SAN FRANCISCO UNIFIED SCHOOL DISTRICT

AGENDA

REGULAR MEETING OF THE BOARD OF EDUCATION
TUESDAY, JANUARY 12, 2016 6:00 P.M.

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

Board of Education:

Emily M. Murase, Ph.D. – President
Matt Haney – Vice President
Sandra Lee Fewer
Hydra Mendoza-McDonnell

Rachel Norton
Shamann Walton
Jill Wynns

Student Delegates to the Board of Education:

Teresia Chen
Miguel Tantiado

Superintendent of Schools: Richard A. Carranza

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 sensitivities, 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 86-24Sp2 – 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

❖ SPECIAL ORDER OF BUSINESS (ACTION ITEMS)  
  ➢ Annual Re-Adoption of Board of Education Rules and Procedures (Series 9000)
  ➢ Election of Officers of the Board of Education – President; Vice President

A. APPROVAL OF BOARD MINUTES
  ➢ Regular Meeting of December 8, 2015

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

C. RECOGNITIONS AND RESOLUTIONS OF COMMENDATION
  The Superintendent or Board members may commend or honor individuals, groups, holidays and historical observations under this item. Resolutions of commendation shall be acted on by the Board without need for a second reading after public testimony is heard.

D. STUDENT DELEGATES’ REPORT

E. ADVISORY COMMITTEE REPORTS AND APPOINTMENTS TO ADVISORY COMMITTEES BY BOARD MEMBERS
  ➢ Report from the Parent Advisory Council (PAC)

F. PUBLIC COMMENT ON CONSENT ITEMS
  Members of the public may comment on any matter on the Consent Calendar. Members of the public shall not be permitted to sever agenda items for discussion.
G. CONSENT CALENDAR – SEE EXHIBIT A FOLLOWING SUMMARY PAGES FOR LIST OF ITEMS
This item requires a motion and a second. Under this item, the Superintendent may withdraw or correct an item on the Consent Calendar. In addition, a Board member or the Superintendent may remove an item from the Consent Calendar and the item will be considered as a First Reading or they may sever an item for discussion and separate vote under item.

H. SUPERINTENDENT’S PROPOSALS - HELD FOR SPEAKER CARDS AND ACTION
Before calling on public speakers or recognizing Board members for discussion, the president shall request a report from the committee(s), if any. If the committee(s) has previously given a report to the Board, a second report is not necessary.

NONE

I. BOARD MEMBERS’ PROPOSALS – HELD FOR SPEAKER CARDS AND ACTION
Before calling on public speakers or recognizing Board members for discussion, the president shall request a report from the committee(s), if any. If the committee(s) has previously given a report to the Board, a second report is not necessary.

NONE

J. PUBLIC COMMENT ON GENERAL MATTERS - 30 MINUTES
Members of the public may address the Board on any matter that is not on the agenda but is within the subject matter jurisdiction of the Board. This item is limited to 30 minutes and shall occur no later than 7:30 p.m. or immediately following the item then under discussion.

K. SPECIAL ORDER OF BUSINESS

ACTION ITEM:

1. Subject: Review and Adoption 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, 2015. The report, dated December 8, 2015, 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.

L. DISCUSSION OF OTHER EDUCATIONAL ISSUES
M. CONSENT CALENDAR RESOLUTIONS REMOVED AT PREVIOUS MEETING FOR SECOND READING AND ACTION

N. VOTE ON CONSENT CALENDAR – MOVED AND SECONDED UNDER ITEM G

O. VOTE ON CONSENT CALENDAR RESOLUTIONS SEVERED FOR SEPARATE CONSIDERATION UNDER ITEM G

P. INTRODUCTION OF ALL PROPOSALS AND ASSIGNMENT TO COMMITTEE

The president shall introduce proposals from the Superintendent and Board members for a first reading and assign proposals to the appropriate committee(s). In order to promote efficient meetings, this item requires a single motion and a second. The president may also refer the proposal to the next regularly scheduled Board meeting if no committee assignment is necessary or appropriate. The Board encourages members of the public to address their concerns to the committee(s) and Board members will not engage in a discussion on this item. Public comment on this item is limited to a total of 5 minutes.

Pg. 111 - 131

1. Introduction and Assignment of Superintendent’s Proposals

   ➢ 161-12Sp1 – Adoption of Board Policy 5141.31
       Students: Immunizations

   ➢ 161-12Sp2 – Adoption of Board Policy 5141.25
       Students: Availability of Condoms

   ➢ 161-12Sp3 – Adoption of Board Policy 3580
       Business and Noninstructional Operations: District Records

   ➢ 161-12Sp4 – Authorization to Grant or in the Alternative Deny the Renewal Petition for Thomas Edison Charter Academy

   ➢ 161-12Sp5 – Adoption of Board Bylaw (“BB”) 9324
       (Minutes and Recordings)

2. Introduction and Assignment of Board Members’ and Committee Proposals

   ➢ Expanding Access to Mandarin and Other World Languages
       - Commissioners Sandra Lee Fewer and Rachel Norton
Q. INTRODUCTION OF PROPOSALS FOR IMMEDIATE ACTION AND NOTICE OF SUSPENSION OF BOARD RULES

Under this item, the Board may immediately consider and act upon a proposal introduced at first reading. At least five (5) board members must approve a motion to suspend the rule set forth in Bylaw 9323, which requires that proposals be introduced for a first reading and acted upon at a second reading. In the event that the Board approves a motion to suspend the rules and consider a proposal for immediate action under this item, members of the public may comment on this item without the necessity of submitting a “Request to Speak” in advance.

Pg. 132 - 145

R. BOARD MEMBERS’ REPORTS

1. Standing Committees

2. Board Delegates to Membership Organizations (NSBA, CSBA, CGCS)

3. All Other Reports by Board Members

Report from Curriculum and Program Committee
January 4, 2016 - Reporting: Commissioner Shamann Walton

ACTION ITEMS:
- 1512-8Sp1 – Authorization to Grant or In the Alternative Deny the Renewal Petition for Five Keys Charter School
- 1512-8Sp2 – Authorization to Grant or In the Alternative Deny the Renewal Petition for Five Keys Independence High Charter School
- 1512-8Sp3 – Authorization to Grant or In the Alternative Deny the Renewal Petition for Five Keys Adult Charter School

UPDATE / OVERVIEW ON THE FOLLOWING INFORMATIONAL ITEMS:
- School Quality Improvement System (SQIS)
- The New Teacher Project (TNTP) Pathways to Teaching
- Ruth Asawa School of the Arts (RASOTA) Application Monitoring/Outreach
R. BOARD MEMBERS' REPORTS – a. Standing Committees; b. Board Delegates to Membership Organizations (NSBA, CSBA, CGCS); c. All Other Reports by Board Members. – CONTINUED

Report from the Budget and Business Services Committee
January 6, 2016 - Reporting: Commissioner Rachel Norton

ACTION ITEMS:
• 1512-8Sp1 – Authorization to Grant or In the Alternative Deny the Renewal Petition for Five Keys Charter School
• 1512-8Sp2 – Authorization to Grant or In the Alternative Deny the Renewal Petition for Five Keys Independence High Charter School
• 1512-8Sp3 – Authorization to Grant or In the Alternative Deny the Renewal Petition for Five Keys Adult Charter School

INFORMATIONAL ITEMS:
• Administratively Approved K Resolutions
• Department Budget Review: Information Technology
• SFUSD Budget Development for FY 16–17

S. OTHER INFORMATIONAL ITEMS

T. MEMORIAL ADJOURNMENT
The president may announce a memorial adjournment of the meeting at this time.

U. CLOSED SESSION
1. Report of Action taken in Closed Session at Special Meeting
   Under this item, and pursuant to Bylaw 9321, the president will report actions taken in closed session, if any, at a special meeting.

2. Report of Action taken in Closed Session

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

1. Instructional Resolutions
NONE

2. Finance Resolutions

2a. (161-12B1) Authorization to Submit Applications, to Accept Funds, and to Budget the Amount Awarded

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

Awards

1. $396,950 – City College of San Francisco to Curriculum & Instruction: College and Career. To offer systematic, seamless, and sustainable delivery systems for Adult Basic Education and provide CCSF courses and program access for older high school students, for recent immigrants, students with disabilities and continuation high school students who are 18 or older.

2. $39,155 – City and County of San Francisco to All Alamo Elementary School; Alvarado Elementary School; Argonne Alternative Elementary School; Bessie Carmichael / FEC(K8); Bret Harte Elementary School; Buena Vista Alt Elementary School; George Washington Carver Elementary School; Cesar Chavez Elementary School; Chinese Immersion at DeAvila; Cleveland Elementary School; Commodore Sloat Elementary School; Dianne Feinstein Elementary School; E.R. Taylor Elementary School; El Dorado Elementary School; Fairmount Elementary School; Glen Park Elementary School; Gordon J. Lau Elementary School; Grattan Elementary School; Jean Parker Elementary School; Jefferson Elementary School; John Yehall Chin Elementary School; Lafayette Elementary School; Lawton Alternative School (K8); Longfellow Elementary School; Marshall Elementary School; Monroe Elementary School; Paul Revere School (K8); George Peabody Elementary School; Rosa Parks Elementary School; S. F. Community School (K8); Sherman Elementary School; Spring Valley Elementary School; Robert L. Stevenson Elementary School; Sunnyside Elementary School; Sunset Elementary School Tenderloin Community Elementary School; James Denman Middle Elementary Schools; All Early Education Sites.
Increase bicycle, pedestrian, and traffic safety around schools. Decrease traffic congestion around schools. Reduce childhood obesity by increasing number of children walking and biking to school. Improve air quality, community safety and security, and community involvement around school.

3. $100,000 – Hellman Foundation to All Elementary Schools. To support the scale up of the Science as a Spark for Learning program. This program addresses the lack of instructional minutes for science education at the elementary level and the needs of our Long Term English Language Learners

4. $72,450 – Hunger is (The Safeway and Entertainment Industry) to Student Nutrition Services. Equipment for “Breakfast in the Classroom” at 5 new schools at SFUSD.

5. $10,000 – Partnership For Children & Youth to Student Support Services. This agreement describes the stipend provided by the PCY to SFUSD for involvement in Expanded Learning 360/365, and initiative to improve the consistency of social-emotional learning practices across expanded learning and school-day environments.


Recommendation: That the Superintendent recommends changes to the FY 2015-2016 Budget as adopted by the Board of Education on June 23, 2015. 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 and Restricted General Funds (Funds 01, 13 and 21)

2c. (161-12B3) Authorization of Travel for Board Members

Recommendation: That the Board of Education authorizes the District to reimburse Commissioner Emily M. Murase for expenses that were incurred from July 4, 2015 thru July 10, 2015 for her attendance at the Public Education Leadership Program at Harvard University in Boston MA.

2d. (161-12B4) Authorization of Travel for Board Members

Recommendation: That the Board of Education authorizes the District to reimburse Commissioner Rachel Norton for expenses that were incurred from October 7, 2015 thru October 10, 2015 for her attendance at the Council of Great City Schools (CGCS) Conference in Long Beach, CA.

2e. (161-12B5) Authorization of Travel for Board Members

Recommendation: That the Board of Education authorizes the District to reimburse Commissioner Jill Wynns for expenses that were incurred from October 7, 2015 thru October 11, 2015 for her attendance at the Council of Great City Schools (CGCS) Conference in Long Beach, CA.
2f. **(161-12B6) Authorization of Travel for Board Members**

**Recommendation:** That the Board of Education authorizes the District to reimburse Commissioner Emily M. Murase for expenses that were incurred from December 1, 2015 thru December 3, 2015 for her attendance at the California School Boards Association (CSBA) Conference in San Diego, CA.

2g. **(161-12B7) Authorization of Travel for Board Members**

**Recommendation:** That the Board of Education authorizes the District to reimburse Commissioner Rachel Norton for expenses that were incurred from December 2, 2015 thru December 5, 2015 for her attendance at the California School Boards Association (CSBA) Conference in San Diego, CA.

2h. **(161-12B8) Authorization of Travel for Board Members**

**Recommendation:** That the Board of Education authorizes the District to reimburse Commissioner Shamann Walton for expenses that were incurred from December 2, 2015 thru December 5, 2015 for his attendance at the California School Boards Association (CSBA) Conference in San Diego, CA.

2i. **(161-12B9) Approval of the San Francisco Unified School District Memoranda of Understanding (MOU) with Community Based Organizations**

**Recommendation:** That the Board of Education authorize the District to enter into the Memoranda of Understanding with the community based organizations and/or agencies listed in the attached table as detailed, for the 2015-2016 fiscal year.

2j. **(161-12B10) Approval of the San Francisco Unified School District Memoranda of Understanding (MOU) with Community Based Organizations**

**Recommendation:** That the Board of Education authorize the District to enter into the Memoranda of Understanding with the community based organizations and/or agencies listed in the attached table as detailed, for the 2015-2016 and 2016-2017 fiscal years.

2k. **(161-12B11) Authorization to Enter Into a Memorandum of Understanding (MOU) with Prophet Corporation dba Gopher Sport**

**Recommendation:** That the Board of Education authorize the Superintendent and/or his designee to enter into a MOU with Prophet Sport dba Gopher Sport for the SFUSD Physical Education Department. There is no cost impact to the School District.
21. **(161-12B12) Authorization to Enter Into a Memorandum of Understanding (MOU) with California State University, Northridge**

**Recommendation:** That the Board of Education of the San Francisco Unified School District authorize the Superintendent and/or his designee to enter into a MOU with California State University, Northridge for supervision training for Speech/Language Pathology Interns for the 2015-2016; 2016-2017; 2017-2018 school years.

2m. **(161-12B13) Authorization to Enter Into a Memorandum of Understanding (MOU) with Dominican University of California**

**Recommendation:** That the Board of Education of the San Francisco Unified School District authorize the Superintendent and/or his designee to enter into a MOU with Dominican University of California for supervision training of Occupational Therapy Interns for the 2015-2016; 2016-2017; 2017-2018 school years.

2n. **(161-12B14) Authorization to Enter into a Partnership with the Black Teacher Project to Offer Support in the Recruitment and Retention of African-American Classroom Teachers**

**Recommendation:** That the Board of Education authorize the Superintendent, or his designee, to enter into a partnership with the Black Teacher Project (BTP) based in Oakland, California and New York City, New York to survey African-American teachers in SFUSD. The partnership is free of cost to the district and will allow the BTP to assess the needs of African-American teachers in SFUSD with the goal of addressing the long-term recruitment and retention needs of SFUSD.

2o. **(161-12B15) Authorization to Amend Resolution No. 1512-8B5 to Enter Into a Memorandum of Understanding (MOU) with Community Based Organizations**

**Recommendation:** That the Board of Education of the San Francisco Unified School District authorize the amendment of Resolution #1512-8B5, which allowed the Superintendent and/or his designee to enter into an MOU with Community Based Organizations. This amended resolution will clarify that the term for the Memorandum of Understanding with the organization Bay Area Women’s and Children’s Center will be three years, 2015-16, 2016-17 and 2017-18.

2p. **(161-12B16) Authorization to Amend Resolution # 154-14B5 to Enter Into a Memorandum of Understanding (MOU) with Regents of the University of California - Berkeley**

**Recommendation:** That the Board of Education of the San Francisco Unified School District authorize the amendment of Resolution #154-14B5, which allowed the Superintendent and/or his designee to enter into an MOU with Regents of the University of California - Berkeley. This amended resolution will cancel the MOU requested for Regents of the University of California – Berkeley.
2q. (161-12B17) Authorization to Amend Resolution # 154-14B10 to Enter Into a Memorandum of Understanding (MOU) with Columbia University

Recommendation: That the Board of Education of the San Francisco Unified School District authorize the amendment of Resolution #154-14B10, which allowed the Superintendent and/or his designee to enter into an MOU with Columbia University. This amended resolution will cancel the MOU requested for Columbia University.

2r. (161-12B18) Authorization to Amend Resolution No. 1510-13B7 to Enter Into a Memorandum of Understanding (MOU) with St. Ambrose University

Recommendation: That the Board of Education of the San Francisco Unified School District authorize the amendment of Resolution No. 1510-13B7, which allowed the Superintendent and/or his designee to enter into an MOU with St. Ambrose University. This amended resolution will cancel the request to enter into an MOU with St. Ambrose University. An MOU is no longer forthcoming.

3. Buildings, Grounds and Services Resolutions

3a. (161-12W1) 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 Underwood & Rosenblum, 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 modification on behalf of the District and encumber sufficient funds from the 2011 School Facility Safety Special tax Fund.
Youth Park / 200 Middlepoint Road - $12,000

3b. (161-12W2) 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 ACCO Engineered Systems 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 2011 School Facility Safety Special Tax Fund.
Mission High School & Leonard R. Flynn Elementary School - $7,088
3c. (161-12W3) 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 Andy's Roofing 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.

Student Nutrition Services / 841 Ellis Street - $1,565

3d. (161-12W4) 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 Opening Technologies 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 2011 School Facility Safety Special Tax Fund.

Various Sites - $7,241.19

3e. (161-12W5) 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 Alpha Bay Builders 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 Capital Facilities Fund.

Leola Havard Early Education School - $56,240.58

3f. (161-12W6) 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 Alpha Bay Builders 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 2011 School Facility Safety Special Tax Funds and Capital Facilities Fund.

Rooftop Elementary (Burnett Campus) & Fairmount Elementary Schools - $43,323.84
3g. **(161-12W7) 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 Ross Recreation Equipment 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 to encumber sufficient funds from the 2011 School Facility Safety Special Tax Funds and Capital Facilities Fund.

Zaida Rodriguez Early Education School (Bartlett Campus) - $8,171

3h. **(161-12W8) 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 Dan Electric 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 to encumber sufficient funds from the 2011 School Facility Safety Special Tax Funds.

834 Toland Street (Buildings & Grounds Dept.) - $68,802.23

3i. **(161-12W9) 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 Development, Inc. and the San Francisco Unified School District for an amount not to exceed $15,257 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.

Herbert Hoover Middle School - $15,257

3j. **(161-12W10) 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 CLW Builders and the San Francisco Unified School District for an amount not to exceed $34,383 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.

Marshall Elementary School - $34,383
3k. (161-12W11) 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 Arntz Buildings, Inc. and the San Francisco Unified School District for an amount not to exceed $98,480.97 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.
Miraloma Elementary School - $98,480.97

3l. (161-12W12) 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 BHM Construction, Inc. and the San Francisco Unified School District for an amount not to exceed $50,187 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.
Longfellow Elementary School Modernization - $50,187

3m. (161-12W13) 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 CLW Builders and the San Francisco Unified School District for an amount not to exceed $42,488.85 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.
Lakeshore Elementary School - $42,488.85

3n. (161-12W14) 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 Arntz Builders, Inc. and the San Francisco Unified School District for an amount not to exceed $223,066 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.
Gordon J. Lau Elementary and Commodore Stockton Early Education Schools - $223,066
3o. **(161-12W/15) 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 $84,966 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.

Presidio Middle School Modernization - $84,966

3p. **(161-12W/16) 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 Cal Pacific Construction Inc. and the San Francisco Unified School District for an amount not to exceed $79,723.70 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.

Paul Revere Elementary School Modernization - $79,723.70

3q. **(161-12W/17) 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 $8,056 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.

Sunnyside Elementary School - $8,056

3r. **(161-12W/18) 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 Mobile Modular Management Corporation and the San Francisco Unified School District for an amount not to exceed $37,159.28 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.

Starr King Elementary School - $37,159.28
3s. **(161-12W19) 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 dsk Architects and the San Francisco Unified School District for an amount not to exceed $9,750 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.
Mission Education Center Elementary School - $9,750

3t. **(161-12W20) 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 $1,740 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.
Mission Ed Center – Kate Kennedy CDC - $1,740

3u. **(161-12W21) 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 $25,500 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.
Herbert Hoover Middle School - $25,500

3v. **(161-12W22) 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 Sensible Environmental Solutions ("SES") and the San Francisco Unified School District for an amount not to exceed $56,160 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.
Sutro Elementary, Lakeshore Elementary Schools and Mission Ed Center/Kate Kennedy CDC - $56,160
3w. **(161-12W23) 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 Vanir Construction Management and the San Francisco Unified School District for an amount not to exceed $121,304 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.

Gordon J. Lau Elementary School - $121,304

3x. **(161-12W24) 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 Master Agreement modification between Millennium Consulting Associates (MECA) and the San Francisco Unified School District for an amount not to exceed $55,501 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.

Roosevelt Middle School - $55,501

3y. **(161-12W25) 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 Master Agreement modification between Sensible Environmental Solutions (SES) and the San Francisco Unified School District for an amount not to exceed $304,546.50 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.

R.L. Stevenson Elementary, Redding Elementary, John Yehall Chin Elementary, and Daniel Webster Elementary Schools - $304,546.50

3z. **(161-12W26) 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 Cinquini & Passarino, Inc and the San Francisco Unified School District for an amount not to exceed $4,950 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.

Robert Louis Stevenson Elementary School - $4,950
3aa. **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 Swinerton Management and Construction and the San Francisco Unified School District for an amount not to exceed $181,472 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.

McAleer Campus and Willie Brown Jr. Middle School - $181,472

3bb. **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 IMPEC GROUP and the San Francisco Unified School District for an amount not to exceed $2,343 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the modification to the Master Agreement on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

McAleer Campus - School Modernization - $2,343

3cc. **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 (CEL) and the San Francisco Unified School District for an amount not to exceed $60,000 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.

James Lick Middle School - $60,000

3dd. **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/Langan Company and the San Francisco Unified School District for an amount not to exceed $21,000 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.

Paul Revere Elementary School - $21,000
3ee.  (161-12W31)  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 between Guttmann & Blaevol Consulting Engineers 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 2011 School Facility Safety Special Tax Fund.

Commodore Sloat Elementary School - $16,000

3ff.  (161-12W32)  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 between Studio Perez 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 2011 School Facility Safety Special Tax Fund and Capital Facilities Fund.

Fairmount Elementary School - $31,500

3gg.  (161-12W33)  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 between Pinguelo Construction and the San Francisco Unified School District and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract on behalf of the District and encumber sufficient funds from the Leroy Greene SFP for Modernization Fund. Should the District be unable to enter into a contract with Pinguelo Construction, the contract will be awarded to the next lowest, responsive and responsible bidder.

James Denman Middle School - $1,214,345

3hh.  (161-12W34)  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 Mobile Modular Management Corporation and the San Francisco Unified School District for the amount of $100,082 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.

Frank McCoppin Elementary School - $100,082
3ii. **(161-12W35) 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 Pinguelo Constriuction and the San Francisco Unified School District for an amount not to exceed $580,978 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract on behalf of the District and to encumber sufficient funds from the Proposition 39 School Repair Program Fund. In the event the District is not able to enter into a contract with Pinguelo Construction it will award to the next lowest, most responsive and responsible bidder, or the District may elect to re-bid the project.

Sutro Elementary School - $580,978

3jj. **(161-12W36) 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 Zolman Constriuction and the San Francisco Unified School District for an amount not to exceed $1,355,000 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract on behalf of the District and to encumber sufficient funds from the Proposition 39 School Repair Program Fund. In the event the District is not able to enter into a contract with Zolman Construction it will award to the next lowest, most responsive and responsible bidder, or the District may elect to re-bid the project.

Lakeshore Elementary School - $1,355,000

3kk. **(161-12W37) 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 payment to AT&T for an amount not to exceed $24,191.77 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 2011 School Facility Safety Special Tax Fund.

Buildings & Grounds – 834 Toiland Street - $24,191.77

4. **Personnel Resolutions**

4a. **(161-12F1 – F14) Administrative, Secondary, Elementary Certificated Personnel Actions**

**Recommendation:** That the Board of Education approves the following personnel actions as summarized.
Recommendation: That the Board of Education approves the following consultant services contracts.

K1. **Tenderloin Elementary School** – To provide intervention services for children and families who are living with trauma.
   Dr. Kara Wright - $25,835 – QTEA: API Site Block Grant

K2. **Instruction, Innovation and Social Justice** – To provide coaching to school sites and teams through iLab's design thinking process including facilitating the teams through the iLab process.
   Pui Ling Tam - $2,000 – QTEA: Innovation, Research, and Development

K3. **Bret Harte Elementary School** – To provide morning programming to engage students in homework support, academic reinforcement, and enrichment activities to support the instructional day.
   Bay Area Community Resources - $3,000 – UGF/AB825 – Targeted Instructional Improvement Block Grant

K4. **Mission Education Center Elementary School** – To provide direct services to targeted students during the school day.
   Bay Area Community Resources - $7,000 – NCLB: Title I, Part A, SES Tutoring

K5. **Gordon J. Lau Elementary School** – To provide parenting skills workshops to parents of students at Lau Elementary.
   Community Youth Center of San Francisco - $5,000 – School Site Based WSF Allocation and NCLB: Title I, Schoolwide Programs

K6. **Leonard R. Flynn Elementary School** – To provide one-on-one reading tutoring services for K-5th grade students.
   Reading Partners - $18,000 – School Site Based WSF Allocation and UGF/AB825 – Targeted Instructional Improvement Block Grant

K7. **Hillcrest Elementary School** – To provide artists led participatory workshops, to students in K-8th grade in visual arts.
   San Francisco Arts Education Project - $2,906 – PEEP: PROP H, Arts & Music

K8. **Buena Vista Horace Mann School** – To provide a basic Capoeira class as part of the seminar offerings in the Fall Semester.
   ABADA Capoeira - $330 – UGF/AB825 – Targeted Instructional Improvement Block Grant

K9. **Paul Revere K-8 School** – To provide one after-school Linked-day staff member to provide behavioral, academic and other support throughout the extended day for students.
   Bay Area Community Resources - $8,465.63 – Quality Education Investment Act
K10. Ida B. Wells High School – To provide students with direct chess instruction while also incorporating mentoring. This K Resolution requests the Board to authorize approval of the contract with an explicit waiver of Policy P3850 as per the memorandum attached to the Resolution.
Hip Hop Chess Foundation - $350 – School Site Based WSF Allocation

K11. John O’Connell High School – To provide students with direct chess instruction while also incorporating mentoring. This K Resolution requests the Board to authorize approval of the contract with an explicit waiver of Policy P3850 as per the memorandum attached to the Resolution.
Hip Hop Chess Foundation - $1,000 – PEEF: PROP H, Library

K12. C&I, STEM Department – To provide SFUSD students with science field trips and Whale Week Experiences as part of the SFUSD Science Enrichment Pathways.
Community Initiative, Mission Science Workshop - $12,000 – PEEF: PROP H, STEM-Science Equity Fund

K13. C&I, Office of Access and Equity – To support SFUSD to advance the practice of culturally relevant transformative education by focusing on an introduction to Sovereign Knowledge – pedagogical frameworks based upon the Ways of Knowing, Being, Doing and Valuing of Indigenous Peoples.
Sovereign Educational Design, LLC - $6,990 – UGF/AB825 – Targeted Instructional Improvement Block Grant

K14. LEAD - Elementary School Support – To provide 24 days of site-based professional development in reading and writing.
West Coast Literacy - $28,000 – Unrestricted General Fund

K15. Student, Family and Community Support Department - To provide, as lead agency, management, operation, and accountability of the Summer After School programming per grant guidelines for the ExCEL After School Programs.
Pathways Consultant - $45,000 – NCLB: Title IV, Part B, 21st Century Community Learning Centers Program

K16. Student, Family and Community Support Department - To provide, as lead agency, management, operation, and accountability of the After School programming per grant guidelines at George Peabody Elementary.
Richmond District Neighborhood Center - $6,768 – After School Education and Safety Program

K17. Physical Education Department – To provide support for the high school PLC teacher-led Fitness For Life English Language Learner Workbook design.
Regents of the University of California – Berkeley for the California Reading Language Project - $5,000 – PEEF: PROP H, PE
K18. **Division of Curriculum and Instruction** – To provide $55,000 in funding to the San Francisco Education Fund (SF Ed Fund), to support the partnership among SFUSD STEM & Ed Tech Departments, Technology Education and Literacy in Schools (TEALS) and the SF Ed Fund to support 11 computer science programs.

San Francisco Education Fund – $55,000 – NCLB: Title I, Part A, Program Improvement District Intervention

K19. **Division of Curriculum and Instruction** – To provide mathematical content used in the SFUSD Math Core Curriculum.

CPM Educational Program – $71,032.80 – Common Core State Standards (CCSS Funding)

K20. **Superintendent’s Office – African American Achievement and Leadership Initiative** – To provide support to students, to develop a durable relationship with a CBO, navigating a community college or career pathway, and track and share information about support services delivered to students.

Collective Impact on behalf of its Mo’MAGIC Program – $100,000 – Spark SF: Hellman Foundation

4bb. (161-12K21 – K41) **Consultant Services Contracts Amendments**

*Note:* Contracts with Individuals = Resolutions K21 – K23
Contracts with Organizations = Resolutions K24 – K41

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

K21. **Clarendon Elementary School** – To provide multicultural art concepts and techniques through hands-on activities to students. The purpose for this amendment is for a reduction in services needed.

Cost of this Amendment – ($17,680) Credit

Ellen Weinstein – Total Program Cost to Date – $9,680 – Site Specific Trust Fund

K22. **Leonard R. Flynn Elementary School** – To provide education to improve the health and well-being of children by increasing opportunities for physical activity and safe, meaningful play. The purpose for this amendment is for a reduction in services needed.

Cost of this Amendment – ($26,891.88) Credit

Antonio Caceres – Total Program Cost to Date – $9,108.12 – School Site Based WSF Allocation

K23. **KALW Radio Station** – To provide a Member Services Coordinator. The purpose for this amendment is for additional services needed.

Cost of this Amendment – $9,000

Chris Hambrick – Total Program Cost to Date – $27,000 – Trust Fund – Discretionary Funds
K24. **Jean Parker School** – To provide in-services to K-5th grade students on movement exercises and multicultural dance lessons. The purpose for this amendment is for a change in dates and to reduce funding.

Cost of this Amendment – ($12,500) Credit

Chinatown YMCA – Total Program Cost to Date – $12,500 – NCLB: Title I, Schoolwide Programs

K25. **New Traditions Elementary School** – To provide a coordinator who will be responsible for creating a curriculum, training staff and collaborating with the day school administrator to ensure all parties are in agreement on how the recess and lunch time is facilitated. The purpose for this amendment is for additional services to students.

Cost of this Amendment – $600

Buchanan YMCA – Total Program Cost to Date – $7,275 – Trust Fund – PTA Funds

K26. **George Moscone Elementary School** – To provide playground conflict resolution and restorative practices coach to support student engagement in recreational activities. The purpose for this amendment is for a reduction in services needed.

Cost of this Amendment – ($1,200) Credit

Playworks Education Energized – Total Program Cost to Date – $30,800 – Trust Fund – Site Specific Trust Fund and School Site Based WSF Allocation

K27. **Sanchez Elementary School** – To coordinate community volunteers to provide one-on-one reading support to identified students who are at least one year below reading level. The purpose for this amendment is for additional services needed.

Cost of this Amendment – $1,000

Reading Partners – Total Program Cost to Date – $9,000 – UGF/AB825 – Targeted Instructional Improvement Block Grant

K28. **Legal Department** – To provide attorneys to represent the District in legal matters as well as aggressively protect and advance the interests of the student and the District under the direction of the General Counsel. The purpose for this amendment is for additional services needed.

Cost of this Amendment – $0

Various Law Firms – Total Program Cost to Date – $300,000 – Unrestricted General Fund

K29. **C&I, Multilingual pathways Department** – To provide on-line language assessments in the four domains (listening, speaking, reading and writing) and student results in Cantonese, Japanese, Korean and Mandarin. The purpose for this amendment is for additional services needed.

Cost of this Amendment – $16,899

Avant Assessment, LLC – Total Program Cost to Date – $57,795 – PEEF: PROP H, Other General Uses
K30. **Translation and Interpretation Unit** – To provide interpretation services, in Chinese, Spanish, Arabic, Russian, Tagalog and Vietnamese, at IEP/Special Education, SST, and parent meetings. The purpose for this amendment is for additional services needed.
Cost of this Amendment – $1,755
Language Circle of California – Total Program Cost to Date - $201,755 – Unrestricted General Fund

K31. **Translation and Interpretation Unit** – To provide translate SFUSD handbook, Enrollment Guide and Application into Arabic and Vietnamese. The purpose for this amendment is for a reduction in original cost.
Cost of this Amendment – ($4,969) Credit
Inter/ethnic – Total Program Cost to Date – $75,031 – PEEF: PROP H, Other General Uses

K32. **Visual & Performing Arts Enrichment** – To provide strategy development and leadership coaching to SFUSD’s Visual & Performing Arts Department leadership team, including C&I leadership. The purpose for this amendment is for an additional services needed.
Cost of this Amendment - $29,365
Leapfrog Consulting – Total Program Cost to Date - $66,365 – PEEF: PROP H, Arts & Music

K33. **Visual & Performing Arts Department** – To provide artist-in-residencies, to elementary school sites, to enhance their art curriculum programs such as visual and performing arts, theatre, storytelling, dance, music and poetry. The purpose for this amendment is to add/delete Individual/Organization to the master list of Artists.
Cost of this Amendment – $0
Various Artists and Art Organizations - Total Program Cost to Date – $555,176 – Elementary Arts Program

K34. **Visual & Performing Arts Enrichment** – To provide a standards-based mariachi program during the school day. The purpose for this amendment is for an additional services needed.
Cost of this Amendment - $1,552.50
Community Music Center – Total Program Cost to Date - $17,977.50 – PEEF: PROP H, Arts & Music

K35. **Special Education Services** – To provide non-public agencies/schools (NPA/NPS), services to special education students, when no appropriate public education services are available to serve the individual needs of students with disabilities. The purpose for this amendment is to add/delete or amend the names of various NPA/NPS.
Cost of this Amendment - $0
Various NPA/NPS - $16,811,118.03 – AB114: Special Education – Mental Health Services, Special Education IDEA Mental Health Allocation Plan, Special Education Services, and AB114: Special Education – Early Education individuals with Exceptional Needs
K36. **Special Education Services** – To provide an online platform that supports teachers in developing model IEP goals. The purpose for this amendment is to change funding source.
Cost of this Amendment – $0
Enome, Inc. dba Goalbook – Total Program Cost to Date – $43,500 – Special Education Services and Middle School Leadership Initiative in Partnership with the Mayor’s Office and salesforce.com

K37. **Student, Family & Community Support Department** – To provide professional development services for the after school program staff. The purpose for this amendment is for additional services needed.
Cost of this Amendment – $37,500
Be The Change Consulting, LLC – Total Program Cost to Date - $356,110 – NCLB: Title IV, Part B, 21st Century Community Learning Centers Program

K38. **Student, Family & Community Support Department** – To provide, as lead agency, management, operation, and accountability of the After School programming per grant guidelines at Longfellow Elementary School. The purpose for this amendment is to correct the name of the contractor.
Cost of this Amendment – $0
Sylvan West Portal – Total Program Cost to Date - $21,250 – NCLB: Title IV, Part B, 21st Century Community Learning Centers Program

K39. **Student, Family & Community Support Department** – To provide, as lead agency, management, operation, and accountability of the after school program, per grant guidelines, at Paul Revere K-8 School. The purpose for this amendment is to correct amendment 1512-8K62, wrong K Resolution was amended.
Cost of this Amendment – $(8,465.63) Credit
Bay Area Community Resources – Total Program Cost to Date – $347,714 – Quality Educational Investment Act

K40. **Superintendent's Office** – To provide support to students, to develop a durable relationship with a CBO, navigating a community college or career pathway, and track and share information about support services delivered to students. The purpose for this amendment is to cancel the original K Resolution.
Cost of this Amendment – $(100,000) Credit
MO'MAGIC – Total Program Cost to Date - $0 – Spark SF: Hellman Foundation

K41. **Early Education Department** – To provide one-on-one training on the HighScope Curriculum customized training and coaching/mentoring to participants. The purpose for this amendment is to correct the SAC's Code.
Cost of this Amendment – $0
HighScope Educational Research Foundation – Total Program Cost to Date - $55,000 – W. Clement & Jessie V. Stone Foundation
Per Board Rules and Procedures Series 9000, 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.

Since 2010, childcare at the Regular Meetings of the Board of Education is no longer 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.
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 71L 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.
SUBJECT: Annual Readoption of Board of Education Rules and Procedures

REQUESTED ACTION: That the Board of Education of the San Francisco Unified School District readopts its Rules and Procedures (Series 9000).

BACKGROUND: The Board’s Rules and Procedures, outlined in Series 9000, include a provision (Section 9100 #6) that the Board review and readopt its Rules and Procedures at the first Regular Board Meeting of each year.
ARTICLE 9  
BOARD RULES AND PROCEDURES  
(Series 9000)

NOTE: The CSBA comprehensive index is a standard index system designed to provide a table of contents for this manual while at the same time accommodating future policies/regulations. This manual contains only those Board policies (BP), administrative regulations (AR) and/or exhibits (E) specified in the right-hand column.

<table>
<thead>
<tr>
<th>CODE</th>
<th>0. Role of the Board</th>
<th>A. Governance Standards</th>
<th>B. Public Statements</th>
</tr>
</thead>
<tbody>
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<thead>
<tr>
<th>CODE</th>
<th>1. Annual Organization Meeting</th>
<th>A. Terms of Office</th>
<th>B. Officers and Auxiliary Personnel</th>
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<tbody>
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<tr>
<th>CODE</th>
<th>2. Limits of Board Member Authority</th>
<th>A. Qualifications</th>
<th>B. Board of Education Elections</th>
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<tr>
<th>CODE</th>
<th>3. Board Operations</th>
<th>A. Board Policies</th>
<th>B. Meetings and Notices</th>
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<tbody>
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<th>4. Board Self-Evaluation</th>
<th>A. Board Policies</th>
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#Followed by 9322.1
BOARD BYLAWS

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 1000, the Board also serves as the County Board Of Education.

As allowed by state law, the Board has two student members. (Education Code 35012)

(cf. 9150 - Student Delegates)

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 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)

Legal Reference: (see next page)
ROLE OF THE BOARD  (continued)

Legal Reference:
EDUCATION CODE
3304 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:
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
ROLE OF THE BOARD (continued)

(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

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

b. Monitoring and evaluating the effectiveness of policies

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

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: (see next page)
ROLE OF THE BOARD (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
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
35100-35165 Governing boards, especially;
35160-35185 Powers and duties
35291 Rules

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
The Board of Education 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.

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
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
6. Participate in professional development and commit the time and energy necessary to be an informed and effective leader
7. Understand the distinctions between Board and staff roles, and refrain from performing management functions that are the responsibility of the Superintendent and staff
8. Understand that authority rests with the Board as a whole and not with individuals

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:
GOVERNANCE STANDARDS (continued)

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: Boardsmanship, 1996

WEB SITES
CSBA: http://www.csba.org
PUBLUC STATEMENTS

The Board of Education 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
Board Rules and Procedures

DISCLOSURE OF CONFIDENTIAL/PRIVILEGED INFORMATION

The Board of Education 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.

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

(cf. 4119.22/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)
(cf. 9321 - Closed Session Purposes and Agendas)
(cf. 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)

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)
DISCLOSURE OF CONFIDENTIAL/PRIVILEGED INFORMATION (continued)

(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:
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
3549.1 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 Closed session; "employee" defined; exclusion of witnesses
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;
BOARD MEMBER ELECTRONIC COMMUNICATIONS

The Board of Education 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.

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)

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.

In order to minimize the risk of improper disclosure, Board members shall avoid reference to confidential information and information acquired during closed session.
BOARD MEMBER ELECTRONIC COMMUNICATIONS (continued)

(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:
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 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.caadvisors.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.

Legal Reference:

EDUCATION CODE
5017 Term of Office
35143 Annual organizational meeting date, and notice
35145 Public meetings
GOVERNMENT CODE
54933 Meetings to be open and public; attendance
ATTORNEY GENERAL OPINIONS
68 Ops Cal Atty Gen 65 (1985)
59 Ops Cal Atty Gen 619, 621-622 (1976)
TERMS OF OFFICE

The Board of Education 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)

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
Board Rules and Procedures

PRESIDENT

The Board of Education 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 and Closed Session, 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 the President and 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)
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 of Education's 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, Closed Session and at other meetings as designated by the President in accordance with Board rules.

(cf. 9121 - President)
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
   (cf. 9324 - Minutes and Recordings)
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
35250 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
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 an 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
33060 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
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.

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. 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.

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.
BRP 9130(b)

BOARD COMMITTEES

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 may offer public comment.

Items that are approved by a majority of the committee shall be forwarded to the full Board. 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 president 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 may be renewed by the City on an annual basis.

Augmented Committees

An Augmented Committee is a standing or an ad hoc 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
BOARD COMMITTEES

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 or an ad hoc committee shall be classified as an augmented committee and shall identify and invite 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 or an ad hoc 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 may attend the augmented committee.

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

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
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.

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.

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.

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:
CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
California Department of Education District Organization Handbook, 2010

SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California
STUDENT DELEGATES

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 students will sit on the Board. One Student Delegate 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 Delegates shall be one calendar year, commencing on July 1. Student Delegates shall have the right to attend all Board meetings except closed sessions. (Education Code 35012)

Student Delegates 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 Delegates 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 Delegates 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 Delegates 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 Educational Employment Relations Act

Management Resources:
WEB SITES
CSBA: http://www.csba.org
California Association of Student Councils: http://www.casc.net
National School Boards Association: http://www.nsba.org

Bylaw
adopted: April 24, 2012

SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California
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)

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.

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

Legal Reference: (see next page)
LIMITS OF BOARD MEMBER AUTHORITY (continued)

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
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.)
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 Bribe
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/
RESIGNATION

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

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
FILLING VACANCIES (continued)

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)
FILLING VACANCIES (continued)

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
3050-3075 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

Board Rules and Procedures
adopted: February 14, 2012
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California
Prior to entering upon the duties of their office, all Board of Education members shall take the oath or affirmation required by law. (California Constitution, Article 20, Section 3; Government Code 1360)

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**
  - Vogel v. County of Los Angeles (1967) 68 Cal. 2d 18, 22
Board Rules and Procedures

ORIENTATION

Board Candidate Orientation

The Board of Education desires to provide the opportunity for all Board candidates to receive an orientation and/or information that will enable them to understand the responsibilities of Board membership. The Superintendent or designee shall provide the opportunity for all candidates to receive 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.

Incoming Board members 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)
ORIENTATION (continued)

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
The Brown Act: School Boards and Open Meeting Laws, rev. 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
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 boardsmanship skills.

All Board members may attend conferences for the purpose of Board development.

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

Board members shall include in their reports to the Board, orally or in writing, information on the inservice activities they attend.

Funds for Board development shall be budgeted annually for each Board member.

(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
(continued)

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
Board of Education of the Palo Alto Unified School District v. Superior Court of Santa Clara County.
(1979) 93 Cal.App.3d 358
ATTORNEY GENERAL OPINIONS

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

(see 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

Pursuant to the provisions of Government Code 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 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

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

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

4.1 The non-student members of the Board of Education, and the Superintendent, are each required to file a statement of economic interests with the Ethics Commission of the City and County of San Francisco. As a courtesy to Board members, if they wish, they may provide their statements of economic interests to the Executive Assistant to the Board, who shall file it on their behalf with the Ethics Commission.

4.2 Each designated employee required to submit a statement of economic interests shall file the original with the office of the Executive Assistant
CONFLICT OF INTEREST (continued)

to the Superintendent. The Executive Assistant to the Superintendent, upon receiving the statement of economic interests, shall file it in a safe location, available to public inspection as provided by state law. The Executive Assistant to the Superintendent shall complete and file a Filing Officer Report with the Ethics Commission of the City and County of San Francisco.

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;
CONFLICT OF INTEREST (continued)

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.

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);
CONFLICT OF INTEREST (continued)

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.

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 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
CONFLICT OF INTEREST (continued)

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.

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.
CONFLICT OF INTEREST (continued)

(2) **Closing date**
"Closing date," means the date through which any report or statement filed under this code is required to be complete.

(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."
CONFLICT OF INTEREST (continued)

(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.

(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;
CONFLICT OF INTEREST (continued)

(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.

(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.

(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” to BRP 9270

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>
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<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>
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<tr>
<td>Assistant Fiscal Officer - Bond Program Manager</td>
<td>1</td>
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<tr>
<td>Assistant Materials Coordinator - Warehouse Supervisor</td>
<td>4</td>
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<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>
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<tr>
<td>Building Inspector</td>
<td>4</td>
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<tr>
<td>Carpenter Supervisor I -- Carpenter Shop Supervisors</td>
<td>4</td>
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<tr>
<td>Chief Facilities Officer</td>
<td>1</td>
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<tr>
<td>Chief Financial Officer</td>
<td>1</td>
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<tr>
<td>Chief General Counsel</td>
<td>1</td>
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<tr>
<td>Chief Information Officer</td>
<td>1</td>
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<tr>
<td>Chief Stationary Engineer - Engineer Shop Supervisor</td>
<td>4</td>
</tr>
<tr>
<td>Position</td>
<td>Code</td>
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<td>----------------------------------------------</td>
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<tr>
<td>Chief, Administrative Services</td>
<td>1</td>
</tr>
<tr>
<td>Consultant</td>
<td>4</td>
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<tr>
<td>Deputy Superintendent</td>
<td>1</td>
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<tr>
<td>Director – Certificated Staffing and Recruitment</td>
<td>4</td>
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<tr>
<td>Director – County and Court School Operations</td>
<td>4</td>
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<tr>
<td>Director – Development and Local Government Relations</td>
<td>2,3</td>
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<tr>
<td>Director – Multilingual Programs</td>
<td>4</td>
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<tr>
<td>Director – Parent Relations</td>
<td>4</td>
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<tr>
<td>Director – Real Estate</td>
<td>3,4</td>
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<tr>
<td>Director – Risk Management</td>
<td>4</td>
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<tr>
<td>Director – School Health Programs Department</td>
<td>4</td>
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<tr>
<td>Director -- SELPA</td>
<td>4</td>
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<tr>
<td>Director -- Student Applications and Services</td>
<td>4</td>
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<tr>
<td>Director -- Student Nutrition Services</td>
<td>4</td>
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<tr>
<td>Director -- Transportation Department</td>
<td>4</td>
</tr>
<tr>
<td>Director of Buildings and Grounds</td>
<td>3,4</td>
</tr>
<tr>
<td>Director of Custodial Services</td>
<td>4</td>
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<tr>
<td>Director of Emergency Preparedness</td>
<td>4</td>
</tr>
<tr>
<td>Director of Environmental Health</td>
<td>4</td>
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<tr>
<td>Director of Facilities, Design &amp; Construction</td>
<td>3,4</td>
</tr>
<tr>
<td>Educational Policy Analyst -- Coordinator of Secure Our Schools Initiative</td>
<td>4</td>
</tr>
<tr>
<td>Educational Policy Analyst -- Coordinator of Truancy Programs</td>
<td>4</td>
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</tbody>
</table>
CONFlict OF INTEREST (continued)

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
CONFLICT OF INTEREST (continued)

Glazier Supervisor I  
Information Systems Engineer Assistant -- Network Operations Manager  
Information Systems Administrator Supervisor -- Director of Infrastructure  
Information Systems Business Analyst Principal  
Labor Compliance Officer  
Locksmith Supervisor  
Mail/Reproduction Supervisor  
Maintenance Manager -- Buildings and Grounds  
Manager -- Office of Health and Safety  
Member, Board of Education  
Painter Supervisor  
Payroll Director  
Payroll Supervisor  
Principal Administrative Analyst -- Contracts Compliance  
Principal Attorney Civil & Criminal  
Program Administrator -- Teacher Support and Development  
Program Administrator -- Teaching and Learning  
Project Manager II -- Bond Program  
Purchaser  
School Custodial Supervisor  
School Facilities Planner  

E(A) 9270(d)
CONFLICT OF INTEREST (continued)

School Principal 4
Senior Attorney Civil & Criminal 1
Senior Executive Director -- Labor Relations 4
Senior Management Assistant -- Real Estate and Auxiliary Services 3,4
Sheet Metal Supervisor 4
Site Manager -- Child Development Center 4
Special Assistant X -- Real Estate and Auxiliary Services 3,4
Special Assistant XII -- Pupil Services, Homeless Education 4
Special Assistant XIII -- Athletic Office 4
Special Assistant XIX -- Director of Fiscal Services 4
Special Assistant XVI -- State Funds 4
Special Assistant XVII -- Director of Budget Services 4
Special Assistant XVII -- Director of Real Estate 3,4
Special Assistant XVII -- Director of Risk Management 4
Superintendent 1
Supervising Purchaser 4
Supervisor -- Achievement Assessments 4
Supervisor -- GATE/Evening Program/Summer School 4
Supervisor -- Library, Textbooks & Media Services 4
Supervisor -- School-to-Career 4
Supervisor -- Screening and Assessment 4
CONFLICT OF INTEREST (continued)

Supervisor – Special Education
4

Supervisor – Translation
4

Warehouse Supervisor
4
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.
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.

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.

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.

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 superintendency 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.
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)
BOARD POLICIES (continued)

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
adopted: February 14, 2012
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California
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 54952.2, 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 - Agendas/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)
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.

(c.f. 2000 - Concepts and Roles)
(c.f. 2111 - Superintendent Governance Standards)
(c.f. 9000 - Role of the Board)
(c.f. 9005 - Governance Standards)
(c.f. 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 or an ad hoc committee of the Board, provided that the Board members who are not members of the standing or ad hoc committee attend pursuant to the Augmented Committees provisions of Board Rules and Procedures 9130.

(c.f. 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)

(cf. 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 the noticed location and constitute a physical quorum 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)
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
35149 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/Servlces/Servlces/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=ILG

Board Rules and Procedures
adopted: February 14, 2012

SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California
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.

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

(cf. 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)
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)

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
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)
CLOSED SESSION PURPOSES AND AGENDAS (continued)

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))

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)

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.

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)

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)
CLOSED SESSION PURPOSES AND AGENDAS  (continued)

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)

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))
CLOSED SESSION PURPOSES AND AGENDAS (continued)

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.

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)

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 PURPOSES AND AGENDAS (continued)

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.

Legal Reference: (see next page)
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 363
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
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.
CLOSED SESSION ACTIONS AND REPORTS (continued)

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.

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)
CLOSED SESSION ACTIONS AND REPORTS (continued)

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:
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
San Francisco USD
Board Bylaw
Agenda/Meeting Materials

BB 9322
Board Bylaws

Board Rules and Procedures

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.

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.

Proposals and resolutions relating to the following subjects are not routine and 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.

Any Board member or the Superintendent may request that any item on the consent calendar be removed and introduced for first reading. 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 wishes to speak about any item on the consent calendar, he or she may do so during the Board meeting under "Public Comment on Consent Items". If in response to public comment, a member of the Board wishes to sever 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.

Consideration of Proposals and Non-Routine Items

All non-routine matters shall generally appear on the Board’s agenda for at least two (2) regular meetings prior to adoption by the Board. The proposal shall be introduced for a first reading and assigned to committee or referred to the next regular board meeting for second reading and action. If the proposal is referred to committee(s), the proposal may return to the Board for a second reading and action after the committee(s) have heard the proposal.

The Board may consider and act upon a proposal that is introduced for a first reading provided both of the following occur: (1) a motion to suspend the rule set forth immediately above is approved by at least five (5) board members; and (2) the agenda clearly notifies the public that the proposal or resolution may be acted upon at that meeting. In the event the Board approves a motion to suspend the rule and consider a proposal for adoption at first reading, members of the public may comment on the resolution or proposal without submitting a “Request to Speak” in advance.

The Superintendent may place a proposed resolution on the consent calendar or introduce it for First Reading, as appropriate and consistent with these rules and procedures.

Proposed Resolutions for First Reading

1. The president shall introduce all proposed resolutions for a first reading and assign them to the appropriate committee, if any, and such committee shall consider the resolution in accordance with Board rules and procedures. 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. The president may also refer the proposed resolutions to the next regularly scheduled Board meeting if no committee assignment is necessary or appropriate.

2. In order to promote efficient meetings, proposed resolutions introduced for a first reading shall be acted upon by a single vote.

3. The Board shall encourage members of the public to address their concerns on a proposed resolution to the committee. Board members will not engage in a discussion on proposed resolutions introduced for a first reading and public comment shall be limited to a total of 5 minutes and 1 minute per speaker or as may be reasonable under the circumstances.

4. The Board may immediately consider and act upon a resolution introduced for first reading if five (5) members of the Board approve such motion and the agenda notifies the public that the resolution may be acted upon 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.

Requests for Reconsideration

No resolution which has been considered and acted upon by the Board 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 requests for reconsideration shall be noticed on the Board's agenda for action, except that requests for reconsideration which are made more than one month after the Board's vote 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 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.

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
53657.7 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
The Brown Act: School Boards and Open Meeting Laws, rev. 2007
Guide to Effective Meetings, rev. 2007
Maximizing School Board Leadership: Boardmanship, 1996
ATTORNEY GENERAL PUBLICATIONS
The Brown Act: Open Meetings for Legislative 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

Board Rules and Procedures SAN FRANCISCO UNIFIED SCHOOL DISTRICT
adopted: February 14, 2012 San Francisco, California
draft revision: September 11, 2015
Board Bylaw
Order of Business

BB 9322.1
Board Bylaws

Board Rules and Procedures

The Board of Education 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.

Board members shall follow the protocol set forth in Bylaw 9322, Agenda/Meeting Materials, when requesting that proposals be placed on the agenda. The president shall introduce proposals from the Board or the Superintendent for first reading and assign them to committee if necessary and appropriate. The president may also assign a proposal for second reading at the next regularly scheduled board meeting.

Notwithstanding the above, the Superintendent may place resolutions on the consent calendar in and the Board may vote to suspend the rules and act on a proposal at the first reading in accordance with Bylaw 9322.

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
   The Superintendent or Board members may commend or honor individuals, groups, holidays and historical observations under this item. Resolutions of commendation shall be acted on by the Board without need for a second reading after public testimony is heard.

D. Student Delegates' Report

E. Advisory Committee Reports and Appointments to Advisory Committees by Board Members
F. Public Comment on Consent Items
Members of the public may comment on any matter on the Consent Calendar. Members of the public shall not be permitted to sever agenda items for discussion.

G. Consent Calendar
This item requires a motion and a second. Under this item, the Superintendent may withdraw or correct an item on the Consent Calendar. In addition, a Board member or the Superintendent may remove an item from the Consent Calendar and the item will be considered as a First Reading or they may sever an item for discussion and separate vote under item O below.

H. Superintendent's Proposals - Held for Speaker Cards and Action
Before calling on public speakers or recognizing Board members for discussion, the president shall request a report from the committee(s), if any. If the committee(s) has previously given a report to the Board, a second report is not necessary.

I. Board Members' Proposals - Held for Speakers and Action
Before calling on public speakers or recognizing Board members for discussion, the president shall request a report from the committee(s), if any. If the committee(s) has previously given a report to the Board, a second report is not necessary.

J. Public Comment on General Matters - 30 Minutes
Members of the public may address the Board on any matter that is not on the agenda but is within the subject matter jurisdiction of the Board. This item is limited to 30 minutes and shall occur no later than 7:30 p.m. or immediately following the item then under discussion.

K. Special Order of Business

L. Discussion of Other Educational Issues

M. Consent Calendar Resolutions Removed at Previous Meeting for Second Reading and Action

N. Vote on Consent Calendar - Moved and Seconded under item G

O. Vote on Consent Calendar Resolutions Severed for Separate Consideration item G

P. Introduction of All Proposals and Assignment to Committee
The president shall introduce proposals from the Superintendent and Board members for a first reading and assign proposals to the appropriate committee(s). In order to promote efficient meetings, this item requires a single motion and a second. The president may also refer the proposal to the next regularly scheduled Board meeting if no committee assignment is necessary or appropriate. The Board encourages members of the public to address their concerns to the committee(s) and Board members will not engage in a discussion on this item. Public comment on this item is limited to a total of 5 minutes.
1. Introduction and Assignment of Superintendent’s Proposals
2. Introduction and Assignment of Board Member and Committee Proposals

Q. Introduction of Proposals for Immediate Action and Notice of Suspension of Board Rules

Under this item, the Board may immediately consider and act upon a proposal introduced at first reading. At least five (5) board members must approve a motion to suspend the rule set forth in Bylaw 9323, which requires that proposals be introduced for a first reading and acted upon at a second reading. In the event that the Board approves a motion to suspend the rules and consider a proposal for immediate action under this item, members of the public may comment on this item without the necessity of submitting a “Request to Speak” in advance.

R. Board Members' Reports

1. Standing Committees
2. Board Delegates to Membership Organizations
3. All other reports by Board Members.

S. Other Information Items

T. Memorial Adjournment

The president may announce a memorial adjournment of the meeting at this time.

U. Closed Session

V. Report of Closed Session Actions

1. Report of Action taken in Closed Session at Special Meeting

   Under this item, and pursuant to Bylaw 9321, the president will report actions taken in closed session, if any, at a special meeting.

2. Report of Action taken in Closed Session

W. Adjournment
MEETING CONDUCT

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 by general consent of a majority of the Board.

(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.

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.

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)
MEETING CONDUCT (continued)

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 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)

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)
MEETING CONDUCT (continued)

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)

(cf. 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 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.

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
MEETING CONDUCT (continued)

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.

(7f 1312.1 - Complaints Concerning District Employees)
(7f 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 for that meeting.

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.

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.

(7f 9324 - Board Minutes and Recordings)

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: (see next page)
MEETING CONDUCT (continued)

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
35145.3 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
54957.1 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:

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 of Education 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.

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.)
ORDER OF BUSINESS (continued)

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 --
   a. Standing Committees;
   b. Board Delegates to Membership Organizations (NSBA, CSBA, CGCS);
   c. All other reports by Board Members.

T. Report of Closed Session Actions

U. Other Informational Items

V. Adjournment

SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California
ACTIONS BY THE BOARD

The Board of Education 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)

(see 9324 - Minutes and Recordings)

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

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

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
ACTIONS BY THE BOARD (continued)

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

CODE OF CIVIL PROCEDURE
425.16 Special motion to strike in connection with a public issue
1243.240 Eminent domain vote requirements
1243.245 Eminent domain, resolution adopting different use

GOVERNMENT CODE
53090-53097.5 Regulation of local agencies by counties and cities
53724 Parcel tax resolution requirements

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

**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
- 65332.2 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**
- 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**

**WEBSITES**
- CSBA: http://www.csba.org
- California Attorney General's Office: http://www.cag.state.ca.us
- Institute of Local Government: http://www.ca-ilg.org
Board Rules and Procedures

ACTIONS BY THE BOARD

Cautionary Notice: As added and amended by SBX3 4 (Ch. 12, Third Extraordinary Session, Statutes of 2009), ABX4 2 (Ch. 2, Fourth Extraordinary Session, Statutes of 2009), and SB 70 (Ch. 7, Statutes of 2011), Education Code 42605 grants districts flexibility in "Tier 3" categorical programs. The San Francisco Unified School District has accepted this flexibility and thus is deemed in compliance with the statutory or regulatory program and funding requirements for these programs for the 2008-09 through 2014-15 fiscal years. As a result, the district may temporarily suspend certain provisions of the following policy or regulation that reflect these requirements. For further information, please contact the Superintendent or designee.

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 - Agenda/Meeting Materials)

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)

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)

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)
BOARD SELF-EVALUATION

The Board of Education may 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 boardsmanship skills.

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

The Board may 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, may 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.

Following an evaluation, the Board may develop strategies for strengthening Board performance and establish priorities and objectives for the following year’s evaluation.

(cf. 9230 - Orientation)  
(cf. 9240 - Board Development)

Legal Reference: (see next page)
BOARD SELF-EVALUATION (continued)

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: 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, 2015. The attached report, dated December 8, 2015, 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 finds 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:

Richard A. Carranza
Superintendent of Schools
REQUESTED ACTION: Approve adoption of Board Policy 5141.31, Immunizations, to update SFUSD immunization policy that has not been revised since 1980.

BACKGROUND: Current BP 5142 on Immunizations consists of a one-sentence policy that provides: “No pupil shall be enrolled in any school in the San Francisco Unified School District without proof of immunization as required by California Administrative Code, Title 17.” The revised policy is based on the California School Board Association Model Policy, and incorporates current statutory authority from California Health & Safety Code (120325-120380)(amended by SB 277), to replace the outdated existing policy.

The new policy articulates the Board’s intention to cooperate with state and local public health agencies to encourage and facilitate immunizations against preventable diseases; requires proof of legally mandated immunizations upon first enrollment into a child care and development program, preschool, elementary or secondary school, or upon enrollment or advancement into 7th grade after July 1, 2016; allows for exemptions authorized by law; requires request for transfer student immunization records upon registration; requires immediate enrollment of homeless and foster youth notwithstanding inability to produce immunization records normally required, and allows military families 30 days from enrollment to obtain required immunizations; and authorizes the Superintendent to arrange for an authorized health care provider to administer immunizations to students whose parents have consented in writing.
San Francisco Unified School District
Board Policy
Immunizations

BP 5141.31

Students

To protect the health of all students and staff and to curtail the spread of infectious diseases, the Governing Board shall cooperate with state and local public health agencies to encourage and facilitate immunization of all district students against preventable diseases.

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)
(cf. 5141.22 - Infectious Diseases)
(cf. 5141.26 - Tuberculosis Testing)
(cf. 6142.8 - Comprehensive Health Education)

Each student enrolling for the first time in a district elementary or secondary school, preschool, or child care and development program or, after July 1, 2016, enrolling in or advancing to grade 7 shall present an immunization record from any authorized private or public health care provider certifying that he/she has received all required immunizations in accordance with law. Students shall be excluded from school or exempted from immunization requirements only as allowed by law.

(cf. 5112.1 - Exemptions from Attendance)
(cf. 5112.2 - Exclusions from Attendance)
(cf. 5141.32 - Health Screening for School Entry)
(cf. 5148 - Child Care and Development)
(cf. 5148.3 - Preschool/Early Childhood Education)

Each transfer student shall be requested to present his/her immunization record, if possible, upon registration at a district school.

Homeless children and foster youth must be immediately enrolled even if they are unable to produce records normally required for enrollment, including medical records. In addition, children of military families must be allowed 30 days from the date of enrollment to obtain required immunizations.

(cf. 6173 - Education for Homeless Children)
(cf. 6173.1 - Education for Foster Youth)
(cf. 6173.2 - Education of Children of Military Families)

The Superintendent or designee may arrange for an authorized health care provider to administer immunizations at school to any student whose parent/guardian has consented in writing. At the beginning of the school year, parents/guardians shall be notified of their right to provide consent for the administration of an immunization to their child at school. (Education Code 49403)
Legal Reference:
EDUCATION CODE
44871 Qualifications of supervisor of health
46010 Total days of attendance
48216 Immunization
48853.5 Immediate enrollment of foster youth
48980 Required notification of rights
49403 Cooperation in control of communicable disease and immunizations
49426 Duties of school nurses
49701 Flexibility in enrollment of children of military families
51745-51749.6 Independent study
HEALTH AND SAFETY CODE
120325-120380 Immunization against communicable disease, especially:
120335 Immunization requirement for admission
120395 Information about meningococcal disease, including recommendation for vaccination
120440 Disclosure of immunization information
CODE OF REGULATIONS, TITLE 5
430 Student records
CODE OF REGULATIONS, TITLE 17
6000-6075 School attendance immunization requirements
UNITED STATES CODE, TITLE 20
1232g Family Educational Rights and Privacy Act
UNITED STATES CODE, TITLE 42
11432 Immediate enrollment of homeless children
CODE OF FEDERAL REGULATIONS, TITLE 34
99.1-99.67 Family Educational Rights and Privacy

Management Resources:
CALIFORNIA DEPARTMENT OF PUBLIC HEALTH
California Immunization Handbook for Child Care Programs and Schools, August 2015
Guide to Immunizations Required for Child Care
Guide to Immunizations Required for School Entry
Parents' Guide to Immunizations Required for Child Care
Parents' Guide to Immunizations Required for School Entry
EDUCATION AUDIT APPEALS PANEL PUBLICATIONS
Guide for Annual Audits of Local Education Agencies and State Compliance Reporting, July 2015
U.S. DEPARTMENT OF EDUCATION GUIDANCE
Family Educational Rights and Privacy Act (FERPA) and H1N1, October 2009
WEB SITES
San Francisco Unified School District
San Francisco, California

Superintendent's Proposal

161-12Sp2 - Adoption of Board Policy 5141.25
Students: Availability of Condoms

REQUESTED ACTION: Approve adoption of Board Policy 5141.25, Availability of Condoms, to update SFUSD condom distribution policy and authorize participation of Wellness Centers in middle schools.

BACKGROUND: In September 1991, the San Francisco Board of Education adopted a condom distribution policy in SFUSD high schools. In 1996, the Board of Education revised the condom distribution policy to provide more detailed procedures for distribution through high school-based clinics by licensed health professionals and in non-clinic settings through partnerships with health professionals or health care providers. The policy required parental notice regarding the program and allowed parents to opt out/exclude their child from the program. (Resolution 68-1312)

The revised Board Policy continues the condom distribution program through high school Wellness Centers, and provides that (1) condoms will be provided by the San Francisco Department of Public Health; (2) notice of the program will be provided to parents, but parents will not have the option to exclude their child from the program; (3) condom distribution is authorized in middle schools in conjunction with a session with a school nurse or social worker to identify risk factors and provide referrals or resources as necessary, and (4) specific identified information about condom use, risks and effectiveness will be provided to students through this program. Student participation in the program is entirely voluntary.

Superintendent's Proposal
161-12Sp2

First Reading: 1/12/16
Second Reading:
San Francisco Unified School District

BP 5141.25 Students

Availability of Condoms

The Governing Board strongly supports the district’s policy of comprehensive sexuality education which teaches that abstinence is the only 100% effective way to avoid Sexually Transmitted Infections (STI’s), Human Immunodeficiency Virus, (HIV), and pregnancy. (E.C. 51551(a)). However, the Board also believes it has a responsibility to take steps to prevent pregnancy among minors, HIV infection and Acquired Immune Deficiency Syndrome (AIDS), and other sexually transmitted diseases among students who do not abstain from sexual activity.

Therefore, students are also provided information regarding condom use, with medically accurate statistics citing the failure and success rates of condoms in preventing pregnancy, AIDS, and other STIs. (E.C. 51551(b)(3)). This education is provided through comprehensive sexuality education in middle school and high school, including classroom presentations. School Wellness Centers also offer voluntary services such as health fairs or private sessions with school district nurses and social workers.

Condoms, when properly used, can reduce the incidence of pregnancy and transmission of HIV/AIDS and other STIs. Minors may consent to their own receipt of contraception, including condoms. (Family Code 6925). There is no legal restriction that limits minors’ access to condoms. The Board therefore finds it appropriate for condoms to be available to male and female students at high schools and middle schools, under the conditions described below. Student participation in this program is entirely voluntary.

(cf. 5146 - Married/Pregnant/Parenting Students)

(cf. 6142.1 - Sexual Health and HIV/AIDS Prevention Instruction)

Parental Notice

The Superintendent or designee shall annually notify parents/guardians about the existence of this program. Parents/guardians can receive information and educational materials designed to help them communicate effectively with their children about pregnancy prevention and sexually transmitted diseases by contacting school sites directly.

Access and Information
Condoms are provided to the schools by the San Francisco Department of Public Health and are packaged with educational/instructional materials. Condoms shall be provided in their original packaging, along with the manufacturer's instructions.

Condoms shall be available at Wellness Centers or other locations designated by the Superintendent or designee. Related information shall be provided at the same locations, and designated trained Wellness Center staff will make the condoms available. A licensed health care professional will be available for consultation and to refer to additional resources as needed.

Condoms shall be available to middle school students in conjunction with an appropriate session with the school social worker or school district nurse to identify risk factors and connect students to appropriate resources and supports as needed.

Verbal and/or written information shall be available to all students obtaining condoms which stresses that abstinence is the only 100% effective method of preventing pregnancy and sexually transmitted infections and which does not condone or in any way encourage sexual activity among or with minors. Students shall receive additional information as appropriate and necessary regarding the proper use of condoms and their effectiveness. Youth friendly clinic information is also included with the condom.

Information shall also be provided to advise students not to engage in unlawful sexual activity. School staff are mandated reporters and shall report any unlawful sexual activity as required by law.

Legal Reference:

EDUCATION CODE

49062 Records; establishment, maintenance and destruction

49069 Absolute right to access

49422 Supervision of health and physical development of pupils

51934 AIDS prevention instruction

FAMILY CODE

6925 Prevention or treatment of pregnancy

HEALTH AND SAFETY CODE

121255 Further findings and declarations

PENAL CODE
261.5 Unlawful sexual intercourse with female under age 18

286 Sodomy

288 Lewd or lascivious acts with child under age 14

288a Oral copulation

UNITED STATES CODE, TITLE 20

7906 Prohibition against use of federal funds for contraceptive distribution

COURT DECISIONS

People v. Beeman (1984) 35 Cal. 3d 547, 561

Management Resources:

WEB SITES

CDE: http://www.cde.ca.gov

California Healthy Kids Resource Center: http://www.hkresources.org

California Department of Health Services: http://www.dhs.ca.gov

Centers for Disease Control and Prevention: http://www.cdc.gov

National Association of State Boards of Education: http://www.nasbe.org

(6/92 10/94) 7/02
Superintendent’s Proposal
161-12Sp3 - Adoption of Board Policy 3580
Business and Noninstructional Operations: District Records

REQUESTED ACTION: Adopt Board Policy 3580, District Records, to create SFUSD policy on securing and maintaining district documents.

BACKGROUND: The policy articulates the Board’s desire to safeguard and maintain district documents in accordance with the law regarding security of records, record retention and destruction, response to “litigation hold” discovery requests, recovery of records in the event of a disaster or emergency, and requests for public records. It also provides for the development of a secure document management system that provides for the storage, retrieval, archiving and destruction of district documents, including electronically stored information such as email.
San Francisco Unified School District

Board Policy
District Records

BP 3580
Business and Noninstructional Operations

The Governing Board recognizes the importance of securing and retaining district documents. The Superintendent or designee shall ensure that district records are developed, maintained, and disposed of in accordance with law, Board policy, and administrative regulation.

The Superintendent or designee shall consult with district legal counsel, site administrators, district information technology staff, personnel department staff, and others as necessary to develop a secure document management system that provides for the storage, retrieval, archiving, and destruction of district documents, including electronically stored information such as email. This document management system shall be designed to comply with state and federal laws regarding security of records, record retention and destruction, response to "litigation hold" discovery requests, and the recovery of records in the event of a disaster or emergency.

The Superintendent or designee shall ensure the confidentiality of records as required by law and shall establish regulations to safeguard data against damage, loss, or theft.

In the event of any known or reasonably suspected breach of the security of district records containing confidential personal information including, but not limited to, a social security number, driver's license or identification card number, medical information, health insurance information, or an account number in combination with an access code or password that would permit access to a financial account, the Superintendent or designee shall immediately notify local law enforcement agencies and any affected persons. Notification of affected individuals may be delayed if a law enforcement agency determines that the notification would impede a criminal investigation.

The Superintendent or designee shall ensure that employees receive information about the district's document management system, including retention and confidentiality requirements and an employee's obligations in the event of a litigation hold established on the advice of legal counsel.

Safe at Home Program

District public records shall not include the actual addresses of students, parents/guardians, or employees when a substitute address is designated by the Secretary of State pursuant to the Safe at Home program. (Government Code 6206, 6207)

When a substitute address card is provided pursuant to this program, the confidential, actual address may be used only to establish district residency requirements for enrollment and for school emergency purposes.
Electronic Records

The Board recognizes that the use of email and other electronic communication in the workplace has increased tremendously, raising issues with respect to communication, creation of information and systems, and retrieval and storage of electronic records. The Board further acknowledges the District’s responsibility to make records available to the public, with certain exceptions. Accordingly, the Board directs that all electronic records of this District be maintained, safeguarded and disclosed in full compliance with the requirements of law.

Access to the District’s computers and the District’s information and communications systems and equipment is controlled administratively by the District’s information technology department. The District has the right to disclose, as permitted or required by applicable law, any communications or records, or copies of communications or records stored for any period of time in or by the District’s information and communications system or equipment. The District may monitor or access employee communications made using the District’s information and communication systems and equipment, and employees should have no expectation of privacy when using the District’s information and communication system and equipment. When passwords are used, they must be known to the Superintendent or designee so that he/she may have system access.

Legal Reference:
EDUCATION CODE
35145 Public meetings
35163 Official actions, minutes and journal
35250-35255 Records and reports
44031 Personnel file contents and inspection
49065 Reasonable charge for transcripts
49069 Absolute right to access
CODE OF CIVIL PROCEDURE
1985.8 Electronic Discovery Act
2031.010-2031.060 Civil Discovery Act, scope of discovery demand
2031.210-2031.320 Civil Discovery Act, response to inspection demand
GOVERNMENT CODE
6205-6210 Confidentiality of addresses for victims of domestic violence, sexual assault or stalking
6252-6265 Inspection of public records
12946 Retention of employment applications and records for two years
PENAL CODE
11170 Retention of child abuse reports
CODE OF REGULATIONS, TITLE 5
430 Individual student records; definition
432 Varieties of student records
16020-16022 Records, general provisions
16023-16027 Retention of records
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 Act

Management Resources:
WEB SITES
California Secretary of State: http://www.sos.ca.gov/safeathome

(11/06 11/09) 4/13
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California
Superintendent’s Proposal

Superintendent’s Recommendation Regarding Thomas Edison Charter Academy
Renewal Petition

161-12Sp4 - AUTHORIZATION TO GRANT OR IN THE ALTERNATIVE DENY
THE RENEWAL PETITION FOR THOMAS EDISON CHARTER
ACADEMY

WHEREAS: Pursuant to California Education Code section 47607, the Thomas Edison Charter Academy, Inc. submitted a Petition for Renewal of Thomas Edison Charter Academy to the San Francisco Unified School District ("District"); and

WHEREAS: Pursuant to California Education Code section 47605(b) the Board of Education of the District received the renewal petition, on January 12, 2016; and

WHEREAS: District shall comply with all timelines for review and action on the Petition as required by law; and

WHEREAS: The Board of Education shall consider the level of public support for the Charter School and shall review the Petition and all information received with respect to the Petition, including supporting documentation; and

WHEREAS: The District Superintendent and District staff shall complete a review of the Petition and issue a report and recommendation to the Board of Education regarding the review of the Petition.

THEREFORE BE IT RESOLVED: That the Board of Education shall grant or, in the alternative, deny the Petition, subject to the requirements set forth by law.

Superintendent’s Proposal
161-12Sp4

1/12/16
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

First Reading

Superintendent's Proposal

161-12Sp5 - Adoption of Board Bylaw ("BB") 9324 (Minutes and Recordings).

REQUESTED ACTION: That the Board of Education of the San Francisco Unified School District adopt Board Bylaw 9324 (Minutes and Recordings) as provided in the attached document.

BACKGROUND: The proposed Bylaw would detail procedures for recording and maintenance Board of Education Meeting Minutes.
The San Francisco Board of Education recognizes that maintaining accurate minutes of Board meetings provides a record of Board actions for use by district staff and the public and helps foster public trust in Board governance.

The Executive Assistant to the Board, or his/her designee, shall keep minutes and record all official Board actions. The Board's minutes shall be public records and shall be made available to the public upon request. (Education Code 35145, 35163)

The minutes shall reflect which members are present and whether a member is not present for part of the meeting due to late arrival and/or early departure.

The minutes shall focus on recording Board actions, and not include a verbatim record of the Board's discussion on each agenda topic or the names of Board members who made specific points during the discussion.

The minutes shall include the specific language of each motion and the names of the Board members who made and seconded the motion.

The minutes shall also report any action taken and the vote or abstention on that action of each member present. (Government Code 54953)

The minutes shall reflect the names of those individuals who comment during the meeting's public comment period as well as the topics they address.

The Superintendent or designee shall distribute a copy of the "unapproved" minutes of the previous meeting(s) with the agenda for the next regular meeting. The Board shall approve the minutes as circulated or with necessary amendments.

Upon approval by the Board, the minutes shall be signed by the Board President and the Superintendent of Schools.

Official Board minutes and recordings shall be stored in a secure location and shall be retained in accordance with law and Board Policy 3580.

Recording or Broadcasting of Meetings

Board agendas shall clearly note that the district may tape, film, or broadcast any open meeting
of the Board, including committee meetings.

The district may erase or destroy any recording of a public meeting 30 days after the meeting. Recordings which have not been erased or destroyed in accordance with this Bylaw shall be made available for inspection by members of the public on district equipment without charge. (Government Code 54953.5)

Legal Reference:
EDUCATION CODE
35145 Public meetings
35163 Official actions, minutes and journals
35164 Vote requirements
GOVERNMENT CODE
54952.2 Meeting defined
54953 Meetings
54953.5 Audio or video recording of proceedings
54953.6 Broadcasting of proceedings
54957.2 Closed sessions; clerk; minute book
54960 Violations and remedies
PENAL CODE
632 Unlawful to intentionally record a confidential communication without consent
CODE OF REGULATIONS, TITLE 5
16020-16027 Classification and retention of records

Management Resources:
CSBA PUBLICATIONS
Guide to Effective Meetings, rev. 2007
WEB SITES
CSBA, Agenda Online: http://www.csba.org
Subject: Resolution No.

**Expanding Access to Mandarin and Other World Languages**
- Commissioners Sandra Lee Fewer and Rachel Norton

**WHEREAS:** The San Francisco Board of Education has a history of support of multiculturalism and bilingualism as evidenced in the 2006 adoption of Resolution No.610-24A1 “Preparing All Students for a Multilingual/Multicultural World” and the 2014 adoption of Resolution No. 1410-28A4, “Institutionalizing Ethnic Studies into the San Francisco Unified School District (SFUSD); and

**WHEREAS:** The San Francisco Unified School District has formally adopted “Vision 2025” as a guiding document which includes in its 2025 graduate profile, “The ability to navigate and engage in a 21st century global society that is more inclusive and interconnected. Students will be "multilingual"... and, “They will display an understanding and a respect for different cultures, and possess the ability to connect across racial, cultural and linguistic lines”; and

**WHEREAS:** Experts such as Martha G. Abbott, Director of Education for the American Council on the Teaching of Foreign Languages (ACTFL) and Theresc Sullivan Caccavale, president of the National Network for Early Language Learning (NNELL) both support the introduction of a second language at an early age in preparation for a global society and in the cognitive development of young students; and

**WHEREAS:** The San Francisco Unified School District has developed language instructional programs, and the Mandarin language is one of the languages offered; and

**WHEREAS:** Language programs are the most highly requested programs among families as evidenced in data concerning school choice, recognizing the desire of parents and caregivers for their children to learn a world language; and

**WHEREAS:** The ability to access world language instruction in elementary school is limited in general education programs and language immersion programs are oversubscribed; and

**WHEREAS:** Over one half of our student population come from households where another language other than English is spoken; and

**WHEREAS:** Language programs have been used as a tool to attract a robust student body to schools that have been traditionally under-enrolled; and

**WHEREAS:** The San Francisco Unified School District is committed to equity in programming and opportunity for all students, with particular emphasis on narrowing the racial “opportunity gap”; and

**WHEREAS:** The SFUSD student assignment plan has implemented a “feeder placement” policy of “feeding” language immersion students into middle schools, therefore creating the infrastructure to support opportunities for middle school students to access world language instruction; and
WHEREAS: SFUSD utilizes a Program Placement Process to evaluate the feasibility of implementing new language pathways which includes program design, staffing needs, facility needs, fiscal impact, impact on existing programs at the school, response from school community, and timeline for program development and implementation; and

THEREFORE BE IT RESOLVED: That the Board of Education directs the Superintendent to direct his staff to begin the Program Placement Process to pilot world language Mandarin programs in elementary schools that “feed” into a middle school that offers Mandarin; and

FURTHER BE IT RESOLVED: That the pilot include schools of different characteristics ie: student populations, levels of socio-economics, enrollment numbers, etc. so that the pilot will discover impacts on different schools, whether positive or negative, and the results will be instructional on the full implementation of a district-wide initiative to increase access to world language in general education programs in elementary schools; and

BE IT FURTHER RESOLVED: That the pilot program be not an immersion program but a program which includes world language instruction as part of a daily curriculum available to all students, regardless of English language ability, disability, ethnicity, socio-economic level, etc.; and

FURTHER BE IT RESOLVED: That the goals of this program will be to increase access and opportunity to world language instruction for elementary school students not enrolled in immersion programs, to increase student enrollment at schools traditionally under-enrolled, to increase the participation of world language programs at the middle school level and to provide a foundation of a world language before entrance into middle school; and

BE IT FURTHER RESOLVED: That if after the program placement process deems it feasible to implement the pilot, that the pilot be thoroughly evaluated on the before mentioned goals and that a district-wide expansion of the pilot be developed using the program placement process and implemented for Mandarin and other languages; and

FURTHER BE IT RESOLVED: That the pilot be implemented no later than the 2017-2018 school year.

1/12/16
Subject: Resolution No.

In Support of Staff Training, Curriculum and Services to Meet the Needs of SFUSD Students with Incarcerated Parents
- Commissioners Matt Haney and Shamann Walton

WHEREAS: 2.7 million children currently have a parent in prison or jail nationwide, and over 7 million children have a parent that is under some form of correctional supervision; and

WHEREAS: Since 1991, the population of minor children with at least one incarcerated parent has increased by 80%; and

WHEREAS: According to the 2011 DCYF Community Needs Assessment, 17,993 children and youth were estimated to have had a parent who spent time in either county jail or state prison in 2010, and this number does not include youth and children who had a parent that was incarcerated at any time during their childhood, and does not include transitional age youth; and

WHEREAS: One in nine African American children nationwide has an incarcerated parent, compared to one in 28 Latino children and one in 57 white children; and

WHEREAS: According to the Center for Youth Wellness’ Kaiser Research Study, parental incarceration is one of 10 Adverse Childhood Experiences, which are traumas that can have a profound effect on a child’s developing brain and body with lasting impacts on a person’s health throughout his/her lifespan; and

WHEREAS: A number of studies suggest that the effects of parental arrest and incarceration on a child’s development are profound. Children may suffer from: trauma, anxiety, shame, guilt, sadness, withdrawal, low self-esteem, decline in school performance, truancy, use of drugs or alcohol, aggression, depression, difficulty in sleeping, and/or concentration problems; and

WHEREAS: Starting from the time a parent is taken into custody, children may be traumatized by witnessing their parent’s arrest, separation from them, and/or from reuniting with them; and

WHEREAS: Children with incarcerated parents may face a wide range of challenges, and very few services specifically designed to support youth with this unique but widespread experience. Some of the challenges include having to move and change schools often, and a lack of stability and consistency; and

WHEREAS: The maintenance of family ties during incarceration is one possible means of lessening the negative impact of incarceration on families and children. Most incarcerated parents want to maintain relationships with their children, including with their education; and
WHEREAS: Children with incarcerated parents face challenges in maintaining relationships with their incarcerated parents due to a lack of consistency in communication through phone calls, letters, and visits; and

WHEREAS: In 2003 the San Francisco Children of Incarcerated Parents Partnership (SFCIPP) published the Children of Incarcerated Parents Bill of Rights, which includes, among others, a right to not be judged, blamed or labeled because of my parent’s incarceration, a right to support as I struggle with my parent’s incarceration, and the right to a lifelong relationship with my parent; and

WHEREAS: Project WHAT!, a youth-led program for teens with incarcerated parents, completed a survey of over 100 San Francisco youth between the ages of 12 and 25 years old. When asked what kind of support would have been helpful to you during your parent’s incarceration, 25% said “Someone to talk to at school,” 24% said a “Peer support group,” and 33% said “Therapy or counseling;” and

WHEREAS: Children with incarcerated parents often times feel stigmatized and isolated at schools, which can be exacerbated by a lack of understanding and sensitivity to the experiences and needs of the children of incarcerated parents by school staff and peers; and

WHEREAS: School counselors, social workers, and wellness staff are in a unique position to provide support to the children of incarcerated parents and their families; and

WHEREAS: The only SFUSD school based program specifically for children with incarcerated parents in the 2015-2016 school year is the ROOTS theater program at the Academy of Arts and Sciences High School, a program that is in its second year at this site; and

WHEREAS: Children with incarcerated parents exhibit tremendous resilience and strength, and should be empowered and supported to speak about their experiences and needs, and shape the policies and programs that impact their lives; and

WHEREAS: In 2014-2015, for the first year, all middle and high school counselors and head counselors were trained by youth and leaders of Project WHAT! The goals of the training were for staff to obtain an increased understanding of how many children are impacted by parental incarceration and what challenges they face in school and in life, strategic and policy recommendations, and written resources to share with students; and

WHEREAS: There are age appropriate readings and curriculum at all grade levels available that can help to de-stigmatize parental incarceration and help children cope with the incarceration of a loved one; and

WHEREAS: Popular culture, including TV shows such as Empire and Orange is the New Black, can help young people process and cope with their experiences and can also be made available as teaching tools for educators; and

130
WHEREAS: Sesame Street developed “Little Children, Big Challenges: Incarceration,” which includes free multimedia, bilingual materials targeting young children of incarcerated parents, their families and caregivers, and the range of other professionals who interact with these children; and

THEREFORE BE IT RESOLVED: That the Board of Education requests that the Superintendent of Schools will work with staff and continue to provide trainings for school counselors, social workers, nurses, wellness center staff, school resource officers, and other school staff on an annual basis on the needs and experiences of students with incarcerated parents; these trainings, wherever possible, should involve children with incarcerated parents who can speak to their experiences; and

FURTHER BE IT RESOLVED: SFUSD will provide deeper support and school wide trainings to schools where there may be a higher concentration of children with incarcerated parents; and

BE IT FURTHER RESOLVED: SFUSD will consolidate, and integrate curriculum relating to children with incarcerated parents, the impacts of incarceration more broadly, into the appropriate courses and grade levels, and make such curriculum available to schools and school libraries. This curriculum should be developed in consultation with organizations that work directly with children with incarcerated parents; and

FURTHER BE IT RESOLVED: SFUSD will distribute informational and educational resources to teachers, counselors and school staff about how to support children with incarcerated parents; and

BE IT FURTHER RESOLVED: SFUSD will explore and pursue specific programming and services for children with incarcerated parents; and

FURTHER BE IT RESOLVED: SFUSD will research and provide support in best practices for counselors, teachers and school staff to maintain communication with the parents of incarcerated children, which may include written and verbal communication and materials, where in the best interest of the child and as permissible by law; and

BE IT FURTHER RESOLVED: SFUSD will identify and assign a Staff Liaison who is available for collaboration and cooperation with “One Family,” the parent education and case management program in the San Francisco County Jail; and

FURTHER BE IT RESOLVED: SFUSD will seek to add questions specifically about incarceration and parental incarceration, including to the Youth Behavior Risk Survey, which will help SFUSD understand the experiences and needs of children with incarcerated parents. All survey data will remain confidential and anonymous.

1/12/16
REQUESTED ACTION: Approve adoption of Board Policy 6178, Career Technical Education, and Board Policy 4211, 4111, Recruitment & Selection, to update SFUSD policy to conform to the Board’s adoption of Resolution 155-26A, Pathways to San Francisco Unified School District (SFUSD) Careers & Internship Program.

BACKGROUND: In September 2015, the San Francisco Board of Education adopted Resolution 155-26A ("Resolution") which requires, among other things, that the District create career pathways and pre-apprenticeship opportunities for SFUSD students to access employment in the following areas: Educator Pathway: (tutors, paraprofessionals, teachers, counselors), STEM Tech Talent Pathway (STEM teachers, IT, Ed Tech), and Building and Grounds Pathway (security, warehouse, maintenance and other union positions). The Resolution further requires that the District prioritize recruitment and hiring of SFUSD alumni candidates for all SFUSD available positions and interview all qualified SFUSD alumni who have completed the relevant career pathway and/or SFUSD internship program for positions in which they apply.

Board Policies 6178, 4211 and 4111 have been revised to reflect these requirements and are presented for Board approval.
San Francisco Unified School District
Board Policy
Career Technical Education

BP 6178
Instruction

The Governing Board desires to provide a comprehensive career technical education (CTE) program in the secondary grades which integrates core academic instruction with technical and occupational instruction in order to increase student achievement, graduation rates, and readiness for postsecondary education and employment. The district's CTE program shall be designed to help students develop the academic, career, and technical skills needed to succeed in a knowledge- and skills-based economy. The program shall include a rigorous academic component and provide students with a strong experience and understanding of all aspects of an industry.

(cf. 6143 - Courses of Study)

The district's CTE program shall focus on preparing students to enter current or emerging high-skill, high-wage, and/or high-demand occupations. CTE opportunities may be offered through linked learning programs, partnership academies, apprenticeship programs or orientation to apprenticeships, regional occupational centers or programs, tech prep programs, charter schools, small learning communities, continuation high schools, or other programs that expose students to career options while preparing them for future careers in a given industry or interest area.

(cf. 0420.4 - Charter School Authorization)
(cf. 6178.2 - Regional Occupational Center/Program)
(cf. 6184 - Continuation Education)

The district's initial CTE program shall include access to employment opportunities in the district in the following career pathways: Educator Pathway; STEM Tech Talent Pathway; and Building and Grounds Pathway. Different pathways may be developed in response to changing workforce needs.

The district endeavors to partner with local state and federal agencies as well as the private sector to support the creation of year-round paid internship experiences for district students within the district. The district will develop a pilot internship plan for the 2016-2017 school-year that pays a wage, at or above the San Francisco minimum wage, for students during the school-year and/or summer within identified SFUSD departments.

The Board shall review and approve all district plans and applications for the use of state and/or federal funds supporting CTE.

The Board shall adopt district standards for CTE which meet or exceed the state's model content
standards and describe the essential knowledge and skills that students enrolled in these courses are expected to master. The course curriculum shall be aligned with district-adopted standards and the state's curriculum framework.

(cf. 6011 - Academic Standards)
(cf. 6141 - Curriculum Development and Evaluation)

At least every three years, the Board shall compare the district's curriculum, course content, and course sequence of CTE with the model state curriculum standards. (Education Code 52376)

The Superintendent or designee shall systematically review the district's CTE classes to determine the degree to which each class may offer an alternative means for completing and receiving credit for specific portions of the course of study prescribed by the district for high school graduation. The Board shall ensure that these classes are equivalent in content and rigor to the courses prescribed for graduation. (Education Code 52376)

(cf. 6146.1 - High School Graduation Requirements)
(cf. 6146.11 - Alternative Credits Toward Graduation)
(cf. 6146.2 - Certificate of Proficiency/High School Equivalency)

The Superintendent or designee shall develop partnerships with local businesses and industries to ensure that course sequences, career technical and integrated curriculum, classroom instruction and projects, and assessments have real-world relevance and reflect labor market needs and priorities. He/she also shall work to develop connections with businesses, postsecondary institutions, community organizations, and/or other employers to provide students with actual or simulated work-based learning opportunities.

(cf. 1700 - Relations Between Private Industry and the Schools)
(cf. 5113.2 - Work Permits)
(cf. 6178.1 - Work-Based Learning)

The Superintendent or designee shall collaborate with postsecondary institutions to ensure that the district's program is articulated with postsecondary programs in order to provide a sequential course of study. Articulation opportunities may include dual or concurrent enrollment in community college courses.

(cf. 6172.1 - Concurrent Enrollment in College Classes)

The Superintendent or designee shall inform all secondary students and their parents/guardians about the CTE experiences available in the district, CTE courses that satisfy college admission criteria, and, if applicable, CTE courses that satisfy high school graduation requirements. In addition, secondary students shall receive individualized career guidance and academic counseling which provides information about academic and CTE opportunities related to the student's career goals. (Education Code 52336.1)

(cf. 5145.6 - Parental Notifications)
(cf. 6164.2 - Guidance/Counseling Services)
The Superintendent or designee shall ensure that teachers of CTE courses possess the qualifications and credentials necessary to teach their assigned courses. He/she also shall provide teachers and administrators with professional development designed to enhance their knowledge of standards-aligned CTE and shall provide opportunities for CTE teachers to collaborate with teachers of academic courses in the development and implementation of integrated curriculum models.

(cf. 4112.2 - Certification)
(cf. 4131 - Staff Development)
(cf. 4331 - Staff Development)

The Superintendent or designee shall provide counselors and other guidance personnel with professional development that includes, but is not limited to, information about current workforce needs and trends, requirements of the district's CTE program, work-based learning opportunities, and postsecondary education and employment options following high school.

Upon written request from a nonprofit private school within the geographical area served by the district, the Superintendent or designee shall consult with private school representatives in a timely and meaningful manner and may provide for the participation of private school secondary students in the district's programs and activities funded under the federal Carl D. Perkins Career and Technical Education Act. To the extent practicable, the Superintendent or designee also shall, upon request, permit participation of CTE teachers, administrators, and other personnel from private schools in the district's inservice and preservice professional development programs funded through the Perkins Act. (20 USC 2397)

The Superintendent or designee shall regularly assess district needs for facilities, technologies, and equipment to increase students' access to the district's CTE program.

(cf. 0440 - District Technology Plan)
(cf. 3440 - Inventories)
(cf. 3512 - Equipment)
(cf. 7110 - Facilities Master Plan)

Nondiscrimination

The district's program shall provide equal access to and shall not unlawfully discriminate against students who are members of special populations. Special populations include, but are not limited to, students with disabilities; students from economically disadvantaged families, including foster youth; single parents and single pregnant females; displaced homemakers; students with limited English proficiency; and students preparing for nontraditional fields. Nontraditional fields include occupations or fields of work, including careers in computer science, technology, and other emerging high-skill occupations, for which individuals from one gender constitute less than 25 percent of the individuals employed in each such occupation or field of work. (20 USC 2302, 2354, 2373)

Prior to the beginning of each school year, the Superintendent or designee shall advise students,
parents/guardians, employees, and the general public that all CTE opportunities are offered without regard to any actual or perceived characteristic protected from discrimination by law. (34 CFR 100.B, 104.8, 106.9)

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 1312.3 - Uniform Complaint Procedures)

School and Community Involvement

The Board shall appoint a CTE advisory committee to develop recommendations on the district's CTE program and to serve as a liaison between the district and potential employers. The committee shall consist of at least one student, teacher, business representative, industry representative, school administrator, member of the general public knowledgeable about the disadvantaged, and representative of the field office of the California Employment Development Department. (Education Code 8070)

(cf. 1220 - Citizen Advisory Committees)

The district also shall involve parents/guardians; students; academic and CTE teachers; administrators; career guidance and academic counselors; representatives of tech prep consortia if applicable, business and industry, labor organizations, and special populations; and other interested individuals in the development, implementation, and evaluation of CTE programs. (20 USC 2354)

Program Evaluation

The Board shall monitor the achievement of students participating in the district's CTE program in order to determine the need for program improvements. The Superintendent or designee shall annually report to the Board and the California Department of Education on program enrollment and completion rates, including enrollment and completion of programs in nontraditional fields as defined in 20 USC 2302; student academic assessment results; attainment of career and technical skill proficiencies; attainment of a high school diploma or equivalent; graduation rates; and subsequent placement in postsecondary education or advanced training, military service, or employment. Data shall be disaggregated, in accordance with 20 USC 2323, by race, ethnicity, gender, disability status, migrant status, English proficiency, and economic disadvantage status and for each special population as defined in 20 USC 2302 and listed in the section "Nondiscrimination" above.

(cf. 0500 - Accountability)
(cf. 6162.5 - Student Assessment)
(cf. 6162.51 - State Academic Achievement Tests)
(cf. 6162.52 - High School Exit Examination)
(cf. 6190 - Evaluation of the Instructional Program)

Legal Reference:
EDUCATION CODE
1205 Classification of counties
8006-8155 Career technical education
17078.70-17078.72 Career technical education facilities
33430-33432 Health science and medical technology grants
35168 Inventory of equipment
41540-41544 Targeted instructional improvement block grant
44257.3 CTC recognition of study in linked learning teaching methods
44260-44260.1 Designated subjects career technical education credential
44260.9 Designated subjects career technical education credential
48430 Legislative intent; continuation education schools and classes
48980 Parental notifications
51220-51229 Courses of study, grades 7-12
51760-51769.5 Work experience education
52300-52499.66 Career technical education
52519-52520 Adult education, occupational training
53080-53084 School-to-career initiatives
53086 California Career Resource Network
54690-54699.1 California Partnership Academies
54750-54760 California Partnership Academies, green technology and goods movement occupations
56363 Related services for students with disabilities; specially designed career technical education
66205.5-66205.9 Approval of career technical education courses for admission to California colleges
88500-88551 Community college economic and workforce development program

GOVERNMENT CODE
54950-54963 Brown Act

LABOR CODE
3070-3099.5 Apprenticeships

CODE OF REGULATIONS, TITLE 5
1635 Credit for work experience education
3051.14 Specially designed career technical education for students with disabilities
10070-10075 Work experience education
10080-10092 Community classrooms
10100-10111 Cooperative vocational education
11500-11508 Regional occupational centers and programs
11535-11538 Career technical education contracts with private postsecondary schools
11610-11611 Regional adult and vocational education councils

CODE OF REGULATIONS, TITLE 8
200-240 Apprenticeships

UNITED STATES CODE, TITLE 20
2301-2414 Carl D. Perkins Career and Technical Education Act of 2006
6301-6578 Improving the Academic Achievement of the Disadvantaged

CODE OF FEDERAL REGULATIONS, TITLE 34
76.730-76.731 Records related to federal grant programs
Management Resources:
CSBA PUBLICATIONS
Orientation to Apprenticeship Overview, Construction Management Task Force Fact Sheet, November 2007
CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
2008-2012 State Plan for Career Technical Education
Multiple Pathways to Student Success: Envisioning the New California High School, 2010
Regional Occupational Centers and Programs Operations Handbook March 2008
Model Programs and Practices: Setting Standards for Regional Occupational Centers and Programs (ROCPs), rev. October 2007
Career Technical Education Framework for California Public Schools, Grades Seven Through Twelve, January 2007
California Career Technical Education Model Curriculum Standards, Grades Seven Through Twelve, May 2005
Management of Vocational Education Equipment, April 2000
CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS, DIVISION OF APPRENTICESHIP STANDARDS PUBLICATIONS
WEB SITES
CSBA: http://www.csba.org
Association for Career and Technical Education: http://www.acteonline.org
California Association of Regional Occupational Centers and Programs: http://www.carocp.org
California Career Resource Network: http://www.californiacareers.info
California Department of Employment Development: http://www.edd.ca.gov
California Department of Industrial Relations: http://www.dir.ca.gov
California Workforce Investment Board: http://www.calwia.org
Commission on Teacher Credentialing: http://www.ctc.ca.gov
University of California, a-g Course Submissions: http://www.ucop.edu/a-gGuide/ag/course_submissions

(3/00 3/08) 7/12
San Francisco Unified School District
Board Policy
Recruitment And Selection

BP 4111, 4211
Personnel

The Governing Board is committed to employing suitable, qualified individuals to carry out the district's mission to provide high-quality education to its students and to ensure the efficiency of district operations.

In furtherance of SFUSD's Career Pathways Initiative, the Superintendent or designee will prioritize the recruitment of SFUSD alumni candidates for all vacant positions and interview all qualified SFUSD alumni who have completed the relevant career pathway and/or SFUSD internship program for positions in which they apply. In addition, the Superintendent or designee will interview The Superintendent or designee shall annually collect comprehensive secondary and post-secondary data on the outcomes and demonstrated progress of the internship program and career pathways.

(cf. 0100 - Goals for the School District)
(cf. 4000 - Concepts and Roles)
(cf. 4100 - Certificated Personnel)
(cf. 4200 - Classified Personnel)
(cf. 4300 - Administrative and Supervisory Personnel)

The Superintendent or designee shall develop fair, open, and transparent recruitment and selection processes and procedures which ensure that individuals are selected based on demonstrated knowledge, skills, and competence and not on any bias, personal preference, or unlawful discrimination.

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 4030 - Nondiscrimination in Employment)
(cf. 4031 - Complaints Concerning Discrimination in Employment)
(cf. 4032 - Reasonable Accommodation)
(cf. 4111.2/4211.2/4311.2 - Legal Status Requirement)

When a vacancy occurs, the Superintendent or designee shall review the job description for the position to ensure that it accurately describes the major functions and duties of the position. He/she also shall disseminate job announcements to ensure a wide range of candidates.

The district's selection procedures shall include screening processes, interviews, observations, and recommendations from previous employers as necessary to identify the best possible candidate for a position. The Superintendent or designee may establish an interview committee, as appropriate, to rank candidates and recommend finalists. All discussions and recommendations shall be confidential in accordance with law.
During job interviews, applicants may be asked to describe or demonstrate how they will be able to perform the duties of the job. No inquiry shall be made with regard to any category of discrimination prohibited by state or federal law.

For each position, the Superintendent or designee shall present to the Board one candidate who meets all qualifications established by law and the Board for the position. No person shall be employed by the Board without the recommendation or endorsement of the Superintendent or designee.

Legal Reference:
EDUCATION CODE
200-262.4 Prohibition of discrimination
41530-41533 Professional Development Block Grant
44066 Limitations on certification requirement
44735 Teaching as a Priority block grant
44740-44741 Personnel management assistance teams
44750 Teacher recruitment resource center
44830-44831 Employment of certificated persons
44858 Age or marital status in certificated positions
44859 Prohibition against certain rules and regulations re: residency
45103-45139 Employment (classified employees)
49406 Examination for tuberculosis
GOVERNMENT CODE
815.2 Liability of public entities and public employees
12900-12996 Fair Employment and Housing Act, including:
12940-12956 Discrimination prohibited; unlawful practices
UNITED STATES CODE, TITLE 8
1324a Unlawful employment of aliens
1324b Unfair immigration related practices
UNITED STATES CODE, TITLE 42
2000c-2000d-7 Title VI, Civil Rights Act of 1964
2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended
Title IX, 1972 Education Act Amendments
12101-12213 Americans with Disabilities Act
CODE OF FEDERAL REGULATIONS, TITLE 28
35.101-35.190 Americans with Disabilities Act
COURT DECISIONS

Management Resources:
WEB SITES
California Department of Fair Employment and Housing: http://www.dfeh.ca.gov
Education Job Opportunities Information Network: http://www.edjoin.org
Teach USA: http://www.calteach.org

(7/03 7/12) 12/13
REQUESTED ACTION: Approve adoption of Board Policy 5141.4, Child Abuse Prevention and Reporting, to update SFUSD policy to conform to the Board’s adoption of Resolution 158-25A1, In Support of Countering Human Trafficking and Commercial Sexual Exploitation of Children.

BACKGROUND: In October 2015, the San Francisco Board of Education adopted Resolution 158-25A1 ("Resolution") which requires that District staff revise board policy regarding child abuse prevention and reporting. Specifically, the Resolution requires that board policy address human trafficking and commercial sexual exploitation of children and enforce a mandatory reporting protocol for incidents of suspected human trafficking. The Resolution also required that staff develop and adopt an age instructional unit to address healthy relationships and signs of human trafficking for inclusion in existing health curriculum. This program shall also incorporate the history of “Comfort Women” of World War II under the Japanese military to provide historical and modern day context for the purpose of preventing and protecting youth from sexual exploitation and trafficking.

Board Policy 5141.4 has been revised to reflect these requirements and is presented for Board approval.
San Francisco Unified School District
Board Policy
Child Abuse Prevention And Reporting

BP 5141.4
Students

The Governing Board is committed to supporting the safety and well-being of district students and desires to facilitate the prevention of and response to child abuse and neglect. The Superintendent or designee shall develop and implement strategies for preventing, recognizing, and promptly reporting known or suspected child abuse and neglect.

The Superintendent or designee may provide a student who is a victim of abuse with school-based mental health services or other support services and/or may refer the student to resources available within the community as needed.

(cf. 1020 - Youth Services)
(cf. 5141.6 - School Health Services)
(cf. 6164.2 - Guidance/Counseling Services)

Child Abuse Prevention

The district's instructional program shall include age-appropriate and culturally sensitive child abuse prevention curriculum. This curriculum shall explain students' right to live free of abuse, include instruction in the skills and techniques needed to identify unsafe situations and react appropriately and promptly, inform students of available support resources, and teach students how to obtain help and disclose incidents of abuse. The curriculum shall also include age-appropriate instruction regarding sexual abuse and trafficking prevention, including information on sex trafficking and risk factors, the recruiting tactics of sex traffickers and peer recruiters, including recruitment through the internet; how to report sex trafficking or suspected sex trafficking; and local resources for victims. (Education Code 33545; 49380)

(cf. 6142.8 - Comprehensive Health Education)
(cf. 6143 - Courses of Study)

The district's program shall also incorporate the history of "Comfort Women" of World War II under the Japanese military to provide historical and modern day context for the purpose of preventing and protecting youth from sexual exploitation and trafficking. Upon written request of a student's parent/guardian, the student shall be excused from taking such instruction. (Education Code 51900.6; 51950)

The Superintendent or designee shall, to the extent feasible, seek to incorporate community resources into the district's child abuse prevention programs and may use these resources to
provide parents/guardians with instruction in parenting skills and child abuse prevention.

**Child Abuse Reporting**

The Superintendent or designee shall establish procedures for the identification and reporting of known and suspected child abuse and neglect, including sex trafficking, in accordance with law.

(cf. 4119.21/4219.21/4319.21 - Professional Standards)
(cf. 5145.7 - Sexual Harassment)

Procedures for reporting child abuse shall be included in the district and/or school comprehensive safety plan. The district will collaborate with outside resources, including law enforcement agencies with expertise in sexual abuse and sex trafficking prevention education to assure the school safety plan addresses the threat of sexual abuse and sex trafficking and includes a referral protocol for high-risk pupils and minors. (Education Code 32282; 49380)

(cf. 0450 - Comprehensive Safety Plan)

District employees who are mandated reporters, as defined by law and administrative regulation, are obligated to report all known or suspected incidents of child abuse and neglect, including suspected sexual abuse or sex trafficking.

The Superintendent or designee shall provide training regarding the duties of mandated reporters, which may include training to enable school district personnel to learn about sexual abuse and sex trafficking and identify potential sexual abuse and trafficking of pupils and minors.

(Education Code 51950; 49380)

Legal Reference:
EDUCATION CODE
32280-32288 Comprehensive school safety plans
33195 Heritage schools, mandated reporters
33308.1 Guidelines on procedure for filing child abuse complaints
44252 Teacher credentialing
44691 Staff development in the detection of child abuse and neglect
44807 Duty concerning conduct of students
48906 Notification when student released to peace officer
48987 Dissemination of reporting guidelines to parents
49001 Prohibition of corporal punishment
51220.5 Parenting skills education
51900.6 Sexual abuse and sexual assault awareness and prevention

PENAL CODE
152.3 Duty to report murder, rape, or lewd or lascivious act
273a Willful cruelty or unjustifiable punishment of child; endangering life or health
288 Definition of lewd or lascivious act requiring reporting
11164-11174.3 Child Abuse and Neglect Reporting Act

Page 2 of 3
WELFARE AND INSTITUTIONS CODE
15630-15637 Dependent adult abuse reporting
CODE OF REGULATIONS, TITLE 5
4650 Filing complaints with CDE, special education students
UNITED STATES CODE, TITLE 42
11434a McKinney-Vento Homeless Assistance Act; definitions
COURT DECISIONS
Camreta v. Greene (2011) 131 S.Ct. 2020

Management Resources:
CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
Health Education Content Standards for California Public Schools, Kindergarten Through Grade Twelve
Health Framework for California Public Schools, Kindergarten Through Grade Twelve
WEB SITES
California Attorney General's Office, Suspected Child Abuse Report Form:
California Department of Education, Safe Schools: http://www.cde.ca.gov/ls/ss/ap
California Department of Social Services, Children and Family Services Division:
http://www.childsworld.ca.gov
U.S. Department of Health and Human Services, Child Welfare Information Gateway:
https://www.childwelfare.gov/can
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

ELEMENTARY SCHOOLS

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Agenda Item
Informational Item
Prepared by Human Resources 12/18/2015

1/12/2016
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1/12/2016

Agenda Item
Informational Item
Prepared by Human Resources 12/18/2015
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### CIVIL SERVICE RETIREMENTS

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Monica V. Vasquez
Human Resources Department
SAN FRANCISCO UNIFIED SCHOOL DISTRICT  
San Francisco, California

(For the Board Meeting of January 12, 2016)

SUBJECT: AUTHORIZATION TO SUBMIT APPLICATIONS AND ACCEPT FUNDS

REQUESTED ACTION:
That the Board of Education authorize the Superintendent and/or the Chief Financial Officer to submit the following grant applications, accept the following grant awards, and budget the amount awarded, as well as authorize the Superintendent and/or the Chief Financial Officer to enter into an agreement with grantor regarding grant requirements, as applicable, consistent with SFUSD procedures for such agreements. For a grant for which the grantor requires indemnification of the grantor by SFUSD, such requirement shall be indicated in the description for such grant, and such language shall be reviewed in a manner consistent with SFUSD procedures.

Total Grant Awards this AMOUNT $222,002

| 1 | AMOUNT: | $396,950 |
|   | GRANTING AGENCY: | City College of San Francisco |
|   | GRANT TITLE: | CCSF Adult Education Block Grant |
|   | SITE: | Curriculum & Instruction: College and Career |
|   | DATES OF GRANT: | December 10, 2015 - December 30, 2016 |
|   | PURPOSE: | To offer systematic, seamless, and sustainable delivery systems for Adult Basic Education and provide CCSF courses and program access for older high school students, for recent immigrants, students with disabilities and continuation high school students who are 18 or older. |
|   | EVALUATION: | Level 1: No assessment |
|   | DISTRICT GOAL: | Goal 1: Access and Equity - Make social justice a reality  
Goal 2: Student Achievement - Engage high achieving and joyful learners  
Goal 3: Accountability - Keeping our promises to students and families |

PROGRAM MANAGER: Kathryn J Doherty
2 AMOUNT: $39,155
GRANTING AGENCY: City and County of San Francisco
GRANT TITLE: Safe Routes to School
SITE: Alamo Elementary School; Alvarado Elementary School; Argonne Alternative Elementary School; Bessie Carmichael / Fec(K8); Bret Harte Elementary School; Buena Vista Alt Elementary School; George Washington Carver Elementary School; Cesar Chavez Elementary School; Chinese Immersion at DeAvila; Cleveland Elementary School; Commodore Sloat Elementary School; Dianne Feinstein Elementary School; E.R. Taylor Elementary School; El Dorado Elementary School; Fairmount Elementary School; Glen Park Elementary School; Gordon J. Lau Elementary School; Grattan Elementary School; Jean Parker Elementary School; Jefferson Elementary School; John Yehall Chin Elementary School; Lafayette Elementary School; Lawton Alternative School (K8); Longfellow Elementary School; Marshall Elementary School; Monroe Elementary School; Paul Revere School (K8); George Peabody Elementary School; Rosa Parks Elementary School; S. F. Community School (K8); Sherman Elementary School; Spring Valley Elementary School; Robert L. Stevenson Elementary School; Sunnyside Elementary School; Sunset Elementary School; Tenderloin Community Elementary School; James Denman Middle School
DATES OF GRANT: July 1, 2015 - June 30, 2016
PURPOSE: Increase bicycle, pedestrian, and traffic safety around schools. Decrease traffic congestion around schools. Reduce childhood obesity by increasing number of children walking and biking to school. Improve air quality, community safety and security, and community involvement around school.
EVALUATION: Level 1: No assessment
DISTRICT GOAL: Goal 1: Access and Equity - Make social justice a reality
Goal 2: Student Achievement - Engage high achieving and joyful learners
Goal 3: Accountability - Keeping our promises to students and families
PROGRAM MANAGER: Kim Levine

3 AMOUNT: $100,000
GRANTING AGENCY: Hellman Foundation
GRANT TITLE: Science as a Spark for Learning
SITE: All Elementary Schools
DATES OF GRANT: January 1, 2016 - June 30, 2017
PURPOSE: To support the scale up of the Science as a Spark for Learning program. This program addresses the lack of instructional minutes for science education at the elementary level and the needs of our Long Term English Language Learners.
EVALUATION: Level 1: No assessment
DISTRICT GOAL: Goal 1: Access and Equity - Make social justice a reality
Goal 2: Student Achievement - Engage high achieving and joyful learners
Goal 3: Accountability - Keeping our promises to students and families
PROGRAM MANAGER: Kathryn J Doherty
4 AMOUNT: $72,450  
GRANTING AGENCY: Hunger Is (The Safeway and Entertainment Industry  
GRANT TITLE: Hunger Is: Breakfast Grant  
SITE: Student Nutrition Services  
DATES OF GRANT: January 1, 2016 - December 31, 2016  
PURPOSE: Equipment for "Breakfast in the Classroom" at 5 new schools at SFUSD.  
EVALUATION: Level 1: No assessment  
DISTRICT GOAL: None  
PROGRAM MANAGER: Daniella Sawaya

5 AMOUNT: $10,000  
GRANTING AGENCY: Partnership For Children & Youth  
GRANT TITLE: 360/365 Stipend Agreement for 2016 Intensive Support  
SITE: Student Support Services  
DATES OF GRANT: January 1, 2016 - December 31, 2016  
PURPOSE: This agreement describes the stipend provided by the PCY to SFUSD for involvement in Expanded Learning 360/365, and initiative to improve the consistency of social-emotional learning practices across across expanded learning and school-day environments.  
EVALUATION: Level 1: No assessment  
DISTRICT GOAL: Goal 1: Access and Equity - Make social justice a reality  
PROGRAM MANAGER: Mele Lau-Smith
SUBJECT: BUDGET TRANSFERS FOR FISCAL YEAR 2015-2016

REQUESTED ACTION:
The Superintendent recommends changes to the FY 2015-16 Budget as adopted by the Board of Education on June 23, 2015. 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 FUNDS

<table>
<thead>
<tr>
<th>FUND: 01</th>
<th>RESOURCE: 00000</th>
<th>SCH/ORG: 132</th>
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<td>SCH/DEPT NAME:</td>
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<td>PROGRAM TITLE:</td>
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<tr>
<td>FROM:</td>
<td>TO:</td>
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<tr>
<td>2901 - Other Classified Salaries-Perm</td>
<td>1102 - Substitute Teachers Salaries</td>
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<tr>
<td>3x02s - Classified Benefits</td>
<td>1108 - Other Duties Stipend</td>
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<td>5201 - Mileage - Travel</td>
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<tr>
<td>4490 - Non Capitalized Equipment</td>
<td>5803 - Consultant Fees</td>
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<tr>
<td>5890 - Other Services &amp; Other Expense</td>
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**EXPLANATION:**
The transfer of these accounts is needed in order to implement and/or realign program needs. Availability of funds is due to salary savings of a closed, 1.00 FTE, Family Engagement Coordinator position. Funds will be used to pay for administrators and teacher stipends to attend Summer ILT (Instructional Leadership Team) Retreat. Substitute days will be used for assisting in literacy training for teachers at three school sites. Materials that will be purchased include Literacy Units of Study and Leveled Literacy Intervention kits.

<table>
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<tr>
<th>FUND: 01</th>
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<td>5890 - Other Services &amp; Other Expense</td>
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**EXPLANATION:**
The transfer of these accounts is needed in order to implement and/or realign program needs. Availability of funds is due to an unfilled 0.1 FTE Classified Administrative position. Funds will be used to purchase supplies, non-capitalized equipment, mileage, consultant fees and other services.
FUND: 01  RESOURCE: 00000  SCH / ORG: 497  PROGRAM MANAGER: Moraima Machado

SCH/DEPT NAME: Daniel Webster Elementary School
PROGRAM TITLE: Unrestricted Resources

FROM:  5803 - Consultant Fees
    $8,000.00
TO:  2902 - Other Classified Salaries-Temp
     $7,213.71
     3x02s - Classified Benefits
     $786.29

EXPLANATION:
The transfer of these accounts is needed in order to implement and/or realign program needs. Availability of funds is due to an anticipated budget surplus in consultant fees. Funds will be used to pay for AmeriCorps services.

FUND: 01  RESOURCE: 00000  SCH / ORG: 537  PROGRAM MANAGER: Luis Rodriguez

SCH/DEPT NAME: Fairmount ES
PROGRAM TITLE: Unrestricted Resources

FROM:  4313 - Supplies
    $17,788.00
  5803 - Consultant Fees
    $8,000.00

TO:  1202 - Guid.Welfare & Attend Salaries
     $12,874.00
     3x01s - Certificated Benefits
     $4,914.00
     2902 - Other Classified Salaries-Temp
     $7,213.71
     3x02s - Classified Benefits
     $786.29

EXPLANATION:
The transfer of these accounts is needed in order to implement and/or realign program needs. Availability of funds is due to an anticipated budget surplus in supplies and consultant fees. Funds will be used to increase a 0.8 FTE Social Worker position to a full 1.0 FTE position. Funds will also be used to pay for the AmeriCorps Intern, who will be helping with the implementation of Positive Behavior Interventions and Supports activities.

FUND: 01  RESOURCE: 07405  SCH / ORG: 190  PROGRAM MANAGER: James Ryan

SCH/DEPT NAME: Division of Curriculum and Instruction
PROGRAM TITLE: Common Core Standards

FROM:  1105 - Certificated Hourly
    $34,709.80
  3x01s - Certificated Benefits
    $8,323.41
  5890 - Other Services & Other Expense
    $28,000.00

TO:  5803 - Consultant Fees
     $71,033.21

EXPLANATION:
The transfer of these accounts is needed in order to implement and/or realign program needs. Availability of funds is due to an anticipated budget surplus in certificated hourly and other expenses. Funds will be used for College Preparatory Mathematics licenses for the Math department.
## RESTRICTED GENERAL FUNDS

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<td>Carrie Melton</td>
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**SCH/DEPT NAME:** Multilingual Pathways Department  
**PROGRAM TITLE:** Title III Limited English Proficient  
**FROM:**  
- 1901 - Teachers on Special Assignment: $28,383.12  
- 3x01s - Certificated Benefits: $11,373.77  
**TO:**  
- 2101 - Instructional Aides: $28,389.12  
- 3x02s - Classified Benefits: $11,373.77  
**EXPLANATION:**  
The transfer of these accounts is needed in order to implement and/or realign program needs. Availability of funds is due to an anticipated salary savings in an unfilled Teacher on Special Assignment position. Funds will be used to hire an Arabic speaking paraprofessional to serve as an Instructional Aide in the Newcomer Pathway at Galileo High School.

<table>
<thead>
<tr>
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<tr>
<td>2</td>
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<td>Karen Fraleigh Norman</td>
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**SCH/DEPT NAME:** Student, Family and Community Support Department  
**PROGRAM TITLE:** California Department of Education: CCSF City Choice Program  
**FROM:**  
- 1105 - Certificated Hourly: $40,329.09  
- 3x01s - Certificated Benefits: $9,670.91  
**TO:**  
- 5803 - Consultant Fees: $50,000.00  
**EXPLANATION:**  
The transfer of these accounts is needed in order to implement and/or realign program needs. Availability of funds is due to an anticipated surplus in certificated hourly. Funds will be used for a Request for Proposals (RFP) for an online-hosted college and career readiness platform to be used by students, parents and school staff PK-12. This platform will assist students with recognition of how skills and knowledge gained in secondary school can be applied to ensure future success.

<table>
<thead>
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<tr>
<td>3</td>
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<td>Lisa Lui</td>
</tr>
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**SCH/DEPT NAME:** Visual & Performing Arts  
**PROGRAM TITLE:** PEEF- Prop H Arts & Music  
**FROM:**  
- 5803 - Consultant Fees: $54,683.11  
- 5890 - Other Services & Other Expense: $20,953.23  
**TO:**  
- 1105 - Certificated Hourly: $44,106.40  
- 3x01s - Certificated Benefits: $10,576.71  
- 2206 - Operation Salaries - Overtime: $16,057.58  
- 3x02s - Classified Benefits: $4,895.65  
**EXPLANATION:**  
The transfer of these accounts is needed in order to implement and/or realign program needs. Availability of funds is due to an anticipated surplus in consultant fees and other services and other expenses. Funds will be used for extended hour payments to teachers working extra hours with students on rehearsals and performances. Funds will also be used for custodial and security overtime.
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<th>FUND: 01</th>
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<tbody>
<tr>
<td><strong>SCH/DEPT NAME:</strong> Student Nutrition Services</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>PROGRAM TITLE:</strong> USDA Grant</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>FROM:</strong> 4490 - Non Capitalized Equipment</td>
<td>$17,833.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TO:</strong> 5803 - Consultant Fees</td>
<td>$17,833.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>EXPLANATION:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>The transfer of these accounts is needed in order to implement and/or realign program needs. Availability of funds is due to an anticipated surplus in non-capitalized equipment. Funds will be used to seek consultant services to provide professional development to teachers concerning school meals, the new Wellness Policy, and the impact of hunger on class participation.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FUND: 01</th>
<th>RESOURCE: 90795</th>
<th>SCH / ORG: 137</th>
<th>PROGRAM MANAGER: Chris Armentrout</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SCH/DEPT NAME:</strong> Strategy &amp; Fund Development</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>PROGRAM TITLE:</strong> Salesforce Leadership Initiative</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>FROM:</strong> 4313 - Supplies</td>
<td>$77,669.92</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4490 - Non Capitalized Equipment</td>
<td>$27,050.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5803 - Consultant Fees</td>
<td>$50,619.92</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>EXPLANATION:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>The transfer of these accounts is needed in order to implement and/or realign program needs. Availability of funds is due to an anticipated surplus in supplies. Funds will be used to support the Special Education Department with the implementation of their Assistive Technology Innovative Center (ATiC) including the purchase of devices and software.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FUND: 13</th>
<th>RESOURCE: 53100</th>
<th>SCH / ORG: 137</th>
<th>PROGRAM MANAGER: Baje Thiara</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SCH/DEPT NAME:</strong> Student Nutrition Services</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>PROGRAM TITLE:</strong> Child Nutrition School Program</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>FROM:</strong> 2301 - Class Sal Admin Pers-Permanent</td>
<td>$27,918.68</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3x02s - Classified Benefits</td>
<td>$10,874.32</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TO:</strong> 5803 - Consultant Fees</td>
<td>$38,793.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>EXPLANATION:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>The transfer of these accounts is needed in order to implement and/or realign program needs. Availability of funds is due to salary savings of a Business Manager position. Funds will be used for Cybersoft for Food Service Management Software to process meal applications and for point of sale systems at Middle and High Schools.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
The transfer of these accounts is needed in order to implement and/or realign program needs. Availability of funds is due to an anticipated surplus in undistributed construction. Funds will be used for a K-resolution amendment submitted by the Legal Office for legal services for the Bond Program.
San Francisco Unified School District  
San Francisco, California  

(Regular Board Meeting of January 12, 2016)  

SUBJECT:  AUTHORIZATION OF TRAVEL FOR BOARD MEMBERS  
- Commissioner Emily M. Murase  
Reimbursement to Board Member: $1,128.33  
Total Cost of Travel: $1,128.33  

REQUESTED ACTION:  That the Board of Education authorizes the District to reimburse Commissioner Emily M. Murase for expenses that were incurred from July 4, 2015 thru July 10, 2015, for her attendance at the Public Education Leadership Program at Harvard University in Boston, MA.  

BACKGROUND:  Board of Education Policy P3870 requires that travel by Board Members in excess of $250.00 shall be undertaken only with prior authorization by the Board or by the President of the Board, followed by ratification of the Board.  

Prepared by:  

Esther V. Casco  
Executive Assistant  
Board of Education
 SUBJECT: AUTHORIZATION OF TRAVEL FOR BOARD MEMBERS
- Commissioner Rachel Norton

Reimbursement to Board Member: $1,067.15
Total Cost of Travel: $1,242.15

REQUESTED ACTION: That the Board of Education authorizes the District to reimburse Commissioner Rachel Norton for expenses that were incurred from October 7, 2015 thru October 10, 2015 for her attendance at the Council of Great City Schools (CGCS) Conference in Long Beach, CA.

BACKGROUND: Board of Education Policy P3870 requires that travel by Board Members in excess of $250.00 shall be undertaken only with prior authorization by the Board or by the President of the Board, followed by ratification of the Board.

Prepared by:

Esther V. Casco
Executive Assistant
Board of Education
SUBJECT: Authorization of Travel for Board Members
- Commissioner Jill Wynns
Reimbursement to Board Member $1,113.56
Total Cost of Travel: $1,319.75

REQUESTED ACTION: That the Board of Education authorizes the District to reimburse Commissioner Jill Wynns for expenses that were incurred from October 7, 2015 thru October 11, 2015 for her attendance at the Council of Great City Schools (CGCS) Conference in Long Beach, CA.

BACKGROUND: Board of Education Policy P3870 requires that travel by Board Members in excess of $250.00 shall be undertaken only with prior authorization by the Board or by the President of the Board, followed by ratification of the Board.

Prepared by:

Esther V. Casco
Executive Assistant
Board of Education
SUBJECT: AUTHORIZATION OF TRAVEL FOR BOARD MEMBERS
- Commissioner Emily M. Murase
Reimbursement to Board Member: $842.76
Total Cost of Travel: $1,475.76

REQUESTED ACTION: That the Board of Education authorizes the District to reimburse Commissioner Emily M. Murase for expenses that were incurred from December 1, 2015 thru December 3, 2015, for her attendance at the California School Boards Association (CSBA) Conference in San Diego, California.

BACKGROUND: Board of Education Policy P3870 requires that travel by Board Members in excess of $250.00 shall be undertaken only with prior authorization by the Board or by the President of the Board, followed by ratification of the Board.

Prepared by:
Esther V. Casco
Executive Assistant
Board of Education
SUBJECT: AUTHORIZATION OF TRAVEL FOR BOARD MEMBERS
- Commissioner Rachel Norton
  Reimbursement to Board Member: $1,583.59
  Total Cost of Travel: $2,216.59

REQUESTED ACTION: That the Board of Education authorizes the District to reimburse Commissioner Rachel Norton for expenses that were incurred from December 1, 2015 thru December 5, 2015, for her attendance at the California School Boards Association (CSBA) Conference in San Diego, California.

BACKGROUND: Board of Education Policy P3870 requires that travel by Board Members in excess of $250.00 shall be undertaken only with prior authorization by the Board or by the President of the Board, followed by ratification of the Board.

Prepared by:

[Signature]

Esther V. Casco
Executive Assistant
Board of Education
San Francisco Unified School District
San Francisco, California

(Regular Board Meeting of January 12, 2016)

SUBJECT: AUTHORIZATION OF TRAVEL FOR BOARD MEMBERS
- Commissioner Shamann Walton
  Advance given to Board Member: $756.48
  Total Cost of Travel: $1,586.44

REQUESTED ACTION: That the Board of Education authorizes the District to reimburse Commissioner Shamann Walton for expenses that were incurred from December 2, 2015 thru December 5, 2015 for his attendance at the California School Boards Association Annual Conference (CSBA) in San Diego, California.

BACKGROUND: Board of Education Policy P3870 requires that travel by Board Members in excess of $250.00 shall be undertaken only with prior authorization by the Board or by the President of the Board, followed by ratification of the Board.

Prepared by:

[Signature]
Esther V. Casco
Executive Assistant
Board of Education
SAN FRANCISCO UNIFIED SCHOOL DISTRICT  
San Francisco, California

Regular Board Meeting of January 12, 2016

SUBJECT: APPROVAL OF THE SAN FRANCISCO UNIFIED SCHOOL DISTRICT MEMORANDA OF UNDERSTANDING (MOU) WITH COMMUNITY BASED ORGANIZATIONS

ON BEHALF OF: STUDENT, FAMILY AND COMMUNITY SUPPORT DEPARTMENT

REQUESTED ACTION:

That the Board of Education authorize the District to enter into the Memoranda of Understanding with the community based organizations and/or agencies listed in the attached table as detailed, for the 2015-2016 fiscal year.

BACKGROUND:

San Francisco Unified School District seeks to enter into the attached Memoranda of Understanding for the 2015-2016 fiscal year. The services all relate to or directly support school staff, students and their families.

Memoranda of Understanding are contracts, which require Board approval pursuant to the California Education Code and Board Policy.

The Memoranda of Understanding may be for services at more than one SFUSD site. SFUSD’s Office of Family and Community Engagement maintains records of the site or sites at which an organization will provide services under an MOU with the District.

The Student Family and Community Support Department is requesting the Board of Education’s approval to enter into of the Memoranda of Understanding on the attached list.

Submitted by:  
Kevin Truitt  
Chief, Student, Family, and Community Support Department

Approved by:  
Richard A. Carranza  
Superintendent of Schools

Agenda Item  
2i. (161-12B9)
<table>
<thead>
<tr>
<th>Ref. #</th>
<th>Community Organization, Agency or Service Provider</th>
<th>Program Name (if applicable)</th>
<th>Description of Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>American Conservatory Theater</td>
<td></td>
<td>Provide a teaching artist to support drama teacher at participating high school, providing instruction in acting and performance and assisting with direction of a student production.</td>
</tr>
<tr>
<td>2</td>
<td>Raising A Reader National Office</td>
<td></td>
<td>Provide program and materials to implement the Raising A Reader program in participating SFUSD schools; training for site program coordinators; access to online resources such as best practices tools and a program management database; and access to conference calls and webinars to support program success.</td>
</tr>
</tbody>
</table>
SUBJECT: APPROVAL OF THE SAN FRANCISCO UNIFIED SCHOOL DISTRICT MEMORANDA OF UNDERSTANDING (MOU) WITH COMMUNITY BASED ORGANIZATIONS

ON BEHALF OF: STUDENT, FAMILY AND COMMUNITY SUPPORT DEPARTMENT

REQUESTED ACTION:

That the Board of Education authorize the District to enter into the Memoranda of Understanding with the community based organizations and/or agencies listed in the attached table as detailed, for the 2015-2016 and 2016-2017 fiscal years.

BACKGROUND:

San Francisco Unified School District seeks to enter into the attached Memoranda of Understanding for the 2015-2016 and 2016-2017 fiscal years. The services all relate to or directly support school staff, students and their families.

Memoranda of Understanding are contracts, which require Board approval pursuant to the California Education Code and Board Policy.

The Memoranda of Understanding may be for services at more than one SFUSD site. SFUSD's Office of Family and Community Engagement maintains records of the site or sites at which an organization will provide services under an MOU with the District.

The Student Family and Community Support Department is requesting the Board of Education’s approval to enter into of the Memoranda of Understanding on the attached list.

Submitted by: 
Kevin Truitt
Chief, Student, Family, and Community Support Department

Approved by: 
Richard A. Carranza
Superintendent of Schools
<table>
<thead>
<tr>
<th>Ref. #</th>
<th>Community Organization, Agency or Service Provider</th>
<th>Program Name (if applicable)</th>
<th>Description of Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Donor Network West</td>
<td></td>
<td>Provide interactive workshops for high school students about organ and tissue donations, linked to state standards for health, biology and anatomy.</td>
</tr>
<tr>
<td>2</td>
<td>Richmond Area Multi-Services</td>
<td></td>
<td>Establish an intervention team and provide comprehensive assessments, use team-based planning to develop intervention frameworks, attend IEP meetings as needed, provide interventions and coordinate service linkages in participating middle and high school sites.</td>
</tr>
<tr>
<td>3</td>
<td>Richmond Area Multi-Services</td>
<td></td>
<td>Provide individual and group mental health services; coordinate linkages among service providers; develop intervention plans and attend IEP meetings as needed at participating PreK-5 site.</td>
</tr>
<tr>
<td>4</td>
<td>San Francisco Food Bank</td>
<td></td>
<td>Provide healthy snacks four days each week to participating schools, for distribution to every student in each school.</td>
</tr>
</tbody>
</table>
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

Regular Board Meeting of January 12, 2016

SUBJECT: AUTHORIZATION TO ENTER INTO A MEMORANDUM OF UNDERSTANDING (MOU) WITH PROPHET CORPORATION dba GOPHER SPORT

REQUESTED ACTION:

That the Board of Education authorize the Superintendent and/or his designee to enter into an MOU with Prophet Sport dba Gopher Sport for the SFUSD Physical Education Department. There is no cost impact to the School District.

BACKGROUND:

The Physical Education Department and Maria Corte (National Teacher of the Year) will team up to facilitate an all day professional development with emphasis placed on using efficient management skills while teaching class activities. The Professional Development Day will take place at the Abraham Lincoln High School Gym, Yard and Field. Teachers will learn how to combine management skills and skill instruction along with new ideas on warm-ups, innovatively designed fitness activities, team building/ice breaker activities, closing strategies/games and more. In addition, this training will focus on creating a positive learning environment and student and teacher motivation. Teachers will learn how to implement and teach several team building challenge activities to implement.

Prophet Sport dba Gopher Sport will donate their time and at the end of the Professional Development Day will donate $8,000 of the materials and equipment used during the PD to SFUSD P.E. SFUSD P.E. Department will also distribute to the various schools who attend.

SUBMITTED BY:

Michele Zapata
Supervisor
Physical Education Department

APPROVED:

Richard A. Carranza
Superintendent
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

Regular Board Meeting of January 12, 2016

SUBJECT: AUTHORIZATION TO ENTER INTO A MEMORANDUM OF UNDERSTANDING (MOU) WITH CALIFORNIA STATE UNIVERSITY, NORTHRIDGE

REQUESTED ACTION:

That the Board of Education of the San Francisco Unified School District authorize the Superintendent and/or his designee to enter into an MOU with California State University, Northridge for supervision training of Speech/Language Pathology Interns for the 2015-2016; 2016-2017; 2017-2018 school years.

BACKGROUND:

The District is providing for supervision/training of Speech/Language Pathologist Interns from California State University, Northridge, for the purpose of joint benefit of the SFUSD and allowing California State University, Northridge students the required supervision/training to complete the university training program and advance to candidacy towards a California State Pupil Personnel Services credential with an authorization in Speech/Language Pathology.

SUBMITTED BY:

Dr. Elizabeth Blanco
Chief of Special Education Services

APPROVED:

Richard A. Carranza
Superintendent of Schools
SUBJECT: AUTHORIZATION TO ENTER INTO A MEMORANDUM OF UNDERSTANDING (MOU) WITH DOMINICAN UNIVERSITY OF CALIFORNIA

REQUESTED ACTION:

That the Board of Education of the San Francisco Unified School District authorize the Superintendent and/or his designee to enter into an MOU with Dominican University of California for supervision training of Occupational Therapy Interns for the 2015-2016; 2016-2017; 2017-2018 school years.

BACKGROUND:

The District is providing for supervision/training of Occupational Therapy Interns from Dominican University of California, for the purpose of joint benefit of the SFUSD and allowing Dominican University of California students the required supervision/training to complete the university training program and advance to candidacy towards a California State Pupil Personnel Services credential with an authorization in Occupational Therapy.

SUBMITTED BY:

Dr. Elizabeth Blanco
Chief of Special Education Services

APPROVED:

Richard A. Carranza
Superintendent of Schools
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California
Regular Board Meeting of January 12, 2016

SUBJECT: Authorization to Enter into a Partnership with the Black Teacher Project to Offer Support in the Recruitment and Retention of African-American Classroom Teachers

REQUESTED ACTION:
That the Board of Education authorize the Superintendent, or his designee, to enter into a partnership with the Black Teacher Project (BTP) based in Oakland, California and New York City, New York to survey African-American teachers in SFUSD. The partnership is free of cost to the district and will allow the BTP to assess the needs of African-American teachers in SFUSD with the goal of addressing the long-term recruitment and retention needs of SFUSD.

BACKGROUND:
The Black Teacher Project recruits, develops, and sustains Black teachers for schools in the United States. Their goal is to create an effective teaching force that reflects the diversity of Black people in this country. BTP will survey teachers in SFUSD who have who have been teaching for 5 or more years and who self-identify as Black/African-American. These brief, in-person interviews will focus on sustainability (e.g. what is keeping them in the classroom? How are they supported? What do they need to stay for years to come?).

The learnings gleaned from the respondents will inform the types of ongoing personal and professional supports that the BTP can provide to African-American teachers in the District. The goal will be to complete the survey phase by spring and then to begin developing programming that can be offered beginning with the 2016-2017 school year.

We believe this partnership will provide valuable insight which will inform our continued efforts to recruit and retain diverse talent across the district.

Submitted by:

Angie Sagastume
Executive Director, Certificated Recruitment and Staffing

Approved by:

Richard A. Carranza
Superintendent

Agenda Item
2n. (161-12B14)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

Regular Board Meeting of January 12, 2016

SUBJECT:  AUTHORIZATION TO AMEND RESOLUTION #1512-8B5 TO ENTER INTO A MEMORANDUM OF UNDERSTANDING (MOU) WITH COMMUNITY BASED ORGANIZATIONS

ON BEHALF OF:  STUDENT, FAMILY AND COMMUNITY SUPPORT DEPARTMENT

REQUESTED ACTION:

That the Board of Education of the San Francisco Unified School District authorize the amendment of Resolution #1512-8B5, which allowed the Superintendent and/or his designee to enter into an MOU with Community Based Organizations.

This amended resolution will clarify that the term for the Memorandum of Understanding with the organization Bay Area Women’s and Children’s Center will be three years, 2015-16, 2015-16 and 2017-18.

BACKGROUND:

On December 8, 2015, the Board of Education, through the approval of Resolution #1512-8B5, authorized the District to enter into an MOU with Bay Area Women’s and Children’s Center that incorrectly identified the term for the MOU to be two fiscal years, 2015-16 and 2016-17.

This amended Resolution clarifies that the term for this MOU will be for three years, 2015-16, 2015-16 and 2017-17.

Submitted by:

Kevin Truitt
Associate Superintendent
Student, Family, and Community Support Department

Approved by:

Richard A. Carranza
Superintendent of Schools
San Francisco Unified School District  
San Francisco, California  

Regular Board Meeting of January 12, 2016

Subject: Authorization to Amend Resolution #154-14B5 to Enter into a Memorandum of Understanding (MOU) with Regents of the University of California - Berkeley

On Behalf Of: Special Education Department

Requested Action:

That the Board of Education of the San Francisco Unified School District authorize the amendment of Resolution #154-14B5, which allowed the Superintendent and/or his designee to enter into an MOU with Regents of the University of California - Berkeley.

This amended resolution will .... Cancel the MOU requested for Regents of the University of California - Berkeley.

Background:

On 04/14/15_, the Board of Education, through the approval of Resolution 154-14B5, authorized the District to enter into an MOU with Regents of the University of California - Berkeley,

The District is providing for supervision/training of School Psychology Interns from Regents of the University of California - Berkeley, for the purpose of joint benefit of the SFUSD and allowing Regents of the University of California - Berkeley students the required supervision/training to complete the university training program and advance to candidacy towards a California State Pupil Personnel Services credential with an authorization in School Psychology.

This amended Resolution cancels the request for an MOU with Regents of the University of California - Berkeley.

Submitted by:

[Signature]
Elizabeth Blanco  
Chief, Special Education Department

Approved by:

[Signature]
Richard A. Carranza  
Superintendent of Schools

Agenda Item 2p. (161-12B16)
SUBJECT: AUTHORIZATION TO AMEND RESOLUTION #154-14B10 TO ENTER INTO A MEMORANDUM OF UNDERSTANDING (MOU) WITH COLUMBIA UNIVERSITY

ON BEHALF OF: SPECIAL EDUCATION DEPARTMENT

REQUESTED ACTION:

That the Board of Education of the San Francisco Unified School District authorize the amendment of Resolution #154-14B10, which allowed the Superintendent and/or his designee to enter into an MOU with Columbia University.

This amended resolution will .... Cancel the MOU requested for Columbia University.

BACKGROUND:

On 04/14/15, the Board of Education, through the approval of Resolution 154-14B10, authorized the District to enter into an MOU with Columbia University.

The District is providing for supervision/training of School Psychology Interns from Alliant University, for the purpose of joint benefit of the SFUSD and allowing Columbia University students the required supervision/training to complete the university training program and advance to candidacy towards a California State Pupil Personnel Services credential with an authorization in School Psychology.

This amended Resolution cancels the request for an MOU with Columbia University.

Submitted by:  
Elizabeth Blanco  
Chief, Special Education Department

Approved by:  
Richard A. Carranza  
Superintendent of Schools
SUBJECT: AUTHORIZATION TO AMEND RESOLUTION NO. (1510-13B7) TO ENTER INTO A MEMORANDUM OF UNDERSTANDING (MOU) WITH ST. AMBROSE UNIVERSITY

ON BEHALF OF: SPECIAL EDUCATION DEPARTMENT

REQUESTED ACTION:

That the Board of Education of the San Francisco Unified School District authorize the amendment of Resolution No. 1510-13B7, which allowed the Superintendent and/or his designee to enter into an MOU with St. Ambrose University.

This amended resolution will: Cancel the request to enter into an MOU with St. Ambrose University. An MOU is no longer forthcoming.

BACKGROUND:

On 10/13/2015, the Board of Education, through the approval of Resolution 1510-13B7, authorized the District to enter into an MOU with St. Ambrose University,

The District is providing for supervision/training of School Psychology Interns from St. Ambrose University, for the purpose of joint benefit of the SFUSD and allowing St. Ambrose University students the required supervision/training to complete the university training program and advance to candidacy towards a California State Pupil Personnel Services credential with an authorization in Speech/Language Pathology.

This amended Resolution clarifies the legal University name as named above.

Submitted by:

Elizabeth Blanco
Chief, Special Education Department

Approved by:

Richard A. Carranza
Superintendent of Schools
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

Board Meeting 1/12/16

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 Underwood & Rosenblum, 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 modification on behalf of the District and encumber sufficient funds from the 2011 School Facility Safety Special Tax Fund.

2011 SCHOOL FACILITY SAFETY SPECIAL TAX FUND:
Appropriation 21-90362-2016-0000-8500-6219-11797 – Architectural/Engineering Fees-Change Order

MODIFICATION OF CONTRACT:

DESCRIPTION  

Mod. No. 1  
To  
Contract 02014  
YOUTH PARK/200 MIDDLEPOINT ROAD  
modify the existing contract with Underwood & Rosenblum, Inc.  

COST  

$12,000

BACKGROUND:

This contract was for civil engineering services associated with the demolition of abandoned annex buildings which are potential safety hazards at the Youth Park located at 200 Middlepoint Road. The scope of work included topographic and boundary surveying services, and location of underground utility.

This modification is for additional services to provide demolition of the abandoned buildings on site which are potential safety hazards. The scope of work includes site demolition plan with backfill of excavated foundations, grading of site and capping of utilities.

Original contract amount (Resolution #1510-13W25, October 13, 2015)  
$18,600.00

Previous approved modifications  
$0

Contract to be increased by this Modification #1 (amount not-to-exceed)  
$12,000.00

New Total Contract amount as modified  
$30,600.00

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 modification between ACCO Engineered Systems 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 2011 School Facility Safety Special Tax Fund.

2011 SCHOOL FACILITY SAFETY SPECIAL TAX FUND:
Appropriation 21-90362-2016-0000-8500-6279-11736 – Construction-Change Order

MODIFICATION OF CONTRACT:

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>MISSION HS &amp; LEONARD R. FLYNN ES</td>
<td>$7,088</td>
</tr>
<tr>
<td>modify the existing contract with ACCO Engineered Systems</td>
<td></td>
</tr>
</tbody>
</table>

BACKGROUND:
This contract was for the replacement of two steam boilers at Mission HS and one steam boiler at Leonard R. Flynn ES. The deteriorating heating systems at these school sites pose a health risk to students and staff. The scope of work consisted of replacement of the condensate return tanks, pumps, vacuum assemblies, energy management controls with new equipment, asbestos abatement, and other associated hardware.

This modification is for additional work to replace leaking steam lines in a storage room under the auditorium stage at Mission HS.

| Original contract amount (Resolution #154-28W16, April 28, 2015) | $1,089,578.00 |
| Previous approved modifications | $46,086.00 |
| Contract to be increased by this Modification #3 (amount not-to-exceed) | $7,088.00 |
| New Total Contract amount as modified | $1,142,752.00 |
| Total % of modification amounts to original contract amount | 4.8% |

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 1/12/16

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 Andy's Roofing 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 14-06250-2016-0000-8500-6279-11750 – Construction-Change Order

MODIFICATION OF CONTRACT:

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>STUDENT NUTRITION SERVICES/841 ELLIS STREET</td>
<td>$1,565</td>
</tr>
<tr>
<td>modify the existing contract with Andy's Roofing</td>
<td></td>
</tr>
</tbody>
</table>

BACKGROUND:
This contract was for the reroofing of the lower roof at the Student Nutrition Services Department located at 841 Ellis Street. The scope of work consisted of removal of existing roof and skylights, installation of new single ply TPO roofing, covering up the skylight curbs with decking, and new roofing.

This modification is for additional work to address discovery items at District's request such as removal of a non-functional roof vent pipe and need for protective walk pads on the roof.

- Original contract amount (Resolution #155-26W14, May 12, 2015) $72,900.00
- Previous approved modifications $226.00
- Contract to be increased by this Modification #2 (amount not-to-exceed) $1,565.00
- New Total Contract amount as modified $74,691.00
- Total % of modification amounts to original contract amount 2%

Submitted by: Yonko Radonov, Director
Facilities Design & Construction

Recommended by: David L. Goldin A.I.A.
Chief Facilities Officer

Agenda Item 3c. (161-12W3)
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 Opening Technologies 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 2011 School Facility Safety Special Tax Fund.

2011 SCHOOL FACILITY SAFETY SPECIAL TAX FUND:
Appropriation 21-90362-2016-0000-8500-6279-11719 - Construction-Change Order

MODIFICATION OF CONTRACT:

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>VARIOUS SITES</td>
<td>$7,241.19</td>
</tr>
</tbody>
</table>

BACKGROUND:
This contract was for the AB211 door lockset replacement at Aptos MS, Civic Center Secondary School, Downtown HS, Francisco MS, Hoover MS, June Jordan/City Arts Tech HS, Dr. Martin Luther King MS, Raoul Wallenberg HS, and Hilltop Special Services Center. The scope of work consisted of replacing existing door locksets in various rooms in order to comply with State AB211.

This modification is for additional work for the new door replacements and discovery items associated with miscellaneous door lockset replacements at various school sites covered in this project.

Original contract amount (Resolution #148-12W27, August 12, 2014) $494,000.00
Previous approved modifications $0
Contract to be increased by this Modification #1 (amount not-to-exceed) $7,241.19
New Total Contract amount as modified $501,241.19
Total % of modification amounts to original contract amount 1.5%

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 1/12/16

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 Alpha Bay Builders 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 Capital Facilities Fund.

CAPITAL FACILITIES FUND: FOR LOPEZ ADA CAPITAL IMPROVEMENT
Appropriation 25-90381-2016-0000-8500-6279-11700- Construction-Change Order

MODIFICATION OF CONTRACT:

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>LEOLA HAVARD EARLY EDUCATION SCHOOL</td>
<td>$56,240.58</td>
</tr>
<tr>
<td>modify the existing contract with</td>
<td></td>
</tr>
<tr>
<td>Alpha Bay Builders</td>
<td></td>
</tr>
</tbody>
</table>

BACKGROUND:
This contract was for the ADA improvement project at Leola Havard Early Education School. The scope of work consisted of demolition of existing walls, windows, doors, pavement, abatement for the new exterior concrete ramp and steel railings, interior corridor with windows and doors, paving, parking improvements, chain link fencing and gates, carpentry, drywall, door hardware, painting, electrical and lighting.

This modification is for additional work for low voltage security improvements and updates to the fire alarm systems on the 1st and 2nd floor of the West Wing as required by the California Building Code.

Original contract amount (Resolution #155-12W7, May 12, 2015) $285,562.00
Previous approved modifications $0
Contract to be increased by this Modification #1 (amount not-to-exceed) $56,240.58
New Total Contract amount as modified $341,802.58
Total % of modification amounts to original contract amount 20%

Submitted by: Yonko Radonov, Director Facilities Design & Construction

Recommended by: David L. Goldin A.I.A. Chief Facilities Officer

Agenda Item 3e. (161-12W5)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT  
San Francisco, California  
Board Meeting 1/12/16

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 Alpha Bay Builders 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 2011 School Facility Safety Special Tax Funds and Capital Facilities Fund.

2011 SCHOOL FACILITY SAFETY SPECIAL TAX FUND: FOR LOPEZ ADA CAPITAL IMPROVEMENT  
Appropriation 21-90361-2016-0000-8500-6279-11753 – Construction-Rooftop ES-$19,701.95
CAPITAL FACILITIES FUND: FOR LOPEZ ADA CAPITAL IMPROVEMENT  
Appropriation 25-90361-2016-0000-8500-6279-11753 – Construction-Rooftop ES-$19,701.95

2011 SCHOOL FACILITY SAFETY SPECIAL TAX FUND: FOR LOPEZ ADA CAPITAL IMPROVEMENT  
Appropriation 21-90361-2016-0000-8500-6279-11755 – Construction-Fairmount ES-$1,959.97
CAPITAL FACILITIES FUND: FOR LOPEZ ADA CAPITAL IMPROVEMENT  
Appropriation 25-90361-2016-0000-8500-6279-11755 – Construction-Fairmount ES-$1,959.97

MODIFICATION OF CONTRACT:

Mod. No. 1  
ROOFTOP ES (BURNETT CAMPUS) & FAIRMOUNT ES  
To modify the existing contract with Alpha Bay Builders  
COST $43,323.84

BACKGROUND:
This contract was for the ADA site improvement of Pre-K play yard at Rooftop ES (Burnett campus) and Fairmount ES. The scope of work consisted of site work for new play structure and play yard improvements involving grading, underground utilities for water and storm drain, concrete work, asphalt paving, pavement coating, flexible porous paving, rubber tile surfacing, rough carpentry, cement plaster, painting, and plumbing for drinking fountains.

This modification is for additional work resulting from unforeseen conditions which include identifying utility pipes, plumbing pipe repair, existing concrete seat bench modification, pressure jet and storm drain repair, additional wood bench, weep holes at retaining walls, and new metal gates.

Original contract amount (Resolution #155-12W18, May 12, 2015) $257,818.00
Previous approved modifications $0
Contract to be increased by this Modification #1 (amount not-to-exceed) $43,323.84
New Total Contract amount as modified $301,141.84
Total % of modification amounts to original contract amount 16%

Submitted by:  
Yonko Radonov, Director  
Facilities Design & Construction

Recommended by:  
David L. Goldin A.I.A.  
Chief Facilities Officer

Agenda Item 3f. (161-12W6)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California
Board Meeting 1/12/16

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 Ross Recreation Equipment 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 2011 School Facility Safety Special Tax Funds and Capital Facilities Fund.

2011 SCHOOL FACILITY SAFETY SPECIAL TAX FUND: FOR LOPEZ ADA CAPITAL IMPROVEMENT
Appropriation 21-90361-2016-0000-8500-6279-11788 – Construction-$4,085.50

CAPITAL FACILITIES FUND: FOR LOPEZ ADA CAPITAL IMPROVEMENT
Appropriation 25-90361-2016-0000-8500-6279-11788 – Construction-$4,085.50

MODIFICATION OF ORDER FOR SERVICE:  
Mod. No. 1
To Contract 04162

ZAIDA RODRIGUEZ EES (BARTLETT CAMPUS) $8,171
modify the existing contract with Ross Recreation Equipment

BACKGROUND:
This contract was for building improvements in order to comply with ADA and the California Building Code at Zaida Rodriguez EES. The scope of work consisted of damaged concrete pathways repair, underlying substrate for new rubber tile surfacing for existing play structure. A portion of the concrete pavement is uneven and non-complying with ADA prior to removal of existing play surfacing.

This modification is for play structure parts and labor to repair existing play structure. The play structure is unsafe to use.

| Original contract amount | $10,535.00 |
| Previous approved modifications | $0 |
| Contract to be increased by this Modification #1 (amount not-to-exceed) | $8,171.00 |
| New Total Contract amount as modified | $18,706.00 |

Submitted by:
Yonko Radonov, Director
Facilities Design & Construction

Recommendation by:
David L. Goldin A.I.A.
Chief Facilities Officer

Agenda Item
3g. (161-12W7)
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 Dan Electric 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 2011 School Facility Safety Special Tax Funds.

2011 SCHOOL FACILITY SAFETY SPECIAL TAX FUND:
Appropriation 21-90362-2016-0000-8500-6279-11767 – Construction-Change Order

MODIFICATION OF CONTRACT:

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mod. No. 1 834 TOLAND STREET (BUILDINGS &amp; GROUNDS DEPT.) modify the existing contract with Dan Electric</td>
<td>$68,802.23</td>
</tr>
</tbody>
</table>

BACKGROUND:
This contract was for the telecommunications and data replacement at Buildings and Grounds located at 834 Toland Street. The existing telephone and data systems installed in the early 1990's no longer functions and is increasingly difficult to repair. Since Buildings and Grounds functions as first responder in the event of a regional or localized emergency, a new telecommunications and data system is required.

This modification is for additional work which consists of conduit for the new voice cable installed by AT&T, new data equipment required by SFUSD Telecommunications Department, various relocations of data drops in various shops, new 400 amp electrical panel, and relocating various administrative functions throughout the building.

| Original contract amount (Resolution #159-29W16, September 29, 2015) | $580,000.00 |
| Previous approved modifications                                     | $0 |
| Contract to be increased by this Modification #1 (amount not-to-exceed) | $68,802.23 |
| New Total Contract amount as modified                               | $648,802.23 |
| Total % of modification amounts to original contract amount         | 11% |

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 modification between Zolman Construction and Development, Inc. and the San Francisco Unified School District for an amount not to exceed $15,257.00 and instruct the Chief Facilities Officer or their 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 #21-90391-2016-0000-8500-6279-11064 Herbert Hoover MS – Ceiling Fans Installation

CONTRACT:

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>Herbert Hoover Middle School Building Construction – Prop A 2006 Bond Program</td>
<td>$15,257.00</td>
</tr>
</tbody>
</table>

BACKGROUND:

This contract is for the modernization of the existing facilities at Herbert Hoover Middle School as required by San Francisco Unified School District's Proposition A 2006 Bond Program.

Scope of work includes: Installation of ceiling fans, window films and relocation of existing window shades and associated carpentry, ceiling and electrical work; hazardous material/asbestos remediation and other related interior work.

This modification is for the installation of one (1) additional fan, relocation of existing smoke detectors and adjustment/repair of existing shades.

Original contract amount $ 485,000.00
Previous Approved Modifications $0
Contract to be Increased by Modification No. 1 $ 15,257.00

New Total Contract Amount as Modified $ 500,257.00
Total % of modification amounts to original contract amount 3.14%

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 01/12/16

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 CLW Builders and the San Francisco Unified School District for an amount not to exceed $34,383.00 and instruct the Chief Facilities Officer or their 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 #21-90391-2016-0000-8500-6279-11042 Marshall ES

CONTRACT:

Mod #3
No. #01919
Marshall Elementary School
Building Construction – Prop A 2006 Bond Program

$34,383.00

BACKGROUND:

This contract is for the modernization of the existing facilities at Marshall Elementary School as required by San Francisco Unified School District's Proposition A 2006 Bond Program.

Scope of work includes: Remove and install a new roof and HVAC rooftop units; install a new Energy Management Control System; and hazardous material/asbestos remediation of existing HVAC units.

This modification is for additional cost for electrical and roof demolition work.

| Original contract amount | $ 447,000.00 |
| Previous Approved Modifications #1 to 2 | $ 20,886.98 |
| Contract to be Increased by Modification No. 3 | $ 34,383.00 |
| **New Total Contract Amount as Modified** | **$ 502,269.98** |
| Total % of modification amounts to original contract amount | **12.36%** |

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 Arntz Builders, Inc. and the San Francisco Unified School District for an amount not to exceed $98,480.97 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 21-90392-2016-0000-8500-6279-11511 – Miraloma ES

CONTRACT:

<table>
<thead>
<tr>
<th>CONTRACT</th>
<th>DESCRIPTION</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mod No. 14</td>
<td>Miraloma ES</td>
<td>Building Construction – Prop A 2011 Bond Program</td>
</tr>
<tr>
<td>No. 1782</td>
<td></td>
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</tr>
</tbody>
</table>

BACKGROUND:
This contract is General School Modernization and reconstruction including ADA Access and Fire/Life-Safety upgrades, as required by San Francisco Unified School District's Proposition A 2011 Bond Program.

Contract amount includes modernization of the existing building, access, fire life safety, structural, hazardous material abatement, and site work. The contract amount does not include the Alternates 1, 2 or 3 that were included in the Total Base Bid Amount, decreasing that amount by $149,800.00 for a total award of $7,437,023.00.

This modification is for additional HazMat abatement, carpentry, electrical, plumbing, roof and site work.

| Original contract amount | $ 7,437,023.00 |
| Previous Approved Modifications (1 to 13) | $ 516,052.70 |
| Contract to be Increased by Modification No. 14 | $98,480.97 |
| New Total Contract Amount as Modified | $ 8,051,556.67 |
| Total % of modification amounts to original contract amount | 8.26% |

Submitted by: Maureen Shelton
Director of Construction Management

Recommended by: David L. Goldin, A.I.A.
Chief Facilities Officer

Agenda Item
3k. (161-12W11)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California
Board Meeting 01/12/16

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 BHM Construction Inc. and the San Francisco Unified School District for an amount not to exceed $50,187.00 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 #21-90392-2016-0000-8500-6279-11500 – Longfellow Elementary School

CONTRACT:

Mod 5 to No. #1928

BACKGROUND:

This contract is for a modernization at Longfellow Elementary School as required by San Francisco Unified School District's Proposition A 2011 Bond Program.

Scope of work includes modernization of the existing buildings, hazardous material abatement, site work and green schoolyard work.

This change order work is for additional demo of existing plaster beam, fire department additional requirements for exiting, replace and raising existing cast iron pipe at corridor, additional demo to expose rebar's, replacing existing pull box at Storage 005, additional tack boards in classrooms, planter demolition and other miscellaneous hardware, electrical, and plumbing modifications.

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>Longfellow Elementary School Modernization Building Construction – Prop A 2011 Bond Program</td>
<td>$50,187.00</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
3l. (161-12W12)
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 CLW Builders and the San Francisco Unified School District for an amount not to exceed $42,488.85 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 21-90391-2016-0000-8500-6279-11058 Lakeshore Elementary School

CONTRACT:
Mod 3 to No. 1937

DESCRIPTION
Lakeshore Elementary School
Building Construction - Prop A 2006 Bond Program

COST
$42,488.85

BACKGROUND:
This contract is for the Roofing and Storefront Replacement at Lakeshore Elementary School as required by San Francisco Unified School District's Proposition A 2006 Bond Program.

The base scope of work includes roofing and storefront replacement, hazardous material abatement, interior and exterior painting and other miscellaneous improvements.

This modification includes various minor items affected by roofing and storefront replacement, including expansion joint repair, and installation of overflow drains.

| Original Contract Amount (Resolution 154-14W31, 4/14/15) | $ 1,037,000.00 |
| Previous Approved Modifications (1+2) | $ 5,297.72 |
| This Modification (#3) | $ 42,488.85 |
| **Total Contract Amount as Modified** | **$ 1,084,786.57** |
| % of Modification | 4.61% |

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 01/12/16

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 Arntz Builders, Inc. and the San Francisco Unified School District for an amount not to exceed $223,066.00 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 #21-90392-2016-0000-8500-6279-11503 – Gordon J. Lau ES

CONTRACT:

Mod 13 to No. # 1783

Gordon J. Lau ES/ Com. Stockton EES

Building Construction – Prop A 2011 Bond Program

$223,066.00

BACKGROUND:

This contract is for modernization of Buildings “C” & “W” at G.J. Lau as required by San Francisco Unified School District's Proposition A 2011 Bond Program. Work includes, but is not limited to, abatement of hazardous materials, voluntary seismic strengthening of Building “C”, new flooring, new interior and exterior painting, new doors and frames, modify and relocate restrooms, modification of food service area, fire alarm & fire sprinkler revisions, computer lab and library reconfiguration, casework revisions, fencing replacement, and other improvements required by applicable building codes. Contract amount does not include Alternate 6 that was included in the total base bid amount, but does include Alternate 5, resulting in a total decrease of $33,755.00 and a net award of $13,616,574.00.

This modification is for changes required for Structural, ADA and Safety compliance, changes due to unforeseen conditions and additional finishes.

<table>
<thead>
<tr>
<th>Original contract amount</th>
<th>Gordon J Lau</th>
<th>Com. Stockton</th>
<th>Total Contract</th>
</tr>
</thead>
<tbody>
<tr>
<td>$13,016,574.00</td>
<td>$600,00.00</td>
<td>$13,616,574.00</td>
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</tr>
<tr>
<td>$1,771,665.00</td>
<td>$124,843.00</td>
<td>$1,896,508.00</td>
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<tr>
<td>$223,066.00</td>
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<td>$223,066.00</td>
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</tr>
<tr>
<td><strong>Total contract as modified</strong></td>
<td><strong>$15,011,305.00</strong></td>
<td><strong>$724,843.00</strong></td>
<td><strong>$15,736,148.00</strong></td>
</tr>
</tbody>
</table>

15.6%

Submitted by:

Maureen Shelton
Director of Construction Management

Recommended by:

David L. Goldin, A.I.A.
Chief Facilities Officer

Agenda Item
3n. (161-12W14)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

Board Meeting 01/12/16

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 $84,966.00 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 21-90392-2016-0000-8500-6279-11514 Presidio Middle School

CONTRACT: Mod 7 to No. 01902

DESCRIPTION
Presidio Middle School Modernization
Building Construction – Prop A 2011 Bond Program

COST
$ 84,966.00

BACKGROUND:
This contract is for the modernization of the Presidio Middle School Modernization as required by San Francisco Unified School District's Proposition A 2011 Bond Program.

Scope of work includes modernization of the existing building, hazardous material abatement, site work and other miscellaneous improvements. The project will include work described as Base Bid, Alternate No.1, Alternate No.2, and Allowance No.1 for an amount of $13,443,050.00.

This modification includes various plaster and wall demolition, water lines for room 159 and 163, reroute fire alarms, completion of the AV system for 38 classrooms, addition of various electrical outlets and conduits, add diffusers at room 214A, floor underlayment for room 234 and 236, add wood cap and baseboard at wheelchair lift, upgrade signage system, various white boards and tack board installation, various flooring installation, and the addition of FRP panels in janitors room 100

Original contract amount $13,443,050.00
Previous Approved Modification(s) (No. 1-6) $711,532.00
Contract to be Increased by Modification No. 7 $84,966.00
New Total Contract Amount as Modified $14,239,548.00
Total % of modification amounts to original contract amount 5.92%

Submitted by:
Maureen Shelton
Director of Construction Management

Recommended by:
David L. Goldin, A.I.A.
Chief Facilities Officer

Agenda Item
30. (161-12W15)
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 Cal Pacific Construction Inc. and the San Francisco Unified School District for an amount not to exceed $79,723.70 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 #21-90392-2016-0000-8500-6279-11516 – Paul Revere Elementary School

CONTRACT:

Paul Revere Elementary School Modernization
Building Construction – Prop A 2011 Bond Program

COST

Mod 4 to No. #1940

$79,723.70

BACKGROUND:

This contract is for a modernization at Paul Revere Elementary School as required by San Francisco Unified School District's Proposition A 2011 Bond Program.

The scope of work includes modernization of the annex and main buildings: abatement of hazardous materials, new flooring, new interior and exterior painting, new doors and frames, new restrooms, two new elevators, modification of food service area, fire alarm & fire sprinkler revisions, casework revisions, play structure replacement, fencing replacement, and other improvements required by applicable building codes.

This change order work is for additional work including electrical, and architectural due to unforeseen changes and to meet code requirements.

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Contract</td>
<td>$12,801,000.00</td>
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<tr>
<td>Previous Approved Modifications</td>
<td>$ 325,674.67</td>
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<tr>
<td>This Modification #4</td>
<td>$ 79,723.70</td>
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<tr>
<td>Total contract as modified</td>
<td>$13,206,398.37</td>
</tr>
</tbody>
</table>

Total % of modification amounts to original contract amount

3.17%

Submitted by:

Maureen Shelton
Director of Construction Management

Recommended by:

David L. Goldin, A.I.A.
Chief Facilities Officer

Agenda Item
3p. (161-12W16)
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 $8,056.00 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 21-90392-2016-0000-8500-6279-11495 – Sunnyside ES

CONTRACT:

Mod No. 15 to No. 1771

DESCRIPTION

Sunnyside ES Building Construction – Prop A 2011 Bond Program

COST

$8,056.00

BACKGROUND:

This contract is for a modular classroom building at Sunnyside Elementary School as required by San Francisco Unified School District's Proposition A 2011 Bond Program.

Scope of work includes modernization of the existing building, hazardous material abatement, site work and a new classroom building.

This modification includes plumbing and mechanical.

Original contract amount

$ 8,786,000.00

Previous Approved Modification(s) (No. 1-14)

$ 1,014,897.00

Contract to be Increased by Modification No. 15

$ 8,056.00

New Total Contract Amount as Modified

$ 9,808,953.00

Total % of modification amounts to original contract amount

11.64%

Submitted by:

Maureen Shelton
Director of Construction Management

Recommended by:

David L. Goldin, A.I.A.
Chief Facilities Officer

Agenda Item

3q. (161-12W17)
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 Mobile Modular Management Corporation and the San Francisco Unified School District for an amount not to exceed $37,159.28 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of 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 #21-90392-2016-0000-8500-6278-11506 – Starr King ES

CONTRACT:

No. 1759
Mod. #1

DESCRIPTION
Starr King ES
Interim Housing – Prop A 2011 Bond Program

COST
$37,159.28

BACKGROUND:

The provider, Mobile Modular Management Corporation, was selected through a Request for Proposals (RFP) process for Interim Housing/Portable Classrooms. Mobile Modular Management Corporation was the only respondent to the RFP.

The scope of services provides for the lease of four (4) 24' x 40', and three (3) 30' x 32' classrooms, and one (1) 12' x 40' portable restroom, and one (1) custom ramp during the Starr King modernization project.

This modification is for an additional 1 month lease on four (4) 24' x 40', and three (3) 30' x 32' classrooms, and one (1) 12' x 40' portable restroom, and one (1) custom ramp during the Starr King modernization project plus costs with removal from site.

Original Contract Amount
$255,347.00
This Modification #1 (not-to exceed)
$37,159.28
Total Contract Value as modified
$292,506.28

Submitted by:
Maureen Shelton
Director of Construction Management

Recommended by:
David L. Goldin, A.I.A.
Chief Facilities Officer

Agenda Item
3r. (161-12W18)
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 dsk Architects and the San Francisco Unified School District for an amount Not to Exceed $ 9,750.00 and instruct the Chief Facilities Officer 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 # 21-90391-2016-0000-8500-6219-11270 – Mission Education Center ES

CONTRACT:

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>COST</th>
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</thead>
<tbody>
<tr>
<td>Mission Education Center ES Site</td>
<td>$9,750.00</td>
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</tbody>
</table>

BACKGROUND:

This contract is for engineering review services at Mission Ed Center ES, Prop A 2006 Bond program site to determine and satisfy the current requirements set by the Division of the State Architect pursuant to the issuance of AB300.

This modification covers the cost to develop conceptual retrofit design that is recommended following the past analyses, to improve the performance of the structure in the event of a substantial seismic event.

Original Contract amount $29,100.00
Previous Approved Modification # 1 $19,500.00
Contract to be Increased by Modification # 2 $ 9,750.00
Total Contract Value, as modified $ 58,350.00

Submitted by:
Waziuddin Chowdhury
Director of Project Management

Recommended by:
David L. Goldin, A.I.A.
Chief Facilities Officer

Agenda Item
3s. (161-12W19)
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 $1,740.00 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 # 21-90391-2016-0000-8500-6280-11039 – Mission Ed Center-Kate Kennedy CDC

CONTRACT:

Mod. No. 22 to No. 00986

Mission Ed Center-Kate Kennedy CDC

Materials Testing and Inspection Services – Prop A 2006 Bond Program

$1,740.00

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 and Hilltop High School; and additional materials testing and inspection services for Mission Ed Center-Kate Kennedy CDC to ensure compliance with plans & specifications and DSA requirements and additional materials testing and inspection services to provide a structural investigation for Destructive Testing project at Mission Ed Center-Kate Kennedy CDC.

This modification is for additional time to complete the structural investigation for Destructive Testing project at Mission Ed Center-Kate Kennedy CDC.

Original Contract Amount
Previous modification (No. 1-21)
This Modification No. 22 (not to exceed)

Total Contract value as modified

$ 26,679.00
$ 1,053,518.64
$ 1,740.00

$ 1,081,937.64

Submitted by:

Maureen Shelton
Director of Construction Management

Recommended by:

David L. Goldin, A.I.A.
Chief Facilities Officer

Agenda Item
3t. (161-12W20)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT  
San Francisco, California  
Board Meeting 01/12/16

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 $25,500.00 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 #21-90391-2016-0000-8500-6150-11064 – Herbert Hoover Middle School

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<tr>
<th>CONTRACT:</th>
<th>DESCRIPTION</th>
<th>COST</th>
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</table>
| Mod. #30  | Herbert Hoover Middle School  
Geotechnical Services – Prop A 2006 Bond Program | $25,500.00 |

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, Hilltop HS, Herbert Hoover MS and Ulloa ES.

This contract modification provides additional geotechnical services at Herbert Hoover Middle School to assist in the Structural design for improvements at the Auditorium and Gymnasium Building. This was to respond to the requirements of AB300.

| Original Contract                     | $ 61,380.00 |
| Previous Approved Modifications- 1 through 29 | $ 484,871.04 |
| This Modification #30 (not to exceed)   | $ 25,500.00 |
| **Total Contract as modified**        | **$ 571,751.04** |

Submitted by:  
Waziuddin Chowdhury  
Director of Project Management

Recommended by:  
David L. Goldin, A.I.A.  
Chief Facilities Officer

Agenda Item  
3u. (161-12W21)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT  
San Francisco, California  
Board Meeting 01/12/16

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 Sensible Environmental Solutions ("SES") and the San Francisco Unified School District for an amount not to exceed $56,160.00 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:

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<tr>
<th>Appropriation #</th>
<th>School Name</th>
<th>Amount</th>
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<td>21-90391-2016-0000-8500-6212-11037</td>
<td>Sutro Elementary School</td>
<td>$21,435.00</td>
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<td>21-90391-2016-0000-8500-6212-11058</td>
<td>Lakeshore Elementary School</td>
<td>$32,075.00</td>
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<td>21-90391-2016-0000-8500-6212-11039</td>
<td>Mission/Kate Kennedy</td>
<td>$2,650.00</td>
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</table>

CONTRACT:  
Mod. No. 42 to Contract #01162

DESCRIPTION:  
Sutro ES, Lakeshore ES and Mission/Kate Kennedy

Environmental IH Services - Prop A 2006 Bond Program

COST:  
$56,160.00

BACKGROUND:

This Master Agreement is for hazardous abatement design and monitoring 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 are assigned to define scope, schedule, deliverables and exact cost for each project contract as needed for the duration of the Master Agreement, and originally included Lilienthal ES, Chinese Ed Center, Jefferson CDC, Rooftop ES, Mission ED Center/Kate Kennedy, and Jefferson ES. Subsequent modifications to the Master Agreement included hazmat material abatement design and monitoring services at Raphael Weill CDC, Sutro ES, Carver ES, San Miguel CDC, Burbank ES, Apts MS, Downtown HS, Sunset ES, Sanchez ES, Stockton CDC, Lakeshore ES, Alice Fong Yu ES, Spring Valley ES, Burnett CDC; School Health Program, Wallenberg HS, Junipero Serra Annex and Mission CDC and pre-design inspection and development of hazardous materials abatement documents for boiler replacement at Lakeshore ES; and Hazardous Material Inspection, Design and Monitoring Services to support the Destructive Testing Project at Mission/Kate Kennedy.

This modification is for additional industrial hygienist services to provide Hazardous Materials Design + Monitoring at Sutro ES Window Replacement Project, and Monitoring at Lakeshore ES Window Replacement Project, and construction support services and analytical service to facilitate the Destructive Testing Project at Mission/Kate Kennedy.

| Original Contract Amount | $15,315.00 |
| Previous Approved Modifications (No. 1-41) | $2,687,582.40 |
| This Modification No. 42 (not-to-exceed) | $56,160.00 |
| **Total Contract Value as modified** | **$2,759,057.40** |

Submitted by:  
Maureen Shelton  
Director of Construction Management

Recommended by:  
David L. Golon, A.I.A.  
Chief Facilities Officer

Agenda Item  
3v. (161-12W22)
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 Vanir Construction Management and the San Francisco Unified School District for an amount not to exceed $121,304.00 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 #21-90392-2016-0000-8500-6216-11503 – Gordon J. Lau ES

CONTRACT:

No. 01490
Mod #9
Gordon J. Lau Elementary School
Construction Management Services – Proposition A 2011 Bond Program
$ 121,304.00

BACKGROUND:

The original Master Agreement is for construction management services for various building improvement projects related to the passage of San Francisco Unified School District’s Proposition A 2011 Bond Program and provided for the costs of the preconstruction coordination at program-wide various sites. Additional projects and construction management phases were to be added through Board-approved modification of this Master Agreement. Previous modifications included CM services for projects at: Sarah B. Cooper Campus, George Peabody ES, Roosevelt MS, Yick Wo ES, Presidio MS and Gordon Lau ES.

This contract modification is for additional construction management services management services for G J Lau ES under the 2011 Bond Program.

| Original Contract Amount | $ 32,000.00 |
| Previous Approved Modifications | $ 5,069,787.00 |
| Contract to be Increased by Modification #9 | $ 121,304.00 |
| New Total Contract Amount as Modified | $ 5,223,091.00 |

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 Master Agreement modification between Millennium Consulting Associates (MECA) and the San Francisco Unified School District for an amount not to exceed $55,501.00 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 21-90392-2016-0000-8500-6212-11503 – Gordon J Lau ES

CONTRACT:

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<th>Description</th>
<th>Cost</th>
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<tr>
<td>Roosevelt Middle School</td>
<td>$55,501.00</td>
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<tr>
<td>Environmental IH Services – Proposition A 2011 Bond Program</td>
<td></td>
</tr>
</tbody>
</table>

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 2011 Proposition A Facilities Bond Program. The scope of work of the 2011 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 2011 Bond Initiative language. Previous modifications provided industrial hygienist services to George Peabody ES, Roosevelt MS, Sarah B. Cooper Campus, Gordon J. Lau ES, Cesar Chavez ES, James Lick MS, Presidio MS, Presidio MS Boiler, Daniel Webster ES, Paul Revere ES and McCoppin ES.

This modification is for additional construction monitoring at Gordon J Lau Elementary School.

| Original Contract Amount          | $ 29,199.70 |
| Previous Approved Modifications (No.1-25) | $1,680,793.07 |
| This Modification (No.26)          | $ 55,501.00  |
| Total Contract Value as modified   | $1,765,493.77 |

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 01/12/16

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 Master Agreement modification between Sensible Environmental Solutions (SES) and the San Francisco Unified School District for an amount not to exceed $304,546.50 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 21-90392-2016-0000-8500-6212-11521 - Robert Louis Stevenson ES  $23,702.00
Appropriation 21-90392-2016-0000-8500-6212-11526 - Redding ES  $34,399.00
Appropriation 21-90392-2016-0000-8500-6212-11509 - John Yehall Chin ES  $156,856.50
Appropriation 21-90392-2016-0000-8500-6212-11499 - Daniel Webster ES  $89,589.00

CONTRACT:

Mod 35 to
No.1518

DESCRIPTION  COST

RL Stevenson ES, Redding ES & J Y Chin ES, & D Webster ES
Environmental IH Services – Proposition A 2011 Bond Program  $304,546.50

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 2011 Proposition A Facilities Bond Program. The scope of work of the 2011 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 2011 Bond Initiative language. Previous modifications provided industrial hygienist services to Lowell HS, Lowell HS Painting, Starr King ES, Yick Wo ES, Sunnyside ES, Burton HS, Bret Harte EES, Jose Ortega ES, 20 Cook Street, Security Camera projects, Ida B. Wells HS, Monroe ES, Miraloma ES, McAteer Campus, Visitacion Valley MS, Visitacion Valley ES, John Y. Chin ES, Robert L. Stevenson ES, Longfellow ES, McKinley ES, Daniel Webster ES, Daniel Webster Interim Housing at Enola Maxwell campus, El Dorado ES, Redding ES and Junipero Serra ES.

This modification is for the design and documentation of the Hazardous Material Abatement package and to provide bidding support services for Robert Louis Stevenson Elementary School and Redding ES, the design and documentation of the Hazardous Material Abatement package and to provide bidding support services and construction monitoring services as well as close-out for John Yehall Chin ES, and additional construction monitoring for Daniel Webster ES.

| Original Contract Amount | $ 23,280.00 |
| Previous Approved Modifications (#1-34) | $ 3,460,383.85 |
| This Modification (#35) | $ 304,546.50 |
| Total Contract Value as modified | $ 3,788,210.35 |

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 this modification to the Master Agreement between Cinquini & Passarino, Inc. and the San Francisco Unified School District for the amount of $4,950.00 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 21-90392-2016-0000-8500-6140-11521 – Stevenson Elementary School

CONTRACT:

Robert Louis Stevenson Elementary School

Surveying Services – Prop A 2011 Bond Program

$4,950.00

BACKGROUND:

This Master Agreement is for surveying services for various building improvement projects related to the passage of San Francisco Unified School District’s 2011 Proposition A Facilities Bond Program. Individual projects will be added as individual service agreements by modification to the Master Agreement. Each Master Agreement modification will be brought to the Board for separate approval. The individual service agreements will define scope, schedule, deliverables and exact cost for each project contract as needed for the duration of the Master Agreement. Scope of work will include site surveying investigation including property lines and dimensions, driveways and disabled parking spaces, clearly delineated contours, spot elevations at grade changes and other requirements needed to complete the topographic survey. Previous modifications were for Sarah Cooper ES, Roosevelt MS, Cesar Chavez ES, James Lick MS, McKinley ES and McCoppin ES.

The consultant was selected pursuant to the District’s Request for Proposals process. BKF Engineers, Cinquini & Passarino Inc., Pacific Engineering and Construction Inc., Sandis Surveyors, Underwood & Rosenblum Inc. submitted proposals and all were deemed acceptable based on qualifications and experience.

This modification #9 is for supplementary underground utility survey for the new classroom building at Robert Louis Stevenson Elementary School.

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
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<tr>
<td>Previous Modifications (#1 to #8)</td>
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<tr>
<td>This Modification #9 (not-to exceed)</td>
<td>$4,950.00</td>
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<tr>
<td>Total Contract Value as modified</td>
<td>$131,244.00</td>
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Submitted by:

Waziuddin Chowdhury
Director of Project Management

Recommended by:

David L. Goldin, A.I.A.
Chief Facilities Officer

Agenda Item
3z. (161-12W26)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

Board Meeting 01/12/16

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 Swinerton Management and Construction and the San Francisco Unified School District for an amount not to exceed $181,472.00 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 #21-90392-2016-0000-8500-6216-11522 – McAteer Campus $83,924.00
Appropriation #21-90392-2016-0000-8500-6216-11502 – Willie Brown Jr. MS $97,548.00

CONTRACT:

No. 01492
Mod #13

McAteer Campus and Willie Brown Jr. MS
Construction Management Services – Proposition A 2011 Bond Program

$181,472.00

BACKGROUND:

This contract is for construction management related to the passage of San Francisco Unified School District’s Proposition A 2011 Bond Program. The scope of work for the 2011 Bond Program includes preconstruction, bidding, construction and project closeout services required for the design and construction modernization of individual District sites and facilities according to the requirements and regulations of the 2011 Bond Initiative language. The initial contract was for construction management services for Willie Brown Jr. Middle School, Lowell High School, Monroe ES, Sunnyside ES, Miraloma ES and McAteer Campus under the 2011 Bond Program.

This contract modification is for construction services for McAteer and additional Closeout services for Willie Brown Jr. Middle School under the 2011 Bond Program

Original Contract Amount $235,911.00
Previous Approved Modifications (1-12) $6,482,321.00
Contract to be Increased by Modification #13 $181,472.00
New Total Contract Amount as Modified $6,899,704.00

Submitted by:

Maureen Shelton
Director of Construction Management

Recommended by:

David Goldin, A.I.A.
Chief Facilities Officer

Agenda Item
3aa. (161-12W27)
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 IMPEC GROUP and the San Francisco Unified School District for an amount not to exceed $2,343.00, and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the modification to the Master Agreement on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:

Appropriation #21-90392-2016-0000-8500-5890-11522 McAteer Campus – Professional Cleaning

CONTRACT:

Mod 14
No. 01710

DESCRIPTION

McAteer Campus – School Modernization
Construction Cleaning Services – Prop A 2011 Bond Program

COST

$2,343.00

BACKGROUND:

The original Master Agreement is for Professional Cleaning services for various building improvement projects related to the passage of San Francisco Unified School District's Proposition A 2011 Bond Program. The scope of work for various school sites includes detail cleaning not limited to classrooms, cafeteria, auditorium, hallways, science labs, restrooms & staff areas. Individual service agreements will be assigned to define scope, schedule, deliverables and exact cost for each project contract as needed for the duration of the Master Agreement. 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. The initial contract was for cleaning services at Cesar Chavez and Lowell HS. Subsequent modification was for additional specialized cleaning at Cesar Chavez ES, Lowell HS Interim Housing, Miraloma ES, Lowell HS Seismic Strengthening project and McAteer Campus.

Scope of work for this modification is for additional construction cleaning services at McAteer Campus before schools resume in December 2015.

<table>
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<th>Description</th>
<th>Cost</th>
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<td>Previous Approved Modification No.1 to 13</td>
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<td>New Total Contract Amount as Modified</td>
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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 01/12/16

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 (CEL) and the San Francisco Unified School District for an amount not to exceed $60,000.00 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 #21-90392-2016-0000-8500-6280-11508 – James Lick MS $ 60,000.00

CONTRACT:
Mod. 20 to No. 1574
James Lick MS
Materials Testing and Inspection Services – Proposition A 2011 Bond $ 60,000.00

BACKGROUND:
This Master Agreement is for material testing and special inspection services for various building improvement projects related to the passage of San Francisco Unified School District’s 2011 Proposition A Facilities Bond Program. The scope of work of the 2011 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 2011 Bond Initiative language.

The original contract funded Materials Testing and Inspection Services for the exterior painting project at Lowell High School. Subsequent modification included testing of concrete and steel at Gordon Lau ES, Sarah B. Cooper Campus and Idab W. Wells HS, Cesar Chavez ES and Bret Harte Early Education School and for additional Materials Testing, Inspection Services for the Sarah B. Cooper Campus and testing and inspection services at Roosevelt Middle School, Miraloma ES and James Lick MS, Longfellow ES, VVMS, Revere ES, Webster ES and Starr King.

This modification is for additional materials testing and inspection services at James Lick Middle School to ensure compliance with plans & specifications and DSA requirements and submit all required DSA forms and affidavits to DSA for project close out.

<table>
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<td>Modification #20 (not-to exceed)</td>
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<td>Total Contract Value as modified</td>
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Submitted by:  
Maureen Shelton  
Director of Construction Management

Recommended by:  
David L. Goldin, A.I.A.  
Chief Facilities Officer

Agenda Item  
3cc. (161-12W29)
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/Langan Company and the San Francisco Unified School District for an amount not to exceed $21,000.00 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 21-90392-2016-0000-8500-6150-11516 – Paul Revere ES

CONTRACT:

Mod 20 to No. 1476

DESCRIPTION

Paul Revere ES

Geotechnical Services – Prop A 2011 Bond Program

COST

$21,000.00

BACKGROUND:

This Master Agreement is for geotechnical services for various building improvement projects related to the passage of San Francisco Unified School District’s 2011 Proposition A Facilities Bond Program. Individual projects will be added as individual service agreements by modification to the Master Agreement. Each Master Agreement modification will be brought to the Board for separate approval. The individual service agreements will define scope, schedule, deliverables and exact cost for each project contract as needed for the duration of the Master Agreement.

Scope of work will include geotechnical investigations which includes data review, coordination, field investigation, lab testing, data interpretation and analysis and production of a geotechnical investigation report at various assigned sites. The original contract included the first phases of geotechnical consulting services for Lowell HS, with subsequent modifications for geotechnical consulting services at Monroe ES, Burton HS, Gordon J. Lau ES, Longfellow ES and additional geotechnical investigation and geologic hazard evaluation at the McAteer and Paul Revere ES Campus and Geotechnical Earthwork Observation, Soil and Foundation Testing during construction at Lowell HS, Unit 1, 2 and 3 (Auditorium, Cafeteria/kitchen, Gymnasium) Seismic Strengthening.

This modification is for additional geological evaluation along with Geotechnical Earthwork Observation, Soil and Foundation Testing during construction at Paul Revere ES.

Original Contract Amount

$ 0.00

Previous Approved Modifications (1-19)

$ 515,205.00

Contract to be Increased by Modification No. 20

$ 21,000.00

Total Contract Value as modified

$ 536,205.00

Submitted by:

Waziuddin Chowdhury
Director of Project Management

Recommended by:

David L. Goldin, A.I.A.
Chief Facilities Officer
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

Board Meeting 1/12/16

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 between Guttmann & Blaevoet Consulting Engineers 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 2011 School Facility Safety Special Tax Fund.

2011 SCHOOL FACILITY SAFETY SPECIAL TAX FUND:
Appropriation 21-90382-2016-0000-8500-6210-11810 – Architectural/Engineering Fees

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<th>DESCRIPTION</th>
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<tr>
<td>No. 02031</td>
<td>COMMODORE SLOAT ELEMENTARY SCHOOL</td>
<td>$16,000</td>
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<td></td>
<td>Architectural/engineering services</td>
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</table>

BACKGROUND:
This contract is for security improvements at Commodore Sloat ES. The scope of work includes electrical and low voltage engineering services for surveillance camera system and security entry Aiphone system.

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 seven (7) engineering consulting firms have responded. Guttmann & Blaevoet is one of five engineering consultants approved by the Board on August 13, 2013 (138-13W30) to provide engineering services to district-wide schools.
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 between Studio Perez 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 2011 School Facility Safety Special Tax Fund and Capital Facilities Fund.

2011 SCHOOL FACILITY SAFETY SPECIAL TAX FUND: FOR LOPEZ ADA CAPITAL IMPROVEMENT
Appropriation 21-90361-2016-0000-8500-6210-11802 – Architectural/Engineering Fees - $15,750
CAPITAL FACILITIES FUND: FOR LOPEZ ADA CAPITAL IMPROVEMENT
Appropriation 25-90361-2016-0000-8500-6210-11802 – Architectural/Engineering Fees - $15,750

CONTRACT:
No. 02032

DESCRIPTION
FAIRMOUNT ELEMENTARY SCHOOL
Architectural/engineering services

COST
$31,500

BACKGROUND:
This contract is for architectural services for yard pavement repair, ADA restroom addition, storm drain line replacement, and water bottle filling station at Fairmount ES.

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 Studio Perez is one of the firms that were approved by the Board (125-22W34, May 22, 2012) as part of the architectural pool to provide on-going services to the District.
REQUESTED ACTION:

That the Board of Education approve a contract between Pinguelo Construction and the San Francisco Unified School District and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract on behalf of the District and encumber sufficient funds from the Leroy Greene SFP for Modernization Fund. Should the District be unable to enter into a contract with Pinguelo Construction, the contract will be awarded to the next lowest, responsive and responsible bidder.

LEROY GREENE SFP FOR MODERNIZATION FUND:
Appropriation 35-77101-2016-0000-8500-6270-11770 – Construction

CONTRACT:

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<tr>
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<td>JAMES DENMAN MIDDLE SCHOOL General Contractor Services</td>
<td>$1,214,345</td>
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</tbody>
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BIDDERS | BIDS
---|---
Pinguelo Construction | $1,214,345
Cal Pacific | $1,667,800
E.F. Brett & Co. | $1,681,750
Arntz Builders | $1,697,000
CLW Builders | $1,738,000
Alpha Bay Builders | $1,762,893
CWS Construction Group | $1,799,000
Ionian Construction | $1,809,000
Zolman Construction | $1,976,000

BACKGROUND:

This contract is for the windows replacement and shades on the Oneida Street side of the academic building and the gym building at James Denman MS. The scope of work consists of hazardous material abatement, selective demolition, aluminum windows, rough carpentry, painting, and shades. The construction is scheduled for the summer of 2016.

Submitted by: Yonko Radonov, Director Facilities Design & Construction

Recommended by: David L. Goldin A.I.A. Chief Facilities Officer

Agenda Item 3gg. (161-12W33)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California
Board Meeting 01/12/16

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 Mobile Modular Management Corporation and the San Francisco Unified School District for the amount of $100,082.00 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 # 21-90392-2016-0000-8500-6278-11518 – Frank McCoppin Interim Housing

<table>
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<tr>
<th>CONTRACT</th>
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<td>No. 2028</td>
<td>Frank McCoppin Elementary School Interim Housing – Prop A 2011 Bond Program</td>
<td>$100,082.00</td>
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</table>

BACKGROUND:

The company was selected through a Request for Proposals which was publicly advertised.

The scope of services provides for the lease, installation, and removal of three 24’ x 40’ portable classrooms and associated ramps during the Frank McCoppin Elementary School Modernization Project.

Submitted by:

Maureen Shelton
Director of Construction Management

Recommended by:

David L. Goldin, A.I.A.
Chief Facilities Officer

Agenda Item
3hh. (161-12W34)
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 Pinguelo Construction and the San Francisco Unified School District for an amount not to exceed $580,978.00 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 Pinguelo Construction 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 21-90391-2016-0000-8500-6270-11037 Sutro Elementary School

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<tr>
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<th>BID AMOUNT</th>
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<tr>
<td>Pinguelo Construction</td>
<td>$580,978.00</td>
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<td>Zolman Construction</td>
<td>$707,000.00</td>
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<td>CLW Builders</td>
<td>$721,000.00</td>
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<td>Cal Pacific Construction</td>
<td>$827,000.00</td>
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<td>Arntz Builders</td>
<td>$832,543.00</td>
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<td>Thompson Builders</td>
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<td>E.F Brett + Co.</td>
<td>$894,720.00</td>
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<td>Ionian Construction</td>
<td>$975,000.00</td>
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BACKGROUND:

This contract is for the Window Replacement of Sutro Elementary School as required by San Francisco Unified School District's Proposition A 2006 Bond Program.

Scope of work includes window replacement, hazardous material abatement, and other miscellaneous improvements related to the window replacement. The project will include work described as Base Bid and Allowance No.1 for an amount of $580,978.00.

Submitted by:
Maureen Shelton
Director of Construction Management

Recommended by:
David L. Goldin, A.I.A.
Chief Facilities Officer

Agenda Item
3ii. (161-12W35)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California
Board Meeting 01/12/16

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 Zolman Construction and the San Francisco Unified School District for an amount not to exceed $1,355,000.00 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 Zolman Construction 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 21-90391-2016-0000-8500-6270-11058 Lakeshore Elementary School

CONTRACT:

No. 2026
Lakeshore Elementary School
Building Construction – Prop A 2006 Bond Program

DESCRIPTION

No. 2026
Building Construction – Prop A 2006 Bond Program

COST

$1,355,000.00

CONTRACTOR

Zolman Construction
Cal Pacific Construction
Alpha Bay Builders
E.F Brett + Co.
Arntz Builders
Thompson Builders
Angiotti + Reilly
CLW Builders
Ionian Construction
Pinguelo Construction

BID AMOUNT

$1,355,000.00
$1,463,000.00
$1,493,555.00
$1,551,557.00
$1,642,698.00
$1,740,000.00
$1,757,000.00
$1,761,000.00
$2,085,000.00
$2,235,000.00

BACKGROUND:

This contract is for the Window Replacement at Lakeshore Elementary School as required by San Francisco Unified School District's Proposition A 2006 Bond Program.

Scope of work includes window replacement, hazardous material abatement, fencing, roof and roof drainage work, and other miscellaneous improvements related to the window replacement. The project will include work described as Base Bid and Allowance No.1 for an amount of $1,355,000.00.

Submitted by:

Maureen Shelton
Director of Construction Management

Recommended by:

David L. Goldin, A.I.A.
Chief Facilities Officer

Agenda Item
3j. (161-12W36)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

Board Meeting 1/12/16

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 AT&T for an amount not to exceed $24,191.77 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 2011 School Facility Safety Special Tax Fund.

2011 SCHOOL FACILITY SAFETY SPECIAL TAX FUND:
Appropriation 21-90362-2016-0000-8500-6296-11767 – Telecommunication

CONTRACT: DESCRIPTION COST
Customer Request BUILDINGS & GROUNDS-834 TOLAND STREET $24,191.77 # 183537 Telecommunication Services

BACKGROUND:
This fee is for the relocation of fiber optic service from the existing MPOE to the new MDF Room associated with the telecommunication and data replacement project at Buildings & Grounds located at 834 Toland Street. The scope of work consists of placing and splicing of approximately one 400' of 24 fiber cable, one 24 position fiber termination panel, the wreck out of approximately one 650' of 48 fiber cable, wreck out of approximately 250' of 24 fiber cable, wreck out of one FAP, one 24 position termination panel, and all the required operations associated for the relocation of fiber optic service.

Submitted by:
Yonko Radonov, Director
Facilities Design & Construction

Recommended by:
David L. Goldin A.I.A.
Chief Facilities Officer

Agenda Item
3kk. (161-12W37)
MEMORANDUM

DATE: December 30, 2015
TO: Esther Casco, Executive Assistant
FROM: Leonard Tom
Director of Finance & Administration
SFUSD Bond Program
THROUGH: David Goldin
Chief Facilities Officer
RE: Errata Sheet – 2nd Quarter FY 2015-16

Following is the Errata Sheet of Board Resolutions from FY 2015-16 which had minor revisions. Please note this for your records.

Revisions are in bold type.

Board Meeting Date | Resolution | Correction to
--- | --- | ---
12/8/15 | #1512-8W46 | Modification 28 to Contract #980 – Elmast Construction & Inspection Services
Appropriation line for should read: 21-90391-2016-0000-8500-6212-11064 (not 11695) for Hoover MS

The last sentence should read “...Herbert Hoover MS Ceiling fan replacement.” (delete “and Herbert Hoover MS Greening”)
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 January 12, 2016 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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</thead>
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<td>MODIFICATION</td>
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<td>Non-MBE/Non-WBE</td>
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<td>CONTRACT</td>
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<td>CONTRACT</td>
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<td>Hispanic/Non-WBE</td>
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<td>CONTRACT</td>
<td>Pingueto Construction</td>
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<td>Non-MBE/Non-WBE</td>
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<td>MODIFICATION</td>
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<td>Non-MBE/Non-WBE</td>
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<td>Andy’s Roofing</td>
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<td>MODIFICATION</td>
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<td>MODIFICATION</td>
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<td>$1,466,276.84</td>
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</table>

The District is committed to equal opportunity employment.
MEMORANDUM

TO: Esther Casco, Executive Assistant
FROM: David Gojin
Chief Facilities Officer

RE: 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 January 12, 2016 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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<td>MODIFICATION</td>
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<td>Mobile Modular Management Corp.</td>
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<td>Pinguelo Construction</td>
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<td>MBE/Non-WBE</td>
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<td>Zolman Construction &amp; Development, Inc.</td>
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Enclosure(s)

SUBJECT: Administrative, Secondary, Elementary Certificated Personnel Actions.

ActionRequested: That the Board of Education approves the following personnel actions.

**PROBATIONARY APPOINTMENTS**
161-12F1

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<tr>
<th>NAME</th>
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<th>SUBJECT</th>
<th>FTE</th>
<th>EFF. DATE</th>
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<td>Gelormino, Rosina Marie</td>
<td>Multiple Work Locations</td>
<td>Dance</td>
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<td>Livingston, Jeanette Elaine</td>
<td>SF Public Montessori School</td>
<td>4-5th Grade ELD</td>
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**TEMPORARY APPOINTMENT**
161-12F2

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**EMERGENCY APPOINTMENTS**
161-12F3

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<td>Ferrer, Christine Joy Amagan</td>
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<td>Rowbotham, Jesse R.</td>
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**INTERN APPOINTMENT**
161-12F4

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### HEAD COUNSELOR APPOINTMENT

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<tr>
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### HOURLY AS NEEDED APPOINTMENTS

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<td>Ferreira, Debra A</td>
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<td>Zelaya, Norman A</td>
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### TEACHERS ON VARIABLE TERM WAIVERS

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### PROVISIONAL INTERN PERMITS

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<tr>
<td>Yu, Mei-Yi</td>
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## LEAVE OF ABSENCE
161-12F10

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### REDUCED WORK/PARTNERSHIP TEACHING

#### NAME

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### RETIREMENT

#### NAME

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### SEPARATION

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Administrative, Secondary, Elementary Certificated Personnel Action
Prepared by

Monica V. Vasquez
Chief Human Resources Officer
### GENDER / ETHNICITY / RACE COMPOSITION PROBATIONARY APPOINTEES

**Appearing in the Agenda of**

January 12, 2016

<table>
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<tr>
<td>Male</td>
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<td>Total</td>
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<td>Total</td>
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</tr>
<tr>
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<td>0.00%</td>
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<tr>
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<tr>
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| Total                     | 2          | 100.00%    |
## GENDER / ETHNICITY / RACE COMPOSITION

### EMERGENCY APPOINTEES

**APPEARING IN THE AGENDA OF**

January 12, 2016

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<tr>
<th>Category</th>
<th>Appointees</th>
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<table>
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# GENDER / ETHNICITY / RACE COMPOSITION

## TEMPORARY APPOINTEE

**APPEARING IN THE AGENDA OF**

January 12, 2016

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<tr>
<th></th>
<th>APPOINTEE</th>
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<td><strong>TOTAL</strong></td>
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## ETHNICITY

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<tr>
<td><strong>DECLINE</strong></td>
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<tr>
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## RACE

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## GENDER / ETHNICITY / RACE COMPOSITION

### INTERN APPOINTEE

**APPEARING IN THE AGENDA OF**

January 12, 2016

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<th>Gender</th>
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### GENDER / ETHNICITY / RACE COMPOSITION

**DEPARTMENT HEAD / DEAN / HEAD COUNSELOR APPOINTEE**

**APPEARING IN THE AGENDA OF**

January 12, 2016

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**ETHNICITY**

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**RACE**

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<td>CAMBODIAN</td>
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<tr>
<td>CHINESE</td>
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<td>100.00%</td>
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<tr>
<td>DECLINE TO STATE</td>
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<td>Gender/Ethnicity/Race Composition</td>
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<tr>
<td>Total</td>
<td>3</td>
<td>100.00%</td>
</tr>
</tbody>
</table>
SUBJECT: Consultant Services  ☑ Individual  ☐ Organization

FOR BOARD OFFICE USE ONLY  ☐ Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: January 12, 2016

Is this a retroactive resolution?  ☐ Yes  ☑ No

If yes, please explain. Choose from list below 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)

161-12K1 The Eradicate and Reduce Adverse Childhood Experience (ERACE) Advocate will identify and provide intervention services for the children and families who are living in trauma. In addition the ERACE Advocate will provide support for children who have not responded to Tier 2 interventions due to living with toxic trauma.

Category: Supplemental Student Counseling  Code: 21

School Site / Department: 859

Participants: (Those students, sites, or personnel who will be directly served by this consultant) Tenderloin Community School Students


Total Cost: $25,835.00

Funding Source(s)/Program Title:
QTEA: API Site Block Grant

SACS Code(s):
01-90236-2016-1110-2100-5803-859  $12,917.50
01-90236-2017-1110-2100-5803-859  $12,917.50
(Pending FY 2016-17 Budget Approval)

Name of Consultant: Dr. Kara Wright  $25,835.00

Evaluation: $0

Total Cost: $25,835.00
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 worked with the Tenderloin Community to identify a professional who had deep ties to our community, had experience serving the students and families living in the Tenderloin, and had the expertise to provide and/or connect students and families with trauma services.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED BY: Anastasia Shattner

SUBMITTED BY: Alice Lin-Tay

SCHOOL SITE and DEPARTMENT: Tenderloin Community School
SUBJECT: Consultant Services  ☒ Individual  ☐ Organization

DATE OF BOARD MEETING: January 12, 2016

Is this a retroactive resolution?  ☒ Yes  ☐ No

If yes, please explain. Choose from list below or other comments: Funds were not allocated to the proper object code

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

161-12K2

Pui Ling Tam will provide coaching to school sites and teams through the iLab's design thinking process including: facilitating the teams through the iLab process, providing ongoing coaching through implementation phase and capturing and curating a story of their process and impact for the iLab.

Category: Technology Services
Code: 25

School Site / Department: Instruction, Innovation and Social Justice

Participants: (Those students, sites, or personnel who will be directly served by this consultant)

Various sites

Dates of Service: 08/17/2015 - 12/18/2015

Total Cost: $2,000.00

Funding Source(s)/Program Title:
QTEA: Innovation, Research, and Development

SACS Code(s):
01-90234-2016-0000-2100-5803-011

Name of Consultant: Pui Ling Tam

Evaluation:

Total Cost: $2,000.00
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:
Consultant was selected based on her experience and expertise in coaching.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED AND SUBMITTED BY: Cheryl DeSanti
SCHOOL SITE/and or DEPARTMENT: iISJ (iLab)
DATE OF BOARD MEETING: January 12, 2016

Is this a retroactive resolution? [ ] Yes [x] No

If yes, please explain. Choose from list below or other comments:

SERVICE/PROGRAM DESCRIPTION:

161-12K3 Bay Area Community Resources will receive compensation for the provision of morning programming at Bret Harte Elementary School with the approval of this resolution in the amount of $3,000. Morning programming will run from 7:00 - 8:10am and BACR will provide two staff members to engage students in homework support, academic reinforcement, and enrichment activities to support the instructional day. This cost covers enrollment of 40 students at no charge to families. Family survey data indicate that Bret Harte families are in need of support and care for students beginning at 7:00am.

Category: Tutoring & After School Activities Code: 26

School Site / Department: Bret Harte Elementary School

Participants: 40 participating students (grades K-5)

Dates of Service: 1/13/16 - 5/27/16

Total Cost: $3,000.00

Funding Source(s)/Program Title:
UGF/AB825 - Targeted Instructional Improvement Block Grant

SACS Code(s):
01-07940-2016-1110-2100-5803-453

Name of Consultant: Bay Area Community Resources $3,000.00

Evaluation: $0

Total Cost: $3,000.00
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:

Bay Area Community Resources was selected by the school site community to administer the ExCEI After School Program as a qualified ExCEI Lead Agency.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED AND SUBMITTED BY: Jeremy Hilinski

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: January 12, 2016

Is this a retroactive resolution?  ☐ Yes  ☒ No

If yes, please explain. Choose from list below 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)

161-12K4

BACR will provide 1 staff person who will provide direct services to targeted students during the school day from 9 AM until 2:30 PM Monday through Thursday. Staff person will assist and support classroom teachers and aides with the goal of increasing academic/literacy skills and youth development assets including social bonding to school. Services will begin on January 12, 2016 and continue through the last day of school on May 27, 2016.

Category: Supplemental Student Counseling  Code: 21

School Site / Department: Mission Education Center

Participants: (Those students, sites, or personnel who will be directly served by this consultant)

Students of MEC

Dates of Service: January 13, 2016 - May 27, 2016

Total Cost: $7,000.00

Funding Source(s)/Program Title:
NCLB: Title I, Part A - SES Tutoring

SACS Code(s):
01-30103-2016-1110-2100-5803-724

Name of Consultant: Bay Area Community Resources  $7,000.00

Evaluation:  $0

Total Cost: $7,000.00
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:
BACR is already on campus and providing similar services.

DEGREE OF STUDENT CONTACT:
- [ ] Limited Contact
- [x] More Than Limited Contact
- [ ] No Student Contact

PREPARED AND SUBMITTED BY: Deborah Molof

SCHOOL SITE/and or DEPARTMENT: Mission Education Center
SUBJECT: Consultant Services  □ Individual  □ Organization

FOR BOARD OFFICE USE ONLY  □ Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: January 12, 2016

Is this a retroactive resolution? □ Yes  □ No

If yes, please explain. Choose from list below 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)

161-12K5

Provide ten parenting skills workshops to Gordon J. Lau ES's parents. Workshop topics are designed based on surveys from teachers, parents, community service groups and include: Technology addiction; habitual tardiness; home/school connection; family strength and cultural values; resolve conflicts and crisis; encourage academic advancement; etc.

Category: Parent Advocacy  Code: 13

School Site / Department: Gordon J. Lau ES

Participants: (Those students, sites, or personnel who will be directly served by this consultant)

Parents of Gordon J. Lau ES students

Dates of Service: January 25, 2016 to April 15, 2016

Total Cost: $5,000.00

Funding Source(s)/Program Title:
School Site Based WSF Allocation
NCLB: Title I, Schoolwide Programs

SACS Code(s):
01-00000-2016-1110-2100-5803-490  $2,500
01-31500-2016-1110-2100-5803-490  $2,500

Name of Consultant: Community Youth Center of San Francisco  $5,000.00

Evaluation:  $n/a

Total Cost: $5,000.00
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:
Community Involvement

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED AND SUBMITTED BY: Dennis Chew, Principal

SCHOOL SITE/and or DEPARTMENT: Gordon J. Lau ES
RESOLUTION

DATE OF BOARD MEETING: January 12, 2016

Is this a retroactive resolution? Yes □ No □

If yes, please explain. School schedule required work to start.

or other comments:

SERVICE/PROGRAM DESCRIPTION:

Reading Partners will operate a reading tutoring program at Leonard Flynn Elementary School Monday through Thursday. In collaboration with school leadership and school teaching staff, Reading Partners will enroll students based on school intervention planning needs. Reading Partners will work with school staff to provide one-to-one reading tutoring services for K-5 students. Tutoring will take place September 2015 through May 2016. Enrolled students will receive two 45-minute tutoring sessions each week. Students will be enrolled on a rolling basis starting in September. Tutors will utilize a structured curriculum and materials provided by Reading Partners. Reading Partners will create and support individual student reading plans for each student enrolled in program with feedback from school leadership and classroom teachers.

Category: Tutoring & After School Activities

School Site / Department: Leonard R. Flynn Elementary

Participants: KINDER - FIFTH GRADE

Dates of Service: September 1, 2015 – May 26, 2016

Total Cost: $18,000.00

Funding Source(s)/Program Title:

School Site Based WSF Allocation

UGF/AB825 – Targeted Instruction Improvement Block Grant

SACS Code(s):

01-00000-2016-1110-2100-5803-680 $ 3,000
01-07940-2016-1110-2100-5803-680 $15,000

Name of Consultant: Reading Partners

Evaluation:

Total Cost: $18,000.00
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:
OPEN TO QUALIFIED INSTRUCTORS

DEGREE OF STUDENT CONTACT:
- Limited Contact  □ More Than Limited Contact □ No Student Contact

PREPARED AND SUBMITTED BY: JUDY DIAZ

SCHOOL SITE/and or DEPARTMENT: LEONARD R. FLYNN ELEMENTARY
SUBJECT: Consultant Services  ☑ Individual  ☑ Organization

DATE OF BOARD MEETING: January 12, 2016

Is this a retroactive resolution?  ☐ Yes  ☑ No

If yes, please explain. Choose from list below 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)

161-12K7
San Francisco Arts Education Project (SFArtsED) will provide artists lead participatory workshops to all students at Hillcrest Elementary in visual arts. The artists led workshops support the goals 1,2,&3 of SFUSD Balance Scorecard and aligned with the Ca. Visual and Performing Arts Standards.

Category: Visual & Performing Arts Enrichment  Code: 27

School Site / Department: Hillcrest Elementary

Participants: (Those students, sites, or personnel who will be directly served by this consultant)

K-5

Dates of Service: January 13, 2016 – April 22, 2016

Total Cost: $2,906.00

Funding Source(s)/Program Title:
PEEF: PROP H, Arts & Music

SACS Code(s):
01-90552-2016-1110-2100-5803-614

Name of Consultant: San Francisco Arts Education Project

Evaluation: $N/A

Total Cost: $2,906.00

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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:

Hillcrest has a long standing partnership with SF Arts Education Project

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED AND SUBMITTED BY: Kateriana Palomares

SCHOOL SITE and/or DEPARTMENT: Hillcrest Elementary
SUBJECT: Consultant Services

DATE OF BOARD MEETING: January 12, 2016

Is this a retroactive resolution? Yes No

If yes, please explain. Funds not allocated to proper object code.

SERVICE/PROGRAM DESCRIPTION:
161-12K8 ABADA Capoeira will provide a basic Capoeira class for up to 20 Middle School Students as part of our seminar offerings in the Fall Semester.

Category: Visual & Performing Arts Enrichment

School Site / Department: Office of the Superintendent's Zone - Mission District - Buena Vista Horace Mann

Participants: 6-8th grade students will be served as part of seminar programming in a mixed grade level class.

Dates of Service: October 1, 2015 - December 18, 2015

Total Cost: $330.00

Funding Source(s)/Program Title:
UGF/AB825 - Targeted Instructional Improvement Block Grant

SACS Code(s):
01-07940-2016-1110-2100-5803-618

Name of Consultant: ABADA Capoeira

Evaluation: $330.00

Total Cost: $330.00
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:
ABADA is a Mission district Capoeira school and has provided these services successfully to other SFUSD schools.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED BY: Sylvia Rodriguez
SUBMITTED BY: Richard Zapien
SCHOOL SITE/DEPARTMENT: 618 Buena Vista Horace Mann School
SUBJECT: Consultant Services  □ Individual  □ Organization

DATE OF BOARD MEETING: January 12, 2016

Is this a retroactive resolution? □ Yes  □ No

If yes, please explain. Choose from list below

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

161-12K9

With the goal of sustaining commitments related to the development of an extended day program that creates a seamless day for students throughout the school day and into afterschool programming, Paul Revere K-8 proposes to expand staff hours, roles and compensation for extended day staff members to span the school day from the regular day through afterschool hours. Bay Area Community Resources will provide one after-school staff member with up to 20 additional hours a week plus benefits. This staff member will be considered "linked-day" staff and will provide behavioral, academic and other support throughout the extended day, including organizing activities during lunch and recess periods to promote healthy lifestyles and positive school climate. Linked-day staff will help maximize the benefits of after-school programming by providing intentional alignment and integration across the extended day. This staff member will support and strengthen family involvement and community engagement for after-school students in particular, through individual relationships with students and families throughout the extended day and in collaboration with other school staff.

Category: Tutoring & After School Activities  Code: 26

School Site / Department: Paul Revere K-8 School

Participants: (Those students, sites, or personnel who will be directly served by this consultant)
All 220 students in after-school programming.

Dates of Service: January 13, 2016 - May 26, 2016

Total Cost: $8,465.63

Funding Source(s)/Program Title:
Quality Education Investment Act

SACS Code(s):
01-74000-2016-1110-2100-5803-760

Name of Consultant: Bay Area Community Resources  $8,465.63

Evaluation: $0

Total Cost: $8,465.63
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:
This is the second consecutive school year that Bay Area Community Resources has successfully supported the students and families of Paul Revere K-8 School with extensive after-school programming for more than 200 students. The linked-day model was implemented in the first year of service with good results. Bay Area Community Resources has a track record of providing after-school programs in San Francisco and across the Bay Area as part of its mission to promote the healthy development of individuals and families, to encourage service and volunteerism and help build community.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED BY: Lorraine Orlandi

SUBMITTED BY: Stacy-Ann Afflick

SCHOOL SITE/and or DEPARTMENT: Paul Revere K-8 School
DATE OF BOARD MEETING: January 12, 2016

Is this a retroactive resolution? □ Yes ☒ No

SERVICE/PROGRAM DESCRIPTION: The Hip Hop Chess Federation, led by Adisa Banjoko, will provide students with direct chess instruction while also incorporating mentoring. These services will benefit the school community twofold - as students improve their chess skills, they will be directed to make connections between the game and life. Also, because most participants will be selected by the Dean, participants will include at-risk students who need mentoring and a stronger connection to school. This initiative aims not just at helping students' chess games and critical thinking, but also helping them develop life skills and a more positive connection to school. We are requesting a waiver of Policy P3850.

Category: Tutoring & After School Activities   Code: 26

School Site / Department: Ida B. Wells High School

Participants: Ida B. Wells students selected by the Assistant Principal and the Dean

Dates of Service: January 21, 2016 - May 29, 2016

Total Cost: $350.00

Funding Source(s)/Program Title: School Site Based WSF Allocation

SACS Code(s): 01-0000-2016-1110-2100-5803-743

Name of Consultant: Hip Hop Chess Federation $350.00

Evaluation: $0

Total Cost: $350.00
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:
Adisa provides unique chess instruction because he incorporates mentoring and hip hop philosophy into his lessons. His services cannot be replicated by another agency; he is a one-of-a-kind.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED BY: Elaine Moskowitz

SUBMITTED BY: Catherine Pringle

SCHOOL SITE/and or DEPARTMENT: Ida B. Wells High School
Waiver of Policy P3850

This is a request to hire Adisa Banjoko's Hip Hop Chess Federation as a consultant for Ida B. Wells High School. Adisa worked security for SFUSD from 2009 to 2014.

Adisa Banjoko has been referred to me as a positive role model who has a unique and effective approach to our students. References report that Adisa approaches students with humor and humility yet expects and receives top quality behavior. Adisa promises that he is able to follow up on his ideas and suggestions for students with real opportunities. Adisa has given a tremendous array of services to young people and schools: field trips, assemblies, special guests and events, mentoring, and chess instruction. When Adisa can't provide it on his own, he pledges to use his connections through his organization, Hip Hop Chess Federation, to make even more opportunities available to any student who shows the interest. Finally, Adisa's resume shows that he is experienced in helping young people develop as chess players, a lifelong hobby that nurtures critical thinking and patience.

Adisa should be a huge asset since he can incorporate mentoring services into chess instruction. I recommend that Adisa be hired as a consultant for John O'Connell High School.
Adisa Banjoko will provide students with direct chess instruction while also incorporating mentoring. These services will benefit the school community twofold - as students improve their chess skills, they will be directed to make connections between the game and life. Also, because most participants will be selected by the Dean, participants will include at-risk students who need mentoring and a stronger connection to school. This initiative aims not just at helping students' chess games and critical thinking, but also helping them develop life skills and a more positive connection to school.

We are requesting a waiver of Policy P3850.

Category: Tutoring & After School Activities

School Site / Department: John O'Connell High School

Participants: 30 O'Connell students selected by the librarian and the Dean

Dates of Service: January 21, 2016 - May 29, 2016

Total Cost: $1,000.00

Funding Source(s)/Program Title: PEER – PROP H, Library

SACS Code(s): 01-90535-2016-1110-2420-5803-055

Name of Consultant: Hip Hop Chess Federation

Evaluation: $0

Total Cost: $1,000.00
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:
Adisa provides unique chess instruction because he incorporates mentoring and hip hop philosophy into his lessons. His services cannot be replicated by another agency; he is a one-of-a-kind.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- X More Than Limited Contact
- □ No Student Contact

PREPARED BY: Elaine Moskowitz
SUBMITTED BY: Rachelle Resnick
SCHOOL SITE/and or DEPARTMENT: John O’Connell High School
This is a request to hire Adisa Banjoko's Hip Hop Chess Federation as a consultant for John O'Connell High School. Adisa worked security for SFUSD from 2009 to 2014.

Adisa Banjoko has been referred to me as a positive role model who has a unique and effective approach to our students. References report that Adisa approaches students with humor and humility yet expects and receives top quality behavior. Adisa promises that he is able to follow up on his ideas and suggestions for students with real opportunities. Adisa has given a tremendous array of services to young people and schools: field trips, assemblies, special guests and events, mentoring, and chess instruction. When Adisa can't provide it on his own, he pledges to use his connections through his organization, Hip Hop Chess Federation, to make even more opportunities available to any student who shows the interest. Finally, Adisa's resume shows that he is experienced in helping young people develop as chess players, a lifelong hobby that nurtures critical thinking and patience.

Adisa should be a huge asset since he can incorporate mentoring services into chess instruction. I recommend that Adisa be hired as a consultant for John O'Connell High 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: January 12, 2016

Is this a retroactive resolution? ☑ Yes ☑ No

If yes, please explain. Choose from list below or other comments:

SERVICE/PROGRAM DESCRIPTION:
161-12K12

Mission Science Workshop (MSW) will provide SFUSD students with science field trips and Whale Week Experiences as part of the SFUSD Science Enrichment Pathway. The lessons and activities in their program are tied to state standards and district-wide learning goals and have their origins in the current school curriculum. These standards help them to design their activities, meaning that they are age-appropriate and relevant to what is being taught in classrooms. Their curriculum is constantly being developed to be in line with modern trends, to introduce new ways to deepen appreciation of key concepts, and to take advantage of available resources. They offer a one-of-a-kind opportunity for students to develop a lifelong curiosity about their world and a passion for observation and discovery, right in their own neighborhoods.

Category: Tutoring & After School Activities
Code: 26

School Site / Department: C&I STEM Department

Participants: (Those students, sites, or personnel who will be directly served by this consultant)
K-8 students at Title I schools


Total Cost: $12,000.00

Funding Source(s)/Program Title:
PEEF: PROP H, STEM - Science Equity Fund

SACS Code(s):
01-90531-2016-1110-2100-5803-190

Name of Consultant: Community Initiatives, Mission Science Workshop

Evaluation: $0

Total Cost: $12,000.00
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 Transfer of Skills and Capacity Building

SELECTION PROCESS:
MSW was selected because they promote experience as a means of education, so children can connect what they do at MSW to classroom lessons. At MSW children get a strong introduction to science concepts in life science, physical sciences, earth science and astronomy.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED BY: Sarah Delaney

SUBMITTED BY: Luz Navarro

SCHOOL SITE/and or DEPARTMENT: Division of Curriculum & Instruction/STEM
SUBJECT: Consultant Services

DATE OF BOARD MEETING: January 12, 2016

Is this a retroactive resolution? ☑ Yes ☐ No

If yes, please explain. Choose from list below
or other comments: December 22nd Board Meeting has been canceled.

SERVICE/PROGRAM DESCRIPTION: Sovereign Educational Design, LLC will support SFUSD to advance the practice of culturally relevant transformative education by focusing on an introduction to Sovereign Knowledge – pedagogical frameworks based upon the Ways of Knowing, Being, Doing and Valuing of Indigenous Peoples. The consultant will provide support for district parents, teachers, support staffs and administrators; To bridge the vision of equity with the practice of culturally relevant schooling, in particular attention to demographically disadvantaged and Indigenous student communities, and demographically language communities through decolonizing pedagogy.

Category: Administrative Code: 1

School Site / Department: Office of Access & Equity at Curriculum and Instructions

Participants: SFUSD Parents, Administrators, Teachers and Support Staffs

Dates of Service: January 5-8, 2016

Total Cost: $6,990.00

Funding Source(s)/Program Title:
UGF/AB825 - Targeted Instructional Improvement Block Grant

SACS Code(s):
01-07940-2016-0000-2100-5803-110

Name of Consultant: Sovereign Educational Design, LLC

Evaluation: $0

Total Cost: $6,990.00
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:
Sovereign Educational Design, LLC focus on designing strategies to teach, defend, promote and advance the sovereign knowledge of Indigenous Peoples in all contexts and environments will advance SFUSD’s understanding and practice. With expertise in public schools, international education and other autonomous ways of organizing community based education, this organization has demonstrated relevant strategic design, communication and planning that is sought to bridge our vision with our reality.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED AND SUBMITTED BY: Kevin Chávez

SCHOOL SITE/and or DEPARTMENT: Office of Access & Equity at Curriculum and Instruction
DATE OF BOARD MEETING: January 12, 2016
Is this a retroactive resolution? ☐ Yes ☒ No
If yes, please explain. Choose from list below or other comments:

SERVICE/PROGRAM DESCRIPTION: West Coast Literacy Workshop will provide 24 days of site-based professional development in reading and writing (8 days at each of 3 schools). This PD also includes support meetings with instructional coaches and principals. Through demonstration lessons and tailored planning support, teachers at each grade level will:

- Develop a clear vision of the core skills needed to fulfill the Common Core standards in reading and writing.
- Practice the core structures and teaching methods of a reading and writing workshop approach—mini-lessons (a lesson with a gradual release framework), individual conferences, small group strategy instruction, and teaching shares.
- Use assessment data to tailor teaching and to develop engaging, responsive instructional practices.

In a 2-day institute in June, school leaders from 50 of schools will:

- Develop a crystal-clear vision of exemplary, common-core aligned teaching practice in balanced literacy model
- Reflect on where their schools are in their journey toward exemplary, common-core aligned balanced literacy instruction
- Develop tools to support teachers in developing common-core aligned balanced literacy instruction

Category: Professional Development Code: 14

School Site / Department: Elementary Schools Support - LEAD

Participants: All teachers in three elementary schools. In June, all elementary administrators will be invited.


Total Cost: $28,000.00

Funding Source(s)/Program Title: Unrestricted General Fund

SACS Code(s):
- 01-00000-2016-0000-7150-5803-131 $6,548.69
- 01-00000-2016-0000-7150-5803-132 $7,000.00
- 01-00000-2016-0000-7150-5803-133 $7,451.31
- 01-00000-2016-0000-7150-5803-136 $7,000.00
Name of Consultant: West Coast Literacy
Evaluation: $0
Total Cost: $28,000.00

DISTRICT GOALS AND EVALUATION:

<table>
<thead>
<tr>
<th>DISTRICT GOALS</th>
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<tbody>
<tr>
<td>Goal 1:</td>
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<td>Goal 2:</td>
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<td>Goal 3:</td>
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</table>

<table>
<thead>
<tr>
<th>EVALUATION</th>
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<tbody>
<tr>
<td>Level I:</td>
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<td>Level II:</td>
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<td>Level III:</td>
<td></td>
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<tr>
<td>Level IV:</td>
<td></td>
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</tr>
</tbody>
</table>

SELECTION PROCESS:

This company was selected due to their high knowledge of Readers and Writers Workshop. They came with high recommendation from neighboring districts. This company has also been vetted through the Elementary LEAD Team.

DEGREE OF STUDENT CONTACT:

- [x] Limited Contact
- [ ] More Than Limited Contact
- [ ] No Student Contact

PREPARED AND SUBMITTED BY: Jessica Bonduris

SCHOOL SITE/and or DEPARTMENT: Elementary LEAD
SUBJECT: Consultant Services  □ Individual  □ Organization

DATE OF BOARD MEETING: January 12, 2016

Is this a retroactive resolution?  □ Yes  □ No

If yes, please explain. Choose from list below 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)

161-12K15

The ExCEL After School Program is seeking partnership with Pathways Consulting (Contractor) to implement design and implement and Summer After School Program (ASP) summer seminar and internship program to train high school youth to work in SFUSD after school programs. Contractor will provide overall design of the ASP summer seminar and internship program including programmatic and fiscal accountability in accordance with grant guidelines. Total amount to be paid to Contractor includes reimbursement for staffing costs and related program expenses including supplies, materials and subcontracting (if necessary) is $45,000.00.

Category: Tutoring & After School Activities  Code: 26

School Site / Department: Student, Family and Community Support Dept.

Participants: (Those students, sites, or personnel who will be directly served by this consultant) ExCEL After School Programs

Dates of Service: January 13, 2016 - June 30, 2016

Total Cost: $45,000.00

Funding Source(s)/Program Title:
NCLB: Title IV, Part B, 21st Century Community Learning Centers Program

SACS Code(s):
01-41244-2016-1110-2100-5803-153 $45,000.00

Name of Consultant: Pathways Consultant $45,000.00

Evaluation: $0

Total Cost: $45,000.00
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 Transferrence of Skills and Capacity Building

SELECTION PROCESS:

Pathways Consultants is a leading agency in workforce development projects for youth and is dedicated to helping local and national workforce, education and youth development organizations achieve their intended impact, for long-term client success. The agency was selected due its existing contracts with many of the organizations SFUSD currently collaborates with include the Department of Children, Youth and their Families.

DEGREE OF STUDENT CONTACT:

- [ ] Limited Contact   - More Than Limited Contact   - No Student Contact

PREPARED BY: Jovanna Badger

SUBMITTED BY: Kevin Truitt

SCHOOL SITE/DEPARTMENT: Student, Family and Community Support Dept.
SUBJECT: Consultant Services  □ Individual  □ Organization

FOR BOARD OFFICE USE ONLY  □ Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: January 12, 2016

Is this a retroactive resolution?  □ Yes  □ No

If yes, please explain. Choose from list below 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)

161-12K16 George Peabody Elementary School ExCEL After School Program is seeking partnership with Richmond District Neighborhood Center (Contractor) to provide additional program services for special needs students. Richmond District Neighborhood Center will provide overall management of the program, including programmatic and fiscal accountability. Total amount paid to Richmond District Neighborhood Center includes reimbursement for supplies, materials and staffing not to exceed $6,768.00.

Category: (Leave Blank)  Code: (Leave Blank)

School Site / Department:  Student, Family and Community Support Dept.

Participants: (Those students, sites, or personnel who will be directly served by this consultant)

Students of George Peabody Elementary School

Dates of Service:  January 13, 2016 - June 30, 2016

Total Cost:  $6,768.00

Funding Source(s)/Program Title:
After School Education and Safety Program

SACS Code(s):
01-60100-2016-1110-2100-5803-153

Name of Consultant:  Richmond District Neighborhood Center  □ $6,768.00

Evaluation:  $0

Total Cost:  $6,768.00
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:
Richmond District Neighborhood Center is an approved ExCEL Provider through the Request for Qualifications process. Community Youth Center of San Francisco 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 BY: Jovanna Badger

SUBMITTED BY: Kevin Truitt

SCHOOL SITE/and or DEPARTMENT: Student, Family and Community Support Dept.
DATE OF BOARD MEETING: January 12, 2016

Is this a retroactive resolution?  ☑ Yes  ☐ No

If yes, please explain. Choose from list below 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)

161-12K17 California Reading and Language Project (CRLP) will provide support for our high school PLC teacher-led Fitness For Life English Language Learner Workbook design, outcome of 18 ELD PE Fitness For Life chapter lessons to be completed by March of 2016

Category: Professional Development  Code: 14

School Site / Department: All high school sites / Physical Education

Participants: (Those students, sites, or personnel who will be directly served by this consultant)

All high school P.E. teachers

Dates of Service: January 13, 2016 through June 30, 2016

Total Cost: $5,000.00

Funding Source(s)/Program Title:
PEEF: PROP H, PE

SACS Code(s):
01-90551-2016-1110-2100-5803-175

Name of Consultant: Regents of the University of California - Berkeley for the California Reading Language Project

Evaluation: $0

Total Cost: $5,000.00
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:
Year 2 Collaboration between California Reading Language Project Consultant Gwenn Lei.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED BY: Verna Castro-Burwell

SUBMITTED BY: Michelle Zapata

SCHOOL SITE/and or DEPARTMENT: Physical Education Department
SUBJECT: Consultant Services  □ Individual  □ Organization

DATE OF BOARD MEETING: January 12, 2016

Is this a retroactive resolution? □ Yes  □ No

If yes, please explain. Choose from list below

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

161-123K18

SFUSD will provide $55,000 in funding to the San Francisco Education Fund (SF Ed Fund). This funding is allocated to support the partnership among 1) SFUSD STEM & Ed Tech Departments, 2) Technology Education and Literacy in Schools (TEALS) and 3) the SF Ed Fund to support 11 computer science programs. This funding supports cost associated with the training and transportation of the cohort of computer science volunteers.

Role of TEALS: Recruits computer science volunteers, provides content training to volunteers and SFUSD CS teachers, and coordinate volunteer interviews and placement alongside SFUSD teachers and site/central office administration. TEAL provides expertise through volunteerism to support new/expanding high school CS courses.

Role of SF Ed Fund: Provide support to volunteers through processing protocols (fingerprinting, TB test, on-boarding), as well as provide training to volunteers around best practices in working with SFUSD students in the high school setting. Act as fiscal manager.

Role of SFUSD: Assist in coordinating and placing volunteers in alignment with SFUSD’s K-12 Computer Science Plan. Provide funding to support this partnership ($5000/program).

Category: Administrative  Code: 1

School Site / Department: Division of Curriculum and Instruction

Participants: (Those students, sites, or personnel who will be directly served by this consultant)

11 SFUSD high schools

Dates of Service: January 15, 2016 - May 26, 2016

Total Cost: $55,000.00

Funding Source(s)/Program Title:

NCLB: Title I, Part A, Program Improvement District Intervention

SACS Code(s):

01-31750-2016-1110-2100-5100-061  $25,000.00
01-31750-2016-1110-2100-5803-061  $30,000.00

Name of Consultant: San Francisco Education Fund  $55,000.00

Evaluation: $0

Total Cost: $55,000.00
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 Transfer of Skills and Capacity Building

SELECTION PROCESS:
The consultant was chosen for their previous work with SFUSD.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED BY: Kathryn J Doherty

SUBMITTED BY: Emily Van Dyke, Program Administrator

SCHOOL SITE and DEPARTMENT: Division of Curriculum and Instruction, College and Career Readiness
SUBJECT: Consultant Services  □ Individual  □ Organization

FOR BOARD OFFICE USE ONLY □ Vendor has multiple contracts for the current fiscal school year

DATE OF BOARD MEETING: January 12, 2016

Is this a retroactive resolution? □ Yes  □ No

If yes, please explain. School schedule required work to start.

Or other comments: CPM instructional materials are provided to students and teachers on the first day of the school year. Yet, the entire SFUSD PK-12 Math Core Curriculum was not completed until after the start of the school year. In order to negotiate this contract, an inventory of all instructional materials included in the Core Curriculum, of which CPM is one provider, needed to be complete. Therefore, this contract is being provided now after we have negotiated a price based upon the use of CPM materials as one component of the Core Curriculum.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

161-12K19  College Preparatory Math (CPM) is one of the providers of mathematical content used in the SFUSD Math Core Curriculum. This license allows SFUSD to utilize the material in hard copy form in our curriculum as well as provides teachers and students access to the online version of the CPM textbooks.

Category: Curriculum  Code: 5

School Site / Department: Division of Curriculum & Instruction: STEM Department

Participants: (Those students, sites, or personnel who will be directly served by this consultant) SFUSD K-12 teachers and students

Dates of Service: July 1, 2015 - June 30, 2016

Total Cost: $71,032.80

Funding Source(s)/Program Title:
Common Core State Standards (CCSS Funding)

SACS Code(s):
01-07405-2016-1110-2100-5803-190

Name of Consultant: CPM Educational Program  $71,032.80

Evaluation: $0

Total Cost: $71,032.80
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:  
Over 300 SFUSD teachers of mathematics participated in the R&D and pilot process for the SFUSD Math Core Curriculum. These materials were harvested by these teachers as the best problems and teaching materials for the particular Common Core State Standards for Mathematics as within each unit.

DEGREE OF STUDENT CONTACT:  
☐ Limited Contact  ☐ More Than Limited Contact  ☒ No Student Contact

PREPARED AND SUBMITTED BY: James Ryan

SCHOOL SITE/and or DEPARTMENT: Division of Curriculum & Instruction: STEM Department
SUBJECT: Consultant Services  ☒ Individual  ☒ Organization

DATE OF BOARD MEETING: January 12, 2016

Is this a retroactive resolution? ☐ Yes  ☒ No

If yes, please explain. Choose from list below 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)

Collective Impact is a 501c3 non-profit organization. In support of the My Brother and Sister's Keeper African American Postsecondary Pathway, Collective Impact's Mo'MAGIC program will build a strong intake and case management system that allows a collaborative of community-based organizations (CBO), the San Francisco Mayor's Office, City College of San Francisco, and SFUSD to ensure the African American Class of 2015 develops a postsecondary plan and persists through a career or higher education pathway. The Mo'MAGIC program will conduct outreach to 140 African American students who did not ask for college transcripts and/or enrolled in City College of San Francisco. Collective Impact's Mo'MAGIC will:

1. Support students to develop a durable relationship with a CBO partner that has demonstrated success in leading African American students to positive postsecondary outcomes.
2. Assist students in creating a postsecondary plan that empowers and enables students to successfully navigate a community college or career pathway.
3. Launch a shared case management platform and process that enables multiple CBOs and other key partners to track and share information about support services delivered to students.

Category: Administrative  Code: 1

School Site / Department: Superintendent's Office

Participants: (Those students, sites, or personnel who will be directly served by this consultant)

SFUSD African American Class of 2015 and SFUSD Central Office

Dates of Service: 01/13/2016 - 06/30/2016

Total Cost: $100,000.00

Funding Source(s)/Program Title:
Spark SF: Hellman Foundation

SACS Code(s):
01-90656-2016-1110-2100-5803-023  $25,000
01-90656-2016-1110-2100-5100-023  $75,000

Name of Consultant: Collective Impact on behalf of its Mo'MAGIC Program $100,000.00
Evaluation: $0
Total Cost: $100,000.00

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:

Collective Impact is a San Francisco neighborhood-based nonprofit organization whose mission is to transform the community and youth. Since 2004, the organization has formed partnerships with community residents, faith based organizations, local government, nonprofit organizations, schools and other foundations to provide critical services to the most underserved youth. In 2013, Director Sheryl Davis was awarded the Anthony F. Logan Award for her outstanding contribution to advancing social justice. Ms. Davis will be leading this initiative.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED BY: Landon Dickey
SUBMITTED BY: Chris Lee, Ph.D.
SCHOOL SITE/and or DEPARTMENT: Superintendent's Office/African American Achievement and Leadership Initiative
SUBJECT: Consultant Services  ☑ Individual  ☐ Organization

FOR BOARD OFFICE USE ONLY  ☐ Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: January 12, 2016

AMENDMENT TO RESOLUTION(s): 156-23K2
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Choose from list below:
or other comments: CONTRACT AMOUNT IS BEING AMENDED (REDUCED).

<table>
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<tr>
<th>SERVICE/PROGRAM DESCRIPTION:</th>
<th>Consultant was hired to expose Clarendon SC K-5 students to multicultural art concepts and techniques through hands-on activities.</th>
</tr>
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<tbody>
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<td>Category:</td>
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<tr>
<td>Code:</td>
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</tr>
<tr>
<td>School Site/and or Department:</td>
<td>CLARENDON ELEMENTARY/#478</td>
</tr>
<tr>
<td>Participants:</td>
<td>Clarendon SC K-5 Students</td>
</tr>
<tr>
<td>Original Dates of Service:</td>
<td>August 17, 2015 - May 27, 2016</td>
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<tr>
<td>Amended Dates of Service:</td>
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<tr>
<td>Cost of this Amendment Request:</td>
<td>($17,680.00) Credit</td>
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<tr>
<td>Funding Source(s)/Program Title:</td>
<td>Site Specific Trust Fund</td>
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<tr>
<td>SACS Code(s):</td>
<td>01-93012-2016-1110-2100-5803-478</td>
</tr>
<tr>
<td>a) Name of Consultant:</td>
<td>Ellen Weinstein</td>
</tr>
<tr>
<td>b) Evaluation: (if applicable)</td>
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<tr>
<td>Cost of this Request</td>
<td>($17,680.00) Credit</td>
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<tr>
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<td>$0.00</td>
</tr>
</tbody>
</table>
Background

c) Original Cost Adopted $27,360.00
d) Previous Amendment(s) if any $0.00

Total Program Cost To Date $9,680.00
(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:
Consultant has provided Art Enrichment to Clarendon SC for 18 years.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED AND SUBMITTED BY: Peter Van Court, Principal

SCHOOL SITE/and or DEPARTMENT: CLARENDON ELEMENTARY/#478
AMENDMENT TO RESOLUTION(s): 159-8K1
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Choose from list below:
or other comments: To cancel the contract for Mr. Caceres

SERVICE/PROGRAM DESCRIPTION:
161-12K22 Contractor will provide education to improve the health and well-being of children by increasing opportunities for physical activity and safe, meaningful play. The Contractor will provide a high quality multifaceted "Recess & Play Management Program" to accomplish this mission before, during and after school.

Category: Teaching Code: 23
School Site/ and or Department: Leonard R Flynn ES
Participants: All students

Original Dates of Service: 9-9-15 - 5-27-16
Amended Dates of Service: 9/9/15-11/05/2015

Cost of this Amendment Request: ($26,891.88) Credit

Funding Source(s)/Program Title: School Site Based WSF Allocation

SACS Code(s):
01-00000-2016-1110-2100-5803-680

a) Name of Consultant: Antonio Caceres
b) Evaluation: (if applicable) $0

Cost of this Request $26,891.88
Background

c) Original Cost Adopted $36,000.00
d) Previous Amendment(s) if any $0

Total Program Cost To Date $9,108.12
(Add Items a to d)

DISTRICT GOALS AND EVALUATION:

DISTRICT

GOALS:

Yes Goal 1: Access & Equity – Make social justice a reality.

Yes Goal 2: Student Achievement – Engage high achieving and joyful learners.

Yes 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:

☑ Limited Contact ☐ More Than Limited Contact ☐ No Student Contact

PREPARED BY: Judith Diaz

SUBMITTED BY: Robert Riley Mendoza

SCHOOL SITE/and or DEPARTMENT: LR Flynn Elementary
SUBJECT: Consultant Services  □ Individual  □ Organization

FOR BOARD OFFICE USE ONLY □ Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: January 12, 2016

AMENDMENT TO RESOLUTION(s): 158-11K8, 159-8K33 and 1510-13K26
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Choose from list below:
- Additional services requested of this contractor during the fiscal year.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

161-12K23 Member Services Coordinator. Under the supervision of the Director of Development and as part of the membership department provides services to listener-supporters, ensuring a positive relationship between KALW and its members. Manages membership database, processes membership donations, conducts membership outreach concerning donation details, generates reports to support fundraising planning and communications. Additionally, produce content for KALW's "Sights and Sounds" project.

Category: Administrative  Code: 1

School Site/and or Department: KALW Radio Station

Participants: (Those students, sites, or personnel who will be directly served by this consultant) n/a

Original Dates of Service: July 15, 2015 - June 30, 2016
Amended Dates of Service: n/a

Cost of this Amendment Request: $9,000.00

Funding Source(s)/Program Title:
Trust Fund – Discretionary Fund

SACS Code(s):
63-93005-2016-0000-6000-5803-221

a) Name of Consultant: Chris Hambrick

b) Evaluation: (if applicable) $0

Cost of this Request $9,000.00
Background

c) Original Cost Adopted $12,000.00
d) Previous Amendment(s) if any $6,000.00

Total Program Cost To Date $27,000.00
(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:
Ms. Hambrick has extensive experience in the maintenance of membership relations in the non-profit sector, in membership outreach and fundraising, and in managing databases. She has been an intern at KALW over the past year and has participated in several KALW on-air membership campaigns.

DEGREE OF STUDENT CONTACT:
☐ Limited Contact ☑ More Than Limited Contact ☐ No Student Contact

PREPARED BY: Bill Helgeson

SUBMITTED BY: Matt Martin

SCHOOL SITE/and or DEPARTMENT: KALW Radio Station
DATE OF BOARD MEETING: January 12, 2016

AMENDMENT TO RESOLUTION(s): 1 156-23K18 & 1512-8K34
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Choose from list below:
or other comments: Change the dates of services and reduce funding.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

161-12K24 The YMCA Program will provide in-services to Kindergarten through 5th grade teachers on movement exercises appropriate to students' age group. As well as provide a series of multicultural dance lessons to kindergarten to 3rd grade students.

Category: Teaching

Code: 23

School Site/ and or Department:
Jean Parker Elementary School

Participants: (Those students, sites, or personnel who will be directly served by this consultant)

2 Kindergarten classes and 2 3rd grade classes

Original Dates of Service: 9/2/15 to 5/27/16
Amended Dates of Service: 1/8/16 – 5/27/16

Cost of this Amendment Request: ($12,500.00) Credit

Funding Source(s)/Program Title:
NCLB: Title I, Schoolwide Programs

SACS Code(s):
01-31500-2016-1110-2100-5803-638

Cost of this Request Credit

$0
### Background

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>c) Original Cost Adopted</td>
<td>$25,000.00</td>
</tr>
<tr>
<td>d) Previous Amendment(s) if any</td>
<td>$0</td>
</tr>
<tr>
<td>Total Program Cost To Date</td>
<td><strong>$12,500.00</strong></td>
</tr>
</tbody>
</table>

(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 Branch has established a continuous working relationship with our school for the last six years. Jean Parker School Site Council and Staff are in total agreement to invite the program to our school after meeting with the Director of Youth programs.

### DEGREE OF STUDENT CONTACT:
- **Limited Contact**
- **More Than Limited Contact**
- **No Student Contact**

**PREPARED AND SUBMITTED BY:** Elizabeth Brooks

**SCHOOL SITE/and or DEPARTMENT:** Jean Parker Elementary School
SUBJECT: Consultant Services  □ Individual  □ Organization

DATE OF BOARD MEETING: January 12, 2016

AMENDMENT TO RESOLUTION(s): 156-9K21
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Choose from list below: Extension of contract time

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

161-12K25
Consultant will provide a Coordinator who will be responsible for creating a curriculum, training staff and collaborating with the day school Administrator to ensure all parties are in agreement on how the recess and lunch time is facilitated. The Consultant will also be in charge of finding a replacement when the Programs Coordinator is not able to work that day due to other obligations.

Category: Administrative  Code: 1
School Site/ and or Department: New Traditions Elementary School

Participants: (Those students, sites, or personnel who will be directly served by this consultant)
All students attending New Traditions ES

Original Dates of Service: August 10, 2015 - December 31, 2015
Amended Dates of Service: August 10, 2015 - May 27 2016

Cost of this Amendment Request: $600.00

Funding Source(s)/Program Title:
Trust Fund - PTA Funds

SACS Code(s):
01-93006-2016-1110-2100-5803-735

Cost of this Request

a) Name of Consultant: Buchanan YMCA  $600.00
b) Evaluation: (if applicable)  $0.00
**Background**

- c) Original Cost Adopted: $6,675.00
- d) Previous Amendment(s) if any: $0.00
- Total Program Cost To Date: $7,275.00
  (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:**

This consultant was selected based on relevant experience, and was selected by the PTA with input from the Principal.

**DEGREE OF STUDENT CONTACT:**
- ☑ Limited Contact  ☑ More Than Limited Contact  ☑ No Student Contact

**PREPARED AND BY:** Jacob Hodgson

**SCHOOL SITE/and or DEPARTMENT:** New Traditions 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: January 12, 2016

Amendment to Resolution(s): 159-29K17

List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Choose from list below:

- Change in funding sources and reduction in total cost from $32,000 to $30,800.

Service/Program Description: (What the service and program description are; why the services are required; how the services will benefit the District)

<table>
<thead>
<tr>
<th>Service/Program Description</th>
<th>Category</th>
<th>Code</th>
<th>School Site/Department</th>
<th>Participants</th>
<th>Original Dates of Service</th>
<th>Amended Dates of Service</th>
<th>Cost of this Amendment Request</th>
</tr>
</thead>
<tbody>
<tr>
<td>161-12K26 Playworks playground conflict resolution and restorative practices coach to support student engagement in recreational activities.</td>
<td>Teaching</td>
<td>23</td>
<td>George Moscone ES</td>
<td>All K-5 students</td>
<td>9-25-15 - 5-26-16</td>
<td>9-25-15 - 5-26-16</td>
<td>($1,200.00) Credit</td>
</tr>
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</table>

Funding Source(s)/Program Title:

- Trust Fund – Site Specific Trust Fund
- School Site Based WSF Allocation

SACS Code(s):

<table>
<thead>
<tr>
<th>SACS Code</th>
<th>Cost</th>
</tr>
</thead>
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<tr>
<td>01-93011-2016-1110-2100-5803-723</td>
<td>($5,756) Credit</td>
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<tr>
<td>01-00000-2106-1110-2100-5803-723</td>
<td>$4,556</td>
</tr>
</tbody>
</table>

Cost of this Request: ($1,200.00) Credit

a) Name of Consultant: Playworks Education Energized

b) Evaluation: (if applicable) $0
Background

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>c) Original Cost Adopted</td>
<td>$32,000.00</td>
</tr>
<tr>
<td>d) Previous Amendment(s) if any</td>
<td>$0</td>
</tr>
<tr>
<td>Total Program Cost To Date (Add Items a to d)</td>
<td>$30,800.00</td>
</tr>
</tbody>
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DISTRICT GOALS AND EVALUATION:

DISTRICT
Goal 1: Access & Equity – Make social justice a reality.

GOALS:
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 Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:
Playworks was chosen after extensive search of organizations and positive feedback from other sites regarding fostering an inclusive environment for the socio-emotional development of children.

DEGREE OF STUDENT CONTACT:

- Limited Contact  
- More Than Limited Contact  
- No Student Contact  

PREPARED AND SUBMITTED BY: Valerie Hoshino  
SCHOOL SITE/and or DEPARTMENT: George Moscone ES
SUBJECT: Consultant Services  

FOR BOARD OFFICE USE ONLY  Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: January 12, 2016

AMENDMENT TO RESOLUTION(s): 1510-27K7
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of services to students.
or other comments: Proving more reading sessions to students for this school year.

<table>
<thead>
<tr>
<th>SERVICE/PROGRAM DESCRIPTION:</th>
<th>Contractor will coordinate community volunteers to provide one-on-one reading support to identified students who are at least one year below reading level</th>
</tr>
</thead>
<tbody>
<tr>
<td>161-12K27</td>
<td></td>
</tr>
</tbody>
</table>

Category: Tutoring & After School Activities  
Code: 26

School Site/ School and or Department: Sanchez Elementary School

Participants: (Those students, sites, or personnel who will be directly served by this consultant) Sanchez Students

Original Dates of Service: 11/2/15 - 5/26/15
Amended Dates of Service: 11/18/15 - 5/26/15

Cost of this Amendment Request: $1,000.00

Funding Source(s)/Program Title: UGF/AB825 – Targeted Instructional Improvement Block Grant

SACS Code(s): 01-07940-2016-1110-2100-5803-816

Cost of this Request

a) Name of Consultant: Reading Partners  

b) Evaluation: (if applicable)  

Cost of this Request $1,000.00  

$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:**
This consultant has proven satisfactory when working with other SFUSD school sites

**DEGREE OF STUDENT CONTACT:**
- Limited Contact
- More Than Limited Contact
- No Student Contact

**PREPARED AND SUBMITTED BY:** Miguel de Loza

**SCHOOL SITE/and or DEPARTMENT:** 816 Sanchez School
SUBJECT: Consultant Services

DATE OF BOARD MEETING: January 12, 2016

AMENDMENT TO RESOLUTION(s): 156-23K65
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Choose from list below:

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

161-12K28 Provision of these professional services ensure that the legal concerns of the entire District, school sites, central offices, and litigation are responded to effectively in relation to special education matters. Under the direction of the General Counsel, the attorneys represent the District in legal matters as well as aggressively protect and advance the interests of the students and the District.

Category: Legal Services Code: 11

School Site/ and or Department: Legal Department

Participants: (Those students, sites, or personnel who will be directly served by this consultant)

Original Dates of Service: July 1, 2015 - June 30, 2016
Amended Dates of Service: January 13, 2016 - June 30, 2016

Cost of this Amendment Request: $0

Funding Source(s)/Program Title: Unrestricted General Fund

SACS Code(s): 05-00000-2016-0000-7110-5803-250

Cost of this Request

a) Name of Consultant: Various Law Firms $0
b) Evaluation: (if applicable) $0
Background

c) Original Cost Adopted $300,000.00
d) Previous Amendment(s) if any $0.00

Total Program Cost To Date $300,000.00
(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:

Consultants were selected based on their experience and expertise in identified areas and matters.

DEGREE OF STUDENT CONTACT:

☐ Limited Contact ☐ More Than Limited Contact ☒ No Student Contact

PREPARED BY: Brenda Arzate, Manager
SUBMITTED BY: Danielle M. Houck, General Counsel
SCHOOL SITE/and or DEPARTMENT: Legal Department
Atkinson, Andelson, Loya, Ruud & Romo
Dannis Woliver Kelley
Fagen, Friedman & Fulford, LLP
Garcia Hernandez Sawhney & Bermudez LLP
Lozano Smith

Additional Firms:
School & College Legal Services of California

* Additional firms may be added depending on any matter that arises and the need of specific experience and expertise is required.


**SUBJECT:** Consultant Services  □ Individual  □ Organization

**FOR BOARD OFFICE USE ONLY**  □ Vendor has multiple contracts for the current fiscal school year.

**DATE OF BOARD MEETING:** January 12, 2016

**AMENDMENT TO RESOLUTION(s):** 1512-8K22

List original and all previous amendment resolution numbers.

*Explain why the amendment is needed:* Choose from list below:
*or other comments:* Spanish STAMP 4S & 4Se will be added. The amount will increase.

**SERVICE/PROGRAM DESCRIPTION:**

(What the service and program description are; why the services are required; how the services will benefit the District)

**161-12K29**

Avant Assessment, LLC will provide on-line language assessments in the four domains (listening, speaking, reading and writing) and student results in Cantonese, Japanese, Korean and Mandarin for students in each respective language pathway in the following amounts:

1. Cantonese STAMP 4Se (grades 3-6): 1200 assessments
2. Japanese STAMP 4Se (grades 3-6): 268 assessments
3. Japanese STAMP 4S (grades 7-8): 38 assessments
4. Korean STAMP 4Se (grades 3-6): 73 assessments
5. Mandarin STAMP 4Se (grades 3-6): 218 assessments
6. Mandarin STAMP 4S (grades 7-8): 84 assessments
7. Spanish STAMP 4S (grades 7-9) 812 assessments
8. Spanish STAMP 4Se (grades 3-6)) 360 assessments

**Category:** Student Assessment  □ Code: 18

**School Site/Department:**

Multilingual Pathways Department @ C&I

**Participants:** (Those students, sites, or personnel who will be directly served by this consultant)

San Francisco Unified School District Students

**Original Dates of Service:** December 9, 2015 – June 30, 2016

**Amended Dates of Service:** Same as above

**Cost of this Amendment Request:** $16,899.00

**Funding Source(s)/Program Title:**

PEEF: PROP H, Other General Uses

**SACS Code(s):**

01-90554-2016-4760-2100-5803-054
a) Name of Consultant: Avant Assessment, LLC $16,899.00  
b) Evaluation: (if applicable) $0  

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<tr>
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<tr>
<td>e) Original Cost Adopted</td>
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<td>d) Previous Amendment(s) if any</td>
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<tr>
<td>Total Program Cost To Date</td>
<td>$57,795.00 (Add Items a to d)</td>
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</table>

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 panel of district staff from language pathway schools, Multilingual Pathways Department, Research, Planning and Accountability, and the Educational Placement Center reviewed assessment services from several vendors, including Avant Assessment. After several demonstration sessions with district staff and Avant representatives, it was determined that Avant’s online assessments will meet the need of the district to better understand the pathway language proficiency levels of students enrolled in the district’s language pathways.  

DEGREE OF STUDENT CONTACT:  
☐ Limited Contact  ☐ More Than Limited Contact  ☒ No Student Contact  

PREPARED BY: Fernando Nunez, Director @ Multilingual Pathways Department @ C&I  
SUBMITTED BY: Sylvia Romano  
SCHOOL SITE and/or DEPARTMENT: Multilingual Pathways Department @ C&I
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: January 12, 2016

AMENDMENT TO RESOLUTION(s): 156-23K32
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Choose from list below:
OR other comments: Human Resources conducted performance exam for lunchroom helpers and they are required to provide interpretation for employees who are not proficient in English.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

161-12K30 Language Circle of California provides interpretation services at IEP/Special Education, SST, and parent meetings in the following languages: Chinese, Spanish, Arabic, Russian, Talaglog and Vietnamese.

Category: (Leave Blank) Code: (Leave Blank)

School Site/ and or Department: Translation and Interpretation Unit

Participants: (Those students, sites, or personnel who will be directly served by this consultant) SFUSD administrators, staff, teachers, and parents/guardians of SFUSD students

Original Dates of Service: July 1, 2015 to June 30, 2016
Amended Dates of Service: July 1, 2015 to June 30, 2016

Cost of this Amendment Request: $1,755.00

Funding Source(s)/Program Title: Unrestricted General Fund

SACS Code(s):
01-00000-2016-0000-7403-232

Cost of this Request
$1,755.00

a) Name of Consultant: Language Circle of California
b) Evaluation: (if applicable) $0
Background

<table>
<thead>
<tr>
<th>c) Original Cost Adopted</th>
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<tbody>
<tr>
<td>d) Previous Amendment(s) if any</td>
<td>$0</td>
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<tr>
<td>Total Program Cost To Date</td>
<td>$201,755.00</td>
</tr>
</tbody>
</table>

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:

TIU continues to receive positive feedback from teachers and school staff/administrators about the services provided by Language Circle of CA. The company responds to urgent requests in a timely manner and provides excellent customer services.

The trained interpreters from Language Circle of California are graduates from the Health Care Interpreters Program of City College of San Francisco. All of them have received training on:

1) Roles and responsibilities of a health care interpreter;
2) Basic knowledge of common medical conditions, treatments and procedures;
3) Insight in language and cultural nuances for specific communities;
4) Application of interpreting skills in English and language of service.

DEGREE OF STUDENT CONTACT:

- [ ] Limited Contact
- [ ] More Than Limited Contact
- [x] No Student Contact

PREPARED BY: Lehmann Sio

SUBMITTED BY: Kevin Truitt

SCHOOL SITE/and or DEPARTMENT: Student, Family, and Community Support
SUBJECT: Consultant Services  

| FOR BOARD OFFICE USE ONLY | Vendor has multiple contracts for the current fiscal school year. |

DATE OF BOARD MEETING: January 12, 2016

AMENDMENT TO RESOLUTION(s): 156-9K36
List original and all previous amendment resolution numbers.

EXPLAIN WHY THE AMENDMENT IS NEEDED: Choose from list below:
-or other comments: Translation services were completed and they cost less than the originally contracted amount.

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<th>SERVICE/PROGRAM DESCRIPTION:</th>
<th>(What the service and program description are; why the services are required; how the services will benefit the District)</th>
</tr>
</thead>
<tbody>
<tr>
<td>161-12K31</td>
<td>InterEthnica will translate SFUSD handbook, Enrollment Guide and Application into Arabic and Vietnamese. This is a new Federal requirement.</td>
</tr>
</tbody>
</table>

| CATEGORY: Administrative    | Code: 1 |
| School Site/and or Department: | Translation and Interpretation Unit |

<table>
<thead>
<tr>
<th>PARTICIPANTS: (Those students, sites, or personnel who will be directly served by this consultant)</th>
</tr>
</thead>
<tbody>
<tr>
<td>SFUSD administrators, staff, teachers, and parents/guardians of SFUSD students</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ORIGINAL DATES OF SERVICE:</th>
<th>Amended Dates of Service:</th>
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</thead>
<tbody>
<tr>
<td>July 1, 2015 to June 30, 2016</td>
<td>July 1, 2015 to June 30, 2016</td>
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| COST OF THIS AMENDMENT REQUEST: | ($4,969.00) Credit |

<table>
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<tr>
<th>FUNDING SOURCE(S)/PROGRAM TITLE:</th>
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</thead>
<tbody>
<tr>
<td>PEEF: PROP H, Other General Uses</td>
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<table>
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<tr>
<th>SACS CODE(S):</th>
<th>Cost of this Request</th>
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<tbody>
<tr>
<td>01-90554-2016-0000-3900-5803-179</td>
<td>($4,969.00) Credit</td>
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<table>
<thead>
<tr>
<th>NAME OF CONSULTANT:</th>
<th>Evaluation: (if applicable)</th>
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</thead>
<tbody>
<tr>
<td>InterEthnica</td>
<td>$0</td>
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</tbody>
</table>

295
BACKGROUND

<table>
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<tr>
<th>c) Original Cost Adopted</th>
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<tr>
<td>d) Previous Amendment(s) if any</td>
<td>$0</td>
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Total Program Cost To Date $75,031.00

(DA) 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:

InterEthnica provides translation and typesetting services since 2004. The company has a team of translators and editors who are experienced in translating a wide variety of documents into Arabic and Vietnamese. The company guarantees TEP (translation, editing and proofreading) process to ensure the quality and accuracy of translated materials. Based on the SFUSD Handbook and Enrollment Guide/Application, the company will develop a glossary of educational terms and provide a copy of the glossary to TIU.

DEGREE OF STUDENT CONTACT:

- □ Limited Contact
- □ More Than Limited Contact
- □ No Student Contact

PREPARED BY: Lehmann Sio

SUBMITTED BY: Kevin Truitt

SCHOOL SITE and/or DEPARTMENT: Student, Family, and Community Support
SUBJECT: Consultant Services □ Individual □ Organization

FOR BOARD OFFICE USE ONLY □ Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: January 12, 2016

AMENDMENT TO RESOLUTION(s): 1511-10K9
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of services to students.
or other comments: Additional payment for additional service

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

161-12K32
This amendment corresponds to the additional work needed to complete the process begun in November 2015. Leapfrog Consulting will provide additional including, but not limited to visual facilitation of AEMP working group meetings (three facilitators to serve each working group for a total of three meetings) to culminate in a review of working group findings/progress report review at an all AEMP Advisory Committee meeting to be held in late spring 2016. Leapfrog Consulting will also provide strategy development and leadership coaching to SFUSD’s Visual & Performing Arts Department leadership team, including C & I leadership.

Category: Visual & Performing Arts Enrichment Code: 27

School Site/ and or Department:
VAPA Department

Participants: (Those students, sites, or personnel who will be directly served by this consultant)
VAPA and SFUSD staff; AEMP Advisory Committee; working group participants; other SFUSD staff as needed; School Site/or department include C & I.

Amended Dates of Service: 11/11/2015 through 6/30/2016

Cost of this Amendment Request: $29,365.00

Funding Source(s)/Program Title:
PEEF: PROP H, Arts & Music

SACS Code(s):
01-90552-2016-1110-2100-5803-104

Cost of this Request

a) Name of Consultant: Leapfrog Consulting

b) Evaluation: (if applicable) $0

297
Background

c) Original Cost Adopted $37,000.00
d) Previous Amendment(s) if any $0.00

Total Program Cost To Date $66,365.00
(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:
Leapfrog Consulting staff have extensive knowledge and experience working with school districts and arts organizations, with specific expertise in the area of arts education. Members of Leapfrog Consulting are also seasoned trainers with Grove Consultants International a leader in graphic facilitation and strategic planning in the Bay Area and the world, and have collaborated with the Visual & Performing Arts Department on successful implementation of the Principals for the Arts professional development series.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED BY: Lisa Lui

SUBMITTED BY: Robert Daniels

SCHOOL SITE/ and or DEPARTMENT: Visual and Performing Arts Department
K-Reso Amendment Attachment

Original K-Resolution Date: 11/10/2015
Approval Number: 1511-10K9

Leapfrog Consulting $10,500.00
Ricki Nelson $12,000.00
Ami Molinelli $12,000.00
Daniel Barash $2,500.00

K-Reso Amendment Date: 1/12/2016

Leapfrog Consulting $29,365.00 (Additional)
DATE OF BOARD MEETING: January 12, 2016

AMENDMENT TO RESOLUTION(s): 158-11K34; 1511-10K12
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: For the SFUSD elementary school sites to hire artist-in-residencies to enhance their art curriculum programs such as visual and performing arts, theatre, story telling, dance, music and poetry. The agreement of the art curriculum planning is negotiated by each school site and approved by Visual and Performing Arts Department.

Category: Visual & Performing Arts Enrichment  Code: 27

School Site/ and or Department: SFUSD Elementary Schools

Participants: (Those students, sites, or personnel who will be directly served by this consultant) K-5 elementary students

Original Dates of Service: 8/17/2015 through 5/27/2016
Amended Dates of Service: 8/17/2015 through 5/27/2016

Cost of this Amendment Request: $0

Funding Source(s)/Program Title: Elementary Arts Program

SACS Code(s): 01-90556-2016-1110-2490-5803-XXX

Cost of this Request $0

a) Name of Consultant: Adding - Alyssa Block; Institute of Arts and Culture dba Feitian Academy of Arts California

b) Evaluation: (if applicable) $0
Background

c) Original Cost Adopted $558,998.58
d) Previous Amendment(s) if any $(3,822.58)

Total Program Cost To Date $555,176.00
(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:
Selected artists and art organizations are based on their qualifications meeting the service requirement/criteria as well as their good standing performance history with the SFUSD.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED BY: Lisa Lui
SUBMITTED BY: Robert Daniels
SCHOOL SITE/and or DEPARTMENT: Visual and Performing Arts Department
K Resolution Amendment

161-12K33 Cont. Page 3

K-Resolution Attachment of Broad Approved Individual Artists and Arts Organizations
EAP Program SY 2015-2016

K-Reso approved on 8/11/2015

LEAP... Imagination In Learning
Performing Arts Workshop
SF Arts Education Project
San Francisco Opera
Young Audiences of Northern California

ABADA-Capoeira S.F.   Linda Eckmann
Acrosportz   Loco Bloco
Allison Cuentas   Martin Cruz
Amanda Talbot   Max Martilla
Amelita Romano   Meg Sandline
Anita Harmon   Mi Cultura Art Project dba Intersection for the Art
Arts Seed   Michelle Holdt Roderick
Ben Baker   Michelle Jacques
Berkeley Rep School of Theatre   Mimi Sarkissian
Beth Wilmurt
Blair Brown
Brian McHugh
Brook Byrne
Carolyn McDaniels
Cascada de Flores
Cathy Lu
Center for the Art of Translation
Cliff Baclay Magno
Corrine Nagata
Create Peace Project
Crystal Hermann
Cynthia Bringas
Daniel Barash
Dannell Carroll
David Gonzalez
Deborah Hoch
Edwardo F. Madril
Edwardo Madril
Eleanor Scott
Elizabeth Haycock
Ellen Silva
Ellen Weinstein
Ensemble Ballet Folklorico de SF
Fei Tian Dance Academy
Fifth Stream Music
Green Art Workshop
Hamsler Dance Academy
Hannah Freeman
Ignacio Maldonado
Imagine Bus Project
Jesus Aberto Cortes Hernandez
Jing Mo Athletic Association
Jing Wu
Jivka Koulikova
Judith Johnston
Julien Poirier
Karen Liu
Kathy Lu
Lilli Lanier

Amendment approval on 11/10/2015

Institute of Arts and Culture dba Feilian Academy of Arts California
Alyssa Block

Funding Amount Adjustment

Amendment approval on 1/12/2016

Adding:
- Institute of Arts and Culture dba Feilian Academy of Arts California
- Alyssa Block
SUBJECT: Consultant Services

FOR BOARD OFFICE USE ONLY

DATE OF BOARD MEETING: January 12, 2016

AMENDMENT TO RESOLUTION(s): 158-11K4; 159-8K30; 1510-13K25; 1512-8K43
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of services to students.
or other comments: Increase Payment for additional services

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

161-12K34
Additional classes added for teaching artists to provide a standards-based mariachi program during the school day in the SY2015-2016. Students will learn the particular vocal style and techniques associated with mariachi as well as the instrumental techniques of the violin, trumpet, guitar, vihuela and guitarron.

Category: Visual & Performing Arts Enrichment
Code: 27

School Site/and or Department: Bryant Elementary School, Cesar Chavez Elementary School, Buena Vista/Horace Mann K-8 School, Everette Middle School, and Mission High School.

Participants: (Those students, sites, or personnel who will be directly served by this consultant)
Students, families and School community at the participated schools.

Original Dates of Service: 8/17/2015 thru 6/30/2016
Amended Dates of Service: 8/17/2015 thru 6/30/2016

Cost of this Amendment Request: $1,552.50

Funding Source(s)/Program Title:
PEEF: PROP H, Arts & Music

SACS Code(s):
01-90552-2016-1110-2100-5803-104

Cost of this Request $1,552.50

a) Name of Consultant: Community Music Center

b) Evaluation: (if applicable)$0.00
**161-12K34 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:**
Selected by VAPA Department

**DEGREE OF STUDENT CONTACT:**
- Limited Contact
- More Than Limited Contact
- No Student Contact

**PREPARED BY:** Lisa Lui

**SUBMITTED BY:** Robert Daniels

**SCHOOL SITE/and or DEPARTMENT:** Visual and Performing Arts Department
Visual and Performing Arts Department
Mariachi Program SY2015-16
Board Approved K-Reso and K-reso Amendments

Date: 8/11/2015 Approval Number: 158-11K4
Total amount: $25,000.00
Kevin Otton $6,250
Martha Rodriguez-Salazar $6,250
Eduardo Garcia $6,250
Ronna McMurray $6,250

Date: 9/8/2015 Approval Number: 159-8K30
Amendment amount: ($10,750.00) credit
Kevin Otton ($3,250)
Martha Rodriguez-Salazar ($250)
Eduardo Garcia ($1,000)
Ronna McMurray ($6,250) – Delete

Date: 10/13/2015 Approval Number: 1510-13K25
Amendment amount: ($750.00) credit
Community Music Center $8,250.00
Kevin Otton ($3,000) – Delete
Martha Rodriguez-Salazar ($6,000) – Delete

Date: 12/8/2015 Approval Number: 1512-8K43
Amendment amount: $2,925.00
Eduardo Garcia $2,025 – additional
Kristie Renders $900

Date: 12/8/2015 Approval Number: 
Amendment amount: $1,552.50
Name Change from Eduardo Garcia to Eduardo Garcia Torres
Community Music Center $1,552.50 – additional
AMENDMENT TO RESOLUTION(s): 156-23K36, 159-8K37, 1512-8K44
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of name(s) / Org.'s.
or other comments: Addition for the list of NPA and NPS

SERVICE/PROGRAM (What the service and program description are; why the services are required; how the services will benefit the District):

161-12K35 Authorization to enter into school year 2015-16 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 and onsite at SFUSD schools.

Category: Teaching Non-Public Schools       Code: 24

School Site/ Special Education Services
and or Department:

Participants: (Those students, sites, or personnel who will be directly served by this consultant)

SpED students

Original Dates of Service:   07/01/2015 - 06/30/2016
Amended Dates of Service:  N/A

Cost of this Amendment
Request:          $0

Funding Source(s)/Program Title:
AB114: Special Education - Mental Health Services
Special education - IDEA Mental Health Allocation Plan
Special Education Services
AB114: Special Education - Early Education Individuals with Exceptional Needs
SACS Code(s):
05-65120-2016-5750-1180-5100-056
05-65120-2016-5750-3120-5100-066
05-65120-2016-5750-1180-5100-066
05-33270-2016-5750-3120-5100-056
05-65000-2016-5750-1180-5100-066
05-65000-2016-5730-1180-5100-069
05-65000-2016-5770-1180-5100-064
05-65000-2016-5750-1180-5100-064
05-65100-2016-5710-1180-5100-056

Cost of this Request

a) Name of Consultant: Various NPA/NPS $0
b) Evaluation: (if applicable) $0

c) Original Cost Adopted $16,811,118.03
d) Previous Amendment(s) if any $0

Total Program Cost To Date $16,811,118.03
(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: Sharis Yau

SUBMITTED BY: Elizabeth Blanco

SCHOOL SITE and or DEPARTMENT: Special Education Services
LIST OF NON PUBLIC AGENCIES
2015 – 2016
As of January 12, 2016

1. Alpha Vista Services, Inc.
2. Anova Education & Behavior Consultations, Inc
3. Augmentative Communication & Technology Services – ACTS
4. Bay Area Communication Access (BACA)
5. Behavioral Intervention Association
6. Bright Path Therapists
7. Cathy Hansen
8. Community Options for Families and Youth, Inc. (COFY)
9. EBS Healthcare Service Inc.
10. Gateway Learning Group, Inc.
11. Hearing and Speech Center of Northern CA
12. Junior Blind of America
13. Lindamood-Bell Learning Processes – San Francisco
14. Maxim Healthcare Services, Inc. DBA Maxim Staffing Solutions
15. MyTherapy Company, Inc.
16. Pacific Autism Learning Services
17. Professional Tutors of America, Inc.
18. Progressus Therapy, LLC
19. Seneca Family of Agencies (ADD)
20. Starfish Therapies (ADD)
21. Steps Therapy, Inc
22. Sunbelt Staffing, LLC
LIST OF NON PUBLIC SCHOOL
2015 – 2016
As of January 12, 2016

1. A Better Chance School (ABC)
2. Anova Education & Behavior Consultation, Inc. (Center for Education)
3. Charls Youth Center (ADD)
4. Cinnamon Hills Youth Crisis Center
5. Copper Hills Youth Center
6. Coryell Autism Center
7. Devereux Cleo Wallace - Colorado
8. Devereux Foundation - Florida
9. Devereux Georgia Treatment Network
10. Edgewood Center for Children and Families
11. Heartspring, Inc.
12. Herg School
13. Heritage Schools, Inc.
14. Intermountain Deaconess Children’s Services DBA Intermountain
15. Jasper Mountain
16. La Europa Academy, LLC
17. Lakeway Center, Inc. - Paola, KS
18. Logan River Academy, LLC - Logan, UT
19. Mingus Mountain Estate Residential Center Inc.
20. Monarch Center for Autism at Bellefaire JCB - Cleveland, OH
21. Oak Hill School
22. Oakes Children’s Center, Inc.
23. OakGrove School, Inc.
24. Pacific Autism Center for Education (PACE)
25. Provo Canyon School
26. Red Rock Canyon School
27. RISE Institute
28. Seneca Family of Agencies: James Baldwin Academy, Catalyst Academy, Pathfinder Academy, Olivera School, Building Blocks
29. Spectrum Center, Inc: Mission Valley Campus, Peninsula Campus, Tara Hills Campus
30. Star Academy
31. Stars High School, Inc.
32. Summitview Child & Family Services, Inc. : Summitview Academy
33. Syracuse RTC LLC dba Elevations RTC
34. The Bay School
35. The Bridge School
36. The Devereux Foundation and Devereux Texas Treatment Center
37. The Help Group: THG West, Summit View Westside/Westview, Bridgeport, Sunrise, Village Glen, Young Learners, North Hills Prep, Parkhill, Summit View, STEM3 Academy, Bridgeport Vocational Center (change)
38. The Phillips Academy (TPA)
39. Timothy Murphy School
40. TLC Child and Family Services: Journey High School
41. Victor Treatment Centers/North Valley School - Santa Rosa and Redding
42. Wings Learning Center
43. Yellowstone Boys and Girls Ranch - Billings, MT
SUBJECT: Consultant Services ☑ Individual ☐ Organization

FOR BOARD OFFICE USE ONLY ☐ Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: January 12, 2016

AMENDMENT TO RESOLUTION(s): 14-694KA, 158-11K76, 159-29K42
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)

161-12K36 Goalbook is an online platform that supports teachers in developing model IEP goals that are grade level, Common Core aligned, measureable and incorporate Universal Design for Learning.

Category: Technology Services Code: 25

School Site/ and or Department: Special Education Services

Participants: (Those students, sites, or personnel who will be directly served by this consultant)

SpEd Teachers

Original Dates of Service: 07/01/2015-06/30/2016

Amended Dates of Service: N/A

Cost of this Amendment Request: $0

Funding Source(s)/Program Title:
Special Education Services
Middle School Leadership Initiative in Partnership with the Mayor's Office and salesforce.com

SACS Code(s):
05-65000-2016-5001-2100-5803-056 $5,476.28
01-90795-2016-1110-2100-5803-013 ($5,476.28) Credit

Cost of this Request

a) Name of Consultant: Enome, Inc. DBA Goalbook $0

b) Evaluation: (if applicable) $0
Background

c) Original Cost Adopted $15,375.00
d) Previous Amendment(s) if any $28,125.00

Total Program Cost To Date $43,500.00
(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:

Reviewed software that allows teachers to create common core, measureable, grade level goals.

DEGREE OF STUDENT CONTACT:

☐ Limited Contact ☐ More Than Limited Contact ☑ No Student Contact

PREPARED BY: Sharis Yau

SUBMITTED BY: Sarah Ashton

SCHOOL SITE and/or DEPARTMENT: Special Education Services
DATE OF BOARD MEETING: January 12, 2016

AMENDMENT TO RESOLUTION(s): 156-23K55
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of services to students.
or other comments: Increasing the number of coaching hours available to ExCEL afterschool program to implement the Quality Action Plan.

SERVICE/PROGRAM DESCRIPTION:
The ExCEL After School Program is seeking partnership with Be The Change Consulting, LLC to support the Expanded Learning Collaborative Technical Assistance Project to provide professional development services for after school program staff to ensure that after school program staff have the necessary competencies and skills to comprehensive after school program services. The Expanded Learning Collaborative Technical Assistance Project is jointly funded through the Department of Children, Youth and their Families. Total amount to be paid to Contractor includes reimbursement for staffing costs and related program expenses including supplies, materials and subcontracting (if necessary).

Category: Professional Development Code: 14
School Site/ and or Department: Student, Family and Community Support Dept.
Participants: (Those students, sites, or personnel who will be directly served by this consultant) ExCEL After School Program Staff
Original Dates of Service: July 1, 2015-June 30, 2016
Amended Dates of Service: N/A
Cost of this Amendment Request: $37,500.00

Funding Source(s)/Program Title:
NCLB: Title IV, Part B, 21st Century Community Learning Centers

SACS Code(s):
01-41249-2016-1110-2100-5803-153

a) Name of Consultant: Be The Change Consulting, LLC Cost of this Request $37,500.00
b) Evaluation: (if applicable) $0
K Resolution Amendment

Background

c) Original Cost Adopted $318,000.00
d) Previous Amendment(s) if any $N/A

Total Program Cost To Date $356,110.00
(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 Department of Children, Youth and their Families is also funding Be the Changing Consulting to provide technical assistance and training to community based organizations serving SFUSD students. To maximize resources DCYF and SFUSD have agreed to fund Be the Change Consulting to provide technical assistance services. Be the Change Consulting, LLC was selected through a joint RFP process administered by DCYF.

DEGREE OF STUDENT CONTACT:

☐ Limited Contact ☑ More Than Limited Contact ☐ No Student Contact

PREPARED BY: Jovanna Badger

SUBMITTED BY: Kevin Truitt

SCHOOL SITE and DEPARTMENT: Student, Family and Community Support Dept.
SUBJECT: Consultant Services ☑ Individual ☐ Organization

FOR BOARD/Office USE ONLY ☑ Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: January 12, 2016

AMENDMENT TO RESOLUTION(s): 1512-8K24
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of name(s) / Org.'s.
or other comments: The incorrect Contractor name was listed on the original K amendment. The Contractor name should be Sylvan West Portal.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

161-12K38

Longfellow Elementary School ExCEL After School Program is seeking partnership with Sylvan West Portal (Contractor) to implement the 21st CCLC Equitable Access grant. Contractor will provide equitable access programs and services for targeted ExCEL youth. Contractor will provide overall management of the equitable access program components including programmatic and fiscal accountability in accordance with grant guidelines. Total amount to be paid to Contractor includes reimbursement for staffing costs and related program expenses including supplies, materials and subcontracting (if necessary).

Category: Tutoring & After School Activities
Code: 26

School Site/ and or Department: Student, Family and Community Support Dept.

Participants: (Those students, sites, or personnel who will be directly served by this consultant)
Students of Longfellow Elementary School

Original Dates of Service: December 09, 2015- June 30, 2016
Amended Dates of Service: N/A

Cost of this Amendment Request: $0

Funding Source(s)/Program Title:
NCLB: Title IV, Part B, 21st Century Community Learning Centers Program

SACS Code(s):
01-41249-2016-1110-21 00-5803-153

Cost of this Request

a) Name of Consultant: Sylvan West Portal $21,250 $0
Bay Area Community Resources ($21,250) Credit

b) Evaluation: (if applicable) $0
Background

c) Original Cost Adopted: $21,250.00

d) Previous Amendment(s) if any: N/A

Total Program Cost To Date: $21,250.00
(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 contractor was selected by the school site administrator to provide tutoring services in the after school program.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED BY: Jovanna Badger

SUBMITTED BY: Kevin Truitt

SCHOOL SITE/DEPARTMENT: Student, Family and Community Support Dept.
DATE OF BOARD MEETING: January 12, 2016

AMENDMENT TO RESOLUTION(s): 155-12K12, 1510-13K43, 1512-8K62
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of name(s) / Org.'s.
or other comments: The incorrect K resolution was amended. The services will be submitted as a separate K resolution.

SERVICE/PROGRAM DESCRIPTION:
161-12K39
With the goal of sustaining commitments related to the development of an extended day program that creates a seamless day for students throughout the school day and into afterschool programming, Paul Revere K-8 proposes to expand staff hours, roles and compensation for extended day staff members to span the school day from the regular day through afterschool hours. Bay Area Community Resources will provide one after-school staff member with up to 20 additional hours a week plus benefits. This staff member will be considered "linked-day" staff and will provide behavioral, academic and other support throughout the extended day, including organizing activities during lunch and recess periods to promote healthy lifestyles and positive school climate. Linked-day staff will help maximize the benefits of after-school programming by providing intentional alignment and integration across the extended day. This staff member will support and strengthen family involvement and community engagement for after-school students in particular, through individual relationships with students and families throughout the extended day and in collaboration with other school staff.

Category: Tutoring & After School Activities
Code: 26

School Site / Department: Student, Family and Community Support Dept.

Participants: (Those students, sites, or personnel who will be directly served by this consultant)
Students of Paul Revere K-8 School

Original Dates of Service: July 1, 2015 – June 30, 2016
Amended Dates of Service: N/A

Cost of this Amendment Request: ($8,465.63) Credit

Funding Source(s)/Program Title:
Quality Education Investment Act

SACS Code(s):
01-74000-2016-1110-2100-5803-760

a) Name of Consultant: Bay Area Community Resources
($8,465.63) Credit
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:

DEGREE OF STUDENT CONTACT:

- [ ] Limited Contact
- [x] More Than Limited Contact
- [ ] No Student Contact

PREPARED BY: Lorraine Orlandi

SUBMITTED BY: Stacy-Ann Afflick

SCHOOL SITE/and or DEPARTMENT: Student, Family and Community Support Dept.
SUBJECT: Consultant Services □ Individual  □ Organization

FOR BOARD OFFICE USE ONLY □ Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: January 12, 2016

AMENDMENT TO RESOLUTION(s): 1511-10K6
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Choose from list below: or other comments: This K-resolution amendment is to cancel the original K resolution.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

161-12K40
Mo'MAGIC is an initiative of the Office of the Public Defender, and is one of two MAGIC (Mobilization for Adolescent Growth in Our Communities) programs in San Francisco. In support of the My Brother and Sister's Keeper African American Postsecondary Pathway, Mo' MAGIC will build a strong intake and case management system that allows a collaborative of community-based organizations (CBO), the San Francisco Mayor's Office, City College of San Francisco, and SFUSD to ensure the African American Class of 2015 develops a postsecondary plan and persists through a career or higher education pathway. Mo'MAGIC will conduct outreach to 140 African American students who did not ask for college transcripts and/or enrolled in City College of San Francisco. Mo'MAGIC will:
1. Support students to develop a durable relationship with a CBO partner that has demonstrated success in leading African American students to positive postsecondary outcomes.
2. Assist students in creating a postsecondary plan that empowers and enables students to successfully navigate a community college or career pathway.
3. Launch a shared case management platform and process that enables multiple CBOs and other key partners to track and share information about support services delivered to students.

Category: Supplemental Student Counseling Code: 21

School Site/ Superintendent's Office
and or Department:

Participants: (Those students, sites, or personnel who will be directly served by this consultant)
SFUSD African American Class of 2015 and SFUSD Central Office

Original Dates of Service: 11/11/2015 - 06/30/2016
Amended Dates of Service: 01/13/2016 - 06/30/2016

Cost of this Amendment Request: ($100,000.00) Credit

Funding Source(s)/Program Title:
Spark SF: Hellman Foundation

SACS Code(s):
01-90656-2016-1110-2100-5803-023 $25,000
01-90656-2016-1110-2100-5100-023 $75,000

Cost of this Request
a) Name of Consultant: Mo’MAGIC

b) Evaluation: (if applicable)

| Background |
|-------------------|--------|
| c) Original Cost Adopted | $100,000.00 |
| d) Previous Amendment(s) if any | $0 |

Total Program Cost To Date $0

(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:

Mo’ MAGIC is a collaborative San Francisco neighborhood-based nonprofit organization whose mission is to transform the community and youth through the MAGIC of collaboration. Since 2004, the organization has formed partnerships with community residents, faith based organizations, local government, nonprofit organizations, schools and other foundations to provide critical services to the most underserved youth. In 2013, Director Sheryl Davis was awarded the Anthony F. Logan Award for her outstanding contribution to advancing social justice. Ms. Davis will be leading this initiative.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED AND SUBMITTED BY: Chris Lee, Ph.D.

SCHOOL SITE/and or DEPARTMENT: Superintendent's Office/African American Achievement and Leadership Initiative
SUBJECT: Consultant Services  Organization

DATE OF BOARD MEETING: January 12, 2016

AMENDMENT TO RESOLUTION(s): 1512-8K15
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Change in funding source.
or other comments: To correct the Sac Code.

SERVICE/PROGRAM DESCRIPTION: Twenty(20) days of face to face training on the HighScope Curriculum for up to twenty participants, five (5) days customized training based on post PQA scores from Spring 2015, fifteen (15) days coaching/mentoring provided in four (4) week sessions.

Category: Professional Development  Code: 14

School Site/and or Department: Early Education Department

 Participants: Program Specialists, Teaching Staff, Administrators

Amended Dates of Service: Same

Cost of this Amendment Request: $0

Funding Source(s)/Program Title: W. Clement & Jessie V. Stone Foundation

SACS Code(s):
12-90730-2016-1110-2100-5803-900 ($55,000) Credit
12-90730-2016-0001-2100-5803-900 $55,000

a) Name of Consultant: HighScope Educational Research Foundation
b) Evaluation: (if applicable)

Cost of this Request
$0
$0
Background

c) Original Cost Adopted $55,000.00
d) Previous Amendment(s) if any $0

Total Program Cost To Date $55,000.00
(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:
HighScope Educational Research Foundation is a national and independent nonprofit organization established in the 1970s. Selected for their successful development of a comprehensive research and evidence based curriculum that promotes ‘active participatory learning’ where “students have direct, hands-on experiences with people, objects, events, and ideas” and was selected based on past successful work with the Early Education Department and for continuing and further development of the HighScope Curriculum for SFUSD students and staff.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED BY: Sarah Tiu

SUBMITTED BY: Betty Pazmino

SCHOOL SITE and/or DEPARTMENT: Early Education Department