities, stay abreast of new developments in education, and develop boardmanship skills.

The Board shall meet every two years, following elections to the Board, for training in professional governance standards.

All Board members may attend conferences for the purpose of Board development. Board business shall not be discussed at conferences.

(cf. 9230 - Orientation)
(cf. 9320 - Meetings and Notices)

Board members shall report to the Board, orally or in writing, as soon as possible on the inservice activities they attend.

(cf. 9250 - Remuneration, Reimbursement, and Other Benefits)

Legal Reference:

EDUCATION CODE
33360 Department of Education and statewide association of school district boards; annual workshop

GOVERNMENT CODE
54950-54963 The Ralph M. Brown Act, especially:
54952.2 Meeting
REMUNERATION, REIMBURSEMENT AND OTHER BENEFITS

Remuneration

According to the City Charter of San Francisco, the compensation of each member of the Board of Education shall be five hundred dollars ($500) per month.

Reimbursement of Expenses

Board members shall be reimbursed for traveling expenses incurred when authorized in advance by the Board President or by Board ratification upon settlement of travel. (Education Code 35044)

(cf. 9240 - Board Development)

The rate of reimbursement shall be the same rate specified for district personnel.

(cf. 3350 - Travel Expenses)

Board members may use district-issued credit cards while on official district business. Under no circumstances may personal expenses be charged on district credit cards.

Health and Welfare Benefits

During their time in service to the City and County as members of the Board of Education, Board members may participate in the health service system of the City and County and are eligible for the employer contribution. (San Francisco City Charter section 12.202; San Francisco Administrative Code sections 16.700, 16.700(c), and 16.701(a).)

Health service system benefits provided to Board members shall be extended at the same level to their dependents, but with no employer contribution. (San Francisco City Charter section 12.202; San Francisco Administrative Code section 17.600(h).) Dependents include spouses, dependent children under the age of 26, dependent children under the age of 26 who are full-time students at a college or university, and dependent children regardless of age who are physically or mentally incapacitated.

Legal Reference: (see next page)
REMUNERATION, REIMBURSEMENT AND OTHER BENEFITS

Legal Reference:
SAN FRANCISCO CITY CHARTER
  8.100 Unified School District
  12.202 Membership in the Health Service System
  13.100 City and County Elections
  13.101 Terms of Elective Office
  13.101.5 Vacancies
  14.103 Recall
  15.105 Suspension and Removal

SAN FRANCISCO ADMINISTRATIVE CODE
  16.700 et sequential re Health Service System

EDUCATION CODE
  1090 Compensation for members and mileage allowance
  33050-33053 General waiver authority
  33362-33363 Reimbursement of expenses (Department of Education and CSBA workshops)
  35012 Board members; number, election and term
  35044 Payment of traveling expenses of representatives of board
  35120 Compensation (services as member of governing board)
  35172 Promotional activities
  44038 Cash deposits for transportation purchased on credit

GOVERNMENT CODE
  20322 Elective officers; election to become member
  53200-53209 Group insurance

UNITED STATES CODE, TITLE 26
  403(b) Tax-sheltered annuities

COURT DECISIONS

ATTORNEY GENERAL OPINIONS

Management Resources:
WEB SITES
  CSBA: http://www.csba.org
  Public Employees' Retirement System: http://www.calpers.ca.gov
LEGAL PROTECTION

Liability Insurance

The Board of Education shall provide insurance necessary to protect Board members and employees while acting within the scope of their office or employment in accordance with Education Code 35208.

(cf. 3530 - Risk Management/Insurance)

Protection Against Liability

No Board member shall be liable for harm caused by his/her act or omission when acting within the scope of district responsibilities. The act or omission must be in conformity with federal, state and local laws and made in furtherance of an effort to control, discipline, expel or suspend a student, or maintain order or control in the classroom or school. (20 USC 6736)

The protection against liability shall not apply when: (20 USC 6736)

1. The Board member acted with willful or criminal misconduct, gross negligence, recklessness, or a conscious, flagrant indifference to the harmed person's right to safety.

2. The Board member caused harm by operating a motor vehicle.

3. The Board member was not properly licensed, if required, by the State for such activities.

4. The Board member was found by a court to have violated a federal or state civil rights law.

5. The Board member was under the influence of alcohol or any drug at the time of the misconduct.

6. The misconduct constituted a crime of violence pursuant to 18 USC 16 or an act of terrorism for which the Board member has been convicted in a court.

7. The misconduct involved a sexual offense for which the Board member has been convicted in a court.

Legal Reference: (see next page)
LEGAL PROTECTION (continued)

Legal Reference:

**EDUCATION CODE**
17029.5 Contract funding; board liability
35208 Liability insurance
35214 Liability insurance (self-insurance or a combination of self-insurance and insurance through an insurance company)

**GOVERNMENT CODE**
815.3 Intentional torts
820-823 Tort Claims Act
825.6 Indemnification of public entity
1090-1098 Conflicts of interest, prohibitions applicable to specified officers
54950-54963 The Ralph M. Brown Act
87100-89503 Conflicts of interest

**UNITED STATES CODE, TITLE 18**
16 Crime of violence defined

**UNITED STATES CODE, TITLE 20**
6731-6738 Teacher Protection Act

**COURT DECISIONS**
CONFLICT OF INTEREST

The Board adopts the following as its Conflict of Interest Code:

Section 1 Purpose

Pursuant to the provisions of Government Code Section 87300, et seq., the Board of Education of the San Francisco Unified School District hereby adopts the following Conflict of Interest Code. Nothing contained herein is intended to modify or abridge the provisions of the Political Reform Act of 1974 (Government Code § 81000). The provisions of this code are additional to Government Code Section 87100 and other laws pertaining to conflicts of interest.

This Conflict of Interest Code is designed to provide a method for disclosing and preventing foreseeable conflicts of interest by officers and employees of the school district who are required to make, or to aid in the making of decisions which could have a material effect on their personal financial interests.

Section 2 Designated Positions

The positions listed on Exhibit “A” are designated positions. Officers and employees holding those positions are designated employees and are deemed to make, or participate in the making of decisions which may foreseeably have a material effect on a financial interest.

Section 3 Disclosure Statement

Designated positions shall be assigned to one or more of the disclosure categories set forth on Exhibit “B.” Each designated employee shall file an annual statement disclosing that employee’s interest in investments, real property and income, designated as reportable under the category to which the employee’s position is assigned on Exhibit “B.”

Section 4 Place and Time of Filing

4.1 Each designated employee required to submit a statement of financial interest shall file the original with the office of the Executive Assistant to the Superintendent.

4.2 The Executive Assistant, upon receiving the statement of financial interests, with the exception of his or her own statement, shall file it in a safe location, available to public inspection as provided by state law. The Secretary shall make and retain a copy of the statement of financial interests he or she files and forward the original to the Clerk of the Board of Supervisors.
CONFLICT OF INTEREST (continued)

Section 4  **Place and Time of Filing** (continued)

4.3 A designated employee required to submit a statement of financial interest shall submit an initial statement within 30 days after the effective date of this Code.

4.4 Civil service employees appointed, promoted or transferred to designated positions shall file initial statements within 30 days after date of employment.

4.5 All other employees appointed, promoted or transferred to designated positions shall file initial statements not less than 10 days before assuming office unless an earlier assumption of office is required by emergency circumstances in which case the statement shall be filed within 30 days thereafter.

4.6 Annual statements shall be filed during the month of April by all designated employees. Such statements shall cover the period of the preceding calendar year.

4.7 A designated employee required to file a statement of financial interest with any other agency, which is within the same territorial jurisdiction, may comply with the provisions of this Code by filing a duplicate copy of the statement filed with the other agency, in lieu of an entirely separate document.

Section 5  **Contents of Disclosure Statements**

Disclosure statements shall be made on forms supplied by the Secretary, Board of Education, and shall contain the following information:

5.1  **Contents of Investments and Real Property Reports:** When an investment, an interest in real property, of a designated employee or his or her immediate family, is required to be reported, the statement shall contain:

5.1.1 A statement of the nature of the investment or interest;

5.1.2 The name of the business activity in which the business entity is engaged;

5.1.3 The address or other precise location of the real property;

5.1.4 A statement whether the fair market value of the investment, or interest in real property, exceeds ten thousand dollars ($10,000), and whether it exceeds one hundred thousand dollars ($100,000). This information need not be provided with respect to an interest in real property, which is used principally as the residence of the filer.
CONFLICT OF INTEREST (continued)

Section 5  Contents of Disclosure Statements (continued)

5.2  Contents of Personal Income Reports: When personal income is required to be reported, the statement shall contain:

5.2.1  The name and address of each source of income aggregating two hundred and fifty dollars ($250) or more in value, or twenty-five dollars ($25) or more in value if the income was a gift, and a general description of the business activity, if any, or each source;

5.2.2  A statement whether the aggregate value of income from each source was greater than one thousand dollars ($1,000), and whether it was greater than ten thousand dollars ($10,000);

5.2.3  A description of the consideration, if any, for which the income was received;

5.2.4  In the case of a gift, the amount and the date on which the gift was received.

5.3  Contents of Business Entity Income Reports: When income of a business entity, including income of a sole proprietorship is required to be reported, the statement shall contain:

5.3.1  The name, address, and a general description of the business activity of the business entity;

5.3.2  In the case of a business entity which provides legal or brokerage services, the name of each person who paid fees to the business entity if the filer’s pro rate share of fees from such person was equal to or greater than one thousand dollars ($1,000);

5.3.3  In the case of a business entity not covered by paragraph (2), the name of every person from whom the business entity received payments if the filer’s pro rata share of gross receipts from such person was equal to or greater than ten thousand dollars ($10,000) during a calendar year.

5.4  Contents of Management Position Reports: When management positions are required to be reported, designated employees must list the names of each business entity not specified above in which he is a director, officer, partner, trustee, employee, or in which he holds any position of management.
CONFLICT OF INTEREST  (continued)

Section 5   **Contents of Disclosure Statements**  (continued)

5.5 **Initial Statement:** The initial statement filed by an employee appointed to a designated position shall disclose any reportable investments and interests in real property.

5.6 **Acquisition or Disposal During Reporting Period:** In the case of a statement filed under Section IV (f), if the investment, or interest in real property, was partially or wholly acquired or disposed of during the period covered by the statement, the date of acquisition or disposal.

Section 6   **Disqualification**

Designated employees must disqualify themselves from making or participating in the making of any decisions which will foreseeably have a material financial effect, distinguishable from its effect on the public generally, on any reportable interest of that employee (except sources of gifts less than $250), or any other financial interest as defined in Government Code Section 87103. No designated employee shall be prevented from making or participating in the making of any decisions to the extent his or her participation is legally required for the decision to be made.

Section 7   **Manner of Disqualification**

If a designated employee is given an assignment from which he or she may have a financial interest, and the assignment involves the making or participation in the making of a governmental decision, the employee shall refrain from acting upon the matter and shall execute a disqualification statement in the form of a memorandum stating the nature of the employee’s financial interest and the reason the assignment involves the making or participation in the making of a governmental decision which will materially financially affect that interest. The original and copy shall be given to the employee’s immediate supervisor. The supervisor shall forward the original to the Superintendent and one copy shall be retained by the supervisor. The Superintendent shall evaluate the disqualification statement and if he concludes the employee shall be disqualified from participation in the matter, he shall immediately cause the matter to be reassigned to another employee. If the Superintendent concludes that the employee is not disqualified from acting, the employee shall be notified in writing of the decision of the Superintendent and may resume work on the assignment.

In the case of a designated officer who is a member of the Board of Education, notice shall be given at the meeting during which consideration of the decision takes place and shall be made part of the official record of the Board. The member shall then refrain from participating and shall attempt in no way to use his or her official position to influence any other person with respect to the matter.
CONFLICT OF INTEREST (continued)

Section 7  **Manner of Disqualification** (continued)

7.1 Whenever a Board member who has a financial interest in a decision is legally required to make or to participate in making such a decision, he or she shall:

7.1.1 Disclose as a matter of official public record the existence of the financial interest;

7.1.2 Describe with particularity the nature of the financial interest before he or she makes or participates in making the decision;

7.1.3 Attempt in no way to use his or her official position to influence any other public official with respect to the matter;

7.1.4 State the reason there is no alternative source of decision-making authority;

7.1.5 Participate in making the decision only to the extent that such participation is legally required, except that the interested Board member cannot cast a deciding vote.

**DEFINITIONS**

(1) **Business entity**

“Business entity” means any organization or enterprise operated for profit, including, but not limited to, a proprietorship, partnership, firm, business trust, joint venture, syndicate corporation or association.

(2) **Closing date**

“Closing date,” means the date through which any report or statement filed under this code is required to be complete.
CONFLICT OF INTEREST (continued)

DEFINITIONS (continued)

(3) Consultant
"Consultant" means any natural person who provides, under contract, information advice, recommendation or counsel to an agency, department, officer, or commission, provided, however, that "consultant" shall not include a person whom:

(a) Conducts research and arrives at conclusions with respect to his or her rendition of information, advice, recommendation or counsel independent of the control and direction of the agency or of any agency official, other than normal contract monitoring; and

(b) Possesses no authority with respect to any agency decision beyond the rendition of information, advice, recommendation or counsel.

(4) Designated employee
"Designated employee" means any Board Member, Superintendent, employee of the San Francisco Unified School District or consultant of the Board of Education of the San Francisco Unified School District whose position is designated in this Conflict of Interest Code because the holder of the position is involved in the decision-making process at any level where the decision could foreseeably have a material financial effect on the public generally, on any financial interest reportable by such person under this code. No employee whose duties are solely, clerical, secretarial or manual shall be deemed a designated employee.

(5) Filer
"Filer" means the person filing or required to file any statement or report under this code.

(6) Gift
"Gift," means any payment to the extent that consideration of equal or greater value is not received. Any person, other than a defendant in a criminal action, who claims that a payment is not a gift by reason of receipt of consideration has the burden of providing that the consideration received, is of equal or greater value. The term "gift" does not include informational material such as books, reports, pamphlets, calendars or periodicals. No payment for travel or reimbursement for any expenses shall be deemed "informational material."

(7) Immediate Family
"Immediate family" means the spouse and dependent children. Whenever disclosure of investments or interests in real property is required by this title, investment and interests in real property is required by this title, investment and interests in real property of members of the immediate family shall also be disclosed.
CONFLICT OF INTEREST (continued)

DEFINITIONS (continued)

(8) Income

(a) "Income" means, except as provided in subdivision (b), income of any nature from any source within the jurisdiction including, but not limited to, any salary, wage, advance, payment, dividend, interest, rent, capital gain, return of capital, gift, including any gift of food or beverage, loan, forgiveness or payment of indebtedness, discount in the price of anything of value unless the discount is available to members of the public without regard to official status, rebate, reimbursement for expenses, per diem, or contribution to an insurance or pension program paid by any person other than an employer, and including any community property interest in income of a spouse. Income of an individual also includes a pro rata share of any income of any business entity or trust in which the individual or spouse owns, directly, indirectly or beneficially, a 10 percent interest or greater. "Income," other than a gift, does not include income received from any source outside the jurisdiction and not doing business within the jurisdiction, not planning to do business within the jurisdiction, or not having done business within the jurisdiction during the two years prior to the time any statement or other is required under this title.

(b) "Income" does not include:

(i.) Campaign contributions required to be reported under Chapter 4 (commencing with Section 84100) of Title 9 of the Government Code;

(ii.) Salary and reimbursement for expenses or per diem received from a state or local government agency and reimbursement for travel expenses and per diem received from a bona fide educational, academic or charitable organization;

(iii.) Gifts of informational material, such as books, pamphlets, reports, calendars or periodicals;

(iv.) Gifts which are not used and which, within 30 days after receipt, are returned to the donor or delivered to a charitable organization without being claimed as a charitable contribution for tax purposes;

(v.) Gifts from an individual’s spouse, child, parent, grandparent, grandchild, brother, sister, parent-in-law, brother-in-law, sister-in-law, aunt, uncle, or first cousin or the spouse of any such person; provided that a gift from any such person shall be considered income if the donor is acting as an agent or intermediary for any person not covered by this paragraph.
CONFLICT OF INTEREST (continued)

DEFINITIONS (continued)

(vi.) Any devise or inheritance;

(vii.) Interest, dividends or premiums on a time or demand deposit in a financial institution, shares in a credit union or any insurance policy, payments received under any insurance policy, or any bond or other debt insurance issued by any government or government agency;

(viii.) Dividends, interest or any other returns on a security which is registered with the Securities and Exchange Commission of the United States Government.

(9) Interest in Real Property
“Interest in real property” includes any leaseholds, beneficial or ownership interest or an option to acquire such an interest in real property located within the boundaries of the San Francisco Unified School District or not more than two miles outside the boundaries of the City and County of San Francisco or within two miles of any land owned or used by the San Francisco Unified School District if such real property is of a commercial nature and of a type which could be of use to any business entity in the jurisdiction doing business within the jurisdiction planning to do business within the jurisdiction, or having done business with the jurisdiction within two years prior to the time any statement or other action is required under this code, or within two miles of any land owned or used by the Board of Education of the San Francisco Unified School District, if the fair market value of the interest is greater than one thousand dollars ($1,000). Interests in real property of any business entity or trust in which the individual or spouse owns, directly, indirectly or beneficially, a 10 percent interest or greater.

(10) Investment
“Investment” means any financial interest in or security issued by a business entity, including, but not limited to, common stock, preferred stock, rights, warrants, options, debt instruments and any partnership or other ownership interest, if the business entity or any parent, subsidiary or otherwise related business entity has an interest in real property in the jurisdiction, or does business or plans to do business in the jurisdiction, or has done business within the jurisdiction at any time during the two years prior to the time any statement or other action is required under this code. No asset shall be deemed an investment unless its fair market value exceeds one thousand dollars ($1,000). The term “investment” does not include a time or demand deposit in a financial institution, shares in a credit union, any insurance policy, or any bond or other debt instrument issued by any government or government agency. Investments of an individual include a pro rata share of investments of any business entity or trust in which the individual or spouse owns, directly, indirectly or beneficial a 10 percent interest or greater. The term “parent subsidiary or otherwise related business entity” shall be as defined by regulation of the Fair Political Practices Commission.
CONFLICT OF INTEREST (continued)

DEFINITIONS (continued)

(11) **Jurisdiction**
"Jurisdiction" means the Board of Education of the San Francisco Unified School District.

(12) **Period Covered**
"Period covered" by a statement or report required to be filed under this code means, unless a different period is specified, the period beginning with the day after the closing date of the most recent statement or report which has been filed, and ending with the closing date of the statement or report in question. If the person filing the statement or report has not previously filed a statement or report of the same type, the period covered begins on the effective date of this code.

(13) **Person**
"Person" means an individual, proprietorship, firm, partnership, joint venture, syndicate, business trust, company, corporation, association, committee, and any other organization or group of persons acting in concert.
CONFLICT OF INTEREST

EXHIBIT “A”

DESIGNATED POSITIONS

Officers and employees holding the following positions are designated employees and must disclose financial interests in the specified categories as defined in Exhibit “B.” (Additional positions are in bold print - deleted positions are lined out.)

<table>
<thead>
<tr>
<th>DESIGNATED POSITIONS</th>
<th>DISCLOSURE CATEGORY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative Analyst – Bond Program</td>
<td>4</td>
</tr>
<tr>
<td>Architectural Assistant II – Telecom Manager</td>
<td>4</td>
</tr>
<tr>
<td>Architectural Associate I – Design and Construction</td>
<td>4</td>
</tr>
<tr>
<td>Area Supervisor – Custodial Services</td>
<td>4</td>
</tr>
<tr>
<td>Artistic Director VAPA/HS</td>
<td>4</td>
</tr>
<tr>
<td>Assistant Fiscal Officer – Bond Program Manager</td>
<td>1</td>
</tr>
<tr>
<td>Assistant Materials Coordinator – Warehouse Supervisor</td>
<td>4</td>
</tr>
<tr>
<td>Assistant Superintendent</td>
<td>1</td>
</tr>
<tr>
<td>Associate Engineer – Facilities Project Manager</td>
<td>4</td>
</tr>
<tr>
<td>Associate Superintendent</td>
<td>1</td>
</tr>
<tr>
<td>Building Inspector</td>
<td>4</td>
</tr>
<tr>
<td>Carpenter Supervisor I – Carpenter Shop Supervisors</td>
<td>4</td>
</tr>
<tr>
<td>Chief Facilities Officer</td>
<td>1</td>
</tr>
<tr>
<td>Chief Financial Officer</td>
<td>1</td>
</tr>
<tr>
<td>Chief General Counsel</td>
<td>1</td>
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<tr>
<td>Chief Information Officer</td>
<td>1</td>
</tr>
<tr>
<td>Chief Stationary Engineer – Engineer Shop Supervisor</td>
<td>4</td>
</tr>
<tr>
<td>Chief, Administrative Services</td>
<td>1</td>
</tr>
<tr>
<td>Consultant</td>
<td>4</td>
</tr>
<tr>
<td>Deputy Superintendent</td>
<td>1</td>
</tr>
<tr>
<td>Director – Certificated Staffing and Recruitment</td>
<td>4</td>
</tr>
<tr>
<td>Director – County and Court School Operations</td>
<td>4</td>
</tr>
<tr>
<td>Director – Development and Local Government Relations</td>
<td>2,3</td>
</tr>
<tr>
<td>Director – Multilingual Programs</td>
<td>4</td>
</tr>
<tr>
<td>Director – Parent Relations</td>
<td>4</td>
</tr>
<tr>
<td>Director – Real Estate</td>
<td>3,4</td>
</tr>
<tr>
<td>Director – Risk Management</td>
<td>4</td>
</tr>
<tr>
<td>Director – School Health Programs Department</td>
<td>4</td>
</tr>
</tbody>
</table>
Director – SELPA 4
Director – Student Applications and Services 4
Director – Student Nutrition Services 4
Director – Transportation Department 4
Director of Buildings and Grounds 3,4
Director of Custodial Services 4
Director of Emergency Preparedness 4
Director of Environmental Health 4
Director of Facilities, Design & Construction 3,4
Educational Policy Analyst – Coordinator of Secure Our Schools Initiative 4
Educational Policy Analyst – Coordinator of Truancy Programs 4
Educational Policy Analyst – Director of Public Communications 4
Educational Policy Analyst – Policy and Planning 4
Educational Policy Analyst – State and Federal 4
Educational Policy Analyst – Student Support Services 4
Educational Policy Analyst – Superintendent’s Office 4
Electrician Supervisor 4
Executive Director – Certificated Support and Development 4
Executive Director – Child Development Program 4
Executive Director – Classified Operations 4
Executive Director – Educational Placement Center 4
Executive Director – Equity Assurance 4
Executive Director – Maintenance and Operations 4
Executive Director – Parent Relations 4
Executive Director – Programs Evaluation and Research 4
Executive Director – Pupil Services 4
Executive Director – Reform and Accountability 4
Executive Director – Special Education 4
Executive Director – Teaching and Learning 4
Executive Director of School Safety 4
General Manager, KALW 1
General Services Manager – Assistant Director of Custodial Services 4
Glazier Supervisor I 4
Information Systems Engineer Assistant – Network Operations Manager 4
Information Systems Administrator Supervisor – Director of Infrastructure 4
Information Systems Business Analyst Principal 4
Labor Compliance Officer 4
Locksmith Supervisor 4
Mail/Reproduction Supervisor 4
Maintenance Manager – Buildings and Grounds 3,4
Manager – Office of Health and Safety 4
Member, Board of Education 1
Painter Supervisor 4
Payroll Director 4
Payroll Supervisor 4
Principal Administrative Analyst – Contracts Compliance 4
Principal Attorney Civil & Criminal 1
Program Administrator – Teacher Support and Development
Program Administrator – Teaching and Learning
Project Manager II – Bond Program
Purchaser
School Custodial Supervisor
School Facilities Planner
School Principal
Senior Attorney Civil & Criminal
Senior Executive Director – Labor Relations
Senior Management Assistant – Real Estate and Auxiliary Services
Sheet Metal Supervisor
Site Manager – Child Development Center
Special Assistant X – Real Estate and Auxiliary Services
Special Assistant XII – Pupil Services, Homeless Education
Special Assistant XIII – Athletic Office
Special Assistant XIX – Director of Fiscal Services
Special Assistant XVI – State Funds
Special Assistant XVII – Director of Budget Services
Special Assistant XVII – Director of Real Estate
Special Assistant XVII – Director of Risk Management
Superintendent
Supervising Purchaser
Supervisor – Achievement Assessments
Supervisor – GATE/Evening Program/Summer School
Supervisor – Library, Textbooks & Media Services
Supervisor – School-to-Career
Supervisor – Screening and Assessment
Supervisor – Special Education
Supervisor – Translation
Warehouse Supervisor
Exhibit

Board Rules and Procedures

CONFLICT OF INTEREST

EXHIBIT “B”

DISCLOSURE CATEGORIES

Disclosure Category 1. Persons in this category shall disclose income from any source, interests in real property, investments, and all business positions in which the designated employee is a director, officer, partner, trustee, employee, or holds any position of management.

Disclosure Category 2. Persons in this category shall disclose income, investments, and all business positions in any business entity which does business in this jurisdiction.

Disclosure Category 3. Persons in this category shall disclose all interests in real property, and all income from and investments in business entities which hold interests in real property in this jurisdiction, and all business positions held in such business entities.

Disclosure Category 4. Services and Equipment. Persons in this category shall disclose income, investments and business positions in (1) business entities that manufacture or sell supplies, books, machinery or equipment of the type utilized or purchased by the department for which the designated employee is manager or director; or (2) business entities that are contractors or subcontractors engaged in the performance of work services of the type utilized or purchased by the department for which the designated employee is manager or director.
BOARD POLICIES

The Board of Education shall adopt written policies to convey its expectations for actions that will be taken in the district, clarify roles and responsibilities of the Board and Superintendent, and communicate Board philosophy and positions to the students, staff, parents/guardians and the community. Board policies are binding on the district to the extent that they do not conflict with federal or state law and are consistent with the district's collective bargaining agreements.

(cf 0000 - Vision)
(cf 0100 - Philosophy)
(cf 9000 - Role of the Board)

The Board recognizes the importance of maintaining a policy manual that is up to date and reflects the mandates of law. Policies shall be regularly reviewed at a time allocated for this purpose on the agenda of public Board meetings.

(cf 9320 - Meetings and Notices)
(cf 9322 - Agendas/Meeting Materials)

The Board shall review certain policies annually, as required by Education Code 35160.5. If no revisions are deemed necessary, the Board minutes shall nevertheless indicate that the review was conducted. Other policies shall be monitored and reviewed as specified in the policy itself or as needed to reflect changes in law or district circumstances.

(cf 5116.1 - Intradistrict Open Enrollment)
(cf 6145 - Extracurricular and Cocurricular Activities)

Policy Development and Adoption Process

The district's policy development process shall include the following basic steps:

1. The Board and/or Superintendent or designee shall identify the need for a new policy or revision of an existing policy. The need may arise from a change in law, a new district vision or goals, educational research or trends, or a change in the superintendent or Board membership. The need may also occur as a result of an incident that has arisen in the district or a recommendation or request from staff or other interested persons.

2. As needed, the Superintendent or designee shall gather fiscal and other data, staff and public input, related district policies, sample policies from other organizations or agencies, and other useful information to fully inform the Board about the issue.

(cf 1220 - Citizen Advisory Committees)
BRP 9310(b)

BOARD POLICIES (continued)

3. The Board may hold discussions during a public meeting of the full Board or a committee to gain an understanding of the issue and provide initial direction to the Superintendent or designee. The discussion may include, but not be limited to, how the proposed policy may affect student learning, community expectations, staff recommendations, fiscal impact, as well as the policy's impact on governance and operational efficiency.

4. The Board or Superintendent may request that legal counsel review the draft policy as appropriate.

5. The Board, Superintendent or Superintendent’s designee shall develop and present a draft policy for a first reading at a public Board meeting. At its second reading, the Board may take action on the proposed policy. The Board may waive the second reading or may require an additional reading if necessary.

(cf. 9323 - Meeting Conduct)

Only policies formally adopted by a majority vote of the Board shall constitute official Board policy.

(cf. 9322 - Agenda/Meeting Materials)
(cf. 9323.2 - Actions by the Board)

The district's policy development process may be revised or expanded as needed based on the issue being considered, the need for more information, or to provide greater opportunities for consultation and public input.

Policies shall become effective upon Board adoption or at a future date designated by the Board at the time of adoption.

Board Rules and Procedures

The Board shall prescribe and enforce rules for its own government consistent with state law and regulations. (Education Code 35010)

Except where otherwise specified, Board rules and procedures may be suspended by a vote of five members of the Board.

Rules and procedures governing Board operations may be developed, adopted, and amended following the same procedures as those used for the adoption or amendment of Board policy. Proposed amendments to Board rules and procedures shall be referred to a Rules Committee for recommendation to the Board. Such rules shall be titled and assigned an index number.
BOARD POLICIES (continued)

Administrative Regulations

The Superintendent or designee shall be responsible for developing and enforcing administrative regulations for the operation of the district. Administrative regulations shall be consistent with law and Board policy and shall be designed to promote the achievement of district goals and objectives. Administrative regulations may describe specific actions to be taken, roles and responsibilities of staff, timelines, and/or other necessary provisions. The Superintendent or designee also may develop procedures manuals, handbooks, or other guides to carry out the intent of Board policy.

When Board policies are amended, the Superintendent or designee shall review corresponding regulations to ensure that they conform to the intent of the revised policy. In case of conflict between administrative regulation and Board policy, policy shall prevail.

The Board may review and/or approve regulations for the purpose of ensuring conformity with the intent of Board policy.

Monitoring and Evaluation

At the time a policy is adopted, the Board and Superintendent or designee shall determine whether an evaluation of the policy should be scheduled and, if so, shall agree upon a timeline and measures for evaluating the effectiveness of the policy in achieving its purpose.

(cf. 0500 - Accountability)

Access to Policies

The Superintendent or designee shall ensure that all district employees and the public have access to an up-to-date district policy manual. A public copy of the policy manual shall be maintained at the district central office and at each school site. These copies shall be maintained either electronically or by paper copy.

(cf. 1113 - District and School Web Sites)
(cf. 1340 - Access to District Records)

As necessary, the Superintendent or designee shall notify staff, parents/guardians, students, and other stakeholders whenever a policy that affects them is adopted or revised. He/she may determine the appropriate communications strategy depending on the issue.

(cf. 1112 - Media Relations)
(cf. 4112.9/4212.9/4312.9 - Employee Notifications)
(cf. 5145.6 - Parental Notifications)
(cf. 6020 - Parent Involvement)
Suspension of Policies

No Board policy, bylaw, or administrative regulation, or any portion thereof, shall be operative if it is found to be in conflict with applicable federal or state law or regulations or court decisions. If any portion of a policy is found to be invalid, that invalidity shall not affect other provisions of the policy.

(cf. 2210 - Administrative Discretion Regarding Board Policy)

Legal Reference:

EDUCATION CODE
35010 Control of district; prescription and enforcement of rules
35160 Authority of governing boards
35160.5 Annual review of school district policies
35163 Official actions, minutes and journal
35164 Vote requirements

Management Resources:

CSBA PUBLICATIONS
Targeting Student Learning: The School Board's Role as Policymaker, 2005
Maximizing School Board Leadership: Policy, 1996

WEB SITES
CSBA, Policy Services, including Policy Update Service, Governance and Management Using Technology (GAMUT Online™), Policy Audit Program, Individual District Policy Workshops, Agenda Online, and Manual Maintenance: http://www.csba.org/ps
National School Boards Association: http://www.nsba.org
Board Rules and Procedures

MEETINGS AND NOTICES

Meetings of the Board of Education are conducted for the purpose of accomplishing district business. In accordance with state open meeting laws (Brown Act), the Board shall hold its meetings in public and shall conduct closed sessions during such meetings only as authorized by law. To encourage community involvement in the schools, Board meetings shall provide opportunities for questions and comments by members of the public. All meetings shall be conducted in accordance with law and the Board's bylaws, policies, and administrative regulations.

(cf. 9321 - Closed Session Purposes and Agendas)
(cf. 9321.1 - Closed Session Actions and Reports)
(cf. 9323 - Meeting Conduct)

A Board meeting exists whenever a majority of Board members gather at the same time and place to hear, discuss, or deliberate upon any item within the subject matter jurisdiction of the Board or district. (Government Code 54952.2)

A majority of the Board shall not, outside of an authorized meeting, use a series of communications of any kind, directly or through intermediaries, to discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the Board. However, an employee or district official may engage in separate conversations with Board members in order to answer questions or provide information regarding an item within the subject matter jurisdiction of the Board, as long as that employee or district official does not communicate the comments or position of any Board members to other Board members. (Government Code 54952.2)

In order to help ensure participation in the meeting by disabled individuals, the Superintendent or designee shall provide appropriate disability-related accommodations or modifications upon request in accordance with the Americans with Disabilities Act. (Government Code 54953.2, 54954.1)

Meeting notices and agendas shall specify that any individual who requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting should contact the Superintendent or designee. (Government Code 54954.2)

Each agenda shall also list the address(es) designated by the Superintendent or designee for public inspection of agenda documents that are distributed to the Board less than 72 hours before the meeting. (Government Code 54957.5)

(cf. 9322 - Agenda/Meeting Materials)
MEETINGS AND NOTICES (continued)

Regular Meetings

The Board shall meet in regular session on the second and fourth Tuesday of each month at 6:00 p.m. in the place designated by the Board and shall adjourn no later than 10:00 p.m., or upon completion of the item under discussion at that time, unless extended by majority vote.

Board and committee meetings shall begin promptly at their designated starting time. If the President is not present to convene the Board meeting and provided that a quorum of the Board is present, the Vice-President shall call the meeting to order no later than 6:10 p.m. If the Vice President is not present and assuming there is a quorum, the longest serving member of the Board who is present shall call the meeting to order no later than 6:15 p.m.

Meetings may be held at a school site with the approval of a majority of the Board.

At least 72 hours prior to a regular meeting, the agenda shall be posted at one or more locations freely accessible to members of the public. (Government Code 54954.2)

Special Meetings

The president may call a special meeting of the Board. Any four members may also call a special meeting of the Board through a written request to the president. Only those items for which the special meeting was called and which appear on the agenda may be considered. For special meetings, the Board of Education will, where possible, provide 72 hours notice, and will otherwise provide 24 hours notice as required by law.

The first and third Tuesday of each month shall be reserved for special meetings, and committee-of-the-whole meetings. No standing committee meetings shall be held on Tuesdays.

Every notice of a special meeting shall provide an opportunity for members of the public to directly address the Board concerning any item that has been described in the meeting notice, before or during the item's consideration. (Government Code 54954.3)

Emergency Meetings

In the case of an emergency situation for which prompt action is necessary due to the disruption or threatened disruption of public facilities, the Board may hold an emergency meeting without complying with the 24-hour notice and/or 24-hour posting requirement for special meetings pursuant to Government Code 54956. The Board shall comply with all other requirements for special meetings during an emergency meeting. (Government Code 54956.5)
MEETINGS AND NOTICES (continued)

An emergency situation means either of the following: (Government Code 54956.5)

1. An emergency, which shall be defined as a work stoppage, crippling activity, or other activity that severely impairs public health and/or safety as determined by a majority of the members of the Board

(cf. 4141.6/4241.6 - Concerted Action/Work Stoppage)

2. A dire emergency, which shall be defined as a crippling disaster, mass destruction, terrorist activity, or threatened terrorist act that poses peril so immediate and significant that requiring the Board to provide one-hour notice before holding an emergency meeting may endanger the public health and/or safety as determined by a majority of the members of the Board.

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

Except in the case of a dire emergency, the Board president or designee shall give notice of the emergency meeting by telephone at least one hour before the meeting to the local media that have requested notice of special meetings. All telephone numbers provided by the media in the most recent request for notification must be exhausted. If telephone services are not functioning, the notice requirement of one hour is waived and, as soon after the meeting as possible, the Board shall notify those media representatives of the meeting and shall describe the purpose of the meeting and any action taken by the Board. In the case of a dire emergency, the Board president or designee shall give such notice at or near the time he/she notifies the other members of the Board about the meeting. (Government Code 54956.5)

The minutes of the meeting, a list of persons the Board president or designee notified or attempted to notify, a copy of the roll call vote, and any actions taken at the meeting shall be posted for at least 10 days in a public place as soon after the meeting as possible. (Government Code 54956.5)

Adjourned/Continued Meetings

A majority vote by the Board may adjourn/continue any regular or special meeting to a later time and place that shall be specified in the order of adjournment. Less than a quorum of the Board may adjourn such a meeting. If no Board members are present, the secretary or the clerk may declare the meeting adjourned to a later time and shall give notice in the same manner required for special meetings. (Government Code 54955)

Within 24 hours after the time of adjournment, a copy of the order or notice of adjournment/continuance shall be conspicuously posted on or near the door of the place where the meeting was held. (Government Code 54955)
MEETINGS AND NOTICES (continued)

Committee-of-the-Whole

The Board may convene as a Committee-of-the-Whole to consider only such items as it may designate. A Committee-of-the-Whole shall be defined as the entire membership of the Board sitting in deliberation for the purpose of in depth, informal debate and consideration of proposals on matters within its jurisdiction. Meetings of a Committee-of-the-Whole shall be noticed 72 hours prior to being held. The Vice-President shall preside at a Committee-of-the-Whole. The Committee-of-the-Whole may hear public testimony and give detailed consideration to the matter under discussion. As a committee, no action may be taken other than to make recommendations for consideration by the Board.

The Board President may schedule a meeting for an annual report from any of its advisory committees.

(cf 2000 - Concepts and Roles)
(cf 2111 - Superintendent Governance Standards)
(cf 9000 - Role of the Board)
(cf 9005 - Governance Standards)
(cf 9400 - Board Self-Evaluation)

Other Gatherings

Attendance by a majority of Board members at any of the following events is not subject to the Brown Act provided that a majority of the Board members do not discuss specific district business among themselves other than as part of the scheduled program: (Government Code 54952.2)

1. A conference or similar public gathering open to the public that involves a discussion of issues of general interest to the public or to school board members

2. An open, publicized meeting organized by a person or organization other than the district to address a topic of local community concern

3. An open and noticed meeting of another body of the district

4. An open and noticed meeting of a legislative body of another local agency

5. A purely social or ceremonial occasion

6. An open and noticed meeting of a standing committee of the Board, provided that the Board members who are not members of the standing committee attend only as observers

(cf 9130 - Board Committees)
MEETINGS AND NOTICES (continued)

Individual contacts or conversations between a Board member and any other person are not subject to the Brown Act. (Government Code 54952.2)

Location of Meetings

Meetings shall not be held in a facility that prohibits the admittance of any person on the basis of ancestry or any characteristic listed in Government Code 11135, including, but not limited to, religion, sex, or sexual orientation. In addition, meetings shall not be held in a facility which is inaccessible to disabled persons or where members of the public must make a payment or purchase in order to be admitted. (Government Code 54961)

(cj 0410 - Nondiscrimination in District Programs and Activities)

Meetings shall be held within district boundaries, except to do any of the following: (Government Code 54954)

1. Comply with state or federal law or court order or attend a judicial or administrative proceeding to which the district is a party

2. Inspect real or personal property which cannot conveniently be brought into the district, provided that the topic of the meeting is limited to items directly related to the property

3. Participate in meetings or discussions of multiagency significance, provided these meetings are held within one of the other agencies' boundaries, with all participating agencies giving the notice required by law

4. Meet in the closest meeting facility if the district has no meeting facility within its boundaries or if its principal office is located outside the district

5. Meet with elected or appointed state or federal officials when a local meeting would be impractical, solely to discuss legislative or regulatory issues affecting the district over which the state or federal officials have jurisdiction

6. Meet in or near a facility owned by the district but located outside the district, provided the meeting agenda is limited to items directly related to that facility

7. Visit the office of the district's legal counsel for a closed session on pending litigation, when doing so would reduce legal fees or costs

8. Attend conferences on nonadversarial collective bargaining techniques
MEETINGS AND NOTICES (continued)

9. Interview residents of another district regarding the Board's potential employment of an applicant for Superintendent of the district

10. Interview a potential employee from another district

Meetings exempted from the boundary requirements, as specified in items #1-10 above, shall still be subject to the notice and open meeting requirements for regular and special meetings when a quorum of the Board attends the meeting.

If a fire, flood, earthquake, or other emergency renders the regular meeting place unsafe, meetings shall be held for the duration of the emergency at a place designated by the Board president or designee, who shall so inform all news media who have requested notice of special meetings by the most rapid available means of communication. (Government Code 54954)

**Teleconferencing**

A teleconference is a meeting of the Board in which Board members are in different locations, connected by electronic means through audio and/or video. (Government Code 54953)

The Board may use teleconferences for all purposes in connection with any meeting within the Board's subject matter jurisdiction. All votes taken during a teleconference meeting shall be by roll call. (Government Code 54953)

During the teleconference, at least a quorum of the members of the Board shall participate from locations within district boundaries. (Government Code 54953)

Agendas shall be posted at all teleconference locations and shall list all teleconference locations whenever they are posted elsewhere. Additional teleconference locations may be provided to the public. (Government Code 54953)

All teleconference locations shall be accessible to the public. All teleconferenced meetings shall be conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the Board, including the right of the public to address the Board directly at each teleconference location. (Government Code 54953)

All Board policies, administrative regulations, and bylaws shall apply equally to meetings that are teleconferenced. The Superintendent or designee shall facilitate public participation in the meeting at each teleconference location.

*Legal Reference: (see next page)*
MEETINGS AND NOTICES (continued)

Legal Reference:

EDUCATION CODE
35140 Time and place of meetings
35143 Annual organizational meeting, date, and notice
35144 Special meeting
35145 Public meetings
35145.5 Agenda; public participation; regulations
35146 Closed sessions
35147 Open meeting law exceptions and applications

GOVERNMENT CODE
11135 State programs and activities, discrimination
54950-54963 The Ralph M. Brown Act, especially:
54953 Meetings to be open and public; attendance
54954 Time and place of regular meetings
54954.2 Agenda posting requirements, board actions
54956 Special meetings; call; notice
54956.5 Emergency meetings

UNITED STATES CODE, TITLE 42
12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 28
35.160 Effective communications
36.303 Auxiliary aids and services

COURT DECISIONS

ATTORNEY GENERAL OPINIONS

Management Resources:

CSBA PUBLICATIONS
The Brown Act: School Boards and Open Meeting Laws, rev. 2006

ATTORNEY GENERAL PUBLICATIONS
The Brown Act: Open Meetings for Legislative Bodies, 2003

LEAGUE OF CALIFORNIA CITIES PUBLICATIONS

WEB SITES
CSBA: http://www.csba.org
CSBA, Agenda Online:
http://www.csba.org/Services/Services/GovernanceTechnology/AgendaOnline.aspx
California Attorney General's Office: http://www.caag.state.ca.us
Institute for Local Government: http://www.cacities.org/index.jsp?zone=ilsg

Policy Reference UPDATE Service
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Board Rules and Procedures  
CLOSED SESSION PURPOSES AND AGENDAS

The Board of Education may hold closed sessions only for purposes identified in law. The Board may hold a closed session at any time during part or all of a regular or special meeting, and during emergency meetings, in accordance with law. (Government Code 54956.5, 54957.7, 54962)

The President, any four members of the Board, or the Superintendent or Superintendent’s designee may place items on the closed session agenda in accordance with the requirements set forth in the Brown Act.

(cof. 9320 - Meetings and Notices)  
(cof. 9322 - Agenda/Meeting Materials)

The Superintendent or designee shall prepare the agenda for Closed Session meetings in accordance with law. The President or President's designee shall make every effort to review the agenda for Closed Session before it is printed and, upon consultation with legal counsel and the Superintendent, shall have final authority over whether each item on the agenda is placed in accordance with the requirements in law. The agenda shall be posted 24 hours in advance of the meeting in accordance with the Brown Act. While not legally binding it shall be the Board’s practice, to the extent possible, that notices be posted with more notice than the required 24 hours. The agenda shall contain a brief general description of all closed session items to be discussed. (Government Code 54954.2)

The Board shall disclose in open meeting the items to be discussed in closed session. In the closed session, the Board may consider only those matters covered in its statement. (Government Code 54957.7)

No agenda, notice, announcement, or report required by the Brown Act need identify any victim or alleged victim of tortious sexual conduct or child abuse unless the identity of the person has been publicly disclosed. (Government Code 54961)

In accordance with law, a Board member shall not disclose confidential information received in a closed session unless the Board authorizes the disclosure of that information. (Government Code 54963)

(cof. 9011 - Disclosure of Confidential/Privileged Information)
Personnel Matters

The Board may hold closed sessions to consider the appointment, employment, evaluation of performance, discipline, or dismissal of an employee. These sessions shall not include discussion or action on proposed compensation except for a reduction of compensation that results from the imposition of discipline. (Government Code 54957)

(cf. 2140 - Evaluation of the Superintendent)
(cf. 4115 - Evaluation/Supervision)
(cf. 4118 - Suspension/Disciplinary Action)
(cf. 4215 - Evaluation/Supervision)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)
(cf. 4315 - Evaluation/Supervision)

The Board may also hold closed sessions to hear complaints or charges brought against an employee by another person, unless the employee requests an open session. Before the Board holds a closed session to hear specific complaints or charges brought against an employee, the employee shall receive written notice of his/her right to have the complaints or charges heard in open session if desired. This notice shall be delivered personally or by mail at least 24 hours before the time of the session. (Government Code 54957)

(cf. 1312.1 - Complaints Concerning District Employees)

The Board may hold closed sessions to discuss a district employee's application for early withdrawal of funds in a deferred compensation plan when the application is based on financial hardship arising from an unforeseeable emergency due to illness, accident, casualty, or other extraordinary event, as specified in the deferred compensation plan. (Government Code 54957.10)

Agenda items related to public employee appointments and employment shall describe the position to be filled. Agenda items related to performance evaluations shall specify the title of the employee being reviewed. Agenda items related to employee discipline, dismissal or release require no additional information. (Government Code 54954.5)

Negotiations/Collective Bargaining

Unless otherwise agreed upon by the parties involved, the following shall not be subject to the Brown Act: (Government Code 3549.1)

1. Any meeting and negotiating discussion between the district and a recognized or certified employee organization

2. Any meeting of a mediator with either party or both parties to the meeting and negotiating process
CLOSED SESSION PURPOSES AND AGENDAS  (continued)

3. Any hearing, meeting or investigation conducted by a factfinder or arbitrator

4. Any executive (closed) session of the district or between the district and its designated representative for the purpose of discussing its position regarding any matter within the scope of representation and instructing its designated representatives

(cf. 4143/4243 - Negotiations/Consultation)
(cf. 4143.1/4243.1 - Public Notice - Personnel Negotiations)

The Board may meet in closed session with the Board's designated representative regarding employee salaries, salary schedules, or compensation paid in the form of fringe benefits of its represented and unrepresented employees. These closed sessions may include discussions of the district's available funds and funding priorities, but only insofar as they relate to providing instructions to the district's designated representative. (Government Code 54957.6)

Closed sessions shall be for the purpose of reviewing the Board's position and instructing the Board's designated representative. Closed sessions may take place prior to and during consultations and discussions with representatives of employee organizations and unrepresented employees. (Government Code 54957.6)

For represented employees, the Board may also meet in closed session to hear any other matter within the statutorily provided scope of representation. (Government Code 54957.6)

For unrepresented employees, closed sessions held pursuant to Government Code 54957.6 shall not include final action on the proposed compensation of one or more unrepresented employees. (Government Code 54957.6)

The Board also may meet in closed session with a state conciliator or a mediator who has intervened in these proceedings. (Government Code 54957.6)

Agenda items related to labor negotiations shall specify the name of the district's designated representative(s) attending the closed session. If circumstances necessitate the absence of a specified designated representative, an agent or designee may participate in place of the absent representative as long as the name of the agent or designee is announced at an open session held prior to the closed session. The agenda shall also specify the name of the employee organization representing the employee(s) or the position title of the unrepresented employee who is the subject of the negotiations. (Government Code 54954.5(f))
CLOSED SESSION PURPOSES AND AGENDAS (continued)

Matters Related to Students

The Board shall meet in closed session to consider a suspension, disciplinary action, or any other action, except expulsion, related to a student when a public hearing on the matter would violate student privacy rights. If a written request for open session is received from the parent/guardian or adult student, it will be honored to the extent that it does not violate the privacy rights of any other student. (Education Code 35146, 48912, 49073-49079)

(cf 5117 - Interdistrict Attendance)
(cf 5119 - Students Expelled from Other Districts)
(cf 5125.3 - Challenging Student Records)
(cf 5144 - Discipline)

The Board shall meet in closed session to consider the expulsion of a student, unless the student submits a written request at least five days before the date of the hearing that the hearing be held in open session. Regardless of whether the expulsion hearing is conducted in open or closed session, the Board may meet in closed session for the purpose of deliberating and determining whether the student should be expelled. (Education Code 48918)

(cf 5144.1 - Suspension and Expulsion/Due Process)
(cf 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

Agenda items related to student matters shall briefly describe the reason for the closed session, such as "student expulsion hearing," "grade change appeal," without violating the confidentiality rights of individual students. The student shall not be named on the agenda, but a number may be assigned to the student in order to facilitate record keeping. The agenda shall also state that the Education Code requires closed sessions in these cases in order to prevent the disclosure of confidential student record information.

(cf 5125 - Student Records)

Security Matters

The Board may meet in closed session with the Attorney General, district attorney, sheriff or chief of police, or their respective deputies, or a security consultant or a security operations manager, on matters posing a threat to the security of public buildings, to the security of essential public services, including water, drinking water, wastewater treatment, natural gas service, and electric service, or to the public's right of access to public services or public facilities. (Government Code 54957)

(cf 0450 - Comprehensive Safety Plan
(cf 3515 - Campus Security)
(cf 3516 - Emergencies and Disaster Preparedness Plan)
CLOSED SESSION PURPOSES AND AGENDAS (continued)

The Board may meet in closed session during an emergency meeting held pursuant to Government Code 54956.5 to meet with law enforcement officials for the emergency purposes specified in Government Code 54957 if agreed to by a two-thirds vote of the Board members present. If less than two-thirds of the members are present, then the Board must agree by a unanimous vote of the members present. (Government Code 54956.5)

Agenda items related to security matters shall specify the name of the law enforcement agency and the title of the officer, or name of applicable agency representative and title, with whom the Board will consult. (Government Code 54954.5)

Conference with Real Property Negotiator

The Board may meet in closed session with the Board's real property negotiator prior to the purchase, sale, exchange or lease of real property by or for the district in order to grant its negotiator the authority regarding the price and terms of the property. (Government Code 54956.8)

Before holding the closed session, the Board shall hold an open and public session to identify its negotiator(s) and the property under negotiation and to specify the person(s) with whom the negotiator may negotiate. (Government Code 54956.8)

For purposes of real property transactions, negotiators may include members of the Board. (Government Code 54956.8)

Agenda items related to real property negotiations shall specify the district negotiator attending the closed session. If circumstances necessitate the absence of a specified negotiator, an agent or designee may participate in place of the absent negotiator as long as the name of the agent or designee is announced at an open session held prior to the closed session. The agenda shall also specify the name of the negotiating parties and the street address of the real property under negotiation. If there is no street address, the agenda item shall specify the parcel number or another unique reference of the property. The agenda item shall also specify whether instruction to the negotiator will concern price, terms of payment, or both. (Government Code 54954.5)

Pending Litigation

Based on the advice of its legal counsel, the Board may hold a closed session to confer with or receive advice from its legal counsel regarding pending litigation when a discussion of the matter in open session would prejudice the Board's position in the case. For this purpose, "litigation" includes any adjudicatory proceeding, including eminent domain, before a court, administrative body exercising its adjudicatory authority, hearing officer, or arbitrator. (Government Code 54956.9)
CLOSED SESSION PURPOSES AND AGENDAS (continued)

Litigation is considered "pending" when any of the following circumstances exist:

1. Litigation to which the Board is a party has been initiated formally. (Government Code 54956.9(a))

2. A point has been reached where, in the Board's opinion based on the advice of legal counsel and on the existing facts and circumstances, there is a significant exposure to litigation against the district, or the Board is meeting solely to determine whether, based on existing facts or circumstances, a closed session is authorized. (Government Code 54956.9(b))

3. Based on existing facts and circumstances, the Board has decided to initiate or is deciding whether to initiate litigation. (Government Code 54956.9(c))

"Existing facts and circumstances" authorizing a closed session pursuant to Government Code 54956.9(b) as described in item #2 above are limited to the following: (Government Code 54956.9)

1. Facts and circumstances that might result in litigation against the district but which the district believes are not yet known to potential plaintiffs and which do not need to be disclosed.

2. Facts and circumstances including, but not limited to, an accident, disaster, incident or transactional occurrence which might result in litigation against the district, which are already known to potential plaintiffs, and which must be publicly disclosed before the closed session or specified on the agenda.

3. The receipt of a claim pursuant to the Tort Claims Act or a written threat of litigation from a potential plaintiff. The claim or written communication must be available for public inspection.

(cf. 3320 - Claims and Actions Against the District)

4. A threat of litigation made by a person in an open meeting on a specific matter within the responsibility of the Board.

5. A threat of litigation made by a person outside of an open meeting on a specific matter within the responsibility of the Board, provided that the district official or employee receiving knowledge of the threat made a record of the statement before the meeting and the record is available for public inspection.
CLOSED SESSION PURPOSES AND AGENDAS (continued)

The above record does not need to identify an alleged victim of tortious sexual conduct or anyone making a threat on his/her behalf or identify an employee who is the alleged perpetrator of any unlawful or tortious conduct, unless the identity of this person has been publicly disclosed.

Before holding a closed session pursuant to this section, the Board shall state on the agenda or publicly announce the subdivision of Government Code 54956.9 under which the closed session is being held. If authority is based on Government Code 54956.9(a), the Board shall either state the title or specifically identify the litigation to be discussed or state that doing so would jeopardize the district’s ability to effectuate service of process upon unserved parties or to conclude existing settlement negotiations to its advantage. (Government Code 54956.9)

Agenda items related to "pending litigation" shall be described as a conference with legal counsel regarding "existing litigation" or "anticipated litigation." (Government Code 54954.5)

"Existing litigation" items shall identify the name of the case specified by either the claimant’s name, names of parties and case or claim number, unless the Board states that to identify the case would jeopardize service of process or existing settlement negotiations. (Government Code 54954.5)

"Anticipated litigation" items shall state that there is significant exposure to litigation pursuant to Government Code 54956.9(b) and shall specify the potential number of cases. When the district expects to initiate a suit, items related to anticipated litigation shall state that the discussion relates to the initiation of litigation pursuant to Government Code 54956.9(c) and shall specify the potential number of cases. The agenda or an oral statement before the closed session may be required to provide additional information pursuant to items #2-5 above. (Government Code 54954.5, Government Code 54956.9(b)(3)(B-E))

Joint Powers Agency Issues

The Board may meet in closed session to discuss a claim against a joint powers authority formed for the purpose of insurance pooling or self-insurance authority of which it is a member, for the payment of tort liability losses, public liability losses or workers' compensation liability. (Government Code 54956.95)

Closed session agenda items related to liability claims shall specify the claimant’s name and the name of the agency against which the claim is made. (Government Code 54954.5)

(cf. 3320 - Claims and Actions Against the District)
(cf. 3530 - Risk Management/Insurance)
CLOSED SESSION PURPOSES AND AGENDAS (continued)

When the board of the joint powers agency has so authorized and upon advice of district legal counsel, the Board may meet in closed session in order to receive, discuss and take action concerning information obtained in a closed session of the joint powers agency. During the district's closed session, a Board member serving on the JPA board may disclose confidential information acquired during a closed session of the JPA to fellow Board members. (Government Code 54956.96)

The Board member may also disclose the confidential JPA information to district legal counsel in order to obtain advice on whether the matter has direct financial or liability implications for the district. (Government Code 54956.96)

Closed session agenda items related to "Conference Involving a Joint Powers Agency" shall specify the closed session description used by the joint powers agency and the name of the district representative on the joint powers agency board. Additional information listing the names of agencies or titles of representatives attending the closed session as consultants or other representatives shall also be included. (Government Code 54954.5)

Review of Audit Report from Bureau of State Audits

Upon receipt of a confidential final draft audit report from the Bureau of State Audits, the Board may meet in closed session to discuss its response to that report. After public release of the report from the Bureau of State Audits, any Board meeting to discuss the report must be conducted in open session, unless exempted from that requirement by some other provision of law. (Government Code 54956.75)

Closed session agenda items related to an audit by the Bureau of State Audits shall state "Audit by Bureau of State Audits." (Government Code 54954.5)

Review of Assessment Instruments

The Board may meet in closed session to review the contents of any student assessment instrument approved or adopted for the statewide testing system. Before any such meeting, the Board shall agree by resolution to accept any terms or conditions established by the State Board of Education for this review. (Education Code 60617)

(cf. 6162.5 - Student Assessment)

Agenda items related to the review of student assessment instruments shall state that the Board is reviewing the contents of an assessment instrument approved or adopted for the statewide testing program and that Education Code 60617 authorizes a closed session for this purpose in order to maintain the confidentiality of the assessment under review.
CLOSED SESSION PURPOSES AND AGENDAS (continued)

Legal Reference:

**EDUCATION CODE**
35145 Public meetings
35146 Closed session (re student suspension)
44929.21 Districts with ADA of 250 or more
48918 Rules governing expulsion procedures; hearings and notice
49073 Release of directory information
49076 Access to records by persons without written parental consent
49079 Notification to teacher re: students whose actions are grounds for suspension or expulsion
60617 Meetings of governing board

**GOVERNMENT CODE**
3540-3549.3 Educational Employment Relations Act
6250-6268 California Public Records Act
54950-54963 The Ralph M. Brown Act

**COURT DECISIONS**
Morrison v. Housing Authority of the City of Los Angeles Board of Commissioners (2003) 107 Cal.App.4th 860
Roberts v. City of Palmdale (1993) 5 Cal.4th 563
Sacramento Newspaper Guild v. Sacramento County Board of Supervisors (1968) 263 Cal.App. 2d 41

**ATTORNEY GENERAL OPINIONS**

Management Resources:

**CSBA PUBLICATIONS**
The Brown Act: School Boards and Open Meeting Laws, 2003

**ATTORNEY GENERAL PUBLICATIONS**
The Brown Act: Open Meetings for Legislative Bodies, California Attorney General's Office, 2002

**CALIFORNIA CITY ATTORNEY PUBLICATIONS**

**WEB SITES**
CSBA: http://www.csba.org
California Attorney General's Office: http://www.caag.state.ca.us

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Board Rules and Procedures

CLOSED SESSION ACTIONS AND REPORTS

No matters other than those announced in open session shall be acted upon during the closed session. (Government Code 54957.7)

(cf. 9321 - Closed Session Purposes and Agendas)

The Board of Education shall reconvene in open session before adjourning and report closed session actions, the votes or abstentions thereon, and other disclosures required by Government Code 54957.1. These disclosures may be made at the location announced in the agenda for the closed session, as long as the public is allowed to be present at that location for the purpose of hearing them. (Government Code 54957.7) All closed session actions will also be reported in open session at the next regular meeting of the Board of Education.

Personnel Matters

The Board shall report any personnel action taken and the votes or abstentions thereon at the public meeting during which the closed session is held. This report shall identify the title of the position. However, the report of a dismissal or nonrenewal of an employment contract shall be deferred until the first public meeting after administrative remedies, if any, have been exhausted. (Government Code 54957.1)

(cf. 1312.1 - Complaints Concerning District Employees)
(cf. 2140 - Evaluation of the Superintendent)
(cf. 4118 - Suspension/Disciplinary Action)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

Negotiations/Collective Bargaining

Final action on the proposed compensation of one or more unrepresented employees shall not be taken during the closed session. (Government Code 54957.6)

Approval of an agreement concluding closed session labor negotiations with represented employees shall be reported after the agreement is final and has been accepted or ratified by the other party. This report shall identify the item approved and the other party or parties to the negotiation. (Government Code 54957.1)

(cf. 4143/4243 - Negotiations/Consultation)
(cf. 4143.1/4243.1 - Public Notice - Personnel Negotiations)
Student Matters

Actions related to student matters shall be taken in open session and shall be a matter of public record. No information shall be released in violation of student privacy rights provided in law. (Education Code 35146, 48918; 20 USC 1232). In an expulsion action, the student’s name shall not be disclosed.

(cf 5117 - Interdistrict Attendance)
(cf 5119 - Students Expelled from Other Districts)
(cf 5125 - Student Records)
(cf 5125.3 - Challenging Student Records)
(cf 5144 - Discipline)
(cf 5144.1 - Suspension and Expulsion/Due Process)

Real Estate Negotiations

Approval of an agreement concluding real estate negotiations shall be reported after the agreement is final. If the Board renders the agreement final, it shall report that approval, the votes or abstentions thereon, and the substance of the agreement in open session at the public meeting during which the closed session is held. If final approval rests with the other party, the Superintendent or designee shall disclose the fact of that approval and the substance of the agreement upon inquiry by any person, as soon as the other party or its agent has informed the district of its approval. (Government Code 54957.1)

Pending Litigation

The Board shall report the following actions related to pending litigation, and the votes or abstentions thereon, at the public meeting during which the closed session is held:

(Government Code 54957.1)

1. Approval to legal counsel to defend, appeal or not appeal, or otherwise appear in litigation. This report shall identify the adverse parties, if known, and the substance of the litigation.

2. Approval to legal counsel to initiate or intervene in a lawsuit. This report shall state that directions to initiate or intervene in the action have been given and that details will be disclosed to inquiring parties after the lawsuit is commenced unless doing so would jeopardize the district's ability to serve process on unserved parties or its ability to conclude existing settlement negotiations to its advantage.

3. Acceptance of a signed offer from the other party or parties which finalizes the settlement of pending litigation. This report shall state the substance of the agreement.
CLOSED SESSION ACTIONS AND REPORTS  (continued)

If approval is given to legal counsel to settle pending litigation and if final approval rests with the other party or with the court, the district shall report the fact of approval, the substance of the agreement and the vote and abstentions thereon to persons who inquire once the settlement is final. (Government Code 54957.1)

**JPA/Self-Insurance Claims**

The Board shall report the disposition of joint powers authority or self-insurance claims and the votes or abstentions thereon at the public meeting during which the closed session is held. This report shall include the name of the claimant(s), the name of the agency claimed against, the substance of the claim and the monetary settlement agreed upon by the claimant. (Government Code 54957.1)

(cf. 3320 - Claims and Actions Against the District)  
(cf. 3530 - Risk Management/Insurance)

**Review of Assessment Instruments**

At the public meeting during which the Board holds a closed session to review student assessment instruments, the Board shall confirm that this review was made. Any actions related to the review shall be taken in open session without revealing any proprietary or confidential information and shall be a matter of public record.

(cf. 6162.5 - Student Assessment)

*Legal Reference: (See next page.)*
CLOSED SESSION ACTIONS AND REPORTS  (continued)

Legal Reference:
EDUCATION CODE
35145 Public meetings
35146 Closed session (re student matters)
48918 Rules governing expulsion procedures; hearings and notice
49073-49079 Privacy of student records
60617 Meetings of governing board
GOVERNMENT CODE
54950-54963 The Ralph M. Brown Act, especially:
54957.1 Closed sessions; public report of action taken
54957.6 Closed sessions; representatives to employee organization(s)
54957.7 Disclosure of items to be discussed
UNITED STATES CODE, TITLE 20
1232g Family Educational Rights and Privacy Act
CODE OF FEDERAL REGULATIONS, TITLE 34
99.1-99.8 Family Educational Rights and Privacy
COURT DECISIONS
Kleitman v. Superior Court of Santa Clara County 87 Cal Rptr. 2d (1999)
ATTORNEY GENERAL OPINIONS
AGENDA/MEETING MATERIALS

Agenda Content

Board of Education meeting agendas shall state the meeting time and place and shall briefly describe each business item to be transacted or discussed, including items to be discussed in closed session. (Government Code 54954.2)

(cf. 9320 - Meetings and Notices)
(cf. 9321 - Closed Session Purposes and Agendas)

The agenda shall provide members of the public the opportunity to address the Board on any agenda item before or during the Board's consideration of the item. The agenda shall also provide members of the public an opportunity to testify at regular meetings on matters which are not on the agenda but which are within the subject matter jurisdiction of the Board. (Education Code 35145.5; Government Code 54954.3)

(cf. 9323 - Meeting Conduct)

Each meeting agenda shall list the address designated by the Superintendent or designee for public inspection of agenda documents that have been distributed to the Board less than 72 hours before the meeting. (Government Code 54957.5)

The agenda shall specify that an individual who requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting should contact the Superintendent or designee. (Government Code 54954.2)

Agenda Preparation

The Superintendent shall develop the agenda for each regular and special meeting in accordance with Board policy. Each agenda shall reflect the district's vision and goals and the Board's focus on student learning.

(cf. 0000 - Vision)
(cf. 0200 - Goals for the School District)
(cf. 9122 - Secretary)

A Board member or member of the public may request that a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting. The request shall be in writing and be submitted to the Superintendent or designee with supporting documents and information, if any, at least seven days before the scheduled meeting date. Items submitted less than seven days before the scheduled meeting date may be postponed to a later meeting in order to allow sufficient time for consideration and research of the issue.
AGENDA/MEETING MATERIALS (continued)

The Superintendent shall decide whether a request is within the subject matter jurisdiction of the Board. Items not within the subject matter jurisdiction of the Board may not be placed on the agenda. In addition, the Superintendent shall determine if the item is merely a request for information or whether the issue is covered by an existing policy or administrative regulation before placing the item on the agenda.

The Board president, vice president, Superintendent, and/or designee(s) shall review the agenda before it is printed and shall have final authority over whether each item on the agenda is placed in accordance with Board policy. At his/her discretion the president may delay placing a resolution for First Reading on the Agenda for not more than one (1) meeting if there are more agenda items than are manageable.

(cf. 9121 - President)

Any Board action that involves borrowing $100,000 or more shall be discussed, considered, and deliberated upon as a separate item of business on the meeting agenda. (Government Code 53635.7)

(cf. 9323.2 - Actions by the Board)

All public communications with the Board are subject to requirements of relevant Board policies and administrative regulations.

(cf. 1312.1 - Complaints Concerning District Employees)
(cf. 1312.2 - Complaints Concerning Instructional Materials)
(cf. 1312.3 - Uniform Complaint Procedures)
(cf. 3320 - Claims and Actions Against the District)
(cf. 5144.1 - Suspension and Expulsion/Due Process)

Consent Items

In order to promote efficient meetings, the Board may act upon more than one item by a single vote through the use of a consent agenda. Consent items shall be items of a routine nature or items for which no Board discussion is anticipated and for which the Superintendent recommends approval.

Notwithstanding the preceding paragraph, resolutions relating to the following may not be placed on the consent calendar: adoption of the fiscal year budget; approval, denial, revocation, or renewal of charter school petitions; consideration of sales or purchases of real property; consideration of labor agreements; or consideration of Board Policies or Administrative Policies and Regulations. The Superintendent shall place resolutions relating to these subjects on the agenda as First Reading listed as Superintendent’s Proposal First Reading.
AGENDA/MEETING MATERIALS (continued)

Any Board member may request that any item on the consent calendar be removed and considered for first reading. Such items shall be removed and considered for first reading, unless a majority of the Board votes to consider the item for approval separately at that same meeting immediately after approval of the consent calendar. The Board may act on items removed from the consent calendar at its next regular meeting.

Any Board member or the Superintendent may request that any item on the consent calendar be severed in order to allow discussion and a separate vote on the item at that same meeting immediately after approval of the consent calendar.

If a member of the public requests to speak about any item on the consent calendar, that item shall be severed in order to allow discussion and a separate vote on the item at that same meeting immediately after approval of the consent calendar.

A vote will be called on the adoption of all items on the consent calendar as one motion.

Board/Superintendent Resolutions for First Reading

1. All Board/Superintendent proposals for First Reading shall be delivered to the Office of the Board of Education seven days in advance of the Board meeting date so that they can be included in the printed agenda of the meeting.

2. All Board/Superintendent resolutions not eligible for placement on the consent calendar shall be introduced for first reading.

3. 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. If the President determines that resolutions or other matters need consideration by more than two committees, the items shall be referred to a Committee-of-the-Whole which meeting shall be convened on the first or third Tuesday of the following month for which adequate Brown Act notice may be provided. The Board may not discuss or take action on a resolution introduced for First Reading at that meeting.
4. 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 5 minutes for Superintendent’s First Readings and 5 minutes for Board Members’ First Readings and 1 minute per speaker or as may be reasonable under the circumstances.

5. The Board may suspend subsection 2 of this section 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.

6. The President shall refer all resolutions for First Reading to the committee(s) deemed most appropriate, and such committee(s) shall consider the resolutions in accordance with Board rules and procedures.

7. No policy resolution which has been considered by the Board and rejected or adopted by majority vote may be submitted for reconsideration within one (1) calendar year unless resubmittal is requested by a member of the prevailing side and supported by a 2/3 vote of the full Board. Such resolutions for reconsideration shall be noticed on the Board’s agenda. If such a request for reconsideration is made by a member of the prevailing side and approved by a 2/3 majority more than one month after the Board’s vote, then the item shall be considered a new item and be heard as a first reading.

Agenda Dissemination to Board Members

At least three days before each regular meeting, a copy of the agenda and agenda packet shall be forwarded to each Board member, including the Superintendent’s or designee’s report; minutes to be approved; copies of communications; reports from committees, staff, citizens, and others; and other available documents pertinent to the meeting.

When special meetings are called, the Superintendent or designee shall make every effort to distribute the agenda and supporting materials to Board members as soon as possible before the meeting.

Board members shall review agenda materials before each meeting. Individual members may confer directly with the Superintendent or designee to request additional information on agenda items.
AGENDA/MEETING MATERIALS (continued)

Agenda Dissemination to Members of the Public

The Superintendent or designee shall mail a copy of the agenda or a copy of all the documents constituting the agenda packet to any person who requests the items. The materials shall be mailed at the time the agenda is posted or upon distribution of the agenda to a majority of the Board, whichever occurs first. (Government Code 54954.1)

If a document is distributed to the Board less than 72 hours prior to a meeting, the Superintendent or designee shall make the document available for public inspection at the time the document is distributed to a majority of the Board provided that the document is a public record under the Public Records Act and relates to an agenda item for an open session of a regular Board meeting. The Superintendent or designee may also post the document on the district's web site in a position and manner that makes it clear that the document relates to an agenda item for an upcoming meeting. (Government Code 54957.5)

(cf 1113 - District and School Web Sites)
(cf 1340 - Access to District Records)

Any documents prepared by the district or the Board and distributed during a public meeting shall be made available for public inspection at the meeting. Any documents prepared by another person shall be made available for public inspection after the meeting. These requirements shall not apply to a document that is exempt from public disclosure under the Public Records Act. (Government Code 54957.5)

Upon request, the Superintendent or designee shall make the agenda, agenda packet, and/or any writings distributed at the meeting available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act. (Government Code 54954.1)

Any request for mailed copies of agendas or agenda packets shall be in writing and shall be valid for the calendar year in which it is filed. Written requests must be renewed following January 1 of each year. (Government Code 54954.1)

The Board agenda is posted and its contents are made available for public view in the lobby of the district’s Administrative Building at 555 Franklin Street on the Friday before each regular meeting. A copy of the complete agenda is also available in the Office of the Board, Room 106, at the same address. Additional documents which are distributed to at least a majority of the Board after the publication of the agenda and relate to items on the agenda are available for public view in Room 106 at the time of distribution to the Board members. Additional documents distributed to the Board during the meeting can be viewed at the meeting (if prepared by the district) or after the meeting (if prepared by some other person) upon request to the executive assistant to the Board.
Upon request, the Superintendent or designee shall make the agenda, agenda packet, and/or any writings distributed at the meeting available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act. (Government Code 54954.1)

Legal Reference:
- EDUCATION CODE
  - 35144 Special meetings
  - 35145 Public meetings
  - 35145.5 Right of public to place matters on agenda
- GOVERNMENT CODE
  - 6250-6270 Public Records Act
  - 53635.7 Separate item of business
  - 54954.1 Mailed agenda of meeting
  - 54954.2 Agenda posting requirements; board actions
  - 54954.3 Opportunity for public to address legislative body
  - 54954.5 Closed session item descriptions
  - 54956.5 Emergency meetings
  - 54957.5 Public records
- UNITED STATES CODE, TITLE 42
  - 12101-12213 Americans with Disabilities Act
- CODE OF FEDERAL REGULATIONS, TITLE 28
  - 35.160 Effective communications
  - 36.303 Auxiliary aids and services
- COURT DECISIONS
  - Caldwell v. Roseville Joint Union HSD, 2007 U.S. Dist. LEXIS 66318

Management Resources:
- CSBA PUBLICATIONS
  - Guide to Effective Meetings, rev. 2007
  - Maximizing School Board Leadership: Boardmanship, 1996
- ATTORNEY GENERAL PUBLICATIONS
  - The Brown Act: Open Meetings for Legislaive Bodies, California Attorney General’s Office, rev. 2003
- CALIFORNIA CITY ATTORNEY PUBLICATIONS
- WEB SITES
  - CSBA, Agenda Online: http://www.csba.org/Services/Services/GovernanceTechnology/AgendaOnline.aspx
  - California Attorney General’s Office: http://www.caag.state.ca.us

Policy Reference UPDATE Service
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Board Rules and Procedures

Meeting Procedures

All Board of Education meetings shall begin on time and shall be guided by an agenda prepared in accordance with Board Rules and Procedures and posted and distributed in accordance with the Ralph M. Brown Act (open meeting requirements) and other applicable laws.

(cf. 9322 - Agenda/Meeting Materials)

The Board President shall conduct Board meetings in accordance with Board rules and procedures that enable the Board to efficiently consider issues and carry out the will of the majority. The Board shall rely on Robert’s Rules of Order, Newly Revised to address any question or point of order not addressed in the Board rules and procedures.

The Board believes that late night meetings deter public participation, can affect the Board’s decision-making ability, and can be a burden to staff. Regular Board meetings shall be adjourned at 10:00 p.m. unless extended to a specific time determined by a majority of the Board. The meeting shall be extended no more than once and subsequently may be adjourned to a later date.

(cf. 9320 - Meetings and Notices)

Discussion by Board members or speakers shall be limited to matters which are properly before the Board. A speaker shall be ruled out of order if he/she fails to speak on the subject matter for which the privilege of the floor was granted.

Discussion on a motion shall be germane.

Board members shall indicate their desire to speak by illuminating their microphone light. The president shall have the privilege to recognize requests to speak by other Board members.

(cf. 9121 - President)

The Board may, by a two-thirds vote, limit or close its debate, provided that the maker of the motion and an opponent of the motion are granted equal time for closing comments.

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.

The president shall conduct a roll call vote on all motions presented to the Board and shall announce the vote of the Board.
MEETING CONDUCT (continued)

Quorum and Abstentions

The Board shall act by majority vote of all of the membership constituting the Board. (Education Code 35164)

(cf. 9323.2 - Actions by the Board)

The Board believes that when no conflict of interest requires abstention, its members have a duty to vote on issues before them. When a member abstains, his/her abstention shall not be counted for purposes of determining whether a majority of the membership of the Board has taken action.

(cf. 9270 - Conflict of Interest)

When not more than two vacancies occur on the Board, the vacant position(s) shall not be counted for purposes of determining how many members of the Board constitute a majority. In addition, if a vacancy exists on the Board, whenever any provisions of the Education Code require unanimous action of all or a specific number of the members, the vacant position(s) shall be not be counted for purposes of determining the total membership constituting the Board. (Education Code 35165)

Public Participation

To the extent possible, Board committee meetings shall be the primary venue for public input into proposals from Board members and the Superintendent.

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. A person wishing to be heard by the Board shall be invited to, but not required to, provide his/her name before speaking.

In order to conduct district business in an orderly and efficient manner, the Board requires that public presentations to the Board comply with the following procedures:

1. The Board shall give members of the public an opportunity to address the Board on any item of interest to the public that is within the subject matter jurisdiction of the Board, either before or during the Board's consideration of the item. (Education Code 35145.5, Government Code 54954.3)
MEETING CONDUCT (continued)

2. At a time so designated on the agenda at a regular meeting, members of the public may bring before the Board matters that are not listed on the agenda. The Board shall take no action or discussion on any item not appearing on the posted agenda, except as authorized by law. (Education Code 35145.5, Government Code 54954.2)

3. Without taking action, Board members or district staff members may briefly respond to statements made or questions posed by the public about items not appearing on the agenda. Additionally, on their own initiative or in response to questions posed by the public, a Board or staff member may ask a question for clarification, make a brief announcement, or make a brief report on his/her own activities. (Government Code 54954.2)

Furthermore, the Board or a Board member may provide a reference to staff or other resources for factual information, ask staff to report back to the Board at a subsequent meeting concerning any matter, or take action directing staff to place a matter of business on a future agenda. (Government Code 54954.2)

4. The Board need not allow the public to speak on any item that has already been considered by a committee composed exclusively of Board members at a public meeting where the public had the opportunity to address the committee on that item. However, if the Board determines that the item has been substantially changed since the committee heard the item, the Board shall provide an opportunity for the public to speak. (Government Code 54954.3)

(of 9130 - Board Committees)

5. A person wishing to be heard by the Board shall first be recognized by the president and shall then proceed to comment as briefly as the subject permits.

Individual speakers shall be allowed two minutes to address the Board on each agenda or nonagenda item. 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.

The Board shall limit the total time for public input on each item to 30 minutes. With Board consent, the president may increase or decrease the time allowed for public presentation.

Substitution of speakers will not be permitted unless a designated alternate is submitted with the request to speak.
MEETING CONDUCT (continued)

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

6. The Board president may rule on the appropriateness of a topic. If the topic would be more suitably addressed at a later time, the president may indicate the time and place when it should be presented.

The Board shall not prohibit public criticism of its policies, procedures, programs, services, acts, or omissions. (Government Code 54954.3) In addition, the Board may not prohibit public criticism of district employees.

While the Board recognizes the right of the public to address matters under the jurisdiction of the Board, whenever a member of the public initiates specific complaints or charges against an employee, the Board president shall inform the complainant that in order to protect the employee's due process rights and reputation, it is the policy and preference of the Board to hear such complaints or charges in closed session unless otherwise requested by the employee pursuant to Government Code 54957. The Board president shall also encourage the complainant to file a written complaint using the appropriate district complaint procedure.

(cf. 1312.1 - Complaints Concerning District Employees)
(cf. 9321 - Closed Session Purposes and Agendas)

7. The Board president shall not permit any disturbance or willful interruption of Board meetings. Persistent disruption by an individual or group shall be grounds for the president to terminate the privilege of addressing the Board.

The Board may remove disruptive individuals and order the room cleared if necessary. In this case, members of the media not participating in the disturbance shall be allowed to remain, and individuals not participating in such disturbances may be allowed to remain at the discretion of the Board. When the room is ordered cleared due to a disturbance, further Board proceedings shall concern only matters appearing on the agenda. (Government Code 54957.9)

When such disruptive conduct occurs, the Superintendent or designee shall contact local law enforcement.

8. 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.
MEETING CONDUCT (continued)

Recording by the Public

The Superintendent or designee shall designate locations from which members of the public may broadcast, photograph, or tape record open meetings without causing a distraction.

If the Board finds that noise, illumination, or obstruction of view related to these activities would persistently disrupt the proceedings, these activities shall be discontinued or restricted as determined by the Board. (Government Code 54953.5, 54953.6)

Legal Reference:

EDUCATION CODE
5095 Powers of remaining board members and new appointees
32210 Willful disturbance of public school or meeting a misdemeanor
35010 Prescription and enforcement of rules
35145.5 Agenda; public participation; regulations
35163 Official actions, minutes and journal
35164 Vote requirements
35165 Effect of vacancies upon majority and unanimous votes by seven member board

GOVERNMENT CODE
54953.5 Audio or video tape recording of proceedings
54953.6 Broadcasting of proceedings
54954.2 Agenda; posting; action on other matters
54954.3 Opportunity for public to address legislative body; regulations
54957 Closed sessions
54957.9 Disorderly conduct of general public during meeting; clearing of room

PENAL CODE
403 Disruption of assembly or meeting

COURT DECISIONS

ATTORNEY GENERAL OPINIONS

Management Resources: (see next page)
MEETING CONDUCT (continued)

Management Resources:

CSBA PUBLICATIONS
The Brown Act: School Boards and Open Meeting Laws, rev. 2005
Board Presidents' Handbook, rev. 2002
Maximizing School Board Governance: Boardmanship

ATTORNEY GENERAL PUBLICATIONS
The Brown Act: Open Meetings for Legislative Bodies, 2003

WEB SITES
CSBA: http://www.csba.org
California Attorney General's Office: http://www.caag.state.ca.us
ORDER OF BUSINESS

The Board shall conduct its regular meetings in accordance with the order of business set forth below. Alternatively, the Board president with agreement from the Board may modify the order of business after the meeting begins as they deem appropriate. Temporary changes to the order of business may be agreed to in advance by the president and Superintendent for an individual meeting or for a specified period of time. Any Board member or the Superintendent may place a resolution on the agenda listed under Superintendent’s Proposals for First Reading or Board Members’ Proposals for First Reading, respectively. Such resolutions will appear on the agenda as a first reading and be voted on at a subsequent meeting as second reading listed under Superintendent’s Proposals Held for Speakers and Action or Board Members’ Proposals Held for Speakers and Action, respectively. Board Members’ or Superintendent’s Proposal for second reading will have the relevant committee reports as part of the discussion and prior to speakers being heard or the vote being taken.

Notwithstanding the above, the Superintendent may place resolutions on the consent calendar in accordance with Board policy.

The order of business at regular meetings shall include a section titled “Recognitions and Resolutions of Commendation”. This section is reserved for the Superintendent or Board Members to commend or honor individuals, groups, holidays and historical observations. If there is a resolution of commendation, these resolutions shall be heard immediately before the Student Delegates’ Report and shall be acted on by the Board without need for a second reading after public testimony is heard.

(Continued on next page.)
ORDER OF BUSINESS

The order of business of the Board shall be as follows:

Roll Call and Pledge of Allegiance
A. Approval of Board Minutes
B. Presentations to the Board of Education/Superintendent's Reports
   1. Superintendent's Thoughts for the Evening
C. Recognitions and Resolutions of Commendation
D. Student Delegates' Report
E. Parent Advisory Council (PAC) Report
F. Public Comment on Consent Items (Members of the public shall not be permitted to sever agenda items for discussion. Rather, Board discussion on a consent item shall only occur if the Board or the Superintendent, in their discretion, severs the item for discussion.)
G. Consent Calendar (Motion and a Second; Items Withdrawn/Corrected by Superintendent; Items removed for First Reading, and/or Severed for Discussion/Separate Vote by Superintendent and Board Members) Formal vote on the Consent Calendar will be taken up in Section N. Severed Items will be taken up in Section O.
H. Superintendent’s Proposals - Held for Speakers and Action
I. Board Members’ Proposals - Held for Speakers and Action
J. Requests to Speak Regarding General Matters – 30 Minutes (This item is scheduled for no later than 7:30 p.m. or following the item under discussion at the time. This item is limited to 30 minutes.)
K. Advisory Committee Reports/Appointments to Advisory Committees by Board Members
L. Special Order of Business
M. Discussion of Other Educational Issues
N. Consent Calendar Resolutions Removed at Previous Meeting for Second Reading and Action
O. Vote on Consent Calendar - Moved and Seconded under Section F
P. Consent Calendar Resolutions Severed for Speakers and Immediate Action
Q. Superintendent’s Proposals - First Reading (5 minutes will be given for total public testimony under this item.)
R. Board Members’ Proposals - First Reading (5 minutes will be given for total public testimony under this item.)
S. Board Members’ Reports –
   1. Standing Committees;
   2. Board Delegates to Membership Organizations (NSBA, CSBA, CGCS);
   3. All other reports by Board Members.
T. Report of Closed Session Actions
U. Other Informational Items
V. Adjournment
Board Rules and Procedures

ACTIONS BY THE BOARD

The Governing Board shall act by a majority vote of all of the membership constituting the Board, unless otherwise required by law. (Education Code 35164)

An "action" by the Board means: (Government Code 54952.6)

1. A collective decision by a majority of the Board members

2. A collective commitment or promise by a majority of the members to make a positive or negative decision

3. A vote by a majority of the members when sitting as the Board upon a motion, proposal, resolution, order, or ordinance

The Board shall not take action by secret ballot, whether preliminary or final. (Government Code 54953)

Actions taken by the Board in open session shall be recorded in the Board minutes. (Education Code 35145)

Action on Non-Agenda Items

After publicly identifying the item, the Board may take action on a subject not appearing on the posted meeting agenda under any of the following conditions: (Government Code 54954.2)

1. When a majority of the Board determines that an emergency situation exists, as defined for emergency meetings pursuant to Government Code 54956.5

2. When two-thirds of the members present, or if less than two-thirds of the members are present then by a unanimous vote of all members present, determine that the need to take immediate action came to the district's attention after the agenda was posted

3. When an item appeared on the agenda of, and was continued from, a meeting that occurred not more than five days earlier

(cf. 9320 - Meetings and Notices)
(cf. 9322 - Agenda/Meeting Materials)
ACTIONS BY THE BOARD (continued)

Challenging Board Actions

Any interested person or the district attorney's office may present a demand that the Board cure and correct a Board action which he/she alleges is in violation of Government Code 54954.2 (agenda posting), Government Code 54953 (open meeting and teleconferencing), Government Code 54954.5 (closed session item descriptions), Government Code 54954.6 (new or increased tax assessments), Government Code 54956 (special meetings), or Government Code 54956.5 (emergency meetings). (Government Code 54960.1)

Any demand to "cure and correct" an alleged violation shall clearly describe the challenged action and the nature of the alleged violation and shall be presented to the Board in writing within 90 days of the date when the action was taken. If the alleged violation concerns action taken in an open session but in violation of Government Code 54954.2 (agenda posting), the written demand must be made within 30 days of the date when the alleged action took place. (Government Code 54960.1)

Within 30 days of receiving the demand, the Board shall do one of the following: (Government Code 54960.1)

1. Cure or correct the challenged action and inform the demanding party in writing of its actions to cure or correct.

2. Determine not to cure or correct the alleged violation and inform the demanding party in writing of its decision to not cure or correct.

3. Take no action. If the Board takes no action within the 30-day review period, its inaction shall be considered a decision not to cure or correct the action.

Legal Reference:

EDUCATION CODE
15266 School construction bonds
17466 Declaration of intent to sell or lease real property
17481 Lease of property with residence for nondistrict purposes
17510-17511 Resolution requiring unanimous vote of all members constituting board
17546 Private sale of personal property
17556-17561 Dedication of real property
17582-17583 District deferred maintenance fund
35140-35149 Meetings
35160-35178.4 Powers and duties
48660-48661 Community day schools establishment and restrictions
53090-53097.5 Regulation of local agencies by counties and cities
53724 Parcel tax resolution requirements

Legal Reference continued: (see next page)
ACTIONS BY THE BOARD (continued)

Legal Reference: (continued)

CODE OF CIVIL PROCEDURE
425.16 Special motion to strike in connection with a public issue
1245.240 Eminent domain vote requirements
1245.245 Eminent domain, resolution adopting different use
GOVERNMENT CODE
53790-53792 Exceeding the budget
53820-53833 Temporary borrowing
53850-53858 Temporary borrowing
54950-54963 The Ralph M. Brown Act, especially:
54952.6 Action taken, definition
54953 Meetings to be open and public; attendance; secret ballots
54960 Action to prevent violations
65352.2 Coordination with planning agency
PUBLIC CONTRACT CODE
3400 Bid specifications
20111 Contracts over $50,000; contracts for construction; award to lowest responsible bidder
20113 Emergencies, award of contracts without bids
COURT DECISIONS
Los Angeles Times Communications LLC v. Los Angeles County Board of Supervisors, (2003) 112 Cal.App.4th 1313
Boyle v. City of Redondo Beach, (1999) 70 Cal.App.4th 1109

Management Resources:
CSBA PUBLICATIONS
The Brown Act: School Boards and Open Meeting Laws, 2009
ATTORNEY GENERAL PUBLICATIONS
The Brown Act: Open Meetings for Local Legislative Bodies, 2003
LEAGUE OF CALIFORNIA CITIES PUBLICATIONS
WEB SITES
CSBA: http://www.csba.org
California Attorney General's Office: http://www.caag.state.ca.us
Institute of Local Government: http://www.ca-ilg.org

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Exhibit

Board Rules and Procedures

Board Rules and Procedures

ACTIONS BY THE BOARD

ACTIONS REQUIRING MORE THAN A MAJORITY VOTE

Actions Requiring a Two-Thirds Vote of the Board:

1. Resolution declaring intention to sell or lease real property (Education Code 17466)
   (cf. 3280 - Sale or Lease of District-Owned Real Property)

2. Resolution declaring intent of Board of Education to convey or dedicate property to the state or any political subdivision for the purposes specified in Education Code 17556 (Education Code 17557)

3. Resolution authorizing and directing the Board president, or any other presiding officer, secretary, or member, to execute a deed of dedication or conveyance of property to the state or a political subdivision (Education Code 17559)

4. Lease for up to three months of school property which has a residence on it and which cannot be developed for district purposes because funds are unavailable (Education Code 17481)

5. Temporary borrowing before receipt of fiscal income, if implemented pursuant to Government Code 53820-53833 (Government Code 53821)

6. Upon complying with Government Code 65352.2 and Public Resources Code 21151.2, ordering city or county zoning ordinances inapplicable to a proposed use of the property by the district (Government Code 53094)
   (cf. 7131 - Relations with Local Agencies)
   (cf. 7150 - Site Selection and Development)
   (cf. 7160 - Charter School Facilities)

7. Resolution to transfer excess local funds from a deferred maintenance fund when state funds are insufficient to match local funds being held in the deferred maintenance fund (Education Code 17582, 17583)
ACTIONS BY THE BOARD (continued)

8. Motions for reconsideration of policy resolutions pursuant to Board Rules and Procedures section 9322(d) Agenda/Meeting Materials, subsection 7 under Board/Superintendent Resolutions for First Reading.

(cf. 9322(d) - Agenda/Meeting Materials, subsection 7 under Board/Superintendent Resolutions for First Reading)

9. For districts desiring to operate a community day school on an existing school site to serve grades K-6 (and no higher grades), certification that satisfactory alternative facilities are not available for a community day school. Such certification is valid for one school year and may be renewed by a subsequent two-thirds vote (Education Code 48661)

(cf. 6185 - Community Day School)

10. Resolution of intent to issue general obligation bonds with the approval of 55 percent of the voters of the district (Education Code 15266)

(cf. 7214 - General Obligation Bonds)

11. Resolution of intent to issue bonds within a school facilities improvement district with the approval of 55 percent of the voters of the school facilities improvement district (Education Code 15266)

(cf. 7213 - School Facilities Improvement Districts)

12. Resolution to place a parcel tax on the ballot (Government Code 53724)

13. Resolution of necessity to proceed with an eminent domain action and, if the Board desires to use the property for a different use than stated in the resolution of necessity, a subsequent resolution so authorizing the different use (Code of Civil Procedure 1245.240, 1245.245)

Actions Requiring a Two-Thirds Vote of the Board Members Present at the Meeting:

1. Determination that there is a need to take immediate action and that the need for action came to the district’s attention after the posting of the agenda. If less than two-thirds of the Board members are present at the meeting, a unanimous vote of all members present is required. (Government Code 54954.2)
2. Determination that a closed session is necessary during an emergency meeting. If less than two-thirds of the Board members are present, a unanimous vote of all members present is required. (Government Code 54956.5)

(Actions Requiring a Four-Fifths Vote of the Board:

1. The expenditure and transfer of necessary funds and use of district property or personnel to meet a national or local emergency created by war, military, naval, or air attack, or sabotage, or to provide for adequate national or local defense (Government Code 53790-53792)

2. Resolution, adopted between July 15 and August 30, to borrow funds of up to 25 percent of the estimated income and revenue to be received by the district during the current fiscal year from apportionments based on average daily attendance for the preceding school year (Government Code 53822-53824)

3. Declaration of an emergency in order to authorize the district to include a particular brand name or product in a bid specification (Public Contract Code 3400)

(Actions Requiring a Unanimous Vote of the Board:

1. Resolution authorizing and prescribing the terms of a community lease for extraction of gas (Education Code 17510-17511)

2. Waiver of the competitive bid process pursuant to Public Contract Code 20111 when the Board determines that an emergency exists and upon approval of the County Superintendent of Schools (Public Contract Code 20113)
ACTIONS BY THE BOARD (continued)

Action Requiring a Unanimous Vote of the Board Members Present at the Meeting:

1. Private sale of surplus property without advertisement in order to establish that such property is not worth more than $2,500. Disposal of surplus property in the local dump or donation to a charitable organization requires the unanimous vote of the Board members present to establish that the value of such property would not defray the cost of arranging its sale. (Education Code 17546)

(cf. 3270 - Sale and Disposal of Books, Equipment and Supplies)
BOARD SELF-EVALUATION

The Governing Board shall annually conduct a self-evaluation in order to demonstrate accountability to the community and ensure that district governance effectively supports student achievement and the attainment of the district's vision and goals.

(cf. 0000 - Vision)
(cf. 2123 - Evaluation of the Superintendent)

The evaluation may address any areas of Board responsibility, including but not limited to Board performance in relation to vision setting, curriculum, personnel, finance, policy, collective bargaining and community relations. The evaluation also may address objectives related to Board meeting operations, relationships among Board members, relationship with the Superintendent, understanding of Board and Superintendent roles and responsibilities, communication skills, or other boardmanship skills.

(cf. 9000 - Role of the Board)
(cf. 9005 - Governance Standards)

The Board shall be evaluated as a whole. Individual Board members also are encouraged to use the evaluation process as an opportunity to privately assess their own personal performance.

Each year the Board, with assistance from the Superintendent, shall determine an evaluation method or instrument that measures a reasonable number of previously identified performance objectives. Videotape of a Board meeting may be used as an evaluation tool only with the consent of all Board members.

Any discussion of the Board's self-evaluation shall be conducted in open session. At the request of the Board, a facilitator may be used to assist with the evaluation process. The Board may invite the Superintendent or others to provide input into the evaluation process.
BOARD SELF-EVALUATION (continued)

Following the evaluation, the Board shall develop strategies for strengthening Board performance and shall establish priorities and objectives for the following year's evaluation.

(cf. 9230 - Orientation)
(cf. 9240 - Board Development)

Legal Reference:
GOVERNMENT CODE
54950-54963 Brown Act; board self-evaluations not covered

Management Resources:
CSBA PUBLICATIONS
Professional Governance Standards, 2000
Maximizing School Board Leadership, 1996

WEB SITES
CSBA: http://www.csba.org
Subject: Resolution No. ______

In Support of Adopting a Board Policy Regarding Immigrant and Non-Immigrant Visa Petitions for District Employees
- Commissioner Norman Yee

WHEREAS: The United States is a nation of immigrants; and

WHEREAS: Immigrants have made and continue to make numerous important contributions to the economic, cultural and social fabric of the City of San Francisco; and

WHEREAS: Immigrants have made and continue to make uniquely important contributions to the education and welfare of children attending the San Francisco public schools; and

WHEREAS: In recent years immigration has become a prominent political and social policy issue at the federal, state, and local levels, and

WHEREAS: In recent years the federal government has passed increasingly hostile legislation toward immigrants and immigrant workers, which is too often unsympathetic, unwelcoming, and even antagonistic to their presence and many contributions to our community.

THEREFORE BE IT RESOLVED: That the Board of Education adopts a Board Policy that articulates the following principles: It is the policy of the San Francisco Unified School District to recognize the contributions made to the District’s schools and educational programs by immigrant workers, and to fully, fairly and equitably consider requests by applicants and employees for assistance in obtaining authorization to work in the United States, while assuring that the District complies fully and in good faith with its obligations under the law; and

BE IT FURTHER RESOLVED: That it is the policy of the District to cooperate and collaborate with employees or applicants seeking non-immigrant and permanent residence assistance, while fully complying with both the letter and spirit of all immigration laws; and

FURTHER BE IT RESOLVED: That the District recognizes that all employees are valuable regardless of immigration status. While every case must be reviewed for equity and fairness, immigration assistance is not a mandatory obligation of the District and, regardless of circumstances, the District must comply with its Form I-9 and other legal obligations and no employee may be permitted to work unless they have demonstrated the legal ability to work within the United States; and

BE IT FURTHER RESOLVED: That the Chief Human Resources Officer must give written consent prior to District support of a non-immigrant visa petition. The Superintendent or designee must provide written consent prior to District support of an immigrant visa petition. The District will bear the costs associated with non-immigrant or immigrant visa applications to the full extent required by law or regulation; and

FURTHER BE IT RESOLVED: That the Board requests that the Superintendent develop an Administrative Regulation to outline the principles that will guide the Human Resources Department when it entertains requests for immigration assistance, to be updated as necessary in keeping with changes to immigration law.

12/13/11
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
INFORMATIONAL NOTICE OF CLASSIFIED PERSONNEL TRANSACTIONS

Per Board Resolution 61-9A3 the following information is provided regarding Classified employees

UNITED SUPPORT PERSONNEL
APPOINTMENTS

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12/2/2011 9:26 AM
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<td>APD Teaching and Learning</td>
<td>1426</td>
<td>PCSE</td>
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<td>Maritza</td>
<td>Arana</td>
<td>Tule Elk Park</td>
<td>C10</td>
<td>PERM</td>
<td>2/13/2012</td>
<td>0.3750</td>
</tr>
<tr>
<td>Maximina</td>
<td>De La Pena</td>
<td>Bessie Carmichael</td>
<td>N10</td>
<td>PERM</td>
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<tr>
<td>Mendy</td>
<td>Zhu</td>
<td>Sheridan ES</td>
<td>C10C</td>
<td>PERM</td>
<td>11/21/2011</td>
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<tr>
<td>Mercedes</td>
<td>Medina</td>
<td>Mission HS</td>
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<td>PCSE</td>
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<tr>
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<td>Folaauo</td>
<td>Martin Luther King MS</td>
<td>1446</td>
<td>PCSE</td>
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<td>Olivia</td>
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<td>PCSE</td>
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<tr>
<td>Patricia</td>
<td>Koka</td>
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<td>R20</td>
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<td>Qui Yue</td>
<td>Zhang</td>
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<td>2708</td>
<td>PCSE</td>
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<td>Tecodora</td>
<td>DeLaCruz</td>
<td>Glen Park ES</td>
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<td>PERM</td>
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<td>Sandra</td>
<td>Navarro</td>
<td>Harvey Milk</td>
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<td>Shirley</td>
<td>Gee</td>
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<td>Shuk</td>
<td>Wong</td>
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<td>S10</td>
<td>PERM</td>
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<td>LAST NAME</td>
<td>SITE</td>
<td>CLASS</td>
<td>STATUS</td>
<td>EFF. DATE</td>
<td>FTE</td>
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</tr>
<tr>
<td>William</td>
<td>Huang</td>
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<td>David</td>
<td>Ruan</td>
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<td>TEXE</td>
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<td>Gretchen</td>
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<td>Chee Ming</td>
<td>Wong</td>
<td>Cc Hseprnt &amp; Asst-Subs</td>
<td>2672</td>
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<td>TEXE</td>
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<td>Michael</td>
<td>Yip</td>
<td>Central Custodial Services</td>
<td>2708</td>
<td>TEXE</td>
<td>11/19/2011</td>
<td>1.0000</td>
</tr>
</tbody>
</table>

Roger L. Buschmann
Human Resources Department
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

Board Meeting of December 13, 2011

MONTHLY REPORTS TO THE BOARD OF EDUCATION

1. ACCEPTANCE OF GIFTS

The District accepted the attached cash donations for the month of October 2011 in the amount of $120,373.82.
<table>
<thead>
<tr>
<th>SITE</th>
<th>CHECK #</th>
<th>CASH</th>
<th>DONOR</th>
<th>PURPOSE</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. P. Giannini MS</td>
<td>check # 979908</td>
<td>$58.86</td>
<td>Wells Fargo Foundation</td>
<td>This donation will be used for instructional supplies at A. P. Giannini Middle School.</td>
</tr>
<tr>
<td>Alice Fong Yu ES</td>
<td>check # 6912</td>
<td>$30,000.00</td>
<td>Alice Fong Yu Parents Association</td>
<td>This donation will be used to pay teachers extended hours for them to teach an extra period at Alice Fong Yu Elementary School.</td>
</tr>
<tr>
<td>Bessie Carmichael ES</td>
<td>check # 2288431</td>
<td>$301.00</td>
<td>Lifetouch National School Studio</td>
<td>This donation will be used for instructional supplies at Bessie Carmichael Elementary School at the discretion of the principal.</td>
</tr>
<tr>
<td>Chinese Education Center</td>
<td>check # 063197</td>
<td>$311.18</td>
<td>Solutions4Sure.Com</td>
<td>This donation will be used for instructional supplies at Chinese Education Center at the discretion of the principal.</td>
</tr>
<tr>
<td>Claire Lilenthal ES</td>
<td>check # 1518</td>
<td>$9,000.00</td>
<td>Claire Lilenthal School PTA</td>
<td>This donation will be used to help pay for a literacy specialist at Claire Lilenthal Elementary School.</td>
</tr>
<tr>
<td>Downtown HS</td>
<td>check # 1670</td>
<td>$6,000.00</td>
<td>Blum Family Foundation</td>
<td>This donation will be used for the PRISM project at Downtown High School.</td>
</tr>
<tr>
<td>Garfield ES</td>
<td>check # 9523700201</td>
<td>$1,000.00</td>
<td>Gentle Parking</td>
<td>This donation will be used for instructional supplies at Garfield Elementary School at the discretion of the principal.</td>
</tr>
<tr>
<td>Gordon J. Lau ES</td>
<td>check # 2889</td>
<td>$13,000.00</td>
<td>Gordon J. Lau ES Parents Club</td>
<td>This donation will be used to purchase printers and computers for the classrooms at Gordon J. Lau Elementary School.</td>
</tr>
<tr>
<td>Guadalupe ES</td>
<td>check # 981050</td>
<td>$563.00</td>
<td>Wells Fargo Foundation</td>
<td>This donation will be used for instructional supplies at Guadalupe Elementary School at the discretion of the principal.</td>
</tr>
<tr>
<td>Guadalupe ES</td>
<td>check # 2269996</td>
<td>$563.00</td>
<td>Lifetouch National School Studio</td>
<td>This donation will be used for instructional supplies at Guadalupe Elementary School at the discretion of the principal.</td>
</tr>
<tr>
<td>Guadalupe ES</td>
<td>check # 2326971</td>
<td>$143.61</td>
<td>Target</td>
<td>This donation will be used for instructional supplies at Guadalupe Elementary School at the discretion of the principal.</td>
</tr>
<tr>
<td>Jefferson ES</td>
<td>check # 2270891</td>
<td>$675.00</td>
<td>Lifetouch National School Studio</td>
<td>This donation will be used for instructional supplies at Jefferson Elementary School at the discretion of the principal.</td>
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<tr>
<td>Jose Ortega ES</td>
<td>check # 1392</td>
<td>$5,000.00</td>
<td>Jose Ortega Elementary PTA</td>
<td>This donation will be used for instructional supplies at Jose Ortega Elementary School at the discretion of the principal.</td>
</tr>
<tr>
<td>Jose Ortega ES</td>
<td>check # 981483</td>
<td>$461.52</td>
<td>Wells Fargo Foundation</td>
<td>This donation will be used for instructional supplies at Jose Ortega Elementary School at the discretion of the principal.</td>
</tr>
<tr>
<td>Jose Ortega ES</td>
<td>check # 1391</td>
<td>$3,000.00</td>
<td>Jose Ortega Elementary PTA</td>
<td>This donation will be used for certificated extended hours for teachers at Jose Ortega Elementary School.</td>
</tr>
<tr>
<td>June Jordan HS</td>
<td>check # 55900</td>
<td>$5,000.00</td>
<td>College Summit, Inc.</td>
<td>This donation will be used for college access at June Jordan High School.</td>
</tr>
<tr>
<td>Lafayette ES</td>
<td>check # 8443</td>
<td>$12,000.00</td>
<td>Lafayette PTA</td>
<td>This donation will be used for instructional supplies at Lafayette Elementary School at the discretion of the principal.</td>
</tr>
<tr>
<td>Lafayette ES</td>
<td>check # 8449</td>
<td>$4,500.00</td>
<td>Lafayette PTA</td>
<td>This donation will be used for instructional supplies at Lafayette Elementary School at the discretion of the principal.</td>
</tr>
<tr>
<td>Lafayette ES</td>
<td>check # 8448</td>
<td>$4,500.00</td>
<td>Lafayette PTA</td>
<td>This donation will be used for instructional supplies at Lafayette Elementary School at the discretion of the principal.</td>
</tr>
<tr>
<td>Lafayette ES</td>
<td>check # 8444</td>
<td>$6,766.00</td>
<td>Lafayette PTA</td>
<td>This donation will be used to help pay for a computer lab teacher at Lafayette Elementary School.</td>
</tr>
<tr>
<td>Lakeshore ES</td>
<td>Check # 2329358</td>
<td>$426.06</td>
<td>Target</td>
<td>This donation will be used for instructional supplies at Lakeshore Elementary School at the discretion of the principal.</td>
</tr>
<tr>
<td>Lawton Alternative</td>
<td>check # 2286681</td>
<td>$364.00</td>
<td>Lifetouch National School Studio</td>
<td>This donation will be used for instructional supplies at Lawton Elementary School at the discretion of the principal.</td>
</tr>
<tr>
<td>Marina MS</td>
<td>check # 0002105134</td>
<td>$8,014.16</td>
<td>Marina MS PTSA</td>
<td>This donation will be used for instructional supplies at Marina Middle School at the discretion of the principal.</td>
</tr>
<tr>
<td>R. L. Stevenson ES</td>
<td>check # 2270242</td>
<td>$429.00</td>
<td>Lifetouch National School Studio</td>
<td>This donation will be used for instructional supplies at R. L. Stevenson Elementary School at the discretion of the principal.</td>
</tr>
<tr>
<td>Redding ES</td>
<td>check # 233</td>
<td>$246.00</td>
<td>Tiage Consulting Group</td>
<td>This donation will be used to pay for a field trip bus for students at Redding Elementary School.</td>
</tr>
<tr>
<td>Redding ES</td>
<td>Gift card</td>
<td>$50.00</td>
<td>Kirk Kipping</td>
<td>This donation will be used to purchase pumpkins and items to carve pumpkins for students at Redding Elementary School.</td>
</tr>
<tr>
<td>Sunset ES</td>
<td>check # 2216</td>
<td>$1,996.21</td>
<td>Families of Sunset PTA</td>
<td>This donation will be used to purchase computer equipment at Sunset Elementary School.</td>
</tr>
<tr>
<td>Yick Wo ES</td>
<td>check # 2045</td>
<td>$6,510.00</td>
<td>Yick Wo Elementary PTO</td>
<td>This donation will be used for instructional supplies at Yick Wo Elementary School at the discretion of the principal.</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>$120,373.82</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
SUBJECT: AUTHORIZATION TO SUBMIT APPLICATIONS AND ACCEPT FUNDS

REQUESTED ACTION:
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.

Total Grant Awards this Agenda AMOUNT: $465,000

1 AMOUNT: $465,000
GRANTING California Department of Education: CA Partnership Academies
GRANT TITLE: Clean Tech & Renewable Energy CPA Program
GDO CONTROL #: 1105
SITE: Abraham Lincoln High School
DATES OF GRANT: January 1, 2012 - June 30, 2015
PURPOSE: As our current Green CPA funding sunsets Spring 2012, this grant will provide another 3 years of CPA funding to continue our successful program. This grant allows us to provide a rigorous, interdisciplinary education based on project based learning, teacher teams, internship experience and field trips preparing participants to participate in the Green Academy.
EVALUATION: Level 1: No assessment Required
DISTRICT GOAL: Goal 2: Student Achievement: Engage high achieving
PROGRAM MANAGER: Vanessa Carter
SAN FRANCISCO UNIFIED SCHOOL DISTRICT  
San Francisco, California  
December 13, 2011  

SUBJECT: BUDGET TRANSFERS FOR FISCAL YEAR 2011-2012  

REQUESTED ACTION:  
The Superintendent recommends changes to the FY 2011-12 Budget as adopted by the Board of Education on June 28, 2011. The 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:

### UNRESTRICTED GENERAL FUND

<table>
<thead>
<tr>
<th>FUND:</th>
<th>RESOURCE:</th>
<th>SCH / ORG:</th>
<th>PROGRAM MANAGER:</th>
<th>SCH/DEPT NAME:</th>
<th>PROGRAM TITLE:</th>
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</thead>
<tbody>
<tr>
<td>01</td>
<td>00000</td>
<td>176</td>
<td>Ritu Khanna</td>
<td>Achievement Assessments Office</td>
<td>Unrestricted General Fund</td>
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<table>
<thead>
<tr>
<th>FROM:</th>
<th>TO:</th>
<th>EXPLANATION:</th>
</tr>
</thead>
<tbody>
<tr>
<td>2402 - Techs, Clerks &amp; Other Salaries</td>
<td>1105 - Certificated Hourly (Extended Hours)</td>
<td>The transfer of these accounts is needed in order to implement and/or realign program needs. Availability of funds is due to anticipated budget surplus in classified employee salaries &amp; benefits due to vacancy and will be used to pay the cost of certificated extended hours salaries and benefits to support teachers in the administration of the Brigance Assessment and to cover the cost of the order of STAR Data Files.</td>
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<tr>
<td>3000s - Classified Employee Benefits</td>
<td>3000s - Certificated Employee Benefits</td>
<td>$17,597.74</td>
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<tr>
<td>5850 - Printing &amp; Engraving - Outside Vendor</td>
<td>4313 - Other Supplies</td>
<td>$5,008.51</td>
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### 2 FUND: RESOURCE: 07940 SCH / ORG: 270 PROGRAM MANAGER: Ritu Khanna

<table>
<thead>
<tr>
<th>SCH/DEPT NAME:</th>
<th>PROGRAM TITLE:</th>
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</thead>
<tbody>
<tr>
<td>Research, Planning &amp; Accountability</td>
<td>UGF / AB825 - Targeted Instructional Improvement Block Grant</td>
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</table>

<table>
<thead>
<tr>
<th>FROM:</th>
<th>TO:</th>
<th>EXPLANATION:</th>
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</thead>
<tbody>
<tr>
<td>2402 - Techs, Clerks &amp; Other Salaries</td>
<td>5850 - Printing &amp; Engraving - Outside Vendor</td>
<td>The transfer of these accounts is needed in order to implement and/or realign program needs. Availability of funds is due to anticipated budget surplus in classified employee salaries &amp; benefits due to vacancy and will be used to pay for the cost of printing &amp; engraving for STAR testing materials.</td>
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<tr>
<td>3000s - Classified Employee Benefits</td>
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<td>$11,731.83</td>
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Agenda Item 2b. (1112-13B2)
<table>
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<tr>
<th>FUND: 01</th>
<th>RESOURCE: 00000</th>
<th>SCH / ORG: 341</th>
<th>PROGRAM MANAGER: John Bitoff</th>
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**SCH/DEPT NAME:** Custodial Services  
**PROGRAM TITLE:** Unrestricted General Fund

<table>
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<tr>
<td>4490 - Non Capitalized Equipment</td>
<td>4315 - Janitorial Supplies</td>
<td>$20,000.00</td>
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<tr>
<td>5524 - Pest Control</td>
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<tr>
<td>5623 - Rental / Lease of Equipment</td>
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<tr>
<td>5642 - Repair &amp; Maintance - Equipment</td>
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<td>$4,000.00</td>
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<tr>
<td>5890 - Other Services &amp; Other Expenses</td>
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<td>$15,000.00</td>
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</table>

**EXPLANATION:**
The transfer of these accounts is needed in order to implement and/or realign program needs. Availability of funds is due to anticipated budget surplus in non capitalized equipment, pest control, rental/lease of equipment, repair & maintance - equipment, other service & other expenses and will be used to cover the increased cost of janitorial supplies and paper products.

---

<table>
<thead>
<tr>
<th>FUND: 01</th>
<th>RESOURCE: 07940</th>
<th>SCH / ORG: 453</th>
<th>SCHOOL PRINCIPAL: Michael Bachicha</th>
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</table>

**SCH/DEPT NAME:** Bret Harte Elementary School  
**PROGRAM TITLE:** UGF / AB825 - Targeted Instructional Improvement Block Grant

<table>
<thead>
<tr>
<th>FROM:</th>
<th>TO:</th>
<th>EXPLANATION:</th>
</tr>
</thead>
<tbody>
<tr>
<td>4313 - Other Supplies</td>
<td>5803 - Consultant Fees</td>
<td>$10,462.00</td>
</tr>
</tbody>
</table>

**EXPLANATION:**
The transfer of these accounts is needed in order to implement and/or realign program needs. Availability of funds is due to anticipated budget surplus in other supplies and will be used to pay for a consultant named America Scores. The consultant will provide an after school intervention program that includes literacy and sports.
<table>
<thead>
<tr>
<th>FUND: 01</th>
<th>RESOURCE: 07950</th>
<th>SCH / ORG: 838</th>
<th>SCHOOL PRINCIPAL: Richard John</th>
</tr>
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<tbody>
<tr>
<td>SCH/DEPT NAME:</td>
<td>Starr King Elementary School</td>
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<tr>
<td>PROGRAM TITLE:</td>
<td>UGF / AB825 - School and Library Improvement Block Grant</td>
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<tr>
<td>FROM:</td>
<td>5803 - Consultant Fees</td>
<td>$10,326.00</td>
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</tr>
<tr>
<td>TO:</td>
<td>1105 - Certificated Hourly (Extended Hours)</td>
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<td></td>
<td>3000s - Certificated Employee Benefits</td>
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<tr>
<td></td>
<td>4313 - Other Supplies</td>
<td>$8,326.00</td>
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</table>

EXPLANATION:
The transfer of these accounts is needed in order to implement and/or realign program needs. Availability of funds is due to anticipated budget surplus in consultant fees and will be used to pay for teachers' extended hours salaries & benefits and to pay for school supplies for the remainder of the school year.

Submitted by: Reeta Madhavan 12/01/11
Director of Budget Services

Approved by: Joseph C. Grazzini 12/01/11
Chief Financial Officer
SUBJECT: CONTRACTS FOR STUDENT TEACHER AND INTERN PLACEMENT

REQUESTED ACTION:

That the Board of Education Authorize the Superintendent and/or Chief Human Resources Officer to enter into MOU for Fiscal Years 2011-2014 with local universities to provide experiences for students enrolled in their training programs.

BACKGROUND:

The District has cooperated with the Departments of Education and Counseling of various local universities in allowing them to place student teachers in our schools as part of their training experience.

The District is seeking authority to renew contracts with Mills College, UC Los Angeles and University of Phoenix.

Pursuant to this MOU, the District and the University will provide supervision for the student teachers placed in District schools. The student teachers will be learners and will not displace certificated employees in the District.

It is to the District’s benefit to renew this MOU because it gives the District an opportunity to assess potentially superior counselors and teachers in all areas and is a good opportunity to increase teacher effectiveness in shortage areas such as special education, bilingual education, math and science. This program increases student teacher choice for early completion and dual credential options.

SUBMITTED BY:

Roger L. Buschmann
Chief Human Resources Officer

APPROVED:

Carlos A. Garcia
Superintendent of Schools
San Francisco Unified School District  
San Francisco, California  

December 13, 2011

Subject: POSITIVE FISCAL CERTIFICATION FOR THE SAN FRANCISCO  
UNIFIED SCHOOL DISTRICT AND POSITIVE FISCAL CERTIFICATION  
FOR THE SAN FRANCISCO COUNTY OFFICE OF EDUCATION AT  
FIRST INTERIM, FISCAL YEAR 2011-2012

REQUESTED ACTION:

That the Board of Education authorize the submission to the State of California of  
a positive certification that the District will be able to meet its financial obligations  
for the current fiscal year and subsequent two fiscal years and a positive  
certification that the County Office will be able to meet its financial obligations for  
the current fiscal year and subsequent two fiscal years.

BACKGROUND:

District and County Superintendents are required to submit two interim reports  
each year to the Governing Board indicating the financial and budgetary status of  
the District and the County Office of Education. Based on this information, one of  
three certifications needs to be made to the State of California on whether or not  
the District will be able to meet its financial obligations for the balance of the  
year. The possible certifications are: (1) a positive certification which states that  
the District or County Office will be able to meet its financial obligations; (2) a  
qualified certification which states that the District or County Office may or may  
not be able to meet its financial obligations; (3) a negative certification which  
states that the District or County Office will not be able to meet its obligations.

Based on the 2011-12 First Interim fiscal report and cash balance projections, it  
is projected that the District and the County Office of Education will be able to  
meet their financial obligations for the current fiscal year. Based on the  
willingness of the District and County Office to implement ongoing budget  
reductions to align with available funds in order to maintain fiscal solvency, a  
positive certification is also projected for the subsequent two fiscal years.

Submitted by:

Joseph C. Grazioli  
Chief Financial Officer

Approved by:

Carlos A. Garcia  
Superintendent of Schools

Agenda Item  
2d. (1112-13B4)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

Monthly Report to the Board of Education

(For Board Meeting of December 13, 2011)

SUBJECT: 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

REQUESTED ACTION:
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.

BACKGROUND:
Site Administrators have identified furniture, fixtures, equipment and instructional materials that are either surplus or broken and unusable items and have requested the District Warehouse to remove them from their individual locations.

District Warehouse staff will transport all functional furniture and equipment from the various sites to the District Warehouse at Selby Street. All furniture and equipment determined to be in suitable condition will be reused in other classrooms to provide a consistency of desks and seating when replacing school furniture and equipment.

The attached listing of estimated furniture, fixtures, equipment and instructional materials are deemed to be surplus items. All items determined to no longer hold any value for replacement parts and/or is beyond economic repair will be disposed of in accordance with Education Code provisions and in the most cost effective manner.

The Board of Education has the authority under Sections 17545-17555 and Section 60510-60530 of the Education Code to sell, auction, donate or otherwise dispose of the District furniture, fixtures, equipment and instructional materials that are unusable, obsolete or no longer needed for District use.

Submitted by:

Rod Sarmiento
Director, Purchasing & Warehouse

Approved by:

Joseph C. Grazioli
Chief Financial Officer

Agenda Item
2e. (1112-13B5)
<table>
<thead>
<tr>
<th>SCHOOL/SITE NAME</th>
<th>ITEM DESCRIPTION</th>
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San Francisco Unified School District  
PURCHASING DEPARTMENT  
ESTIMATE OF SURPLUS INVENTORY  
DECEMBER 13, 2011  
BOARD MEETING

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<td>Assorted Keyboards, Headset and Cables</td>
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<td>George Washington High School</td>
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Agenda Item  
2e. (1112-13B5)

Surplus Inventory Estimates for December 13, 2011 Board Meeting
SUBJECT: Authorization for the award of bids, purchase of and encumbrance for supplies, equipment and/or services over $78,900 or the statutory limit specified in Public Contract Code Section 20111.

REQUESTED ACTION: That the Board of Education authorize the procurement of supplies, equipment, and/or services summarized below.

### 2011-2012

**REQUISITION FOR PURCHASE ORDER**

<table>
<thead>
<tr>
<th>NUMBER</th>
<th>SCHOOL/DEPARTMENT</th>
<th>DESCRIPTION</th>
<th>VENDOR/MBE/WBE</th>
<th>AMOUNT</th>
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<tr>
<td>220-10-091</td>
<td>Information Technology Department 01-90239-2012-0000-2100-5890-220 (Prop A: Technology Upgrades Funds)</td>
<td>To pay for the purchase of Cisco Network Hardwares.</td>
<td>CDW-G</td>
<td>$1,494,541</td>
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</table>

**Bid Results (Item on which all bidders submitted bids)**

<table>
<thead>
<tr>
<th>Bidder</th>
<th>MBE / WBE</th>
<th>Bid Amount</th>
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<tr>
<td>CDW-G</td>
<td>Non-MBE Non-WBE</td>
<td>$1,494,540.87</td>
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<td>EnPointe Technologies</td>
<td>Non-MBE Non-WBE</td>
<td>$1,738,995.11</td>
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<td>Extra Team</td>
<td>Non-MBE Non-WBE</td>
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<td>MTM Technologies</td>
<td>Non-MBE Non-WBE</td>
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</tbody>
</table>

Submitted by: Rod Sarmiento  
Director of Purchasing & Warehouse

Approved by: Joseph C. Grazioli  
Chief Financial Officer
MEMORANDUM

TO: Esther V. Casco  
Executive Assistant

FROM: Rod Sarmiento  
Director of Purchasing & Warehouse

SUBJECT: Representation of Minority and Woman Business Enterprises (MBE/WBE) on purchases over $78,900.00 or the statutory limit specified in Public Contract Code Section 2011

A Minority Business Enterprise (MBE) is an independent and continuing business for profit, which performs a commercially useful function and which is owned and controlled by one or more minority persons residing in the United States or its territories. A Women-Owned Business Enterprise (WBE) is an independent and continuing business for profit, which performs a commercially useful function and which is owned and controlled by one or more women residing in the United States or its territories.

The MBE/WBE as they appear on the December 13, 2011 Board Agenda are as follows:

<table>
<thead>
<tr>
<th>NUMBER</th>
<th>VENDOR</th>
<th>TOTAL AMOUNT</th>
<th>MBE STATUS</th>
<th>WBE STATUS</th>
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<td>220-10-091</td>
<td>CDW-G</td>
<td>$1,494,541</td>
<td>Non-MBE</td>
<td>Non-WBE</td>
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</table>

Purchases from government entities, publicly held corporations and sole sources are not included in this total.
SUBJECT:
Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:
That the Board of Education approve a modification of the contract between SIM Architects 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 modification on behalf of the District and encumber sufficient funds from the 1990 School Facility Safety special Tax Fund.

1990 SCHOOL FACILITY SAFETY SPECIAL TAX FUND:
Appropriation 21-90362-2012-0000-8500-6219-11404 - Architectural/Engineering Fees

MODIFICATION OF CONTRACT:
<table>
<thead>
<tr>
<th>DESCRIPTION</th>
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<tr>
<td>DANIEL WEBSTER ELEMENTARY</td>
<td>$16,500</td>
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<td>modify the existing contract with SIM Architects for additional services.</td>
<td></td>
</tr>
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RECOMMENDATION:
It is recommended that the sum of $16,500 as offered by SIM Architects be accepted.

BACKGROUND:
This contract was for architectural/engineering design services to construct new building footing at portions of the exterior wall at Daniel Webster ES. The scope of work consisted of project assessment, schematic design, design developments, construction documents, DSA approval, bidding, construction bid, procurement and administration, project closeout with final DSA certification.

This modification as requested by DSA is for toilet room modification in auditorium and mechanical/electrical modifications, repair of sewer lines and connection to toilet room, and accessible entry into the auditorium.

| Original contract amount (Resolution 113-24W18, March 8, 2011) | $30,000.00 |
| Previous approved modifications                               | $0         |
| Contract to be increased by this Modification #1 (amount not-to-exceed) | $16,500.00 |
| New Total Contract amount as modified                         | $46,500.00 |

Submitted by:
Yonko Radonov, Director
Facilities Design & Construction

Recommended by:
David L. Goldin A.I.A.
Chief Facilities Officer
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California
Board Meeting 12/13/11

SUBJECT:
Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:
That the Board of Education approve this modification between Petersen Dean Commercial and the San Francisco Unified School District and instruct the Chief Facilities Officer or designee to sign all the documents necessary for the execution of the modification on behalf of the District and encumber sufficient funds from the Deferred Maintenance Fund.

DEFERRED MAINTENANCE FUND:
Appropriation 14-06250-2012-0000-8500-6279-11462 - Construction – Change Order

MODIFICATION OF CONTRACT:
Mod. No.1
To
Contract 01409

DESCRIPTION
JUNE JORDAN SCHOOL FOR EQUITY
modify the existing contract with Petersen Dean Commercial for additional services.

COST
$9,719.66

RECOMMENDATION:
It is recommended that the sum of $9,719.66 as offered by Petersen Dean Commercial be accepted.

BACKGROUND:
This contract is for reroofing at June Jordan School for Equity located (formerly Luther Burbank campus) located at 325 La Grande Avenue. The scope of work consisted of removal of existing roofing membranes and a portion of its roof be replaced with a 2-ply modified bitumen roof system to match existing conditions.

This change is for additional work at June Jordan School for Equity. The scope of work consist of replacing six deteriorated and leaky skylights.

Original contract amount (Resolution 115-24W18, May 24, 2011) $348,067.00
Previous approved modifications $0
Contract to be increased by this Modification #1 (amount not-to-exceed) $9,719.66
New Total Contract amount as modified $357,786.66
Total % of modification amounts to original contract amount 2.8%

Submitted by:
Yonko Radonov, Director
Facilities Design & Construction

Recommended by:
David L. Goldin A.I.A.
Chief Facilities Officer

Agenda Item
3b. (1112-13W2)
SUBJECT:
Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:
That the Board of Education approve this modification between Petersen Dean Commercial and the San Francisco Unified School District and instruct the Chief Facilities Officer or designee to sign all the documents necessary for the execution of the modification on behalf of the District and encumber sufficient funds from the Deferred Maintenance Fund.

DEFERRED MAINTENANCE FUND:
Appropriation 14-06250-2012-0000-8500-6279-11395 - Construction – Change Order

MODIFICATION OF CONTRACT:

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<td>STUDENT NUTRITION SERVICES</td>
<td>$2,646.48</td>
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<td>modify the existing contract with Petersen Dean Commercial for additional services.</td>
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RECOMMENDATION:
It is recommended that the sum of $2,646.48 as offered by Petersen Dean Commercial be accepted.

BACKGROUND:
This contract was for reroofing at Student Nutrition Services located at 841 Ellis St. The scope of work consists of removal of existing roofing membranes at Student Nutrition Services and replaced with have a single ply roofing membrane.

This change is for additional work at Student Nutrition Services. The scope of work consist of enlarging the footprint of the roof cricket in order to decrease the amount of water ponding on the roof near the roof drain.

Original contract amount (Resolution 115-24W18, May 24, 2011) $80,800.00
Previous approved modifications $0
Contract to be increased by this Modification #1 (amount not-to-exceed) $2,646.48
New Total Contract amount as modified $83,446.48
Total % of modification amounts to original contract amount 3.2%

Submitted by:
Yonko Radonov, Director
Facilities Design & Construction

Recommended by:
David L. Goldin A.I.A.
Chief Facilities Officer

Agenda Item
3c. (1112-13W3)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California
Board Meeting 12/13/11

SUBJECT:
Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:
That the Board of Education approve a modification of the contract between J/Randall and 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 modification on behalf of the District and encumber sufficient funds from the Deferred Maintenance Fund.

DEFERRED MAINTENANCE FUND:
Appropriation 14-06250-2012-0000-8500-6219-11472 – Architectural/Engineering Fees

MODIFICATION OF CONTRACT:

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<tr>
<th>DESCRIPTION</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUILDINGS AND GROUNDS/834 TOLAND STREET</td>
<td>$2,000</td>
</tr>
<tr>
<td>modify the existing contract with J/Randall and Associates for additional services.</td>
<td></td>
</tr>
</tbody>
</table>

RECOMMENDATION:
It is recommended that the sum of $2,000 as offered by J/Randall and Associates be accepted.

BACKGROUND:
This contract was for architectural/engineering services for roof repairs of two buildings at Buildings & Grounds Department. The scope of work consisted of inspection and proper system design in reroofing the deteriorating metal roofs.

This modification is for bid document preparation and onsite inspection during construction phase.

| Original contract amount (Resolution 118-23W27, August 23, 2011) | $2,875.00 |
| Previous approved modifications | $0 |
| Contract to be increased by this Modification #1 (amount not-to-exceed) | $2,000.00 |
| New Total Contract amount as modified | $4,875.00 |

Submitted by:
Yonko Radonov, Director
Facilities Design & Construction

Recommended by:
David L. Goldin A.I.A.
Chief Facilities Officer

Agenda Item
3d. (1112-13W4)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California
Board Meeting 12/13/11

SUBJECT:
Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:
That the Board of Education approve this modification between Ghilotti Bros., Inc. and the San Francisco Unified School District and instruct the Chief Facilities Officer or designee to sign all the documents necessary for the execution of the modification on behalf of the District and encumber sufficient funds from the Proposition 39 School Repair Program Fund and the Deferred Maintenance Fund.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:
Appropriation 21-90390-2012-0000-8500-6279-10768- Construction - Balboa HS - $12,440.45

DEFERRED MAINTENANCE FUND:
Appropriation 14-06520-2012-0000-8500-6279-11441- Construction - Gordon Lau ES - $557.50

MODIFICATION OF CONTRACT: MODIFICATION OF CONTRACT:
Mod. No. 1 BALBGA HIGH SCHOOL/GORDON LAU ELEMENTARY SCHOOL $13,017.95
To Contract 01346 modify the existing contract with Ghilotti Bros., Inc. for additional services.

RECOMMENDATION:
That the Board of Education approve this modification between Ghilotti Bros., Inc. and the San Francisco Unified School District and instruct the Chief Facilities Officer or designee to sign all the documents necessary for the execution of the modification on behalf of the District and encumber sufficient funds from the Proposition 39 School Repair Program Fund and the Deferred Maintenance Fund.

BACKGROUND:
This contract was for yard pavement resurfacing at Balboa HS and Gordon Lau ES.

This change is for additional work in response to discovery issues during construction. The scope of work consists of repairing failed paved areas, repairs on parking lot in order to be used during construction and replacement of existing wheel stops at Balboa HS; revised existing game lines stripes at Gordon Lau ES due to being close to parked cars.

Original contract amount (Resolution 112-22W15, February 22, 2011) $119,987.00
Previous approved modifications $0
Contract to be increased by this Modification #1 (amount not-to-exceed) $13,017.95
New Total Contract amount as modified $133,004.95
Total % of modification amounts to original contract amount 10.8%

Submitted by: Yanko Radonov, Director Facilities Design & Construction
Submitted by: Leonard Tom, Director Finance and Administration
Recommended by: David L. Goldin A.T.A. Chief Facilities Officer

Agenda Item 3e. (1112-13W5)
SUBJECT:

Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:

That the Board of Education approve this contract modification between Levy Design Partners and the San Francisco Unified School District for an amount not to exceed $20,000.00 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.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:

Appropriation #21-90391-2011-0000-8500-6219-11092 – 1430 Scott Street Campus

CONTRACT:

Mod No. 2 to No. 01194 1430 Scott Street Campus
Architectural/Engineering Services - Prop A 2006 Bond Program

RECOMMENDATION:

That the Board of Education approve this contract modification between Levy Design Partners and the San Francisco Unified School District for an amount not to exceed $20,000.00 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.

BACKGROUND:

This contract is for Architectural and Engineering services for building improvement projects related to the San Francisco Unified School District's Proposition A 2006 Bond Program. The scope of work of the 2006 Proposition A Bond Program includes architectural and engineering services required for the design and construction modernization of individual District sites and facilities according to the requirements and regulations of the 2006 Bond Initiative language.

This modification is for additional architectural design and construction management for window replacement.

Original contract amount

- Previous Approved Modifications (No. 1) $528,000.00
- Contract to be Increased by Modification No. 2 $25,850.00
- New Total Contract Amount as Modified $573,850.00

Submitted by:

Waziuddin Chowdhury
Director of Project Management

Recommended by:

David L. Goldin, A.I.A.
Chief Facilities Officer

Agenda Item
3f. (1112-13W6)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

Board Meeting 12/13/2011

SUBJECT:

Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:

That the Board of Education approve this contract modification to the Master Agreement between Construction Testing Services and the San Francisco Unified School District for an amount not to exceed $52,838.40 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the Master Agreement modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:

Appropriation #21-90391-2012-0000-8500-6280-11087 - Guadalupe Elementary School

<table>
<thead>
<tr>
<th>CONTRACT</th>
<th>DESCRIPTION</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mod 21 to No. 00995</td>
<td>Guadalupe Elementary School</td>
<td>$52,838.40</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>Materials Testing and Inspection Services - Prop A 2006 Bond Program</td>
<td></td>
</tr>
</tbody>
</table>

RECOMMENDATION:

That the Board of Education approve this contract modification to the Master Agreement between Construction Testing Services and the San Francisco Unified School District for an amount not to exceed $52,838.40 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the Master Agreement modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

BACKGROUND:

This contract is for the materials testing and inspection services for building improvement projects related to the passage of San Francisco Unified School District's Proposition A Bond Program. Original contract included testing services at Sutro ES, Jefferson ES, Jefferson CDC, and Claire Lilienthal (Madison Campus). Subsequent modifications included testing services at San Miguel CDC, Com. Stockton CDC, Aptos MS, Noriega CDC, Spring Valley ES, Alamo ES, John Swett ES, School Health Administration Building, Raoul Wallenberg HS, Rooftop ES greening, Ulloa ES greening, Herbert Hoover MS, Wallenburg, Guadalupe Elementary School and 2340 Jackson Street.

This modification is for additional testing and inspection services at Guadalupe Elementary School.

| Original Contract | $242,561.00 |
| Previous Modifications | $1,365,312.39 |
| This Modification (#21) | $52,838.40 |
| Total Contract as Modified | $1,660,711.79 |

Submitted by:

Maureen Shelton
Director of Construction Management

Recommended by:

David L. Goldin, A.I.A.
Chief Facilities Officer
SAN FRANCISCO UNIFIED SCHOOL DISTRICT  
San Francisco, California  
Board Meeting 08/23/11  

SUBJECT:  
Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:  
That the Board of Education approve a contract modification between Cal Pacific Construction, Inc. (Cal Pacific) and the San Francisco Unified School District for an amount not to exceed $ 493,849.00 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.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:  
Appropriation #21-90391-2012-0000-8500-6279-11080 - Martin Luther King Middle School  
$ 497,599.00  
Appropriation #21-90391-2012-0000-8500-6279-11080 - Martin Luther King Middle School  
($ 3,750.00)  

CONTRACT:  
Mod. No. 6 to  
No. #01268  

DESCRIPTION  
Martin Luther King MS Modernization  
Building Construction - Prop A 2006 Bond Program  

COST  
$493,849.00  

RECOMMENDATION:  
That the Board of Education approve a contract modification between Cal Pacific Construction, Inc. (Cal Pacific) and the San Francisco Unified School District for an amount not to exceed $ 493,849.00 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.

BACKGROUND:  
The original scope of this project includes accessibility to the entire school building and play yards, new elevators, handrail extensions at stairs, new path of travel site work, new ramp installation at entrances, toilet room accessibility upgrades, new fire alarm system, door and gate hardware, new flooring, upgrading signage and other improvements required by applicable building codes or SFUSD's obligations under its settlement in Lopez v. SFUSD.

This modification includes change orders for additional lockers for girls locker room, various electrical and data wiring changes, various repairs to dry rotted walls, various landscape changes, various plumbing changes, provide sinks and casework in classrooms 202 and 203, reroute mechanical duct in fitness center, additional abatement at locker rooms and wheelchair lift, revised location of eyewash and lab sink, replace operable partition walls with new walls in classroom 112 and 115, adjust roof drains at annex roof, level floor in MPR room, replace gym floor, level uneven floor at fitness center, replace walls in gym bathroom, identify and tag existing sewer and water lines, repair landscape irrigation lines, reroute phone and HVAC control lines, provide additional motion sensors and security keypads, furnished three marker boards, additional gym floor striping, and provide additional wall pads in the gymnasium for a total of $ 497,599.00. This modification also includes the deletion of various concrete, rough carpentry, and electrical work for a credit of ($3,750.00) resulting in a total net modification of $ 493,849.00.

| Original contract amount | $ 7,398,000.00 |  
| Previous Approved Modification(s) | $ 285,215.00 |  
| Contract to be decreased by Modification #6 | $ 493,849.00 |  
| New Total Contract Amount as Modified | $8,177,064.00 |  
| Total % of modification amounts to original contract amount | 10.53% |  

Submitted by:  
Maureen Shelton  
Director of Construction Management  

Recommended by:  
David L. Goldin, A.I.A.  
Chief Facilities Officer
SUBJECT:

Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:

That the Board of Education approve a contract modification between All Trusty Builders and the San Francisco Unified School District for an amount not to exceed $50,457.00 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.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:

Appropriation #21-90391-2012-0000-8500-6279-11063 – Aptos Middle School – Increment 2

CONTRACT:

Mod. No. 2 to No. #01382

DESCRIPTION

Aptos Middle School – Increment 2
Building Construction – Prop A 2006 Bond Program

COST

$50,457.00

RECOMMENDATION:

That the Board of Education approve a contract modification between All Trusty Builders and the San Francisco Unified School District for an amount not to exceed $50,457.00 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.

BACKGROUND:

The original scope of this project includes accessibility to the entire school building and play yards, new elevators, handrail extensions at stairs, new path of travel site work, new ramp installation at entrances, toilet room accessibility upgrades, new fire alarm system, door and gate hardware, new flooring, upgrading signage and other improvements required by applicable building codes or SFUSD’s obligations under its settlement in Lopez v. SFUSD.

This modification includes skylight flashing, replace ceiling tiles, repairs due to water damage classrooms, and additional roofing shingles for building.

Original contract amount

$1,131,425.00

Previous Approved Modification(s)

$42,035.00

Contract to be Increased by Modification #2

$50,457.00

New Total Contract Amount as Modified

$1,223,917.00

Total % of modification amounts to original contract amount

8.2%

Submitted by:

Maureen Shelton
Director of Construction Management

Recommended by:

David L. Goldin, A.I.A.
Chief Facilities Officer
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California
Board Meeting 12/13/11

SUBJECT:
Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:
That the Board of Education approve this contract modification between Bollo Construction and the San Francisco Unified School District for an amount not to exceed $38,041.00 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.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:
Appropriation #21-90391-2012-0000-8500-6279-11047 – Creative Arts Charter School at Golden Gate Campus

CONTRACT:
Mod #3 to Contract #01376

DESCRIPTION
Creative Arts Charter School
Building Construction – Prop A 2006 Bond Program

COST
$38,041.00

RECOMMENDATION:
That the Board of Education approve this contract modification between Bollo Construction and the San Francisco Unified School District for an amount not to exceed $38,041.00 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.

BACKGROUND:
This contract is for the modernization of the existing facilities at Creative Arts Charter School as required by San Francisco Unified School District’s Proposition A 2006 Bond Program.

The base scope of work include ADA Access and Fire/Life-Safety upgrades interior and exterior painting at affected areas, two new elevators, new roofing, new windows, structural work on Annex building, miscellaneous site work, hazardous material/Asbestos remediation, boiler replacement and window replacement and other misc. interior renovation work.

This modification includes a new hollow metal frame, additional cables in the MDF room, removal and replacement of the water heater, installation of a shutoff valve on the cold water main line, modifications to the fire sprinkler system to accommodate existing conditions, and other miscellaneous changes.

| Original Contract Amount (Resolution 114-12W24, April 12, 2011) | $8,443,850.00 |
| Previous Approved Modifications | $75,772.00 |
| This Modification (#3) | $38,041.00 |
| **Total Contract Amount as Modified** | **$8,557,663.00** |
| % of Modification | 1.35% |

Submitted by:
Maureen Shelton
Director of Construction Management

Recommended by:
David L. Goldin, A.I.A.
Chief Facilities Officer
SUBJECT:

Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:

That the Board of Education approve a contract modification between Cal Pacific Construction, Inc. (Cal Pacific) and the San Francisco Unified School District for an amount not to exceed $48,681.00 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.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:

<table>
<thead>
<tr>
<th>Appropriation</th>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>#21-90391-2012-0000-8500-6279-11085</td>
<td>Dr. William Cobb Elementary School</td>
<td>$58,928.00</td>
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<tr>
<td>#21-90391-2011-0000-8500-6270-11085</td>
<td>Dr. William Cobb Elementary School</td>
<td>($10,247.00)</td>
</tr>
</tbody>
</table>

CONTRACT:

Mod. No. 9 to No. #01298

Dr. William Cobb ES Modernization
Building Construction – Prop A 2006 Bond Program

$48,681.00

RECOMMENDATION:

That the Board of Education approve a contract modification between Cal Pacific Construction, Inc. (Cal Pacific) and the San Francisco Unified School District for an amount not to exceed $48,681.00 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.

BACKGROUND:

The original scope of this project includes accessibility to the entire school building and play yards, new elevators, handrail extensions at stairs, new path of travel site work, new ramp installation at entrances, toilet room accessibility upgrades, new fire alarm system, door and gate hardware, new flooring, upgrading signage and other improvements required by applicable building codes or SFUSD’s obligations under its settlement in Lopez v. SFUSD.

This modification includes the modification of the plaster removal, revised food service layout, add phone jacks, new doors, revise fire extinguisher cabinets, reconnect existing light fixtures, reconnect existing receptacles in Auditorium, add shelving racks in storage room, and add new trim under whiteboard, for a total value of $58,928.00. This modification also includes the deletion of the electrical and fire sprinkler work for a credit of $10,247.00 resulting in a total net modification of $48,681.00.00.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Original contract amount</td>
<td>$6,496,400.00</td>
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<tr>
<td>Previous Approved Modification(s)</td>
<td>$447,854.00</td>
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<tr>
<td>Contract to be Increased by Modification #9</td>
<td>$48,681.00</td>
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<tr>
<td><strong>New Total Contract Amount as Modified</strong></td>
<td><strong>$6,992,935.00</strong></td>
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<tr>
<td>Total % of modification amounts to original contract amount</td>
<td>7.6%</td>
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</tbody>
</table>

Submitted by:

Maureen Shelton
Director of Construction Management

Recommended by:

David L. Goldin, A.I.A.
Chief Facilities Officer

Agenda Item
3k. (1112-13W11)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

Board Meeting 12/13/11

SUBJECT:

Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:

That the Board of Education approve this contract modification between CF Contracting, Inc. and the San Francisco Unified School District for an amount not to exceed $43,125.00 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.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND

<table>
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<tr>
<th>Appropriation #</th>
<th>Description</th>
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</tr>
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<tbody>
<tr>
<td>#21-90390-2012-0000-8500-6279-11429</td>
<td>Galileo HS Greening</td>
<td>$5445.00</td>
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<tr>
<td>#21-90390-2012-0000-8500-6279-11434</td>
<td>Mission HS Greening</td>
<td>$3473.00</td>
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<tr>
<td>#21-90390-2012-0000-8500-6279-11428</td>
<td>Everett MS Greening</td>
<td>$604.00</td>
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<tr>
<td>#21-90390-2012-0000-8500-6279-11430</td>
<td>Horace Mann MS Greening</td>
<td>$33,603.00</td>
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CONTRACT:

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<th>Mod #1 to No. 01387</th>
<th>DESCRIPTION</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>Galileo HS/Mission HS/Everett MS/Horace Mann MS Greening</td>
<td>Building Construction – Prop A 2003 Bond Program</td>
<td>$43,125.00</td>
</tr>
</tbody>
</table>

RECOMMENDATION:

That the Board of Education approve this contract modification between CF Contracting, Inc. and the San Francisco Unified School District for an amount not to exceed $43,125.00 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.

BACKGROUND:

The original scope of work was for the construction of the green schoolyard program at Galileo HS, Mission HS, Everett MS, Horace Mann MS schools as allocated by the San Francisco Unified School District's Proposition A 2006 and 2003 Bond programs.

This modification includes the changes at each site due to unforeseen site conditions and landscaping changes to better suit program needs at each school site. This is the final change order for this project.

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Contract Amount</td>
<td>$311,590.00</td>
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<tr>
<td>Previous Approved Modification(s)</td>
<td>$0</td>
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<tr>
<td>Contract to be Increased by this Modification #1</td>
<td>$43,125.00</td>
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<tr>
<td>New Total Contract Amount as Modified</td>
<td>$354,715.00</td>
</tr>
<tr>
<td>Total % of Modification Amounts to Original Contract Amount</td>
<td>13.84%</td>
</tr>
</tbody>
</table>

Submitted by:

Maureen Shelton
Director of Construction Management

Recommended by:

David L. Goldin, A.I.A.
Chief Facilities Officer

Agenda Item 31. (1112-13W12)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California
Board Meeting 12/13/2011

SUBJECT:
Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:
That the Board of Education approve this contract modification between Zolman Construction & Development, Inc. (Zolman) and the San Francisco Unified School District for an amount not to exceed $125,533.00 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.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:
Appropriation #21-90391-2012-0000-8500-6279-11092 – Gateway/KIPP Charter Schools

CONTRACT:
Mod. No. 7 to No. #01352
Gateway/KIPP Charter Schools Modernization at 1430 Scott
Building Construction – Prop A 2006 Bond Program

RECOMMENDATION:
That the Board of Education approve this contract modification between Zolman Construction & Development, Inc. (Zolman) and the San Francisco Unified School District for an amount not to exceed $125,533.00 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.

BACKGROUND:
This contract is for the modernization of the existing facilities at Gateway/KIPP Charter Schools at 1430 Scott Street as required by San Francisco Unified School District's Proposition A 2006 Bond Program. The base scope of work covered by the bid amounts include: General School Modernization and reconstruction including ADA Access and Fire/Life-Safety upgrades, including but not including but not limited to new accessible entry at Scott Street, interior and exterior painting, new exterior wheelchair lift, window renovation, miscellaneous site works, hazardous material/Asbestos remediation and other miscellaneous interior renovation work and new windows.

This modification includes additional: handrails, mechanical, electrical, plumbing, frame and gypsum board walls, acoustical ceiling tiles, steel and metal work, demolition, replace flooring, doors and hardware, fire sprinkler, access panels, structural backing, concrete work, brick repair, flashing, lighting, and new window louvers.

Original contract amount $4,180,000.00
Previous Approved Modification(s) – (No. 1-6) $367,231.00
Contract to be Increased by Modification No. 7 $125,533.00
New Total Contract Amount as Modified $4,672,764.00
Total % of modification amounts to original contract amount 11.79%

Submitted by:
Maureen Shelton
Director of Construction Management

Recommended by:
David L. Goldin
Chief Facilities Officer

Agenda Item
3m. (1112-13W13)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

Board Meeting 12/13/11

SUBJECT:

Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:

That the Board of Education approve this contract modification between Cal Pacific Construction and the San Francisco Unified School District for an amount not to exceed $105,226.00, 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.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:

Appropriation #21-90391-2012-0000-8500-6279-11052 – Grattan Elementary School – $124,779.00
Appropriation #21-90391-2010-0000-8500-6270-11052 – Grattan Elementary School – ($19,553.00)

CONTRACT:

Modification #13 to Contract No. #01208

Grattan Elementary School
Building Construction – Prop A 2006 Bond Program

COST

$105,226.00

RECOMMENDATION:

That the Board of Education approve this contract modification between Cal Pacific Construction and the San Francisco Unified School District for an amount not to exceed $105,226.00, 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.

BACKGROUND:

This contract is for the modernization of the existing facilities at Grattan Elementary School site as required by San Francisco Unified School District's Proposition A 2006 Bond Program. Scope of work includes: new elevator, new path of travel site work, concrete ramps and handrails, new exterior exit stairs, toilet room accessibility upgrades, installation of a fully automatic fire alarm system, new door and gate hardware, upgrading signage and other improvements required by applicable building codes or SFUSD's obligations under its settlement in Lopez v. SFUSD.

This modification includes cost of acceleration during summer to maintain schedule and additional electrical, plumbing, concrete repair, carpentry and waterproofing play structure and additional resurfacing at new play structure for a total of $124,779.00. It also includes the deletion of scope for metal fencing/rails, miscellaneous hardware and elevator system component for a total credit amount of ($19,553.00). This is the final change order for this project.

Original Contract $3,239,000.00
Previous modifications $245,844.00
This Modification #13 $105,226.00
Total Contract Value as modified $3,590,070.00
Total % of modification amounts to original contract amount 10.84%

Submitted by:

Maureen Shelton
Director of Construction Management

Recommended by:

David L. Goldin, A.I.A.
Chief Facilities Officer

Agenda Item
3n. (1112-13W14)
SUBJECT:
Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:
That the Board of Education approve this contract modification between Aiten Construction and the San Francisco Unified School District for an amount not to exceed $49,963.00 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.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:
Appropriation #21-90391-2012-0000-8500-6279-11082 - Chinese Immersion School at De Avila $49,963.00

CONTRACT:
Mod. #05 to No. #001351

DESCRIPTION
Chinese Immersion School at De Avila
Building Construction – Prop A 2006 Bond Program
COST
$49,963.00

RECOMMENDATION:
That the Board of Education approve this contract modification between Aiten Construction and the San Francisco Unified School District for an amount not to exceed $49,963.00 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.

BACKGROUND:
This contract is for the modernization of the existing facilities at Chinese Immersion School at De Avila as required by San Francisco Unified School District's Proposition A 2006 Bond Program.

Scope of work includes: New elevator, handrail extensions at stairs, new path of travel site work, new ramp installation at entrances, 2 new play structures, toilet room accessibility upgrades, door and gate hardware, upgrading signage and fire alarm system upgrade and other improvements required by applicable building codes or SFUSD’s obligations under its settlement in Lopez v. SFUSD. The District has chosen to not include deductive alternates 1, 2 & 3 comprised of the omission of 3rd floor restroom finishes, 3rd floor teaching walls, and exterior painting, along with additive alternate 1 for replacement of interior lighting. The District has chosen to include additive alternates 1 and 2 to the work including additional door replacement and ceramic tile finish in the corridors making the total award to Aiten Construction $6,867,600.00.

This modification is for revisions to selective demolition, lighting, elevator, electrical, door hardware, framing, wood trim, fire alarm, and various other changes for a total of $49,963.00.

Original Contract Amount $6,867,600.00
Previous Approved Modifications $453,962.00
This Modification (#05) $49,963.00
Total Contract Amount as Modified $7,371,525.00
% of Modification 7.34%

Submitted by:
Maureen Shelton
Director of Construction Management

Recommended by:
David L. Goldin, A.I.A.
Chief Facilities Officer
SUBJECT:

Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:

That the Board of Education approve this contract modification between JDS Builders Group (JDS) and the San Francisco Unified School District for an amount not to exceed $146,909.00 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.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:

Appropriation #21-90391-2012-0000-8500-6279-11090 – Edison Charter Academy $146,909.00

CONTRACT:

Mod # 9 to No. #01294

Edison Charter Academy Modernization
Building Construction – Prop A 2006 Bond Program

COST

$146,909.00

RECOMMENDATION:

That the Board of Education approve this contract modification between JDS Builders Group (JDS) and the San Francisco Unified School District for an amount not to exceed $146,909.00 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.

BACKGROUND:

This contract is for the modernization of the existing facilities at Edison Charter Academy as required by San Francisco Unified School District's Proposition A 2006 Bond Program.

The base scope of work covered by the bid amounts include: General School Modernization including ADA Access and Fire/Life-Safety upgrades, including but not limited to coordination of interim housing portable classrooms installation and related utilities and subsequent removal, window and roofing replacement throughout, interior and exterior painting and other new finishes throughout, building systems upgrades; new interior and exterior circulation upgrades, including elevator replacement and new wheelchair lift; restroom reconstruction; play structure replacement, play yard resurfacing, and other miscellaneous site work; hazardous material/asbestos remediation, and other miscellaneous interior renovation work.

This modification is for revisions to selective demolition, site work, lighting, HVAC, elevator, electrical, fire sprinkler, door hardware, roofing, framing, plumbing, painting, finish carpentry and various other changes for a total of $146,909.00.

| Original Contract Amount | $5,280,267.00 |
| Previous Approved Modifications | $613,819.00 |
| This Modification (#09) | $146,909.00 |
| **Total Contract Amount as Modified** | **$6,040,995.00** |
| % of Modification | 14.41% |

Submitted by:

Maureen Shelton
Director of Construction Management

Recommended by:

David L. Goldin
Chief Facilities Officer
SUBJECT: Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:

That the Board of Education approve this contract modification between Alpha Bay Builders and the San Francisco Unified School District for an amount not to exceed $60,442.00 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.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:

Appropriation #21-90391-2012-0000-8500-6279-11065 – 2340 Jackson Street - Modernization

CONTRACT:

Mod. #3 No. # 01383

RECOMMENDATION:

That the Board of Education approve this contract modification between Alpha Bay Builders and the San Francisco Unified School District for an amount not to exceed $60,442.00 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.

BACKGROUND:

This contract is for general modernization and reconstruction at 2340 Jackson Street as required by San Francisco Unified School District's Proposition A 2006 Bond Program.

Scope of work includes ADA Access and Fire/Life-Safety upgrades, including but not limited to fire alarm and fire sprinkler systems, seismic upgrades, restroom improvements, cafeteria conversion, library and administration office remodel, interior and exterior painting of affected areas, site work, hazardous material/asbestos remediation, removal of two (2) classroom portables, and other miscellaneous interior and exterior renovation work and all other improvements required by applicable building codes or SFUSD's obligations under its settlement in Lopez v. SFUSD.

This modification is for additional carpentry, plumbing, structural, electrical and site work.

Original Contract $ 4,783,970.00
Previous Modifications #1 - 2 (amount not exceed) $ 149,936.00
This Modification #3 (amount not exceed) $ 60,442.00
Total contract as modified $ 4,994,348.00
Total % of modification amounts to original contract amount 4.4%

Submitted by:

Maureen Shelton
Director of Construction Management

Recommended by:

David L. Goldin, A.I.A.
Chief Facilities Officer
SUBJECT:

Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:

That the Board of Education approve a contract modification between Cal Pacific Construction, Inc. (Cal Pacific) and the San Francisco Unified School District for an amount not to exceed $32,024.00 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.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:

Appropriation # 21-90391-2012-0000-8500-6279-11081 -- Francisco MS

CONTRACT:

Mod. No. 4 to No. #01372

Francisco MS

Building Construction – Prop A 2006 Bond Program

$32,024.00

RECOMMENDATION:

That the Board of Education approve a contract modification between Cal Pacific Construction, Inc. (Cal Pacific) and the San Francisco Unified School District for an amount not to exceed $32,024.00 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.

BACKGROUND:

The original scope of work for this project includes accessibility to the entire school building and play yards, new elevators, handrail extensions at stairs, new path of travel site work, new ramp installation at entrances, toilet room accessibility upgrades, new fire alarm system, door and gate hardware, new flooring, new windows, roof repair, upgrading signage and other improvements required by applicable building codes or SFUSD's obligations under its settlement in Lopez v. SFUSD.

This modification includes carpentry, concrete and electrical work for the project.

Original contract amount $11,215,661.00
Previous Approved Modification(s) $176,569.00
Contract to be Increased by Modification #4 $32,024.00
New Total Contract Amount as Modified $11,424,254.00
Total % of modification amounts to original contract amount 1.86%

Submitted by:

Maureen Shelton
Director of Construction Management

Recommended by:

David L. Goldin, A.I.A.
Chief Facilities Officer

Agenda Item
3r. (1112-13W18)
SUBJECT:
Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:
That the Board of Education approve a contract modification between OnPoint Construction and the San Francisco Unified School District for an amount not to exceed $41,497.00 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.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:

Appropriation #21-90391-2012-0000-8500-6279-11043 – Cleveland ES $43,814.00
Appropriation #21-90390-2011-0000-8500-6270-11043 – Cleveland ES ($2,317.00)

CONTRACT:
Mod No. 2 to No. # 01349

RECOMMENDATION:
That the Board of Education approve a contract modification between OnPoint Construction and the San Francisco Unified School District for an amount not to exceed $41,497.00 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.

BACKGROUND:
This contract is for the exterior stucco replacement at the Cleveland Elementary School Site as required by San Francisco Unified School District’s Proposition A 2006 Bond Program.

The original scope of this project includes removal and replacement of exterior Stucco at the main building and other improvements required by applicable building codes or SFUSD’s obligations under its settlement in Lopez v. SFUSD.

This modification includes extensive repair due to unforeseen dry rot in wall, mural restoration for a total of $43,814 and a credit of ($2,317) for deletion of concrete work from the original contract scope, making the net total modification $41,497.00.

| Original contract amount | $ 349,999.00 |
| Previous Approved Modification(s) | $ 82,213.00 |
| Contract to be Increased by Modification #2 | $ 41,497.00 |
| New Total Contract Amount as Modified | $ 473,709.00 |
| Total % of modification amounts to original contract amount | 35.35% |

Submitted by:
Maureen Shelton
Director of Construction Management

Recommended by:
David L. Goldin, A.I.A.
Chief Facilities Officer
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

Board Meeting 12/13/11

SUBJECT:

Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:

That the Board of Education approve a contract modification between Cal Pacific Construction, Inc. (Cal Pacific) and the San Francisco Unified School District for an amount not to exceed $6,994.00 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.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:

Appropriation #21-90391-2012-0000-8500-6279-11064-Hoover Middle School $154,937.00
Appropriation #21-90390-2010-0000-8500-6270-11064-Hoover Middle School ($147,943.00)

CONTRACT:

Mod. No. 12 to No. #01212

RECOMMENDATION:

That the Board of Education approve a contract modification between Cal Pacific Construction, Inc. (Cal Pacific) and the San Francisco Unified School District for an amount not to exceed $6,994.00 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.

BACKGROUND:

The original scope of this project includes accessibility to the entire school building and play yards, new elevators, handrail extensions at stairs, new path of travel site work, new ramp installation at entrances, toilet room accessibility upgrades, new fire alarm system, door and gate hardware, new flooring, new windows, new roof, upgrading signage and other improvements required by applicable building codes or SFUSD’s obligations under its settlement in Lopez v. SFUSD.

This modification includes painting, concrete, flooring, plumbing, carpentry, HVAC, landscaping, asphalt and electrical work for the project for a total of $154,937.00 and a credit of ($147,943.00) for deletion of countertop, pipe restoration, duplicate PCO and PCO modification from the original contract scope, making the net total modification $6,994.00

| Original contract amount | $11,158,812.00 |
| Previous Approved Modification(s) | $1,004,921.00 |
| Contract to be increased by Modification #12 | $6,994.00 |
| **New Total Contract Amount as Modified** | **$12,170,727.00** |
| Total % of modification amounts to original contract amount | 9.07% |

Submitted by: Maureen Shelton
Director of Construction Management

Recommended by: David L. Goldin, A.I.A.
Chief Facilities Officer

Agenda Item 3t. (1112-13W20)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

Board Meeting 12/13/11

SUBJECT:

Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:

That the Board of Education approve this contract modification between Zolman Construction and the San Francisco Unified School District for an amount not to exceed $53,708.00 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.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:

Appropriation #21-90391-2012-0000-8500-6279-11087 – Guadalupe Elementary School

CONTRACT:

Mod #5
No. #1419

DESCRIPTION

Guadalupe Elementary School - Modernization
Building Construction – Prop A 2006 Bond Program

COST

$53,708.00

RECOMMENDATION:

That the Board of Education approve this contract modification between Zolman Construction and the San Francisco Unified School District for an amount not to exceed $53,708.00 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.

BACKGROUND:

This contract is for general modernization and reconstruction at Guadalupe Elementary School as required by San Francisco Unified School District's Proposition A 2006 Bond Program. Scope of work includes ADA Access and Fire/Life-Safety upgrades, including but not limited to elevator structure addition, partial 2nd floor addition over existing roof, wheelchair lift, administration office and toilet renovations, interior finishes, doors with associated frames and hardware, windows, Multi-Purpose Room curtains, miscellaneous site work, hazardous material/Asbestos remediation and other misc. electrical, mechanical, and interior renovation and all other improvements required by applicable building.

This modification is for additional carpentry, electrical, plumbing and site work.

Original Contract
Previous Modifications #1 to 4 (amount not exceed)
This Modification #5 (amount not exceed)
Total contract as modified
Total % of modification amounts to original contract amount

$ 6,373,000.00
$ 217,361.00
$ 53,708.00
$ 6,644,069.00
4.25%

Submitted by:

Maureen Shelton
Director of Construction Management

Recommended by:

David L. Goldin, A.I.A.
Chief Facilities Officer

Agenda Item
3u. (1112-13W21)

181
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

Board Meeting 12/13/11

SUBJECT:

Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:

That the Board of Education approve a modification to the Master Agreement between Millennium Consulting Associates ("MECA") and the San Francisco Unified School District for an amount not to exceed $18,065.50 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the Master Agreement modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:

Appropriation #21-90391-2012-0000-8500-6212-11060 – Ulloa Elementary School

CONTRACT:

Mod No.28 to
Contract #00952

DESCRIPTION

Ulloa Elementary School
Industrial Hygienist – Prop A 2006 Bond Program

COST

$18,065.50

RECOMMENDATION:

That the Board of Education approve a modification to the Master Agreement between Millennium Consulting Associates ("MECA") and the San Francisco Unified School District for an amount not to exceed $18,065.50 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the Master Agreement modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

BACKGROUND:

This Master Agreement is for hazardous abatement design services for various building improvement projects related to the passage of San Francisco Unified School District’s Proposition A 2006 Bond Program. Original contract was for industrial hygienist services at Marshall ES and Hoover MS. Previous modifications added IH services at Buena Vista ES, Fairmount ES, ER Taylor ES Greening, Cleveland ES, John McLaren CDC, 555 Franklin Admin, Lawton ES, New Traditions ES, Theresa Mahler CDC, Cabrillo ES, Alamo ES, & Ulloa ES.

This contract modification includes hazardous materials construction observation, monitoring and project closeout for Ulloa Elementary School bungalow replacement building.

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
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<tbody>
<tr>
<td>Original Contract</td>
<td>$75,740.00</td>
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<tr>
<td>Previous Approved Modifications</td>
<td>$1,250,288.42</td>
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<tr>
<td>This Modification #28 (not-to exceed)</td>
<td>$18,065.50</td>
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<td>Total Contract as modified</td>
<td>$1,344,093.42</td>
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</table>

Submitted by:
Maureen Shelton
Director of Construction Management

Recommended by:
David Goldin, A.I.A.
Chief Facilities Officer

Agenda Item
3v. (1112-13W22)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California
Board Meeting 12/13/11

SUBJECT:

Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:

That the Board of Education approve this modification to the Master Agreement between ENGEIO, Inc. and the San Francisco Unified School District for an amount not to exceed $ 4,000.00 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the Master Agreement modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:

Appropriation #21-90391-2012-0000-8500-6150-11074 -- Civic Center Secondary School at John Swett $4,000.00

CONTRACT:

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
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</thead>
<tbody>
<tr>
<td>Civic Center Secondary School at John Swett</td>
<td>$4,000.00</td>
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<tr>
<td>Geotechnical Services – Prop A 2006 Bond Program</td>
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</tr>
</tbody>
</table>

RECOMMENDATION:

That the Board of Education approve this modification to the Master Agreement between ENGEIO, Inc. and the San Francisco Unified School District for an amount not to exceed $ 4,000.00 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the Master Agreement modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

BACKGROUND:

The Master Agreement is for geotechnical services for various building improvement projects related to the passage of San Francisco Unified School District’s Proposition A 2006 Bond Program. Individual service agreements have been assigned to define scope, schedule, deliverables and exact cost for each project contract as needed for the duration of the Master Agreement. Previous modifications to this Master Agreement included geotechnical and engineering services at Dr. William Cobb ES, Francis Scott Key ES, Civic Center Secondary School at John Swett and Creative Arts Charter School.

This modification will provide for additional testing and construction observation services during the course of construction for the modernization project at Civic Center Secondary School at John Swett.

| Original contract amount       | $13,000.00 |
| Previous Approved Modifications (No. 1-11) | $150,880.00 |
| Contract to be Increased by Modification (No. 12) | $4,000.00 |
| New Total Contract Amount as Modified | $167,880.00 |

Submitted by:

Wazni Chowdhury
Director of Project Management

Agenda Item
3w. (1112-13W23)

Recommended by:

David L. Goldin, A.I.A.
Chief Facilities Officer
SUBJECT:

Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:

That the Board of Education approve this modification to the Master Agreement between Consolidated Engineering Laboratories and the San Francisco Unified School District for an amount not to exceed $42,265.00 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the Master Agreement modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:

<table>
<thead>
<tr>
<th>Appropriation #</th>
<th>School</th>
<th>Amount</th>
</tr>
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<tbody>
<tr>
<td>21-90391-2012-0000-8500-6280-11047</td>
<td>Creative Arts Charter School</td>
<td>$12,625.00</td>
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<tr>
<td>21-90391-2012-0000-8500-6280-11074</td>
<td>Civic Center Secondary School</td>
<td>$29,640.00</td>
</tr>
</tbody>
</table>

CONTRACT:

Mod. No. 13 to No. 00986

Creative Arts Charter School, Civic Center Secondary School
Materials Testing and Inspection Services – Prop A 2006 Bond Program

COST

$42,265.00

RECOMMENDATION:

That the Board of Education approve this modification to the Master Agreement between Consolidated Engineering Laboratories and the San Francisco Unified School District for an amount not to exceed $42,265.00 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the Master Agreement modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

BACKGROUND:

This contract is for the materials testing and inspection services for building improvement projects related to the passage of San Francisco Unified School District's Proposition A Bond Program. Scope of work includes materials testing and inspection services to ensure compliance with plans & specifications and DSA requirements. Previous modifications to this Master Agreement included costs to complete materials testing and inspection services at Marshall ES, John McLaren New Modular Campus Project, Glen Park ES, Mission Ed Center-Kate Kennedy, Lawton Alternative School, Sunset ES, Fairmount ES, Ulloa ES, Grattan ES, Presidio CDC, Francis Scott Key ES and Gateway/Kipp.

This modification provides for additional materials testing and inspection services related to Shop and Field Welding inspections at Creative Arts Charter School and Civic Center Secondary School at John Swett to ensure compliance with plans & specifications and DSA requirements.

| Original Contract Amount | $29,347.00 |
| Previous modification (No. 1-12) | $750,455.96 |
| This Modification No. 13 (not to exceed) | $42,265.00 |
| **Total Contract value as modified** | **$822,067.96** |

Submitted by: Maureen Shelton
Director of Construction Management

Recommended by: David L. Goldin, A.I.A.
Chief Facilities Officer
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California
Board Meeting 12/13/11

SUBJECT:

Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:

That the Board of Education approve this modification to the Master Agreement between Treadwell & Rollo, a Langan Company and the San Francisco Unified School District for an amount not to exceed $25,713.00 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the Master Agreement modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:

| Appropriation #21-90391-2012-0000-8500-6150-11079 – Hilltop High School | $8,813.00 |
| Appropriation #21-90391-2012-0000-8500-6150-11060 – Ulloa Elementary School | $16,900.00 |

CONTRACT:

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>COST</th>
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<tbody>
<tr>
<td>Hilltop High School and Ulloa Elementary School</td>
<td>$25,713.00</td>
</tr>
<tr>
<td>Geotechnical Services – Prop A 2006 Bond Program</td>
<td></td>
</tr>
</tbody>
</table>

RECOMMENDATION:

That the Board of Education approve this modification to the Master Agreement between Treadwell & Rollo, a Langan Company and the San Francisco Unified School District for an amount not to exceed $27,8713.00 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the Master Agreement modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

BACKGROUND:

The original contract provided for the geotechnical services at Rooftop ES, Fairmount ES, Buena Vista ES, Cleveland, and San Miguel CDC as required by San Francisco Unified School District’s Proposition A 2006 Bond Program. Subsequent modifications included geotechnical engineering services for Aptos MS, Wallenberg HS, Glen Park ES, Martin Luther King Jr. MS, Francisco MS, Presidio CDC and Hilltop HS.

This contract modification provides additional testing related to the geotechnical scope of work on the modernization project at Hilltop High School and geotech services for a new building at Ulloa Elementary School.

| Original Contract | $61,380.00 |
| Previous Approved Modifications | $440,695.00 |
| This Modification #27 (not to exceed) | $25,713.00 |
| Total Contract as modified | $527,788.00 |

Submitted by:
Maureen Shelton
Director of Construction Management

Recommended by:
David L. Goldin, A.I.A.
Chief Facilities Officer
SUBJECT:

Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:

That the Board of Education approve this contract between McGinnis Chen 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 on behalf of the District and encumber sufficient funds from the 1990 School Facility Safety Special Tax Fund.

1990 SCHOOL FACILITY SAFETY SPECIAL TAX FUND:

Appropriation 21-90360-2012-0000-8500-6210-11490 - Architectural/Engineering Fees

<table>
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<th>DESCRIPTION</th>
<th>COST</th>
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<tbody>
<tr>
<td>No. 01452</td>
<td>CESAR CHAVEZ ELEMENTARY SCHOOL Architectural/Engineering services</td>
<td>$8,134.50</td>
</tr>
</tbody>
</table>

RECOMMENDATION:

It is recommended that the fee of $8,134.50 as proposed by McGinnis Chen Associates be awarded.

BACKGROUND:

This contract is for architectural/engineering services for repair of exterior walls at Cesar Chavez ES due to deterioration, creating a life-safety hazard for staff and students.

Performable by District Civil Service Classification: No

District Classification: None

Reason for Contracting Out: Specialized skill requirements renders project unsuitable for in-house staffing.

A Request for Proposal (RFP) was issued, and McGinnis Chen Associates is one of the roofing and waterproofing consulting firms that were selected as part of the pool to provide on-going roofing and waterproofing consulting services to the District (103-9W21, March 9, 2010).

Submitted by:

Yonko Radonov, Director
Facilities Design & Construction

Recommended by:

David L. Goldin A.I.A.
Chief Facilities Officer
SUBJECT:
Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:
That the Board of Education approve this contract between Professional Services Industries, 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 encumber sufficient funds from the Capital Facilities Fund.

CAPITAL FACILITIES FUND:
Appropriation 25-00000-2012-0000-8500-6212-11481 - Environmental Fees

CONTRACT:

<table>
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<th>No. 01451</th>
<th>DESCRIPTION</th>
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<tbody>
<tr>
<td></td>
<td>DR. CHARLES DREW COLLEGE PREPARATORY ACADEMY</td>
<td>$5,034</td>
</tr>
<tr>
<td></td>
<td>Environmental services</td>
<td></td>
</tr>
</tbody>
</table>

RECOMMENDATION:
It is recommended that the fee of $5,034 as proposed by Professional Services Industries, Inc. be awarded.

BACKGROUND:
This contract is for environmental services for the conversion of a storage room into a computer laboratory at Dr. Charles Drew College Preparatory Academy to accommodate the enrollment growth/expansion at this school site. The scope of work consists of, but not limited to, review of submittals by contractor, attending construction meetings, monitoring construction work, hazmat sampling and clearances, and project closeout.

Performable by District Civil Service Classification: No

District Classification: None

Reason for Contracting Out: Specialized skill requirements renders project unsuitable for in-house staffing.

A Request for Proposal (RFP) was issued, and five (5) environmental consulting firms have responded. Professional Services Industries, Inc. is one of five consultants approved by the Board on June 8, 2010 (106-8W21) to provide environmental consulting and inspection services to district-wide schools.

Submitted by:

Yonko Radonov, Director
Facilities Design & Construction

Recommended by:

David L. Goldin A.I.A.
Chief Facilities Officer

Agenda Item
3aa. (1112-13W27)
SUBJECT:
Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:
That the Board of Education approve this contract between Guttmann & Blaevoet 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 encumber sufficient funds from the 1990 School Facility Safety Special Tax Fund.

1990 SCHOOL FACILITY SAFETY SPECIAL TAX FUND:
Appropriation 21-90360-2012-0000-8500-6210-11485 - Architectural/Engineering Fees

<table>
<thead>
<tr>
<th>CONTRACT</th>
<th>DESCRIPTION</th>
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<tbody>
<tr>
<td>No. 01450</td>
<td>LOWELL HIGH SCHOOL</td>
<td>$4,500</td>
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<tr>
<td></td>
<td>Architectural/engineering services</td>
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</tbody>
</table>

RECOMMENDATION:
It is recommended that the fee of $4,500 as bid by Guttmann & Blaevoet be awarded.

BACKGROUND:
This contract is for mechanical engineering services associated with the installation of emergency showers at 3 Science classrooms (Rooms 335, 337 and 339 at Lowell HS. The scope of work will also include construction administration.

Performable by District Civil Service Classification: No

District Classification: 5265 Architectural Associate I, 5266 Architectural Associate II and 5268 Architect

Reason for Contracting Out: Long-term nature of work with variable resource and skill requirements renders project unsuitable for in-house staffing.

A Request for Proposal (RFP) was issued, and fourteen (14) architectural/engineering consultants have responded. Guttmann & Blaevoet (formerly Mechanical Design Studio, Inc.) is deemed most qualified to complete this project. Mechanical Design Studio is one of three consultants approved by the Board to provide engineering services to district-wide schools.

Submitted by:
Yonko Radonov, Director
Facilities Design & Construction

Recommended by:
David L. Goldin A.I.A.
Chief Facilities Officer

Agenda Item
3bb. (1112-13W28)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California
Board Meeting 12/13/11

SUBJECT:
Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:
That the Board of Education approve this contract between Guttmann & Blaevoet and the San Francisco Unified School District for an amount not to exceed $15,000 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 encumber sufficient funds from the Proposition 39 School Repair Program Fund.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:
Appropriation 21-90391-2012-0000-8500-6210-11066 - Architectural/Engineering Fees

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RECOMMENDATION:
That the Board of Education approve this contract between Guttmann & Blaevoet and the San Francisco Unified School District for an amount not to exceed $15,000 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 encumber sufficient funds from the Proposition 39 School Repair Program Fund.

BACKGROUND:
This contract is for architectural/engineering services associated with the chiller replacement project at the School District Office located at 555 Franklin Street. The scope of work includes design, bidding and construction administration services for the removal and replacement of the existing chiller in the basement.

Performable by District Civil Service Classification: No

District Classification: 5265 Architectural Associate I, 5266 Architectural Associate II and 5268 Architect

Reason for Contracting Out: Long-term nature of work with variable resource and skill requirements renders project unsuitable for in-house staffing.

A Request for Proposal (RFP) was issued, and fourteen (14) architectural/engineering consultants have responded. Guttmann & Blaevoet (formerly Mechanical Design Studio, Inc.) is deemed most qualified to complete this project. Mechanical Design Studio is one of three consultants approved by the Board to provide engineering services to district-wide schools.

Submitted by:
Yonko Radonov, Director
Facilities Design & Construction

Submitted by:
Leonard Tom, Director
Finance and Administration

Recommended by:
David L. Goldin A.T.A.
Chief Facilities Officer

Agenda Item
3cc. (1112-13W29)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

Board Meeting 12/13/11

SUBJECT:
Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:

That the Board of Education approve this contract between Designed Building Systems, Inc. and the San Francisco Unified School District for an amount not to exceed $1,023,000.00 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 Designed Building Systems, Inc. it will award to the next lowest, most responsive and responsible bidder, or the District may elect to re-bid the project.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:
Appropriation #21-90391-2012-0000-8500-6270-11083 - Francis Scott Key ES

CONTRACT:
No. # 1448

Francis Scott Key ES – Modular Classroom Building
Building Construction – Prop A 2006 Bond Program

<table>
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<tr>
<td>Meeheis Modular</td>
<td>$1,115,000</td>
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<tr>
<td>J. Luchetti Construction</td>
<td>$1,121,000</td>
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<tr>
<td>Global Modular</td>
<td>NON-RESPONSIVE</td>
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RECOMMENDATION:

That the Board of Education approve this contract between Designed Building Systems, Inc. and the San Francisco Unified School District for an amount not to exceed $1,023,000.00 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 Designed Building Systems, Inc. it will award to the next lowest, most responsive and responsible bidder, or the District may elect to re-bid the project.

BACKGROUND:

This contract is for a modular classroom building at Francis Scott Key Elementary School as required by San Francisco Unified School District's Proposition A 2006 Bond Program.

Scope of work includes a new design/build modular classroom building containing three classrooms, playground surface coating, and game striping.

Submitted by:

Maureen Shelton
Director of Construction Management

Recommended by:

David L. Goldin, A.I.A.
Chief Facilities Officer

Agenda Item
3dd. (1112-13W30)
SUBJECT:

Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:

That the Board of Education approve this contract between Levy Design Partners and the San Francisco Unified School District for an amount not to exceed $144,000.00 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.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:

Appropriation #21-90391-2012-0000-8500-6210-11060 – Ulloa Elementary School bungalow Replacement

CONTRACT:

Ulloa Elementary School Bungalow Replacement
Architectural/Engineering Services - Prop A 2006 Bond Program

COST

$144,000.00

RECOMMENDATION:

That the Board of Education approve this contract between Levy Design Partners and the San Francisco Unified School District for an amount not to exceed $144,000.00 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.

BACKGROUND:

This contract is for Architectural and Engineering services for building improvement projects related to the San Francisco Unified School District's Proposition A 2006 Bond Program. The scope of work of the 2006 Proposition A Bond Program includes architectural and engineering services required for the design and construction modernization of individual District sites and facilities according to the requirements and regulations of the 2006 Bond Initiative language.

The consultant was selected pursuant to the District's Request for Proposals process. After review of 27 proposals submitted by architectural firms the District determined that the following firms had the prerequisite qualifications, experience and staff at this time for the 2006 Proposition A Bond Program architects: CSDA Architects, Cervantes Design Associates, Deems Lewis McKinley Architects, DSK Architects, ED2 International, Gelfand Partners, Hamilton + Aitken Architects, K2A Architects, KYA Architecture, Lamanski and Rockwell Architects, Levy Design Partners, Paulette Taggart Architects, Plum Architects, SIM Architects, VBN Architects. Individual projects are assigned based on the firm's experience, size and capabilities for each of the individual projects as determined by the Bond Program staff.

Performable by District Civil Service Classification: Yes
District Classification: Multiple
Reason for Contracting Out: The volume of architectural and engineer work, the extensive experience and specialized expertise in school design and construction required and the strict time frames required to perform the work, under the legal requirements of the ADA Lopez Stipulated Judgment preclude performing these services in-house.

Submitted by:

Wazluddin Chowdhury
Director of Project Management

Agenda Item
3ee. (1112-13W31)

Recommended by:

David L. Goldin, A.I.A.
Chief Facilities Officer
SAN FRANCISCO UNIFIED SCHOOL DISTRICT  
San Francisco, California  
Board Meeting 12/13/11  

SUBJECT:  
Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.  

REQUESTED ACTION:  
That the Board of Education authorize a one time fee payment to Pacific Gas and Electric for an amount not to exceed $48,322.75 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the fee payment on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.  

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:  
Appropriation #21-90391-2012-0000-8500-6292-11047 — Creative Arts Charter School  

CONTRACT:  

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<tr>
<td>Creative Arts Charter School Modernization</td>
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<td>Building Construction – Prop A 2006 Bond Program</td>
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RECOMMENDATION:  
That the Board of Education authorize a one time fee payment to Pacific Gas and Electric for an amount not to exceed $48,322.75 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the fee payment on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.  

BACKGROUND:  
This fee is for the installation of a larger electrical service at Creative Arts Charter School Modernization project to accommodate two new elevators. This fee includes all engineering, labor, materials, supplies, transportation, taxes, insurance, general overheads and other costs associated with PG&E’s standard practice under applicable uniform system of accounts prescribed by the CPUC.  

Submitted by:  
Maureen Shelton  
Director of Construction Management  

Recommended by:  
David L. Goldin, A.I.A  
Chief Facilities Officer
SUBJECT: SELF-CERTIFICATION ON THE FILING OF A CLASS 1 CATEGORICAL EXEMPTION FOR SCHOOL BUILDING IMPROVEMENTS.

REQUEST ACTION:

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 below.

BACKGROUND:

Under the State’s School Facilities Program, all Districts that file applications with the State for modernization, reconstruction or new construction funding must self-certify (SFPD 4.08B) performance of at least one class of Categorical Exemption and file a Notice of Exemption as a method of compliance with the California Environmental Quality Act (CEQA).

CEQA Guidelines list those classes of projects which have been determined not to have a significant effect on the environment and which shall, therefore, be exempt from the provision of CEQA. For all projects listed below, District staff has determined a “Class 1” exemption, described in CEQA Guidelines Section 15301, of Title 19.

“Class 1 consists of the operation, repair, maintenance [...] or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency’s determination.”

The following modernization projects which are included in the November 2011 Proposition A bond program conform to this class of projects having no significant effect on the environment.

PROJECT LIST

<table>
<thead>
<tr>
<th>Argonne ES, 680 18th Avenue</th>
<th>Bret Harte ES/CDC, 950 Hollister Avenue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cesar Chavez ES, 825 Shotwell Street</td>
<td>Daniel Webster ES/CDC, 465 Missouri Street</td>
</tr>
<tr>
<td>El Dorado ES, 70 Delta Street</td>
<td>Enola Maxwell Campus (ISA), 655 De Haro Street</td>
</tr>
<tr>
<td>Frank McCoppin ES/CDC, 651 6th Avenue</td>
<td>Garfield ES/CDC, 420 Filbert Street</td>
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<tr>
<td>George Moscone ES, 2576 Harrison Street</td>
<td>George Peabody ES, 251 6th Avenue</td>
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<tr>
<td>Gordon J. Lau ES, 950 Clay Street</td>
<td>Guadalupe ES, 859 Prague Street</td>
</tr>
<tr>
<td>Ida B Wells HS, 1099 Hayes Street</td>
<td>James Lick MS, 1220 Noe Street</td>
</tr>
<tr>
<td>Jean Parker ES/CDC, 840 Broadway Street</td>
<td>John Yehall Chin ES, 350 Broadway Street</td>
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<tr>
<td>Jose Ortega ES, 400 Sargent Street</td>
<td>Junipero Serra ES/CDC, 625 Holly Park</td>
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<tr>
<td>Lafayette ES, 4545 Anza Street</td>
<td>Las Americas CDC, 801 Treat Avenue</td>
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<tr>
<td>Longfellow ES, 755 Morse Street</td>
<td>McAteer Campus (SOTA &amp; AAS HS), 555 Portola Drive</td>
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<tr>
<td>McKinley ES, 1025 14th Street</td>
<td>Miraloma ES, 175 Omar Way</td>
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<tr>
<td>Mission Annex CDC, 421 Bartlett Street</td>
<td>Monroe ES/CDC, 260 Madrid Street</td>
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<tr>
<td>Paul Revere Annex, 610 Tompkins Street</td>
<td>Paul Revere ES, 555 Tompkins Street</td>
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<td>School/Center</td>
<td>Address</td>
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<tr>
<td>Philip &amp; Sala Burton HS, 400 Mansell Street</td>
<td>Presidio MS, 450 30th Avenue</td>
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<tr>
<td>Redding ES/CDC, 1421 Pine Street</td>
<td>Robert Louis Stevenson ES, 2051 34th Avenue</td>
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<tr>
<td>Rooftop ES (Mayeda Campus), 500 Corbett Avenue</td>
<td>Roosevelt MS, 460 Arguello Street</td>
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<tr>
<td>Sarah B Cooper CDC, 940 Filbert Street</td>
<td>Sheridan ES, 431 Capitol Avenue</td>
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<tr>
<td>Starr King ES, 1215 Carolina Street</td>
<td>Sunnyside ES, 250 Foerster Street</td>
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<tr>
<td>Tule Elk Park CDC, 2110 Greenwich Street</td>
<td>Visitacion Valley ES, 55 Schwerin Street</td>
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<td>Visitacion Valley MS, 450 Raymond Street</td>
<td>Yick Wo ES, 2245 Jones Street</td>
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<tr>
<td>George Washington HS, 600 32nd Avenue</td>
<td>Lowell HS, 1101 Eucalyptus Drive</td>
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<tr>
<td>Former San Miguel ES, 300 Seneca Street</td>
<td>Children's Center Administration Building, 20 Cook Street</td>
</tr>
<tr>
<td>McLaren School, 2055 Sunnydale Avenue</td>
<td>Florence Martin Center, 1155 Page Street</td>
</tr>
<tr>
<td>Central Office Annex, 601 McAllister Street</td>
<td>Student Nutrition Center, 841 Ellis Street</td>
</tr>
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</table>

Submitted by:  
Paul Cardoni  
State Funding Representative

Recommended by:  
David L. Goldin A.I.A.  
Chief Facilities Officer

Agenda Item  
3gg. (1112-13W33)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT  
San Francisco, California  
Board Meeting 12/13/11

SUBJECT: SELF-CERTIFICATION ON THE FILING OF A CLASS 2 CATEGORICAL EXEMPTION FOR SCHOOL BUILDING IMPROVEMENTS AT WILLIE L. BROWN JR. SCHOOL.

REQUEST ACTION:

That the Board of Education certifies this Notice of Exemption as the completion of all relevant California Environmental Quality Act (CEQA) requirements and authorize District staff to file a Notice of Exemption with the San Francisco County Clerk and State Clearinghouse for the proposed new classroom building replacement project.

BACKGROUND:

Section 21084 of the Public Resources Code requires CEQA Guidelines to include a list of classes of projects which have been determined not to have a significant effect on the environment and which shall, therefore, be exempt from the provisions of CEQA.

The Willie L. Brown Jr. School project complies with CEQA “Class 2” exemption, described in CEQA Guidelines Section 15302 (a), of Title 19 as follows:

“Class 2 consists of replacement or reconstruction of existing structures and facilities where the new structure will be located on the same site as the structure replaced and will have substantially the same purpose and capacity as the structure replaced.”

(a) Replacement or reconstruction of existing schools and hospitals to provide earthquake resistant structures which do not increase capacity more than 50 percent.

The current school site capacity for the Willie L. Brown School is 750 Kindergarten through Sixth grade students or 810 Seventh through Eighth grade students. The proposed school replacement project will not increase student populations at this site by 50 percent triggering the preparation of environmental documents for this project.

Submitted by:

[Signature]
Paul Cardoni  
State Funding Representative

Recommended by:

[Signature]
David L. Goldin A.I.A.  
Chief Facilities Officer

Agenda Item
3hh. (1112-13W34)
MEMORANDUM

TO: Esther Casco
Executive Assistant

FROM: Yonko Radonov, Director
Facilities Design & Construction

RE: Representation of Disabled Veteran, Minority and Women Owned Business Enterprises (DVBE, MBE/WBE)

In an effort to increase participation for all ethnicities and genders, the District has increased its own advertising efforts to include publications and listings with the greatest circulation to contractors and subcontractors. In addition, the bidding documents include an outreach certification which requires the contractors to solicit subcontractors through at least two (2) approved publications, advertisements or listings.

The ethnicity and gender are presented below as they appear on the December 13, 2011 Board Agenda:

<table>
<thead>
<tr>
<th>Document</th>
<th>Vendor</th>
<th>Total Amount</th>
<th>DVBE Status</th>
<th>MBE/WBE Status</th>
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<tbody>
<tr>
<td>CONTRACT</td>
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<td>Non-MBE/Non-WBE</td>
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**TOTAL:** $76,552.50
# Representation of Disabled Veteran, Minority and Women Owned Business Enterprises (DVBE, MBE/WBE)

In an effort to increase participation for all ethnicity's and genders, the District has increased its own advertising efforts to include publications and listing with the greatest circulation to contractors and subcontractors. In addition, the bidding documents include an outreach certification which requires the contractors to solicit subcontractors through publications of an advertisement and/or listing in at least two (2) of an approved list of publications and/or listing.

The ethnicity and gender are presented below as they appear on the December 13, 2011 Board Agenda:

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<tr>
<th>Document</th>
<th>Vendor</th>
<th>Total Amount</th>
<th>DVBE Status</th>
<th>MBE/WBE Status</th>
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**TOTAL:**

$2,674,653.65

Enclosure(s)

cc: Leonard Tom, Fe Bongolan, Michelle Chariton, William Chow, Waziuddin Chowdhury, Andrea Dawson, Kristen Harper, Ryan Henderson, Erin Hirst, Dewitt Mark, Lori Shelton, Maureen Shelton, Alberto Vasquez, James Wong
SUBJECT: Administrative, Secondary, Elementary Certificated Personnel Actions.

Action Requested: That the Board of Education approves the following personnel actions.

PROBATIONARY APPOINTMENTS
1112-13F1

<table>
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TEMPORARY APPOINTMENTS
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EMERGENCY APPOINTMENT
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## CATEGORICAL APPOINTMENT

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## DEPARTMENT HEAD APPOINTMENTS

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## RECALL FROM LAYOFF

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### TEACHERS ON VARIABLE TERM WAIVERS

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### PROVISIONAL INTERN PERMIT

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### ASSIGNMENT OPTION UNDER EDUCATION CODE 44258.2

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### ASSIGNMENT OPTION UNDER EDUCATION CODE 44263

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1112-13F11 (con't)

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### REDUCED WORK/PARTNERSHIP TEACHING

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### RETIREMENT

1112-13F13

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## AMENDMENTS

**1112-13F15**

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Administrative, Secondary, Elementary Certificated Personnel Action
Prepared by

Roger A. Buschmann
Chief Human Resources Officer

Agenda Item
4a. (1112-13F1 – F15)
GENDER / ETHNICITY / RACE COMPOSITION

PROBATIONARY APPOINTEES

APPEARING IN THE AGENDA OF

December 13, 2011

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# Gender / Ethnicity / Race Composition

## Temporary Appointees

Appearing in the agenda of

December 13, 2011

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## GENDER / ETHNICITY / RACE COMPOSITION
### EMERGENCY APPOINTEE
### APPEARING IN THE AGENDA OF
### December 13, 2011

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209
GENDER / ETHNICITY / RACE COMPOSITION

INTERN APPOINTEES

APPEARING IN THE AGENDA OF

December 13, 2011

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ETHNICITY

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210
GENDER / ETHNICITY / RACE COMPOSITION
CATEGORICAL APPOINTEE
APPEARING IN THE AGENDA OF
December 13, 2011

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GENDER / ETHNICITY / RACE COMPOSITION

DEPARTMENT HEAD / DEAN / HEAD COUNSELOR APPOINTEES

APPEARING IN THE AGENDA OF

December 13, 2011

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SUBJECT: Consultant Services  □ Individual  □ Organization

DATE OF BOARD MEETING: December 13, 2011

Is this a retroactive resolution?  □ Yes  □ No

If yes, please explain.  Start date was required by the grant

SERVICE/PROGRAM DESCRIPTION:  (What the service and program description are; why the services are required; how the services will benefit the District)

1112-13K1  As part of the $45,000.00 Disproportionality Grant from the California Department of Education, we are required to contract with a Technical Assistance provider. The Technical Assistance provider, Cher Koleszar, was chosen from a list provided by the California Department of Education.

Category: Administrative  Code: 1

School Site / Department: Special Education Services

Participants:  (Those students, sites, or personnel who will be directly served by this consultant)

Participants who will be directly served by this consultant are the Disproportionality Steering committee, made up of 18 people which include; 2 assistant principals, 4 teachers, 4 Speech and Language Pathologists, 2 psychologists, 2 members of Student Support Services, 1 Program Coordinator, 1 Project Manager, 1 member from English Learner Support Services, and 1 Special Assistant to the Superintendent.

Dates of Service:  September 1, 2011 – June 30, 2012

Total Cost:  $8,000.00

Funding Source(s)/Program Title:
Special Education – IDEA Quality Assurance Grant

SACS Code(s):
05-33860-2012-5001-2100-5803-056

Name of Consultant:  Cher Koleszar  $8,000.00
Evaluation:  $0
Total Cost:  $8,000.00
DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:  
☐ Goal 1: Access & Equity – Make social justice a reality.  
☐ Goal 2: Student Achievement – Engage high achieving and joyful learners.  
☐ Goal 3: Accountability – Keep our promises to students and families.

EVALUATION:  
☐ Level I: Complete Task  
☐ Level II: Complete Task, Provide Feedback and/or Produce Product  
☐ Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful  
☐ Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:

We selected a diverse group in terms of departments/job positions based on the professional’s interest in disproportionality and/or their position at a school or department where this issue is particularly relevant.

DEGREE OF STUDENT CONTACT:

☐ Limited Contact  ☐ More Than Limited Contact  ☑ No Student Contact

PREPARED BY: Lesly Morazan-Perez

SUBMITTED BY: Sarah Cragg and Cecelia Dodge

SCHOOL SITE/and or DEPARTMENT: Special Education
DATE OF BOARD MEETING: December 13, 2011

Is this a retroactive resolution? ☑ Yes ☐ No

If yes, please explain. Pam Luna was selected based on her expertise and experience in Professional Development training for teachers and staff on the Project Alert Drug and Alcohol Abuse Prevention Curriculum. She has over ten years of experience in training at numerous school sites over the state of California.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

1112-13K2

Project Alert curriculum is a research-validated curriculum taught to middle school students for the prevention of drug and alcohol abuse. A Project Alert Certified Trainer, from Southern California, trained our middle school teachers on September 27, 2011. Per our Federal Alcohol grant, we are required to provide professional development to our teachers and support services staff annually. The services will give teachers the resources and skills needed to teach Project Alert to our 7th and 8th grade students.

Category: Professional Development Code: 14

School Site / Department: SFUSD Middle School Sites

Participants: (Those students, sites, or personnel who will be directly served by this consultant) Training was offered to all middle school Science teachers and other interested staff. Participants are able to train other staff at their school sites to implement this research-based drug and alcohol prevention curriculum supported by the Health Education Policy.

Dates of Service: September 27, 2011

Total Cost: $1,531.73

Funding Source(s)/Program Title:
TUPE Program, Grade 6-12, Cohort E

SACS Code(s): 01-66900-2012-0000-3140-5803-152

Name of Consultant: Pam Luna $1,531.73

Evaluation: $0

Total Cost: $1,531.73
DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:
- Goal 1: Access & Equity – Make social justice a reality.
- Goal 2: Student Achievement – Engage high achieving and joyful learners.
- Goal 3: Accountability – Keep our promises to students and families.

EVALUATION:
- Level I: Complete Task
- Level II: Complete Task, Provide Feedback and/or Produce Product
- Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transfer of Skills and Capacity Building

SELECTION PROCESS:

Project Alert is the research-based drug education prevention curriculum for SFUSD middle schools. We have always scheduled professional development for teachers and staff in the fall in order to implement at the school sites in a timely manner. Unfortunately, this year, the approval of the TUPE budget by the California Department of Education took longer than expected and we had to work with our budget analyst to finalize appropriately.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED BY: Theresa Iulio

SUBMITTED BY: Kim Coates

SCHOOL SITE/and or DEPARTMENT: Student Support Services
DATE OF BOARD MEETING: December 13, 2011

Is this a retroactive resolution?  X Yes  □ No

If yes, please explain. Budget allocation not available in time. Funding not available before the date of service.

SERVICE/PROGRAM DESCRIPTION:
The Safe Routes to School Program promotes safe and active walking and biking to and from school. Safe Routes to School Program Liaisons: notify staff, students/parents about the program and events; coordinate educational presentations; distribute materials, encourage and support walking and biking activities/days; collaborate in walk audits; coordinate student and parent surveys. The Liaison services are a required part of the funding grant and a necessary part of the communication and coordination for the success of the program. The services will benefit the District by increasing pedestrian and biking, and traffic safety around schools; reducing childhood obesity by encouraging walking and biking; decreasing traffic congestion around school; and improving air quality, community safety and security, and community involvement around school.

Category: Administrative  Code: 1

School Site / Department: Student Support Services Department


Total Cost: $3,840.00

Funding Source(s)/Program Title: Caltrans Safe Route to School

SACS Code(s): 01-90205-2012-1110-2100-5803-152

Name of Consultant: Jill Hudson $960.00  $3,840.00
Sandra Miller $960.00
Cynthia Cevallos $960.00
Sharon Chung $960.00

Evaluation: $0

Total Cost: $3,840.00
DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:
- Goal 1: Access & Equity – Make social justice a reality.
- Goal 2: Student Achievement – Engage high achieving and joyful learners.
- Goal 3: Accountability – Keep our promises to students and families.

EVALUATION:
- Level I: Complete Task
- Level II: Complete Task, Provide Feedback and/or Produce Product
- Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:
An application for the Safe Routes to School Program Liaison was sent to interested schools. Administrators signed off on support.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED BY: Donna Gurr

SUBMITTED BY: Kim Coates

SCHOOL SITE/and or DEPARTMENT: Student Support Services
SUBJECT: Consultant Services  □ Individual  □ Organization

FOR BOARD OFFICE USE ONLY  □ Vendor has multiple contracts for the current fiscal school year:

DATE OF BOARD MEETING: December 13, 2011

Is this a retroactive resolution?  □ Yes  □ No

If yes, please explain.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

1112-13K4 SF Arts Education Project will provide participatory workshops in Visual Arts, Dance, Chorus, Poetry and Theater to all students K-5. Workshops are aligned with the Visual & Performing Arts Standards. Residency Workshops will provide opportunities to address the education of the whole child and allow students to explore and discover another voice. The workshops help build students' self-esteem and also build skills in leadership and teamwork. As grade level teachers meet to review student work, analyze assessments and plan the next teaching cycle, their students are experiencing enrichments activities with the other teachers, who are supplemented by the artists-in-residence.

Category: Visual & Performing Arts Enrichment  Code: 27

School Site / Department: Glen Park Elem.

Participants: (Those students, sites, or personnel who will be directly served by this consultant) K - 5

Dates of Service: January 3, 2012 – May 4, 2012

Total Cost: $11,842.00

Funding Source(s)/Program Title:
PEEF: Prop H, Arts & Music
NCLB: Title I, Schoolwide Programs

SACS Code(s):
01-90552-2012-1110-2100-5803-575 $ 1,300
01-31500-2012-1110-2100-5803-575 $10,542

Name of Consultant: San Francisco Arts Education Project

Evaluation: $N/A

Total Cost: $11,842.00
DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:
- **Goal 1**: Access & Equity – Make social justice a reality.
- **Goal 2**: Student Achievement – Engage high achieving and joyful learners.
- **Goal 3**: Accountability – Keep our promises to students and families.

EVALUATION:
- **Level I**: Complete Task
- **Level II**: Complete Task, Provide Feedback and/or Produce Product
- **Level III**: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- **Level IV**: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:

Glen Park Elem. Has a long standing partnership with SF Arts Education Project.

DEGREE OF STUDENT CONTACT:

- [ ] Limited Contact  [x] More Than Limited Contact  [ ] No Student Contact

PREPARED AND SUBMITTED BY: Marion Grady

SCHOOL SITE/AND OR DEPARTMENT: Glen Park School
DATE OF BOARD MEETING: December 13, 2011

Is this a retroactive resolution? ☑ Yes ☐ No

If yes, please explain. School schedule required work to start.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

1112-13K5

With the goal of supporting the commitments written into the federally-funded School Improvement Grant (SIG) related to implementing the full-service community school model through collaboration with community Business Organizations, the office of the Superintendent’s Zone – Bayview District seeks the approval of the SFUSD School Board to establish the community building activity of forming a school-wide soccer team(s) to positively affect climate.

The formation of a school-wide soccer team is in-line with goal three of our balanced school card, creating a positive school climate and our Bayview zone goal of building a community school. The program III also incorporate literacy skills development that is in line with district goal two or our balanced score card in terms of literacy development.

AMERICA SCORES ("herein SCORES") will work collaboratively with the school site to improve school climate through coaching of a soccer team to play and represent the school. At Bret Harte Elementary, SCORES participants will conduct soccer enrichment on a designated field or yard and a classroom space will be dedicated for the literacy sessions.

Category: Administrative          Code: 1

School Site / Department: Office of the Superintendent's Zone - Bayview District - Bret Harte Elementary School

Participants: (Those students, sites, or personnel who will be directly served by this consultant) Students, teachers, and staff at Bret Harte Elmentary School, aferschool staff as needed. A SCORES coach on-site 15 hours a week.

Dates of Service: October 10, 2011 – May 31, 2012

Total Cost: $17,662.00

Funding Source(s)/Program Title:
UGF/AB825 – Targeted Instructional Improvement Block Grant

SACS Code(s):
01-07940-2012-1110-2100-5803-453

Name of Consultant: America SCORES $17,662.00

Evaluation: $0

Total Cost: $17,662.00
DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:

- Goal 1: Access & Equity – Make social justice a reality.
- Goal 2: Student Achievement – Engage high achieving and joyful learners.
- Goal 3: Accountability – Keep our promises to students and families.

EVALUATION:

- Level I: Complete Task
- Level II: Complete Task, Provide Feedback and/or Produce Product
- Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:

SCORES is a community partner that has worked with Bret Harte Elementary School for more than 10 years. The contractor has a track record of success with the school community and has had a significant impact on improving school climate.

DEGREE OF STUDENT CONTACT:

- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED AND SUBMITTED BY: Michael Bachicha, Principal

SCHOOL SITE/and or DEPARTMENT: Bret Harte Elementary School
SUBJECT: Consultant Services  □ Individual  □ Organization

FOR BOARD OFFICE USE ONLY □ Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: December 13, 2011

Is this a retroactive resolution?  ☑ Yes  □ No

If yes, please explain. School schedule required work to start.

or other comments:

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

1112-13K6

Reading Partners is a Literacy Intervention Program that provides one on one tutoring to K-5 Students 0.5-2.5 years behind grade level in reading. Reading Partners services will provide supplemental instructions to students in an effort to accelerate the students rate of learning. The overall aim is to bring student sup to grade level in ELA/Reading to achieve success in the classroom and on standardized test.

Category: Tutoring and After School Activities  Code: 26


Participants: (Those students, sites, or personnel who will be directly served by this consultant)

Students, teachers and staff at Bret Harte Elementary School.

Dates of Service: September 19, 2011 – May 24, 2012

Total Cost: $7,200.00

Funding Source(s)/Program Title:
UGF/AB825 – Targeted Instructional Improvement Block Grant

SACS Code(s):
01-07940-2012-1110-2100-5803-453

Name of Consultant: Reading Partners  $7,200.00

Evaluation: $0

Total Cost: $7,200.00
DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:
- Goal 1: Access & Equity - Make social justice a reality.
- Goal 2: Student Achievement - Engage high achieving and joyful learners.
- Goal 3: Accountability - Keep our promises to students and families.

EVALUATION:
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- Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:
An Examination of data showed Reading Partners to have measurable positive impact on student reading progress. Reading Partners has had a long relationship with Bret Harte Elementary School and many students have existing relationship with students.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED AND SUBMITTED BY: Michael Bachicha, Principal
SCHOOL SITE/and or DEPARTMENT: Bret Harte Elementary School
DATE OF BOARD MEETING: December 13, 2011
Is this a retroactive resolution? □ Yes □ No
If yes, please explain.

SERVICE/PROGRAM DESCRIPTION: As part of PE standards, bike utilization is part of the curriculum. It also supports whole child wellness.

Category: Administrative Code: 1
School Site / Department: A.P. Giannini Middle School/404
Participants: 6th grade students
Dates of Service: December 14, 2011 to March 23, 2012
Total Cost: $7,332.00

Funding Source(s)/Program Title: PEEP: Prop H, Physical Education Support

SACS Code(s): 01-90551-2012-1110-2100-5803-404

Name of Consultant: Presidio Community YMCA $7,332.00
Evaluation: $0
Total Cost: $7,332.00
DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:

☐ Goal 1: Access & Equity – Make social justice a reality.
☒ Goal 2: Student Achievement – Engage high achieving and joyful learners.
☐ Goal 3: Accountability – Keep our promises to students and families.

EVALUATION:

☒ Level I: Complete Task
☐ Level II: Complete Task, Provide Feedback and/or Produce Product
☐ Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
☐ Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:

It was the only organization that offered the program.

DEGREE OF STUDENT CONTACT:

☒ Limited Contact ☐ More Than Limited Contact ☐ No Student Contact

PREPARED BY: Leslie Trook

SUBMITTED BY: Christine Luu

SCHOOL SITE/and or DEPARTMENT: A. P. Giannini Middle School
SUBJECT: Consultant Services  □ Individual  □ Organization

FOR BOARD OFFICE USE ONLY  □ Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: December 13, 2011

Is this a retroactive resolution?  □ Yes  □ No

If yes, please explain.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

1112-13K8

This k-reso authorizes a payment to the City College of San Francisco “Save Our Courses” Fund for the Interdisciplinary Studies Department to restore a course. This payment allows us to work with the department chair, who schedules the course at a time when June Jordan School for Equity students can enroll. (Enrollment is open to other CCSF students as well.) Past courses include IDST 36: Poetry for the People and IDST 37: Ethnic and Racial Groups in the U.S. Both are U.C transferrable. We require all JJESE 12th graders to enroll in one of these CCSF courses and/or a SFSU course through the Step to College program because research shows that low-income students are more likely to enroll in and succeed in college if they have the opportunity to take college courses during high school.

Category: Administrative  Code: 1

School Site / Department: June Jordan School for Equity

Participants: (Those students, sites, or personnel who will be directly served by this consultant)

June Jordan School for Equity

Dates of Service: 1/3/2012 - 5/25/2012

Total Cost: $6,000.00

Funding Source(s)/Program Title:
EIA: State Compensatory Education (SCE)

SACS Code(s):
01-70900-2012-1110-2100-5803-757

Name of Consultant: City College of San Francisco

Evaluation: $0

Total Cost: $6,000.00
DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:

☐ Goal 1: Access & Equity – Make social justice a reality.
☐ Goal 2: Student Achievement – Engage high achieving and joyful learners.
☐ Goal 3: Accountability – Keep our promises to students and families.

EVALUATION:

☐ Level I: Complete Task
☐ Level II: Complete Task, Provide Feedback and/or Produce Product
☐ Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
☐ Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:

City College of San Francisco is one of the city’s premiere institutions of higher education. The Interdisciplinary Studies department has a track record of fostering innovation, diversity, and collaboration, which makes it uniquely suited to partnering with a high school.

DEGREE OF STUDENT CONTACT:

☐ Limited Contact ☑ More Than Limited Contact ☐ No Student Contact

PREPARED AND SUBMITTED BY: Matt Alexander

SCHOOL SITE/and or DEPARTMENT: June Jordan School for Equity
SUBJECT: Consultant Services ☐ Individual ☒ Organization

FOR BOARD OFFICE USE ONLY ☐ Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: December 13, 2011

Is this a retroactive resolution? ☒ Yes ☐ No

If yes, please explain. There is not enough money in the budget for Hilltop to cover the cost for Family Services Agency.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

1112-13K9

Services of a full-time Childcare Center Site Supervisor, Child Development Specialist and Childcare Aides as required and appropriate by licensing standards and pursuant to the CAL-SAFE mandates for childcare ratios over the period of the agreement.

Physical daycare for children 0-36 months during the hours of operation of the CAL-SAFE Nursery over the period of the agreement as outline and required per Cal-SAFE mandates.

Supervision of children, ages 0-36 months under their care at all times while the parent attends any SFUSD school, ROP, Adult, Work Permit and/or work experience as required by the CAL-SAFE mandates.

Child Development Specialist and Site Supervisor will meet all of the State Department of Education CAL-SAFE mandates and provide professional development, mentoring and training to the staff on best practices related to assessments and curricula.

Category: Administrative Code: 1

School Site / Department: Hilltop Pregnant Minor Program

Participants: (Those students, sites, or personnel who will be directly served by this consultant) Hilltop Pregnant Minor Program & Staff

Dates of Service: July 1, 2011 – June 30, 2012

Total Cost: $239,540.00

Funding Source(s)/Program Title:
California School Age Families Education (CAL-SAFE) Program
NCLB: title I, Part A, Basic Grant, Low-Income and Neglected

SACS Code(s):
05-06930-2012-1110-2100-5803-616 $177,210.79
05-30101-2012-3600-3110-5803-616 $ 62,329.21

Name of Consultant: Family Service Agency $239,540.00

Evaluation: $0

Total Cost: $239,540.00
DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:
- Goal 1: Access & Equity – Make social justice a reality.
- Goal 2: Student Achievement – Engage high achieving and joyful learners.
- Goal 3: Accountability – Keep our promises to students and families.

EVALUATION:
- Level I: Complete Task
- Level II: Complete Task, Provide Feedback and/or Produce Product
- Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:

Family Service Agency of San Francisco is the oldest non-sectarian, non-profit social services provider in the city of San Francisco offering comprehensive programs to help change the lives of vulnerable families and individuals, particularly disadvantaged children, at-risk teenagers, dependent and isolated seniors, and the mentally ill.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED AND SUBMITTED BY: Helen Ying, Executive Director

SCHOOL SITE/and or DEPARTMENT: LEAD – HS DIVISION
SUBJECT: Consultant Services  □ Individual  □ Organization

FOR BOARD OFFICE USE ONLY  □ Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: December 13, 2011
Is this a retroactive resolution?  □ Yes  □ No
If yes, please explain.

SERVICE/PROGRAM DESCRIPTION:

1112-13K10
The Foster Youth Services Program provides educational assessments and tutoring services to SFUSD foster youth students. These services will be provided to foster youth students who have low achievement levels in reading, math, and other subject areas. Students will be referred for services by school site staff, caregivers or protective services workers. Each eligible student will receive a maximum of two hours of tutoring per week for the 2011-2012 school year.

Educational Tutorial Services will assess each student by using the Achieve assessment tool. After completing the assessment, Educational Tutorial Services will develop an individual learning plan for each student to support academic improvement. A post assessment will be conducted at the end of the school year to determine academic achievement. These documents will be submitted to the FYS Coordinator within a month of completion.

In addition, Educational Tutorial Services will complete documentation to track tutoring service hours and tutoring progress. These monthly tutoring reports will be submitted for each student with monthly invoices.

Category: Student Assessment  Code: 18

School Site/and or Department: Student Support Services Department

Participants: (Those students, sites, or personnel who will be directly served by this consultant) All SFUSD school sites and foster youth students

Total Cost: $29,460.00

Funding Source(s)/Program Title: Foster Youth In Licensed Foster Homes Program

SACS Code(s):
05-73660-2012-0000-3140-5803-152

Name of Consultant: Educational Tutorial Services  $29,460.00

Evaluation:  $N/A
Total Cost:  $29,460.00
DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:
- Goal 1: Access & Equity – Make social justice a reality.
- Goal 2: Student Achievement – Engage high achieving and joyful learners.
- Goal 3: Accountability – Keep our promises to students and families.

EVALUATION:
- Level I: Complete Task
- Level II: Complete Task, Provide Feedback and/or Produce Product
- Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:

Educational Tutorial Services was referred by Santa Clara County Office of Education/Foster Youth Services Program. Educational Tutorial Services (ETS) were highly recommended and have provided tutoring and academic support to foster care students for the past fifteen years.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED BY: Maya Webb

SUBMITTED BY: Kim Coates

SCHOOL SITE/and or DEPARTMENT: Student Support Services Department
CATALOG NUMBER: 1112-13K11

Catapult Learning proposes collaborating with the Math Committee made up of teachers and administrators to support the development of instructional tools and professional development support to adopt the Mathematics CCSS. In order to effectively promote curricular continuity across Archdiocesan schools, Catapult Learning recommends a phased introduction of resources developed collaboratively with input from curriculum leaders and teachers across the Archdiocese.

Category: Professional Development

School Site/ and or Department: Archdiocese of San Francisco

Participants: Teachers and Administrators

Dates of Service: January 17, 2012 - February 23, 2012

Total Cost: $8,597.52

Funding Source(s)/Program Title:
NCBL: Title II, Part A, Improving Teacher Quality Local Grant
SACS Code(s):
01 403502012 1110 2100 5803 504 De Marillac $358.23
01 403502012 1110 2100 5803 739 Ecole $358.23
01 403502012 1110 2100 5803 527 Epiphany $358.23
01 403502012 1110 2100 5803 617 Holy Name $358.23
01 403502012 1110 2100 5803 747 OLV $358.23
01 403502012 1110 2100 5803 425 St. Anne $358.23
01 403502012 1110 2100 5803 426 St. Anthony $358.23
01 403502012 1110 2100 5803 451 St. Brendan $358.23
01 403502012 1110 2100 5803 472 St. Cecilia $358.23
01 403502012 1110 2100 5803 473 St. Charles $358.23
01 403502012 1110 2100 5803 543 St. Finn Barr $358.23
01 403502012 1110 2100 5803 557 St. Gabriel $358.23
01 403502012 1110 2100 5803 631 St. James $358.23
01 403502012 1110 2100 5803 645 St. John $358.23
01 403502012 1110 2100 5803 716 St. Mary’s $358.23
01 403502012 1110 2100 5803 728 St. Monica $358.23
01 403502012 1110 2100 5803 759 St. Paul $358.23
01 403502012 1110 2100 5803 765 St. Peter $358.23
01 403502012 1110 2100 5803 770 St. Philip $358.23
01 403502012 1110 2100 5803 835 St. Stephen $358.23
01 403502012 1110 2100 5803 854 St. Thomas More $358.23
01 403502012 1110 2100 5803 851 St. Thomas the Apostle $358.23
01 403502012 1110 2100 5803 766 Sts. Peter and Paul $358.23
01 403502012 1110 2100 5803 836 Star of the Sea $358.23

Name of Consultant: Catapult Learning West, LLC $8,597.52

Evaluation: $0

Total Cost: $8,597.52

DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:
☐ Goal 1: Access & Equity – Make social justice a reality.
☐ Goal 2: Student Achievement – Engage high achieving and joyful learners.
☐ Goal 3: Accountability – Keep our promises to students and families.

EVALUATION:
☐ Level I: Complete Task
☐ Level II: Complete Task, Provide Feedback and/or Produce Product
☐ Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
☐ Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:
The Contractor has experience and evaluative data proving their efficacy in student-based intervention programs.

DEGREE OF STUDENT CONTACT:
☐ Limited Contact ☑ More Than Limited Contact ☐ No Student Contact

PREPARED BY: Evelyn Soliman

SUBMITTED BY: Mary Elsalde, Program Administrator

SCHOOL SITE/AND OR DEPARTMENT: State and Federal Funded Programs
SUBJECT: Consultant Services  ☑ Individual  ☐ Organization

FOR BOARD OFFICE USE ONLY  ☑ Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: December 13, 2011

Is this a retroactive resolution?  ☑ Yes  ☐ No

If yes, please explain. Funding for this program continuance was identified but required a budget transfer that was delayed pending the verification of 2010/2011 carryover funds.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

1112-13KI2 Sherman Elementary School is seeking to continue its 3 year partnership with Reading Partners. Reading Partners establishes an on-campus reading center staffed by a Reading Partners Site Coordinator who works with the school staff to assess students' reading levels and trains one-on-one volunteer tutors to work with the students.

Category: Administrative  Code: 1

School Site / Department: Student Support Services

Participants: (Those students, sites, or personnel who will be directly served by this consultant) Sherman Elementary School students

Dates of Service: July 1, 2011 to June 30, 2012

Total Cost: $16,000.00

Funding Source(s)/Program Title:
SSSD – DCYF-Mayor’s Wellness Program II

SACS Code(s):
01-90539-2012-1110-2100-5803-152

Name of Consultant: Reading Partners  $16,000.00

Evaluation:  $0

Total Cost:  $16,000.00
DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:
- Goal 1: Access & Equity – Make social justice a reality.
- Goal 2: Student Achievement – Engage high achieving and joyful learners.
- Goal 3: Accountability – Keep our promises to students and families.

EVALUATION:
- Level I: Complete Task
- Level II: Complete Task, Provide Feedback and/or Produce Product
- Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:
Reading Partners was chosen by the school community based on their research of proven effectiveness.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED AND SUBMITTED BY: Kevin M. Truitt

SCHOOL SITE/and or DEPARTMENT: Student Support Services
SUBJECT: Consultant Services [ ] Individual  [x] Organization

DATE OF BOARD MEETING: December 13, 2011
Is this a retroactive resolution? [ ] Yes  [x] No

If yes, please explain.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

1112-13K13 The SFUSD After ExCEL Program will be producing the “Latin Dance Program 2012” event. Bay Area Community Resources will be overseeing the logistics and organization of the multiple schools participating in the program.

Category: Tutoring & After School Activities  Code: 26

School Site / Department: Student Support Services

Participants: (Those students, sites, or personnel who will be directly served by this consultant) Students from various elementary schools.


Total Cost: $23,840.00

Funding Source(s)/Program Title:
SSSD – DCYF - Mayor’s Wellness Program II

SACS Code(s):
01-90539-2012-1110-2100-5803-152

Name of Consultant: Bay Area Community Resources (BACR)

Evaluation: $0

Total Cost: $23,840.00

K Resolution
DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:

- Goal 1: Access & Equity – Make social justice a reality.
- Goal 2: Student Achievement – Engage high achieving and joyful learners.
- Goal 3: Accountability – Keep our promises to students and families.

EVALUATION:

- Level I: Complete Task
- Level II: Complete Task, Provide Feedback and/or Produce Product
- Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:

BACR has extensive experience overseeing programs as an approved ExCEL Lead Agency and has familiarity with many of our elementary schools.

DEGREE OF STUDENT CONTACT:

- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED AND SUBMITTED BY: Kevin M. Truitt

SCHOOL SITE/and or DEPARTMENT: Student Support Services
SUBJECT: Consultant Services  □ Individual  □ Organization

FOR BOARD OFFICE USE ONLY  □ Vendor has multiple contracts for the current fiscal school year:

DATE OF BOARD MEETING: December 13, 2011
Is this a retroactive resolution? □ Yes  □ No
If yes, please explain.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

1112-13K14 Dr. Charles Drew College Preparatory Academy ExCEL After School Program is seeking partnership with Urban Services YMCA to implement the After school Safety and Education grant. As Lead Agency, Urban Services YMCA will provide overall management of the program, including programmatic and fiscal accountability. Total amount paid to Urban Services YMCA includes reimbursement for supplies, materials and staffing not to exceed $104,773.

Category: Tutoring & After School Activities  Code: 26

School Site / Department: Student Support Services

Participants: (Those students, sites, or personnel who will be directly served by this consultant) 189 ExCEL Charles Drew students

Dates of Service: January 3, 2012 to June 30, 2012

Total Cost: $104,773.00

Funding Source(s)/Program Title:
After School Education and Safety Program

SACS Code(s):
01-60100-2012-1110-2100-5803-507 $25,000
01-60100-2012-1110-2100-5100-507 $79,773

Name of Consultant: Urban Services YMCA
Evaluation: $0
Total Cost: $104,773.00
DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:
- Goal 1: Access & Equity – Make social justice a reality.
- Goal 2: Student Achievement – Engage high achieving and joyful learners.
- Goal 3: Accountability – Keep our promises to students and families.

EVALUATION:
- Level I: Complete Task
- Level II: Complete Task, Provide Feedback and/or Produce Product
- Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:
Urban Services YMCA is an approved ExCEL provider through the Request for Qualifications process. Urban Services YMCA was chosen by the school community to provide overall support to the after school program.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED AND SUBMITTED BY: Kevin M. Truitt

SCHOOL SITE/and or DEPARTMENT: Student Support Services
**DATE OF BOARD MEETING:** December 13, 2011

**Is this a retroactive resolution?** □ Yes  □ No

If yes, please explain.

**SERVICE/PROGRAM DESCRIPTION:**

1112-13K15

Effective advocacy gives San Francisco schools, students and families a voice at the policy-making table and leads to more resources and state-wide structures to benefit students. With effective advocates in Sacramento, SFUSD is able to understand the impact of legislative and regulatory proposals, make alternative proposals when appropriate, share the likely impact and advocate for the most favorable outcome for students.

The contractor will provide the following services:

- Provide a monthly synopsis of education legislation when the legislature is in session;
- Provide legislative representation on behalf of SFUSD;
- Shepherd original proposals through the legislative process;
- Coordinate staff participation in legislative committees;
- Present to the Board of Education’s Rules, Policy and Legislation Committee; and
- Track the budget development process and provide staff with timely updates throughout the budget process.

**Category:** Legislative Advocacy  
**Code:** 12

**School Site / Department:** Policy & Planning

**Participants:** N/A

**Dates of Service:** December 14, 2011 – June 30, 2012

**Total Cost:** $52,500.00

**Funding Source(s)/Program Title:**

Unrestricted General Fund

**SACS Code(s):**

01-00000-2012-0000-7150-5803-012

**Name of Consultant:** School Innovations & Advocacy  
**Evaluation:** $0

**Total Cost:** $52,500.00
DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:

- Goal 1: Access & Equity – Make social justice a reality.
- Goal 2: Student Achievement – Engage high achieving and joyful learners.
- Goal 3: Accountability – Keep our promises to students and families.

EVALUATION:

- Level I: Complete Task
- Level II: Complete Task, Provide Feedback and/or Produce Product
- Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:

A request for qualifications was sent out to legislative advocates across the state and posted on the SFUSD website. Responses to the request for qualifications were received and reviewed by staff. Finalists were invited for interviews with the contract manager, Chair of the Board of Education Rules Committee, and the Executive Team. The contractor was selected based on their response to the request for qualifications, interview and references.

DEGREE OF STUDENT CONTACT:

- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED AND SUBMITTED BY: Nancy Waymack

SCHOOL SITE/and or DEPARTMENT: Policy & Planning
SUBJECT: Consultant Services ✗ Individual  □ Organization

AMENDMENT TO RESOLUTION(s): 119-13K1
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of services to students.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

1112-13K16 Consultant will provide services and support to ensure the implementation of TMAHS reading intervention program for students who scored Below Basic and Far Below Basic in English/Language Arts. These services and support include professional development, in class coaching, on-going assessment and program implementation.

Category: Administrative  Code: 1

School Site/ and or Department: Thurgood Marshall Academic High School

Participants: (Those students, sites, or personnel who will be directly served by this consultant) 9th & 10th grade students who scored below basic and far below basic in English Language Arts; teachers who are teaching the reading classes.

Original Dates of Service: 8/15/2011 to 5/25/2012

Cost of this Amendment Request: ($3,000.00) Credit

Funding Source(s)/Program Title: School Site Based WSF Allocation

SACS Code(s): 01-00000-2012-1110-2100-5803-853

Cost of this Request ($3,000.00)

a) Name of Consultant: Eliza Finklestein

b) Evaluation: (if applicable) $0
Background

c) Original Cost Adopted $6,000.00

d) Previous Amendment(s) if any $0

Total Program Cost To Date $3,000.00
(Add Items a to d)

DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:

☐ Goal 1: Access & Equity – Make social justice a reality.
☐ Goal 2: Student Achievement – Engage high achieving and joyful learners.
☐ Goal 3: Accountability – Keep our promises to students and families.

EVALUATION:

☐ Level I: Complete Task
☐ Level II: Complete Task, Provide Feedback and/or Produce Product
☐ Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
☐ Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:

The Consultant was selected based on experience in reading intervention and programming and referred by the Superintendents Zone, Bayview.

DEGREE OF STUDENT CONTACT:

☐ Limited Contact ☑ More Than Limited Contact ☐ No Student Contact

PREPARED BY: Linda Yelda

SUBMITTED BY: Marthaa Torres, Principal

SCHOOL SITE/and or DEPARTMENT: Thurgood Marshall Academic High School
SUBJECT: Consultant Services ☒ Individual ☐ Organization

K Resolution Amendment

DATE OF BOARD MEETING: December 13, 2011

AMENDMENT TO RESOLUTION(s): 116-14K1
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Change in funding source.

SERVICE/PROGRAM DESCRIPTION:

1112-13K17 The Student Intervention Team (SIT) recruits, trains and supervises a yearly cohort of approximately 50 graduate-level clinical interns. These emerging mental health professionals provide individual and group mental health support to the San Francisco Unified School District (SFUSD). They are Master's or post-Master's level graduate from prestigious local universities. Interns have the opportunity to pursue research endeavors and can fulfill hours to earn a Pupil Personnel Service Credential. This individual contractor, Sarah Cohen, provides supervision and program coordination 3 days per week (24 hours/week).

Category: Administrative Code: 1

School Site/ and or Department: Student Intervention Team/Student Support Services Department

Participants: (Those students, sites, or personnel who will be directly served by this consultant) Mental health interns are provided to support SFUSD students at all levels: Elementary, Middle and High Schools.


Amended Dates of Service: Cost of this Amendment Request: $0

Funding Source(s)/Program Title:
Safe and Drug Free Learning Environment - RF (Recovered Funds)
Special Education 504 - RF (Recovered Funds)
Student Support Service Trust Fund

SACS Code(s):
01-58141-2012-0000-3140-5803-015 $25,000.00
05-65009-2012-5001-3130-5803-015 $25,000.00
01-93152-2012-0000-2100-5803-152 ($50,000.00) Credit

Cost of this Request

a) Name of Consultant: Sarah Cohen $0

b) Evaluation: (if applicable) $0
Background

c) Original Cost Adopted $50,000.00
d) Previous Amendment(s) if any $0.00
Total Program Cost To Date $50,000.00
(Add Items a to d)

DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:
- Goal 1: Access & Equity - Make social justice a reality.
- Goal 2: Student Achievement - Engage high achieving and joyful learners.
- Goal 3: Accountability - Keep our promises to students and families.

EVALUATION:
- Level I: Complete Task
- Level II: Complete Task, Provide Feedback and/or Produce Product
- Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:
Sarah Cohen received her MSW from UC Berkeley in 1991 and her LCSW in 1994. Since then she has worked in a variety of settings from early childhood mental health to adolescent in-patient and juvenile justice settings. She specializes in family treatment, crisis intervention and facilitating systems change. She has worked as a consultant with SFUSD since 2009. Her services are essential to the ongoing success and quality of the program.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED BY: Joyce Cheung
SUBMITTED BY: Kevin Truitt, Associate Superintendent
SCHOOL SITE/and or DEPARTMENT: Student Support Services Department
SUBJECT: Consultant Services  ☒ Individual  ☐ Organization

FOR BOARD OFFICE USE ONLY ☐ Vendor has multiple contracts for the current fiscal school year;

DATE OF BOARD MEETING: December 13, 2011

AMENDMENT TO RESOLUTION(s): 116-14K2
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Change in funding source.

SERVICE/PROGRAM DESCRIPTION:

1112-13K18
The Student Intervention Team (SIT) recruits, trains and supervises a yearly cohort of approximately 50 graduate-level clinical interns. These emerging mental health professionals provide individual and group mental health support to the San Francisco Unified School District (SFUSD). They are Master's or post-Master's level graduate from prestigious local universities. Interns have the opportunity to pursue research endeavors and can fulfill hours to earn a Pupil Personnel Service Credential. This individual contractor, provides supervision and program coordination 3 days per week (24 hours/week).

Category: Administrative  Code: 1

School Site/ and or Department:
Student Intervention Team/Student Support Services Department

Participants: (Those students, sites, or personnel who will be directly served by this consultant)
Mental health interns are provided to support SFUSD students at all levels: Elementary, Middle and High Schools.


Amended Dates of Service:

Cost of this Amendment Request: $0

Funding Source(s)/Program Title:
Safe and Drug Free Learning Environment - RF (Recovered Funds)
Special Education 504 - RF (Recovered Funds)
Student Support Service Trust Fund

SACS Code(s):
01-58141-2012-0000-3140-5803-015  $25,000.00
05-65009-2012-5001-3130-5803-015  $25,000.00
01-93152-2012-0000-2100-5803-152  ($50,000.00) Credit

Cost of this Request $0

a) Name of Consultant: Antoinette Nemia  $0
b) Evaluation: (if applicable)  $0
**Background**

c) Original Cost Adopted $50,000.00
d) Previous Amendment(s) if any $0.00

Total Program Cost To Date $50,000.00
(Add Items a to d)

**DISTRICT GOALS AND EVALUATION:**

**DISTRICT GOALS:**
- Goal 1: Access & Equity – Make social justice a reality.
- Goal 2: Student Achievement – Engage high achieving and joyful learners.
- Goal 3: Accountability – Keep our promises to students and families.

**EVALUATION:**
- Level I: Complete Task
- Level II: Complete Task, Provide Feedback and/or Produce Product
- Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

**SELECTION PROCESS:**
Antoinette Nemia has been a Licensed MFT since 1990. She has a 29-year history with SFUSD as a high school reading specialist and mental health services coordinator and has worked with the Student Intervention Team since 2008. Her supervision and program coordination services are essential to the continuation of this program.

**DEGREE OF STUDENT CONTACT:**
- Limited Contact
- More Than Limited Contact
- No Student Contact

**PREPARED BY:** Joyce Cheung

**SUBMITTED BY:** Kevin Truitt, Associate Superintendent

**SCHOOL SITE/and or DEPARTMENT:** Student Support Services Department
SUBJECT: Consultant Services  □ Individual  □ Organization

FOR BOARD OFFICE USE ONLY □ Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: December 13, 2011

AMENDMENT TO RESOLUTION(s): 116-14K3
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Change in funding source.

SERVICE/PROGRAM DESCRIPTION:

The Student Intervention Team (SIT) recruits, trains and supervises a yearly cohort of approximately 50 graduate-level clinical interns. These emerging mental health professionals provide individual and group mental health support to the San Francisco Unified School District (SFUSD). They are Master's or post-Master's level graduate from prestigious local universities. Interns have the opportunity to pursue research endeavors and can fulfill hours to earn a Pupil Personnel Service Credential. This individual contractor, provides supervision and program coordination 3 days per week (24 hours/week).

Category: Administrative  Code: 1

School Site/and or Department: Student Intervention Team/Student Support Services Department

Participants: (Those students, sites, or personnel who will be directly served by this consultant) Mental health interns are provided to support SFUSD students at all levels: Elementary, Middle and High Schools.


Amended Dates of Service:

Cost of this Amendment Request: $0

Funding Source(s)/Program Title:
Safe and Drug Free Learning Environment - RF (Recovered Funds)
Special Education 504 - RF (Recovered Funds)
Student Support Service Trust Fund

SACS Code(s):
01-58141-2012-0000-3140-5803-015  $25,000.00
05-65009-2012-5001-3130-5803-015  $25,000.00
01-93052-2012-0000-2100-5803-152  ($50,000.00) Credit

Cost of this Request

a) Name of Consultant: Janet Frost  

b) Evaluation: (if applicable) $0
Background

c) Original Cost Adopted $50,000.00
d) Previous Amendment(s) if any $0.00

Total Program Cost To Date $50,000.00
(Add Items a to d)

DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:

Goal 1: Access & Equity - Make social justice a reality.
Goal 2: Student Achievement - Engage high achieving and joyful learners.
Goal 3: Accountability - Keep our promises to students and families.

EVALUATION:

Level I: Complete Task
Level II: Complete Task, Provide Feedback and/or Produce Product
Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:
Antoinette Nemia has been a Licensed MFT since 1990. She has a 29-year history with SFUSD as a high school reading specialist and mental health services coordinator and has worked with the Student Intervention Team since 2008. Her supervision and program coordination services are essential to the continuation of this program.

DEGREE OF STUDENT CONTACT:

Limited Contact □ More Than Limited Contact □ No Student Contact

PREPARED BY: Joyce Cheung

SUBMITTED BY: Kevin Truitt, Associate Superintendent

SCHOOL SITE/and or DEPARTMENT: Student Support Services Department
SUBJECT: Consultant Services X Individual □ Organization

DATE OF BOARD MEETING: December 13, 2011

AMENDMENT TO RESOLUTION(s): 116-28K10
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of services to students. Final allocation of funding required transfer which was delayed until confirmation of carryover funds for 2010/11 FY.

SERVICE/PROGRAM DESCRIPTION:
1112-13K20

Tanya Avila has implemented ASES, 21st Century, and Healthy Start grants at multiple school Districts throughout the Bay Area and served as a compliance consultant to ensure grant compliance. She served as a district-level manager in WCCUSD and Oakland Unified School District (OUSD) from 2001-2007. Under her leadership in Oakland, she instituted multiple program and fiscal accountability, contracting, and invoicing systems to ensure compliant utilization of grant funds, all while solidifying positive working partnerships with community agencies and aligning with the City of Oakland Fund for Children and Youth (OFCY) After School funding initiative. Tanya Avila will be working as an independent consultant with ExCEL After School Programs. A core focus of her work during 2011-12 will be to provide coaching regarding budget/fiscal oversight, establishing program compliance systems to meet Categorical Program Monitoring (CPM) requirements, and building District Coordinators' capacity for providing technical assistance and support for after school grant funded programs. Total amount paid not to exceed $90,000.

Category: Program Management Code: 16

School Site/ and or Department: SSSD ExCEL

Participants: (Those students, sites, or personnel who will be directly served by this consultant)
All ExCEL After School Program Sites

Original Dates of Service: July 1, 2011 - June 30, 2012
Amended Dates of Service: N/A

Cost of this Amendment Request: $40,000.00

Funding Source(s)/Program Title:
After School Education and Safety Program

SACS Code(s):
01-60100-2012-1110-2100-5803-153

Cost of this Request

a) Name of Consultant: Tanya Avila $40,000.00
b) Evaluation: (if applicable) $0
Background

c) Original Cost Adopted $50,000.00
d) Previous Amendment(s) if any $0
Total Program Cost To Date $90,000.00
(Add Items a to d)

DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:
- Goal 1: Access & Equity – Make social justice a reality.
- Goal 2: Student Achievement – Engage high achieving and joyful learners.
- Goal 3: Accountability – Keep our promises to students and families.

EVALUATION:
- Level I: Complete Task
- Level II: Complete Task, Provide Feedback and/or Produce Product
- Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:
Tanya Avila was selected from a pool of candidates.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED AND SUBMITTED BY: Kevin Truitt, Associate Superintendent
SCHOOL SITE/and or DEPARTMENT: Student Support Services
**K Resolution Amendment**

SUBJECT: Consultant Services ☑ Individual ☐ Organization

FOR BOARD OFFICE USE ONLY ☐ Vendor has multiple contracts for the current fiscal school year:

**DATE OF BOARD MEETING:** December 13, 2011

**AMENDMENT TO RESOLUTION(s):** 11-22KA

List original and all previous amendment resolution numbers.

*Explain why the amendment is needed:* Additions/deletions of services to students. Final allocation of funding required transfer which was delayed until confirmation of carryover funds for 2010/11 FY.

**SERVICE/PROGRAM DESCRIPTION:** (What the service and program description are; why the services are required; how the services will benefit the District)

1112-13K21

Amy Adkins will assist ExCEL After School Programs to continue efforts to increase and enhance physical activity and healthy eating/nutrition during out of school time by aligning with District priorities and supporting school day curriculum. Total amount to be paid to Amy Adkins not to exceed $60,000.

**Category:** Tutoring & After School Activities  
**Code:** 26

**School Site/and or Department:** SSSD ExCEL

**Participants:** (Those students, sites, or personnel who will be directly served by this consultant)

All ExCEL After School Program Sites

**Original Dates of Service:** August 24, 2011 - December 30, 2011

**Amended Dates of Service:** August 24, 2011 - June 30, 2012

**Cost of this Amendment Request:** $50,000.00

**Funding Source(s)/Program Title:** SSSD: Physical Education Nutrition Information (Recovered Funds)

**SACS Code(s):**  
01-58243-2012-1110-2100-5803-153

Cost of this Request $50,000.00

**a) Name of Consultant:** Amy Adkins

**b) Evaluation:** (if applicable) $0

253
K Resolution Amendment

1112-13K21 Cont. Page 2

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DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:

- Goal 1: Access & Equity – Make social justice a reality.
- Goal 2: Student Achievement – Engage high achieving and joyful learners.
- Goal 3: Accountability – Keep our promises to students and families.

EVALUATION:

- Level I: Complete Task
- Level II: Complete Task, Provide Feedback and/or Produce Product
- Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:

Amy Adkins has been a consultant with ExCEL for multiple years providing professional development and technical assistance around the areas of physical activity and nutrition to various ExCEL After School Programs.

DEGREE OF STUDENT CONTACT:

- [ ] Limited Contact
- [ ] More Than Limited Contact
- [x] No Student Contact

PREPARED AND SUBMITTED BY: Kevin Truitt

SCHOOL SITE/and or DEPARTMENT: Student Support Services
DATE OF BOARD MEETING: December 13, 2011

AMENDMENT TO RESOLUTION(s): 109-28K6
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Funding source changed to cover cost of services.
or other comments:

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

1112-13K22 Playworks will create a structured, physically active and fun environment for all students on the playground during recess. Playworks will teach students and teachers the rules, expectations, and skills of the games and activities provided during recess in a safe and structured setting.

Category: Administrative Code: 1

School Site/ and or Department: Sherman Elementary School

Participants: (Those students, sites, or personnel who will be directly served by this consultant) Sherman Students and Staff

Original Dates of Service: 9/15/10 - 5/27/11
Amended Dates of Service: 9/15/10 - 5/24/11

Cost of this Amendment Request: $2,300.00

Funding Source(s)/Program Title: School Site Based WSF Allocation

SACS Code(s): 01-00000-2012-1110-2100-5803-823

Cost of this Request

a) Name of Consultant: Playworks

b) Evaluation: (if applicable) $0.00

$2,300.00
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DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:
- [ ] Goal 1: Access & Equity - Make social justice a reality.
- [X] Goal 2: Student Achievement - Engage high achieving and joyful learners.
- [ ] Goal 3: Accountability - Keep our promises to students and families.

EVALUATION:
- [X] Level I: Complete Task
- [ ] Level II: Complete Task, Provide Feedback and/or Produce Product
- [ ] Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- [ ] Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:

Playworks was selected by the PTA, the SSC, and the principal based on their expertise and knowledge of sports development and their work in the field of student social development. This will be their 7th year at Sherman.

DEGREE OF STUDENT CONTACT:
- [ ] Limited Contact  [X] More Than Limited Contact  [ ] No Student Contact

PREPARED BY: Agnes P. Dulay
SUBMITTED BY: Sara Shenkan-Rich
SCHOOL SITE/and or DEPARTMENT: Sherman Elementary School
SUBJECT: Consultant Services  Organization

FOR BOARD OFFICE USE ONLY  Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: December 13, 2011

AMENDMENT TO RESOLUTION(s): 119-13K9
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Change in funding source.

SERVICE/PROGRAM DESCRIPTION: 1112-13K23
As a result of a decrease in our Final Allocation SY2012, there was a negative balance in resources 90551 and 90552 in the amount of $472. This difference has been added to resource 00000 thereby balancing the total amount at the original $256,459.00.

Category: Administrative  Code: 1

School Site/ and or Department: Ruth Asawa San Francisco School of the Arts (SOTA)

Participants: (Those students, sites, or personnel who will be directly served by this consultant) All students enrolled in one of the art disciplines offered at SOTA.


Cost of this Amendment Request: $0.00

Funding Source(s)/Program Title:
School Site Based WSF Allocation
PEEF: Prop H. Physical Education
PEEF: Prop H, Arts & Music

SACS Code(s):
01-00000-2012-1110-2100-5803-815 $472
01-90551-2012-1110-2100-5803-815 ($290) Credit
01-90552-2012-1110-2100-5803-815 ($182) Credit

a) Name of Consultant: Friends of School of the Arts
b) Evaluation: (if applicable) $0
Background

c) Original Cost Adopted $296,459.00
d) Previous Amendment(s) if any $0

Total Program Cost To Date $296,459.00
(Add Items a to d)

DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:
- Goal 1: Access & Equity – Make social justice a reality.
- Goal 2: Student Achievement – Engage high achieving and joyful learners.
- Goal 3: Accountability – Keep our promises to students and families.

EVALUATION:
- Level I: Complete Task
- Level II: Complete Task, Provide Feedback and/or Produce Product
- Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transferre of Skills and Capacity Building

SELECTION PROCESS:

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED AND SUBMITTED BY: Carmelo Sgarlato, Principal

SCHOOL SITE/and or DEPARTMENT: Ruth Asawa School of the Arts
DATE OF BOARD MEETING: December 13, 2011

AMENDMENT TO RESOLUTION(s): 1110-11K5
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Increased services have been requested by school for support of more students.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

1112-13K24 El Dorado ExCel After School Program is seeking partnership with Edgewood Center for Children and Families. As a partner, Edgewood will provide overall management of the Direct Access program, including programmatic and fiscal accountability. Total amount paid to Edgewood includes reimbursement for supplies, materials and staffing not to exceed $67,350.00.

Category: Administrative Code: 1

School Site/and or Department: El Dorado Elementary School

Participants: (Those students, sites, or personnel who will be directly served by this consultant) El Dorado Elementary Students

Original Dates of Service: October 12, 2011 - June 30, 2012

Amended Dates of Service:

Cost of this Amendment Request: $46,100.00

Funding Source(s)/Program Title:
SSSD: DCYF: Mayor's Wellness Program II

SACS Code(s):
01-90539-2012-1110-2100-5803-152

Cost of this Request
a) Name of Consultant: Edgewood Center for Children and Families $46,100.00

b) Evaluation: (if applicable) $0
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### DISTRICT GOALS AND EVALUATION:

**DISTRICT GOALS:**
- ☒ Goal 1: Access & Equity – Make social justice a reality.
- ☒ Goal 2: Student Achievement – Engage high achieving and joyful learners.
- ☒ Goal 3: Accountability – Keep our promises to students and families.

**EVALUATION:**
- ☒ Level I: Complete Task
- ☒ Level II: Complete Task, Provide Feedback and/or Produce Product
- ☒ Level III: Complete Task, Produce Feedback and/or Produce Product, and Show Evidence that Services are Successful
- ☒ Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

### SELECTION PROCESS:

Edgewood is an approved ExCEL Provider through the Request for Qualifications process. Edgewood was chosen by the school community to provide overall support to the after school program.

### DEGREE OF STUDENT CONTACT:

- ☐ Limited Contact  ☒ More Than Limited Contact  ☐ No Student Contact

### PREPARED AND SUBMITTED BY:

Kevin Truitt

### SCHOOL SITE/and or DEPARTMENT:

Student Support Services
SUBJECT: Consultant Services □ Individual □ Organization

FOR BOARD OFFICE USE ONLY □ Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: December 13, 2011

AMENDMENT TO RESOLUTION(s): 118-9K11
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Change in funding source.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

1112-13K25 BAWP will provide professional development in the teaching of writing through 1) one full day (5 hours) Professional Development on August 11, 2011, and 2) five, 2 hour workshop series, all led by three (3) presenters for approximately 75 teachers in grades Kindergarten through 5th grade students.

Category: Professional Development Code: 14

School Site/and or Department: LEAD Elementary Division

Participants: (Those students, sites, or personnel who will be directly served by this consultant) Clarendon, Lakeshore, RL Stevenson

Original Dates of Service: August 10, 2011 - February 29, 2012
Amended Dates of Service:

Cost of this Amendment Request: $0

Funding Source(s)/Program Title:
School Site Based WSF Allocation
Trust Fund – PTA Fund

SACS Code(s):
01-00000-2012-1110-2100-5803-478 $3,166
01-93006-2012-1110-2100-5803-478 ($3,166) Credit
a) Name of Consultant: Regents of the University of California

b) Evaluation: (if applicable)

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DISTRICT GOALS AND EVALUATION:

- **Goal 1:** Access & Equity – Make social justice a reality.
- **Goal 2:** Student Achievement – Engage high achieving and joyful learners.
- **Goal 3:** Accountability – Keep our promises to students and families.

EVALUATION:

- **Level I:** Complete Task
- **Level II:** Complete Task, Provide Feedback and/or Produce Product
- **Level III:** Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- **Level IV:** Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:

DEGREE OF STUDENT CONTACT:

- [ ] Limited Contact
- [ ] More Than Limited Contact
- [x] No Student Contact

PREPARED AND SUBMITTED BY: Matthew Wayne, Executive Director

SCHOOL SITE/and or DEPARTMENT: LEAD Elementary Division
SUBJECT: Consultant Services  Organization

DATE OF BOARD MEETING: December 13, 2011

AMENDMENT TO RESOLUTION(s): 116-14K24

Explain why the amendment is needed: As a New Day for Learning "flagship" site, Hillcrest requested additional funding to support the model of employing "linked-day" staff who provide service to the Afterschool program, but would be funded to start work hours before the start of the After School Program providing a more seamless integration to the after school program for students school wide.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

1112-13K26 Hillcrest ExCEL Afterschool Program is seeking to continue partnership with Edgewood Center, as Lead Agency, Edgewood Center will provide overall management of the program, including programmatic and fiscal accountability. Total amount paid to Edgewood Center includes reimbursement for supplies, materials and staffing not to exceed $290,210.00.

Category: Administrative Code: 1

School Site/ and or Department: Student Support Services

Participants: (Those students, sites, or personnel who will be directly served by this consultant) 192 Hillcrest Elementary School students

Original Dates of Service: July 2, 2011 to June 30, 2012

Amended Dates of Service:

Cost of this Amendment Request: $60,000.00

Funding Source(s)/Program Title: DCYF: Mayor's Wellness Program II

SACS Code(s): 01-90539-2012-1110-2100-5803-152

Cost of this Request

| a) Name of Consultant: Edgewood Center for Children and Families |
| $60,000.00 |

| b) Evaluation: (if applicable) |
| $0 |
K Resolution Amendment

DISTRICT GOALS AND EVALUATION:

**DISTRICT GOALS:**

- **Goal 1:** Access & Equity – Make social justice a reality.
- **Goal 2:** Student Achievement – Engage high achieving and joyful learners.
- **Goal 3:** Accountability – Keep our promises to students and families.

**EVALUATION:**

- **Level I:** Complete Task
- **Level II:** Complete Task, Provide Feedback and/or Produce Product
- **Level III:** Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- **Level IV:** Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

**SELECTION PROCESS:**

Edgewood Center is an approved ExCEL Provider through the Request for Qualifications process. Edgewood Center was chosen by the school community to provide overall support to the after school program.

**DEGREE OF STUDENT CONTACT:**

- Limited Contact
- More Than Limited Contact
- No Student Contact

**PREPARED AND SUBMITTED BY:** Kevin Truitt

**SCHOOL SITE/DEPARTMENT:** Student Support Services
K Resolution Amendment

DATE OF BOARD MEETING: December 13, 2011

AMENDMENT TO RESOLUTION(s): 116-14K67
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Peabody administration requested and received approval for additional funds so that their ExCEL Lead Agency, Richmond District Neighborhood Center, could provide an additional staff to support students with special needs.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

1112-13K27 George Peabody ExCEL After School Program is seeking to continue partnership with Richmond District Neighborhood Center (RDNC). As Lead Agency, RDNC will provide overall management of the program, including programmatic and fiscal accountability.

Category: Tutoring & After School Activities Code: 26

School Site/ and or Department: Student Support Services Dept.

Participants: (Those students, sites, or personnel who will be directly served by this consultant) 85 George Peabody students

Original Dates of Service: July 1, 2011 - June 30, 2012
Amended Dates of Service: No amendment to dates of service.

Cost of this Amendment Request: $3,500.00

Funding Source(s)/Program Title: DCYF: Mayor's Wellness Program II

SACS Code(s): 01-90539-2012-1110-2100-5803-152

a) Name of Consultant: Richmond District Neighborhood Center

b) Evaluation: (if applicable) $0

Cost of this Request $3,500.00
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DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:
- Goal 1: Access & Equity - Make social justice a reality.
- Goal 2: Student Achievement - Engage high achieving and joyful learners.
- Goal 3: Accountability - Keep our promises to students and families.

EVALUATION:
- Level I: Complete Task
- Level II: Complete Task, Provide Feedback and/or Produce Product
- Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:
Richmond District Neighborhood Center is an approved ExCEL provider through the Request for Qualifications Process. RDNC was selected by the school community to provide overall support to the after school program.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED AND SUBMITTED BY: Kevin Truitt

SCHOOL SITE/and or DEPARTMENT: Student Support Services
DATE OF BOARD MEETING: December 13, 2011

AMENDMENT TO RESOLUTION(s): 116-28K43; 119-13K24; 1110-25K18
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of name(s) / Org.'s.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

Authorization to enter into contracts with non-public agencies/schools (NPA/NPS), certified by California State Department of Education to provide services to special education students, when no appropriate public education services are available to serve the individual needs of students with disabilities that cannot otherwise access such said services through SFUSD at present time. Provision of these services ensure the process of a free and appropriate public education according to each student's individual needs as determined through assessment, data collection and progress toward IEP goals. Services will be rendered at the non-public agencies/schools.

Category: Teaching Non-Public Schools Code: 24

School Site/ and or Department: Special Education Services

Participants: (Those students, sites, or personnel who will be directly served by this consultant) Special Education Students

Original Dates of Service: July 1, 2011 - June 30, 2012
Amended Dates of Service: July 1, 2011 - June 30, 2012
Cost of this Amendment Request: $100,000.00

Funding Source(s)/Program Title: AB114: Special Education Mental Health Services

SACS Code(s): 05-65120-2012-5750-1180-5100-056

Cost of this Request
a) Name of Consultant: Various NPA/NPS: Arbor Bay School  Aldea School $100,000.00
b) Evaluation: (if applicable) $0

c) Original Cost Adopted $13,884,337.74
d) Previous Amendment(s) if any $( 595,480.78)
Total Program Cost To Date $13,388,856.96
(Add Items a to d)

DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:
☐ Goal 1: Access & Equity – Make social justice a reality.
☐ Goal 2: Student Achievement – Engage high achieving and joyful learners.
☐ Goal 3: Accountability – Keep our promises to students and families.

EVALUATION:
☐ Level I: Complete Task
☐ Level II: Complete Task, Provide Feedback and/or Produce Product
☐ Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
☐ Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:
The California Education Code mandates the provision of a free appropriate, public education for all special education students. When an appropriate public education program/service is unavailable for particular students, the District must contract with non-public agencies and non-public schools certified by California State Department of Education to provide the services.

DEGREE OF STUDENT CONTACT:
☐ Limited Contact ☑ More Than Limited Contact ☐ No Student Contact

PREPARED BY: Betty Wong

SUBMITTED BY: Cecelia Dodge

SCHOOL SITE/and or DEPARTMENT: Special Education Services
1. A Better Chance School (ABC)
2. Aldea School
3. Anova Education & Behavior Consultation, Inc.
4. Arbor Bay School
5. Camphill Special Schools, Inc.
6. Center for Early Intervention on Deafness (CEID)
7. Center for Learning and Autism Support Services, Inc. (CLASS)
8. Creative Learning Center (CLC)
9. Devereux Glenholme
10. Devereux Florida
11. Edgewood Center for Children and Families
12. Erikson School
13. Families First, Inc.
14. Family Life Center
15. Hearing and Speech Center of Northern CA
16. Heartspring School
17. Hergl School
18. Joshua Marie Cameron Academy (JMC Academy)
19. Oak Hill School
20. Oakes Children’s Center
21. Orion Academy
22. Pacific Autism Center for Education (PACE)
23. Provo Canyon School, Inc.
24. R.I.S.E. Institute
25. Sand Paths Academy
26. Seneca Center
27. Spectrum Center
28. Star Academy
29. Starr Commonwealth/ Montcalm School
30. The Bay School
31. The Bridge School
32. Timothy Murphy School
33. VIA Center
34. Wings Learning Center

Updated 11/1/11
K Resolution Amendment

SUBJECT: Consultant Services  ☑ Individual  ☑ Organization

FOR BOARD OFFICE USE ONLY  ☑ Vendor has multiple contracts for the current fiscal school year:

DATE OF BOARD MEETING: December 13, 2011

AMENDMENT TO RESOLUTION(s): 116-14K39
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of services to students.
or other comments: Increase in contracted amount for the Summer Cyber High Program

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

1112-13K29  Wallenberg High School ExCEL After School Program is seeking to continue partnership with Western Addition Beacon-Buchanan YMCA. As Lead Agency, Western Addition Beacon-Buchanan YMCA will provide overall management of the program, including programmatic and fiscal accountability. Total amount paid to Western Addition Beacon-Buchanan YMCA includes reimbursement for supplies, materials and staffing.

Category: Tutoring & After School Activities  Code: 26

School Site/and or Department: Student Support Services

Participants: (Those students, sites, or personnel who will be directly served by this consultant)

142 Wallenberg High School Students

Original Dates of Service: July 1, 2011 to June 30, 2012

Amended Dates of Service:

Cost of this Amendment Request: $7,237.80

Funding Source(s)/Program Title:
SSSD: DCYF: Mayor’s Wellness Program II

SACS Code(s):
01-90539-2012-1110-2100-5803-152

Cost of this Request $7,237.80

a) Name of Consultant: Buchanan YMCA

b) Evaluation: (if applicable)

$0
Background

c) Original Cost Adopted $160,000.00
d) Previous Amendment(s) if any $0
Total Program Cost To Date $167,237.80
(Add Items a to d)

DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:
- Goal 1: Access & Equity – Make social justice a reality.
- Goal 2: Student Achievement – Engage high achieving and joyful learners.
- Goal 3: Accountability – Keep our promises to students and families.

EVALUATION:
- Level I: Complete Task
- Level II: Complete Task, Provide Feedback and/or Produce Product
- Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transfer of Skills and Capacity Building

SELECTION PROCESS:
Western Addition Beacon-Buchanan YMCA is an approved ExCEL provider through the Request for Qualifications process. Western Addition Beacon-Buchanan YMCA was chosen by the school community to provide overall support to the after school program.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED AND SUBMITTED BY: Kevin Truitt

SCHOOL SITE/and or DEPARTMENT: Student Support Services
DATE OF BOARD MEETING: December 13, 2011

AMENDMENT TO RESOLUTION(s): 116-14K55
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of services to students.
or other comments:

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

1112-13K30 This is a request to cancel the duplicate K resos (116-14K55), and cancel the allocation to the indicated CBO Partner.
El Dorado ES had decided to not have Real Options for City Kids be their Lead Agency for their 21CCLC Family Literacy grant.

Category: Tutoring & After School Activities  Code: 26
School Site/ and Department: Student Support Services
Participants: (Those students, sites, or personnel who will be directly served by this consultant) ExCEL El Dorado Elementary Students and their Families

Original Dates of Service: July 1, 2011 to June 30, 2012
Amended Dates of Service:

Cost of this Amendment Request: $(17,000.00) Credit

Funding Source(s)/Program Title:
NCLB: Title IV, Part B, 21st Century Community Learning Centers (FL)

SACS Code(s):
01-41243-2012-1110-2100-5803-521

a) Name of Consultant: Real Options for City Kids  $(17,000.00)
b) Evaluation: (if applicable) $0
1112-13K30 Cont. Page 2

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**DISTRICT GOALS AND EVALUATION:**

**DISTRICT GOALS:**
- Goal 1: Access & Equity – Make social justice a reality.
- Goal 2: Student Achievement – Engage high achieving and joyful learners.
- Goal 3: Accountability – Keep our promises to students and families.

**EVALUATION:**
- Level I: Complete Task
- Level II: Complete Task, Provide Feedback and/or Produce Product
- Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

**SELECTION PROCESS:**
Consultant has worked with schools for multiple years.

**DEGREE OF STUDENT CONTACT:**
- Limited Contact
- More Than Limited Contact
- No Student Contact

**PREPARED BY:** Jennifer E. Quevedo-Serrano

**SUBMITTED BY:** Yashica Crawford

**SCHOOL SITE and DEPARTMENT:** Student Support Services
SUBJECT: Consultant Services [ ] Individual [x] Organization

FOR BOARD OFFICE USE ONLY [x] Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: December 13, 2011

AMENDMENT TO RESOLUTION(s): 116-14K72
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Choose from list below:
or other comments: Add Services

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

1112-13K31 As Lead Agency, Urban Services YMCA will provide overall management of the program, including programmatic and fiscal accountability. Total amount paid to Urban Services YMCA includes reimbursement for supplies, materials and staffing not to exceed $8,000.

Category: Tutoring & After School Activities Code: 26

School Site/ Student Support Services
and or Department:

Participants: (Those students, sites, or personnel who will be directly served by this consultant)

Original Dates of Service: July 1, 2011 - June 30, 2012

Amended Dates of Service:

Cost of this Amendment Request: $8,000.00

Funding Source(s)/Program Title:
NCLB: Title IV, Part B, 21st Century Community Learning Centers

SACS Code(s):
01-41244-2012-1110-2100-5100-743

a) Name of Consultant: Urban Services YMCA
b) Evaluation: (if applicable) $0

Cost of this Request $8,000.00
Background

c) Original Cost Adopted $155,619.30
d) Previous Amendment(s) if any $0

Total Program Cost To Date $163,619.30
(Add Items a to d)

DISTRICT GOALS AND EVALUATION:

1112-13K Cont. Page 2

DISTRICT GOALS:

[ ] Goal 1: Access & Equity – Make social justice a reality.
[ ] Goal 2: Student Achievement – Engage high achieving and joyful learners.
[ ] Goal 3: Accountability – Keep our promises to students and families.

EVALUATION:

[ ] Level I: Complete Task
[ ] Level II: Complete Task, Provide Feedback and/or Produce Product
[ ] Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
[ ] Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:

Urban Services YMCA is an approved ExCEL Provider through the Request for Qualifications process. Urban Services YMCA was chosen by the school community to provide overall support to the after school program.

DEGREE OF STUDENT CONTACT:

[ ] Limited Contact  [ ] More Than Limited Contact  [ ] No Student Contact

PREPARED AND SUBMITTED BY: Kevin Truitt

SCHOOL SITE/and or DEPARTMENT: Student Support Services
AMENDMENT TO RESOLUTION(s): 116-28K46
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of services to students.
or other comments: Additional funding was obtained to provide school-based permanency efforts; therefore releasing Foster Youth Services (FYS) Countywide funds to be reallocated to other prioritized FYS services.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

1112-13K32
The Foster Youth Services Program provides educational assessments and tutoring services to SFUSD foster youth students. These services will be provided to foster youth students who have low achievement levels in reading, math, and other subject areas. Students will be referred for services by school site staff, caregivers or protective services workers. Each eligible student will receive a maximum of two hours of tutoring per week for the 2011-2012 school year.

Learning Services of Northern California will assess each student by using the Wide Range Achievement Test (WRAT) assessment tool. After completing the assessment, Learning Services of Northern California will develop an individual learning plan for each student to support academic improvement. A post assessment will be conducted at the end of the school year to determine academic achievement. These documents will be submitted to the FYS Coordinator within a month of completion.

In addition, Learning Services of Northern California will complete documentation to track tutoring service hours and tutoring progress. These monthly tutoring reports will be submitted for each student with monthly invoices.

The tutoring sessions will begin on Monday, September 12, 2011 and end on Friday, May 25, 2012. Tutoring sessions will not occur during school holidays.

Category: Student Assessment Code: 18
School Site/and or Department: Student Support Services Department
Participants: (Those students, sites, or personnel who will be directly served by this consultant) All SFUSD school sites and foster youth students
Amended Dates of Service: N/A
Cost of this Amendment Request: $50,000.00
Funding Source(s)/Program Title: Foster Youth Services Program
K Resolution Amendment

1112-13K32 Cont. Page 2

SACS Code(s):
05-73660-2012-0000-3140-5803-152

Cost of this Request $50,000.00

a) Name of Consultant: Learning Services of Northern California

b) Evaluation: (if applicable) $N/A

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DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:
- Goal 1: Access & Equity – Make social justice a reality.
- Goal 2: Student Achievement – Engage high achieving and joyful learners.
- Goal 3: Accountability – Keep our promises to students and families.

EVALUATION:
- Level I: Complete Task
- Level II: Complete Task, Provide Feedback and/or Produce Product
- Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:
Learning Services of Northern California was referred by the San Francisco Human Services Agency (SF-HSA), Family and Children Services Division. Learning Services of Northern California (LSNC) were highly recommended and provided tutoring and academic support to foster care students for the past three years.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED BY: Maya Webb

SUBMITTED BY: Kim Coates

SCHOOL SITE/and or DEPARTMENT: Student Support Services Department
DATE OF BOARD MEETING: December 13, 2011

AMENDMENT TO RESOLUTION(s): 116-28K51 and 1110-25K24
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of services to students.

SERVICE/PROGRAM DESCRIPTION:

1112-13K33

WHAT and HOW: Modcom has been asked to redesign the "Programs" tab to make it more user-friendly for school staff to access what they need. Tabs may include:
- Pupil Services
- School Health Programs
- ExCEL
- Post-Secondary Success
- Office of Parent Engagement
- Medi-Cal Reimbursement

Modcom will also be responsible for managing the overall www.healthiersf.org website. It will include:
- Monthly Meetings: Attendance, Agendas, Notes
- Task Management
- Internal collaboration to include phone calls and email communication

Modcom will provide programming and graphic design efforts associated with updating the current site. Modcom will continue to host the site on our server. Website maintenance includes:
- Homepage
- News section
- Extra Mile
- Program Highlights
- About Us
- Programs
- Modcom will contact all 50-plus program managers to ask for their changes on their section of the website
- Forms
- Resources
- News & Events

"Forms" and "Resources" tabs which feature documents and publications will be streamlined and sent to the new internal SharePoint site that is now available to staff, thereby reducing duplication efforts on both platforms: Internet and Intranet.

Modcom will continue to maintain the current six featured programs including: Nutrition Education Project, Mentoring for Success, ExCEL After School Programs, Foster Youth Services, National Professional Development, and Support Services for LGBTQ Youth.

In addition, this additional funding will be used to develop and design posters for the Student Support Services Department.

The following are the parameters of the 9 posters (3 posters translated into Spanish and Chinese):
- Size: 18 x 24
- Full-color
- Three topics and timeline:
  - Bullying
  - HIV
  - LGBTQ youth
- Age group: 6th to 12th grade
- Each poster will be translated into English, Spanish and Chinese
- SSSD to provide artwork, images, verbiage and logos
- Modcom will supplement artwork and images when necessary.

WHY: These services will benefit the District by updating and aligning the www.healthiersf.org website with the resources available to SFUSD schools/staff through the Student Support Services Department. It will also reduce duplication of forms and resources posted on the www.healthiersf.org website and the new internal SFUSD SharePoint staff site and therefore be more effective and efficient for the end user. The posters will be marketing tools to reduce bullying and increase awareness related to HIV prevention.
Category: Technology Services  
Code: 25

School Site/ and or Department: Student Support Services Department

Participants: (Those students, sites, or personnel who will be directly served by this consultant)  
Student Support Services Department and SFUSD students, staff and families

Original Dates of Service: July 1, 2011-June 30, 2012
Amended Dates of Service: July 1, 2011-June 30, 2012

Cost of this Amendment Request: $4,000.00

Funding Source(s)/Program Title:  
Risk Management: Self Insurance

SACS Code(s):  
67-00194-2012-0000-6000-5450-218

a) Name of Consultant: Ingrid Hart dba Modcom
b) Evaluation: (if applicable) $0

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DISTRICT GOALS AND EVALUATION:

**DISTRICT GOALS:**
- **Goal 1:** Access & Equity – Make social justice a reality.
- **Goal 2:** Student Achievement – Engage high achieving and joyful learners.
- **Goal 3:** Accountability – Keep our promises to students and families.

**EVALUATION:**
- **Level I:** Complete Task
- **Level II:** Complete Task, Provide Feedback and/or Produce Product
- **Level III:** Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- **Level IV:** Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building
SELECTION PROCESS:
Student Support Services Department has been working with Modcom for over five years. Modcom has extensive experience working with non-profits in health related fields. They have expertise in website development, programming, meeting facilitation and training.

DEGREE OF STUDENT CONTACT:
☐ Limited Contact  ☐ More Than Limited Contact  ☐ No Student Contact

PREPARED BY: Kevin Gogin
SUBMITTED BY: Kevin Truitt
SCHOOL SITE/and or DEPARTMENT: Student Support Services Department
SUBJECT: Consultant Services  □ Individual  □ Organization

FOR BOARD OFFICE USE ONLY  □ Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: December 13, 2011

AMENDMENT TO RESOLUTION(s): 116-28K59
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of services to students.
or other comments: Deletions of services

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

1112-13K34 Bayview Hunter's Point YMCA will no longer be providing enrichment and resources for multiple aspects of the summer ExCEL After School program serving 237 students from Martin Luther King Jr, Middle School.

Category: Tutoring & After School Activities  Code: 26
School Site/ and or Department: Student Support Services
Participants: (Those students, sites, or personnel who will be directly served by this consultant) 237 Martin Luther King Jr Middle School
Original Dates of Service: July 1, 2011 to June 30, 2012
Amended Dates of Service: NA
Cost of this Amendment Request: $(28,687.50) Credit

Funding Source(s)/Program Title:
NCLB: Title IV, Part B, 21st Century Community Learning Centers

SACS Code(s):
01-41245-2012-1110-2100-5803-710  ($25,000)
01-41245-2012-1110-2100-5100-710  ($3,687.50)

Cost of this Request
a) Name of Consultant: Bayview Hunter's Point YMCA  $(28,687.50)
b) Evaluation: (if applicable)  $0
DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:  
- Goal 1: Access & Equity – Make social justice a reality.
- Goal 2: Student Achievement – Engage high achieving and joyful learners.
- Goal 3: Accountability – Keep our promises to students and families.

EVALUATION:  
- Level I: Complete Task
- Level II: Complete Task, Provide Feedback and/or Produce Product
- Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:
Bayview Hunter's Point YMCA is an approved ExCEL provider through the Request for Qualifications process. Bayview Hunter’s Point YMCA was chosen by the school community to provide overall support to the after school program.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED AND SUBMITTED BY: Kevin Truitt

SCHOOL SITE and DEPARTMENT: Student Support Services
K Resolution Amendment

SUBJECT: Consultant Services ☑ Individual ☑ Organization

FOR BOARD OFFICE USE ONLY ☑ Vendor has multiple contracts for the current fiscal school year:

DATE OF BOARD MEETING: December 13, 2011

AMENDMENT TO RESOLUTION(s): 116-28K80
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of services to students.
or other comments: Deletion of Services.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

1112-13K35 San Francisco Arts Education will no longer be providing enrichment and resources for multiple aspects of the summer ExCEL After School program serving 85 students from Grattan Elementary School.

Category: Tutoring & After School Activities Code: 26
School Site/ and or Department: Student Support Services

Participants: (Those students, sites, or personnel who will be directly served by this consultant) Grattan Elementary School Students

Original Dates of Service: July 1, 2011 - June 30, 2012
Amended Dates of Service: NA

Cost of this Amendment Request: $(28,687.50) Credit

Funding Source(s)/Program Title:
NCLB: Title IV, Part B, 21st Century Community Learning Centers

SACS Code(s):
01-41240-2012-1110-2100-5803-589 ($25,000.00)
01-41240-2012-1110-2100-5100-589 ($3,687.50) Cost of this Request

a) Name of Consultant: San Francisco Arts Education Project

b) Evaluation: (if applicable) $0
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**DISTRICT GOALS AND EVALUATION:**

**DISTRICT GOALS:**
- ✗ Goal 1: Access & Equity – Make social justice a reality.
- ✗ Goal 2: Student Achievement – Engage high achieving and joyful learners.
- ✗ Goal 3: Accountability – Keep our promises to students and families.

**EVALUATION:**
- Level I: Complete Task
- Level II: Complete Task, Provide Feedback and/or Produce Product
- ✗ Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- ✗ Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

**SELECTION PROCESS:**
- NA

**DEGREE OF STUDENT CONTACT:**
- □ Limited Contact  ✗ More Than Limited Contact  □ No Student Contact

**PREPARED AND SUBMITTED BY:** Kevin Truitt

**SCHOOL SITE/and or DEPARTMENT:** Student Support Services
K Resolution Amendment

SUBJECT: Consultant Services  □ Individual  □ Organization

FOR BOARD OFFICE USE ONLY □ Vendor has multiple contracts for the current fiscal school year:

DATE OF BOARD MEETING: December 13, 2011

AMENDMENT TO RESOLUTION(s): 116-28K106
List original and all previous amendment resolution numbers.

**Explain why the amendment is needed:** Additions/deletions of services to students.
**or other comments:** Deletion of Services.

**SERVICE/PROGRAM DESCRIPTION:** (What the service and program description are; why the services are required; how the services will benefit the District)

| 1112-13K36 | Richmond District Neighborhood Center will no longer be providing enrichment and resources for multiple aspects of the summer ExCEL After School program serving 214 students from Argonne Elementary School. |

**Category:** Tutoring & After School Activities  Code: 26

**School Site/ and or Department:** Student Support Services

**Participants:** (Those students, sites, or personnel who will be directly served by this consultant)

Argonne Elementary School Students

**Original Dates of Service:** July 1, 2011 to June 30, 2012

**Amended Dates of Service:** NA

**Cost of this Amendment Request:** $(13,149.50) Credit

**Funding Source(s)/Program Title:**
NCLB: Title IV, Part B, 21st Century Community Learning Centers

**SACS Code(s):**
01-41240-2012-1110-2100-5803-435  Cost of this Request $(13,149.50)

a) **Name of Consultant:** Richmond District Neighborhood Center

b) **Evaluation:** (if applicable) $0


**DISTRICT GOALS AND EVALUATION:**

**DISTRICT GOALS:**
- Goal 1: Access & Equity - Make social justice a reality.
- Goal 2: Student Achievement - Engage high achieving and joyful learners.
- Goal 3: Accountability - Keep our promises to students and families.

**EVALUATION:**
- Level I: Complete Task
- Level II: Complete Task, Provide Feedback and/or Produce Product
- Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

**SELECTION PROCESS:**
- N/A

**DEGREE OF STUDENT CONTACT:**
- □ Limited Contact  □ More Than Limited Contact  □ No Student Contact

**PREPARED AND SUBMITTED BY:** Kevin Truitt

**SCHOOL SITE/and or DEPARTMENT:** Student Support Services
SUBJECT: Consultant Services  □ Individual  □ Organization

FOR BOARD OFFICE USE ONLY □ Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: December 13, 2011

AMENDMENT TO RESOLUTION(s): 118-9K21
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of name(s) / Org.'s. or other comments:

SERVICE/PROGRAM DESCRIPTION:

1112-13K37 Philip and Sala Burton High School ExCEL After School Program is seeking to continue partnership with Bayview YMCA to implement the 21st CCLC Family Literacy grant. As Lead Agency, Bayview YMCA will focus on supporting the school site in addressing needs and resource gaps for parents/caregivers and family members of enrolled ExCEL youth. Bayview YMCA will provide overall management of the program including fiscal accountability. Total amount paid to Bayview YMCA includes reimbursement for supplies, materials and staffing not to exceed $17,000.

Category: Tutoring & After School Activities  Code: 26

School Site/ and or Department: Student Support Services

Participants: (Those students, sites, or personnel who will be directly served by this consultant) ExCEL Philip and Sala students and their families

Original Dates of Service: July 1, 2011 - June 30, 2012

Amended Dates of Service:

Cost of this Amendment Request: $0

Funding Source(s)/Program Title:
NCLB: Title IV, Part B, 21st Century Community Learning Centers

SACS Code(s):
01-41243-2012-1110-2100-5803-764 $17,000 Bayview YMCA
01-41243-2012-1110-2100-5803-764 ($17,000)(BACR)

a) Name of Consultant: Bayview YMCA  $0
b) Evaluation: (if applicable) $0
K Resolution Amendment

Background

c) Original Cost Adopted $17,000.00
d) Previous Amendment(s) if any $0

Total Program Cost To Date $17,000.00
(Add Items a to d)

DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:
- Goal 1: Access & Equity – Make social justice a reality.
- Goal 2: Student Achievement – Engage high achieving and joyful learners.
- Goal 3: Accountability – Keep our promises to students and families.

EVALUATION:
- Level I: Complete Task
- Level II: Complete Task, Provide Feedback and/or Produce Product
- Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:
Bayview YMCA is an approved ExCEL provider through the Request for Qualifications process. Bayview YMCA was chosen by the school community to provide overall support to the after school programs.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED AND SUBMITTED BY: Kevin Truitt
SCHOOL SITE/and or DEPARTMENT: Student Support Services
K Resolution Amendment

SUBJECT: Consultant Services  □ Individual  □ Organization

FOR BOARD OFFICE USE ONLY  □ Vendor has multiple contracts for the current fiscal school year:

DATE OF BOARD MEETING: December 13, 2011

AMENDMENT TO RESOLUTION(s): 119-135K15 and 1111-15K16
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of name(s) / Org.'s.
or other comments: Name of organization incorrectly denoted.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

1112-13K38

Mentoring For Success matches students with a one-to-one mentor to support foster youth and to prevent violence among at-risk youth. The program supports students with early warning indicators and aligns with the following district goals:
1. help students feel connected to school with caring adult and peer relationships (Increase Attendance)
2. help students manage their feelings, overcome hardships, form positive social interactions and have empathy for others (Increase Prosocial Behaviors)
3. create welcoming and inclusive school environments and instill goal motivation and a future focus within our students (Improve Academic Achievement)

One of the primary ways the program reaches the above goals is by using Bay Area Community Resources BAYAC members to provide ongoing support and resource development for students and mentors to participate in regular monthly activities, including service learning. Services will be provided per the U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention (OJJDP), Foster Youth and Gang Prevention Student Mentor Programs.

Category: Administrative

Code: 1

School Site/ and or Department:

Participants: (Those students, sites, or personnel who will be directly served by this consultant)


High Schools: Civic Center Secondary, International Studies Academy, Lincoln, Mission, O'Connell, SF International High


Cost of this Amendment Request: $0
Funding Source(s)/Program Title:
Mentoring for Success - Gang Prevention

SACS Code(s):
01-58157-2012-1110-2100-5803-152
01-58157-2012-1110-2100-5100-152

Cost of this Request

a) Name of Consultant: Bay Area Community Resources $26,000 $0
Bay Area Youth Agency Consortium ($26,000) $0

b) Evaluation: (if applicable) $0

Background

c) Original Cost Adopted $26,000.00

d) Previous Amendment(s) if any $0

Total Program Cost To Date $26,000.00
(Add Items a to d)

DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:
☒ Goal 1: Access & Equity – Make social justice a reality.
☒ Goal 2: Student Achievement – Engage high achieving and joyful learners.
☐ Goal 3: Accountability – Keep our promises to students and families.

EVALUATION:
☒ Level I: Complete Task
☒ Level II: Complete Task, Provide Feedback and/or Produce Product
☐ Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
☐ Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:
Bay Area Community Resources program Bay Area Youth Agency Consortium (BAYAC) has been providing youth leadership services to Bay Area schools for seventeen years. The program provides ongoing extensive training in youth development to its member volunteers so they may become leaders in the schools and communities where they provide youth development services. The mission of BAYAC is to expand services and opportunities for Bay Area youth in high risk communities so they can achieve school success.

DEGREE OF STUDENT CONTACT:
☐ Limited Contact ☒ More Than Limited Contact ☐ No Student Contact

PREPARED BY: Erin Farrell

SUBMITTED BY: Kim Coates

SCHOOL SITE/and or DEPARTMENT: Student Support Services Department
K Resolution Amendment

SUBJECT: Consultant Services [x] Individual  [x] Organization

FOR BOARD OFFICE USE ONLY [x] Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: December 13, 2011

AMENDMENT TO RESOLUTION(s): 119-13K21
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Reduce the amount of funds for services at Webster and Cobb to accurately reflect the state allocation for the EMHI grant and extend the service term to June 30, 2012 to allow staff and program manager to complete year-end paperwork and assist SFUSD Student Support Services with final reports to the state.

SERVICE/PROGRAM DESCRIPTION:

In collaboration with SFUSD/SSSD, Edgewood Center for Children and Families is coordinating and implementing the Early Mental Health Initiative (EMHI) Primary Intervention Program (PIP) and/or Behavior Coaching program at the following SFUSD elementary schools: Dianne Feinstein, Leonard R. Flynn, Starr King, Sanchez, Bessie Carmichael, Gordon Lau, Tenderloin Community, William Cobb and Daniel Webster. These services are funded through grants from the state Department of Mental Health and benefits students and participating schools by providing important mental health services for students in need of additional support.

Category: Supplemental Student Counseling  Code: 21

School Site/ and or Department: Student Support Services Department

Participants: (Those students, sites, or personnel who will be directly served by this consultant) Students at Dianne Feinstein, Leonard R. Flynn, Starr King, Sanchez, Bessie Carmichael, Gordon J. Lau, Tenderloin Community, William Cobb and Daniel Webster Elementary Schools.

Original Dates of Service: September 14, 2011 - May 25, 2012
Amended Dates of Service: September 14, 2011 - June 30, 2012

Cost of this Amendment Request: $6,107.00 Credit

Funding Source(s)/Program Title:
Early Mental Health Initiative - Primary Intervention Program

SACS Code(s):
01-62502-2012-0000-3140-5803-152

a) Name of Consultant: Edgewood Center for Children and Families

b) Evaluation: (if applicable) $0
Background

c) Original Cost Adopted $295,014.00
d) Previous Amendment(s) if any $0

Total Program Cost To Date $288,907.00
(Add Items a to d)

DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:
☑ Goal 1: Access & Equity – Make social justice a reality.
☑ Goal 2: Student Achievement – Engage high achieving and joyful learners.
☑ Goal 3: Accountability – Keep our promises to students and families.

EVALUATION:
☑ Level I: Complete Task
☑ Level II: Complete Task, Provide Feedback and/or Produce Product
☐ Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
☐ Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:
In collaboration with SFUSD, contractor has successfully implemented the Primary Intervention Program (PIP) at various school sites since 1986 and Behavior Coaching program for over the past ten years. Our PIP and Behavior Coaching programs are model programs in the state’s Early Mental Health Initiative.

DEGREE OF STUDENT CONTACT:
☐ Limited Contact ☑ More Than Limited Contact ☐ No Student Contact

PREPARED BY: Kim Levine

SUBMITTED BY: Kim Coates

SCHOOL SITE/and or DEPARTMENT: Student Support Services Department
SUBJECT: Consultant Services  
- Individual  
- Organization

FOR BOARD OFFICE USE ONLY:  
- Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: December 13, 2011

AMENDMENT TO RESOLUTION(s): 119-27K14, 1110-25K23
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of services to students.

or other comments: Kaiser Grant award notification received in late fall to supplement current ProSocial Contract.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

1112-13K40 WHAT: Kaiser Grant awarded to SFUSD to enhance and expand the high school YOWhoo.org student built web site.

WHY: To promote healthy life choices and anti-bullying, anti-tobacco and other drug messages to students.

HOW: Students will continue to develop positive peer norms throughout the high school YOWhoo.org website including multimedia materials as well as district-wide anti-tobacco and bullying prevention campaigns.

Category: Administrative  
Code: 1

School Site/and or Department: Student Support Services Department

Participants: (Those students, sites, or personnel who will be directly served by this consultant) All K-8 and Middle School sites through their Youth Outreach Worker Programs

Original Dates of Service: September 28, 2011 - June 01, 2012

Amended Dates of Service: n/a

Cost of this Amendment Request: $15,000.00

Funding Source(s)/Program Title: YOWhoo.org, Alcohol and Drug Prevention

SACS Code(s):  
01-90609-2012-1110-2100-5803-152

a) Name of Consultant: ProSocial Communications  
Cost of this Request $15,000.00

b) Evaluation: (if applicable)  
$0
Background

c) Original Cost Adopted $40,000.00
d) Previous Amendment(s) if any $ 5,000.00
Total Program Cost To Date $60,000.00
(Add Items a to d)

DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:
- Goal 1: Access & Equity - Make social justice a reality.
- Goal 2: Student Achievement - Engage high achieving and joyful learners.
- Goal 3: Accountability - Keep our promises to students and families.

EVALUATION:
- Level I: Complete Task
- Level II: Complete Task, Provide Feedback and/or Produce Product
- Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:
ProSocial Communications has worked with Student Support Services for the past six years developing model positive peer norms campaigns and materials; the selection is also based on the stellar work implementing similar projects for the San Mateo county school districts.

DEGREE OF STUDENT CONTACT:
- □ Limited Contact  □ More Than Limited Contact  □ No Student Contact

PREPARED BY: Donna Blanchard

SUBMITTED BY: Kim Coates

SCHOOL SITE/and or DEPARTMENT: Student Support Services
K Resolution Amendment

DATE OF BOARD MEETING: December 13, 2011

AMENDMENT TO RESOLUTION(s): 1110-11K12
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: This amendment is to increase the length of service to reflect the actual charges and to reflect more than limited contact with students.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

1112-13K41

To support the commitments of the federally-funded School Improvement Grant (SIG) related to partnerships for effective school reform, the Office of the Superintendent’s Zone – Bayview seeks approval of the SFUSD Board of Education to establish a school partnership with the California Alliance of African American Educators (CAAAE) at Dr. George Washington Carver Elementary School.

The San Francisco Unified program will be implemented at Dr. George Washington Carver Elementary School in San Francisco and will be designed for a select group of forty-five African American 3rd, 4th, and 5th graders. CAAAE consultants will create roadmap documentation as well as train and advise Carver personnel and parents on the essential elements of its highly-successful Science, Technology, Engineering and Math (STEM) Initiative for implementation during the 2011-2012 academic year.

Replication documentation, which will be provided in print and on CD, will focus on the following seven distinct areas:

- Program Director Selection and Organization Readiness;
- Student Selection;
- Academic Planning;
- Character and Leadership Training;
- Grade Appropriate STEM Enrichment;
- Student Recognition;
- Parent Education and Involvement.

Documentation will include recommended processes and forms. Upon delivery of documentation and prior to program launch, CAAAE staff will provide 12 hours of training for the selected Program Directors and any other staff that the principal deems necessary. Step-by-step coaching will be provided on program structure for implementation in a school environment.

Subsequently, CAAAE staff will continue to support the Program Directors for an additional 40 hours to assist in organizing the structural elements of the program, providing guidance for the new parent orientation.

Costs include creating required documentation, plus training and consultation for program implementation. Two CAAAE staff members have been designated to support this project, specifically the CAAAE Executive Director and the current GSP Program Director.

Additional funding will be required to support Training Materials, Printing and Reproduction, Postage, Mileage and Communications.

Category: Administrative                      Code: 1

School Site/ and or Department: Superintendent’s Zone – Bayview, Dr. George Washington Carver Elementary School
Participants: (Those students, sites, or personnel who will be directly served by this consultant)

Students

Original Dates of Service: 10/12/11 - 12/15/11
Amended Dates of Service: 10/12/11 - 05/28/12

Cost of this Amendment Request: $0

Funding Source(s)/Program Title:
NCLB: ARRA Title I, School Improvement Grant (SIG)

SACS Code(s):
01-31812-2012-1110-2100-5803-625

a) Name of Consultant: California Alliance of African American Educators
b) Evaluation: (if applicable)

$0

Background

c) Original Cost Adopted $59,340.00
d) Previous Amendment(s) if any $0

Total Program Cost To Date $59,340.00

DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:

☒ Goal 1: Access & Equity – Make social justice a reality.
☒ Goal 2: Student Achievement – Engage high achieving and joyful learners.
☒ Goal 3: Accountability – Keep our promises to students and families.

EVALUATION:

☐ Level I : Complete Task
☒ Level II : Complete Task, Provide Feedback and/or Produce Product
☐ Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
☐ Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building
SELECTION PROCESS:
Students need access to enrichment opportunities that provide engaging experiences to expose them to career path options, the workplace, and innovation in technology. As a long-term K-12 initiative, the Greene Scholars Program (GSP) was designed to develop 21st century leaders with strong science/mathematics backgrounds coupled with innovation, entrepreneurial/leadership and problem solving skills. The GSP’s primary goal has been to increase the success rate of African American students in STEM course work and to increase the number of students choosing STEM career paths.
The GSP has closed the achievement gap. GSP has sent 100% of those who successfully complete the program to college. This means that ALL of our students have passed the California High School Exit Exam (CAHSEE), met the University of California’s ‘A-G’ requirements for college admission, and graduated from high school. Over 130 African American students representing 20 school districts and 93 different public and private schools throughout Santa Clara County, CA have benefited from the program. The majority of our students enrolled in the GSP while in elementary school.

DEGREE OF STUDENT CONTACT:
☐ Limited Contact  ☒ More Than Limited Contact  ☐ No Student Contact

PREPARED BY: Shauna Harper

SUBMITTED BY: Dr. Patricia Gray, Assistant Superintendent - Bayview

SCHOOL SITE/and or DEPARTMENT: Dr. George Washington Carver Elementary School
SUBJECT: Consultant Services [ ] Individual [x] Organization

DATE OF BOARD MEETING: December 13, 2011

AMENDMENT TO RESOLUTION(s): 116-14K91
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of name(s) / Org.'s.
or other comments: Original K Resolution had error in Lead Agency name.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

1112-13K42 The John Yehall Chin ExCEL After School Program is seeking to continue partnership with the Chinatown YMCA. As Lead Agency, the Chinatown YMCA will provide overall management of the program, including programmatic and fiscal accountability. Total amount paid to the Chinatown YMCA includes reimbursement for supplies, materials and staffing not to exceed $72,687.40.

Category: Tutoring & After School Activities Code: 26

School Site/ and or Department:

Participants: (Those students, sites, or personnel who will be directly served by this consultant)

Original Dates of Service: July 1, 2011 to June 30, 2012
Amended Dates of Service:

Cost of this Amendment $0 Request:

Funding Source(s)/Program Title:
After School Education and Safety Program

SACS Code(s):
01-60100-2012-1110-2100-5803-872 $25,000.00 Chinatown YMCA
01-60100-2012-1110-2100-5100-872 $47,687.40 Chinatown YMCA
01-60100-2012-1110-2100-5803-872 ($25,000.00) Credit BACR
01-60100-2012-1110-2100-5100-872 ($47,687.40) Credit BACR

Cost of this Request

a) Name of Consultant: Chinatown YMCA $0

b) Evaluation: (if applicable) $0
Background

c) Original Cost Adopted $72,687.40
d) Previous Amendment(s) if any $0

Total Program Cost To Date $72,687.40 (Add Items a to d)

DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:
- Goal 1: Access & Equity – Make social justice a reality.
- Goal 2: Student Achievement – Engage high achieving and joyful learners.
- Goal 3: Accountability – Keep our promises to students and families.

EVALUATION:
- Level I: Complete Task
- Level II: Complete Task, Provide Feedback and/or Produce Product
- Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:
The Chinatown YMCA is an approved ExCEL provider through the Request for Qualifications process. The Chinatown YMCA was chosen by the school community to provide overall support to the after school program.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED AND SUBMITTED BY: Kevin Truitt

SCHOOL SITE/and or DEPARTMENT: Student Support Services
SUBJECT: 
Consultant Services   [ ] Individual   [X] Organization

FOR BOARD OFFICE USE ONLY   [ ] Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: December 13, 2011

AMENDMENT TO RESOLUTION(s): 116-28K81
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of services to students.
or other comments: Final allocation of funding required transfer which was delayed until confirmation of carryover funds for 2010/11 FY.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)
1112-13K43

Public Profit will facilitate a comprehensive evaluation process to provide qualitative and quantitative data required for grant reporting and to improve program delivery for ExCEL After School Programs. Public Profit has extensive experience in after school program quality and assessment, and led the creation of the California Afterschool Program Quality Assessment Tool, working closely with a panel of advisors and pilot sites over two years. They will conduct a mixed-methods evaluation that encompasses all 21st Century, ASSETS and ASES program sites. Services will include: facilitation of evaluation planning process, site visits, development of site visit quality tool, development of data dashboard, professional development and capacity building of ExCEL staff, strategic review and analysis of data, coordination with on-line data tracking system, completion of required federal and state grant reports. Total amount paid to Public Profit not to exceed $75,293

Category: Administrative   Code: 1
School Site/ and or Department: SSSD ExCEL
Participants: (Those students, sites, or personnel who will be directly served by this consultant) All ExCEL After School Program Sites
Original Dates of Service: July 1, 2011 - June 30, 2012
Amended Dates of Service: N/A
Cost of this Amendment Request: $36,236.00
Funding Source(s)/Program Title: After School Education and Safety Program

SACS Code(s):
01-60100-2012-1110-2100-5803-153
a) Name of Consultant: Public Profit

b) Evaluation: (if applicable)

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<td>c) Original Cost Adopted</td>
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<td>Total Program Cost To Date (Add Items a to d)</td>
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DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:
- ☒ Goal 1: Access & Equity – Make social justice a reality.
- ☒ Goal 2: Student Achievement – Engage high achieving and joyful learners.
- ☒ Goal 3: Accountability – Keep our promises to students and families.

EVALUATION:
- ☒ Level I: Complete Task
- ☒ Level II: Complete Task, Provide Feedback and/or Produce Product
- ☒ Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- ☒ Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:
Selection was based on a Request for Proposal (RFP) process posted in April 2011 for Student Support Services evaluation services. Public Profit was selected as one of two organizations to provide evaluation services for Student Support Services. Public Profit was also chosen based on their expertise for evaluating after school programs.

DEGREE OF STUDENT CONTACT:
- ☐ Limited Contact
- ☐ More Than Limited Contact
- ☒ No Student Contact

PREPARED AND SUBMITTED BY: Kevin Truitt

SCHOOL SITE/and or DEPARTMENT: Student Support Services
K Resolution Amendment

SUBJECT: Consultant Services □ Individual □ Organization

FOR BOARD OFFICE USE ONLY □ Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: December 13, 2011

AMENDMENT TO RESOLUTION(s): 116-28K82
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of services to students.
Or other comments: Final allocation of funding required transfer which was delayed until confirmation of carryover funds for 2010/11 FY

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

1112-13K44
CitySpan will provide a software license/on-line attendance tracking system to support state and federal grant compliance for ExCEL After School Programs. This system will improve attendance reporting accuracy and address identified audit findings. The City Span system will also produce required state-mandated evaluations and reporting & will also provide training and technical assistance for product implementation. Total Cost not to exceed $72,500

Category: Technology Services Code: 25

School Site/ and or Department: SSSD ExCEL

Participants: (Those students, sites, or personnel who will be directly served by this consultant) All ExCEL After School Program Sites

Original Dates of Service: July 1, 2011 - June 30, 2012
Amended Dates of Service: N/A

Cost of this Amendment Request: $52,500.00

Funding Source(s)/Program Title:
After School Education and Safety Program

SACS Code(s):
01-60100-2012-1110-2100-5803-153

Cost of this Request $52,500.00

a) Name of Consultant: City Span

b) Evaluation: (if applicable) $0
**K Resolution Amendment**

1112-13K44 Cont. Page 2

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**DISTRICT GOALS AND EVALUATION:**

**DISTRICT GOALS:**
- Goal 1: Access & Equity – Make social justice a reality.
- Goal 2: Student Achievement – Engage high achieving and joyful learners.
- Goal 3: Accountability – Keep our promises to students and families.

**EVALUATION:**
- Level I: Complete Task
- Level II: Complete Task, Provide Feedback and/or Produce Product
- Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

**SELECTION PROCESS:**
Research and review of on-line accessible systems utilized by comparable school districts for attendance tracking compliance of state and federal grants.

**DEGREE OF STUDENT CONTACT:**
- Limited Contact
- More Than Limited Contact
- No Student Contact

**PREPARED AND SUBMITTED BY:** Kevin Truitt

**SCHOOL SITE/and or DEPARTMENT:** Student Support Services