SAN FRANCISCO UNIFIED SCHOOL DISTRICT

AGENDA

REGULAR MEETING OF THE BOARD OF EDUCATION
TUESDAY, JANUARY 13, 2015 6:00 P.M.

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

Board of Education:

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

Rachel Norton
Shamann Walton
Jill Wynns

Student Delegates to the Board of Education:
Hanan Sinada
Gavin Chan

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 sensitivity, democratic responsibility, economic competence, and physical and mental health so that each student can achieve his or her maximum potential.

DISTRICT GOALS:

(In Accordance with 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 ITEM)  Pg. 1 - 106
  ➢ Annual Re-Adoption of Board of Education Rules and Procedures (Series 9000)

❖ ELECTION OF OFFICERS – BOARD OF EDUCATION

A. APPROVAL OF BOARD MINUTES

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

C. RECOGNITIONS AND RESOLUTIONS OF COMMENDATION
  ➢ Recognition of the National Board Certified Teachers (NBCT)

D. STUDENT DELEGATES’ REPORT

E. PARENT ADVISORY COUNCIL (PAC) REPORT
   (Report given at First Regular Meeting of the Month)

F. PUBLIC COMMENT ON CONSENT ITEMS (Members of the public shall not be permitted to sever agenda items for discussion. Rather, Board discussion on a consent item shall only occur if the Board or the Superintendent, in their discretion, severs the item for discussion.)
G. CONSENT CALENDAR – SEE EXHIBIT A FOLLOWING SUMMARY PAGES FOR LIST OF ITEMS - Motion/Second; Items Corrected/Withdrawn/Removed for First Reading/Severed. Formal vote taken up in Section N. Severed Items taken up in Section O.

H. SUPERINTENDENT'S PROPOSALS
- HELD FOR SPEAKER CARDS AND ACTION

NONE

I. BOARD MEMBERS' PROPOSALS
- HELD FOR SPEAKER CARDS AND ACTION

NONE

J. REQUESTS TO SPEAK REGARDING GENERAL MATTERS – 30 MINUTES

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

This agenda item will be limited to thirty (30) minutes and will begin no later than 7:30 p.m. or following the item under discussion at the time. Anyone whose name remains on the speakers list at the end of the allotted time will be granted time at the end of the regular meeting.

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

L. SPECIAL ORDER OF BUSINESS

NONE

M. DISCUSSION OF OTHER EDUCATIONAL ISSUES

➢ English Language Development & Language Pathway
➢ Overview of My Brother’s Keeper
N. CONSENT CALENDAR RESOLUTIONS – 
REMOVED AT PREVIOUS MEETING FOR SECOND READING AND ACTION

O. VOTE ON CONSENT CALENDAR – Moved and Seconded under Section F

P. CONSENT CALENDAR RESOLUTIONS – SEVERED FOR BOARD DISCUSSION AND IMMEDIATE ACTION – SEE EXHIBIT A FOLLOWING SUMMARY PAGES FOR LIST OF ITEMS

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

NONE

R. BOARD MEMBERS’ PROPOSALS – FIRST READING
(5 Minutes will be given for total public testimony under this item.)

NONE

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

Report from the Curriculum and Program Committee
January 12, 2015 – Reporting: Commissioner Matt Haney

ACTION ITEM:
→ 1412-9A1 – Appropriate Use of Movies and Television in the Classroom (Norton)

UPDATE / OVERVIEW ON THE FOLLOWING INFORMATIONAL ITEMS:
→ School Quality Improvement System (SQIS): Smarter Balanced Assessment Consortium (SBAC) Spring Testing
→ African American Initiative
→ Balanced Scorecard

→ Budget and Business Services Committee
→ Buildings, Grounds and Services Committee
→ Curriculum and Program Committee
S. **BOARD MEMBERS' REPORTS** – a. Standing Committees; b. Board Delegates to Membership Organizations (NSBA, CSBA, CGCS); c. All other reports by Board Members. – CONTINUED

- Rules, Policy, and Legislation Committee
- Ad Hoc Committee on Student Assignment
- Ad Hoc Committee on Personnel Matters/Labor Relations
- City and School District Select Committee
- Ad Hoc School District/City College Joint Committee

T. **REPORT OF CLOSED SESSION ACTIONS**

U. **OTHER INFORMATIONAL ITEMS**

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

1. Instructional Resolutions

   1a. (151-13J1) Approval of Student Travel for Abraham Lincoln High School

       **Recommendation:** That the Board of Education approves the student travel of eight (8) students and one (1) certificated employee to participate in the Close Up program that exposes students to the inner workings of the U.S. Government in Washington, D.C.

   1b. (151-13J2) Approval of Student Travel for Theodore Roosevelt Middle School

       **Recommendation:** That the Board of Education approves the student travel of thirteen (13) students and one (1) certificated employee to participate in an educational travel experience to Washington D.C. where they will learn more about our nation's capital.

2. Finance Resolutions

   2a. (151-13B1) Authorization to Submit Applications, to Accept Funds, and to Budget the Amount Awarded

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

       **Awards**

       1. $2,854,440 – U.S. Department of Education (ED) to Student Support Services; Bret Harte Elementary School; El Dorado Elementary School; Dr. Charles R. Drew Alt Elementary School; George Washington Carver Elementary School; Thurgood Marshall Academic High School; Paul Revere School (K8); Malcolm X. The purpose of the Project Prevent Grant Program is to provide grants to local education agencies (LEAs) to increase their capacity to help schools in communities with pervasive violence to better address the needs of affected students and to break the cycle of violence.
2. $63,975 – City and County of San Francisco to Alamo Elementary School; Bessie Carmichael / Fec(K8); Bret Harte Elementary School; Buena Vista Alt Elementary School; Horace Mann Academic Middle School; Cleveland Elementary School; Commodore Sloat Elementary School; Dianne Feinstein Elementary School; El Dorado Elementary School; E.R. Taylor Elementary School; Fairmount Elementary School; George Peabody Elementary School; George Washington Carver Elementary School; Gordon J. Lau Elementary School; Grattan Elementary School; Jean Parker Elementary School; John Yehall Chin Elementary School; Leonard R. Flynn Elementary School; Longfellow Elementary School; Marshall Elementary School; Monroe Elementary School; Sherman Elementary School; Spring Valley Elementary School; Sunnyside Elementary School; Sunset Elementary School; Alvarado Elementary School. The grant is designed to support the SF SRTS Vision of San Francisco as a healthy community where students and families can safely walk, bike, take transit, and carpool to and from school. Specific grant objectives include the following: Promotion of health and educational opportunities through advancing sustainable modes of transportation and safer environments for the school commute; Improvement of pedestrian, bicycle, and traffic safety around schools; Decrease in traffic congestion around schools; Reduction of childhood obesity by increasing number of children walking and biking to school; and Improvement in air quality, community safety, and community involvement around school. The SRTS program is currently at 24 schools (twenty-two elementary and two K-8) for school year 2014-15. By the final year of the grant (2017), this number will grow to a total of 40 schools (35 ES, 3 MS, and 2 HS).

3. $25,000 – Zellerbach Family Foundation to PreK-12. This grant will support the creation and ongoing development of the Unaccompanied Immigrant Children Program (UAC Program) in the SFUSD, an interagency support system that will serve as a centralized hub for agencies and organizations that work to address the complex social, academic, health, and legal services needs of Unaccompanied Immigrant Children. Funds from the Zellerbach Foundation will specifically be used to partially support the 1.0 FTE UAC Program Coordinator position.

4. $17,820,052 – California Department of Education to PreK-12; County Community Schools; Curriculum & Instruction: General (use only if other subcategories do not apply). The Consolidated Application is the California Department of Education’s funding format for the following Categorical Programs: Title I Part A (Basic Grant), Title I Part D (Delinquent), Title II Part A (Teacher Quality), Title III Part A LEP Immigrant.

5. $45,000 – Special Olympics of Northern California to All Elementary Schools; All Middle Schools; All High Schools. Grant funds offset costs associated with dedicating a .8 FTE certificated teacher to the coordination and implementation of all Special Olympics activities across SFUSD schools. MOU agrees to a .8 FTE teacher.

6. $912,400 – S.D. Bechtel Jr. Foundation to Curriculum & Instruction: STEM. This grant is to support implementation of the Common Core State Standards in Mathematics (CCSS-M) and engagement in statewide leadership around CCSS-M.
7. $60,000 — The Hellman Family Foundation to Curriculum & Instruction: STEM. With this funding, SFUSD develop a site based pilot for Science and English language instruction and work with the Exploratorium's Institute for Inquiry to co-develop and present professional development for teachers.


Recommendation: That the Superintendent recommends changes to the FY 2014-2015 Budget as adopted by the Board of Education on June 24, 2014. 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, 05, 12, and 63)


Recommendation: That the Board of Education accepts the San Francisco Unified School District's Audit Report for the year ended June 30, 2014.

2d. (151-13B4) Approval of the San Francisco Unified School District Memoranda of Authority with Community Based Organizations

Recommendation: That the Board of Education approves the Memoranda of Authority entered into between the San Francisco Unified School District and Community Based Organizations and Agencies for the 2014-2015 fiscal year. A list of the Memoranda of Authority has been attached to this Resolution.

2e. (151-13B5) Approval of the San Francisco Unified School District Memoranda of Authority with Community Based Organizations

Recommendation: That the Board of Education approves the Memoranda of Authority entered into between the San Francisco Unified School District and Community Based Organizations and Agencies for the 2014-2015 fiscal year. A list of the Memoranda of Authority has been attached to this Resolution.

2f. (151-13B6) Approval of the San Francisco Unified School District Memoranda of Authority with Community Based Organizations

Recommendation: That the Board of Education approves the Memoranda of Authority entered into between the San Francisco Unified School District and Community Based Organizations and Agencies for the two-year period of the 2014-2015 and 2015-2016 fiscal years. A list of the Memoranda of Authority has been attached to this Resolution.
2g. (151-13B7) Authorization to Amend Resolution #149-23B4 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 #149-23B4, which allowed the Superintendent and/or his designee to enter into an MOU with Community Based Organizations. This amended resolution will clarify the list of programs and services being provided to students under the Memorandum of Understanding for Young Community Developers during fiscal years 2014-2015 and 2015-216. Programs and series include: Mentoring Program for elementary schools, Thurgood Career Awareness Program for 10th, 11th, and 12th graders at Thurgood Marshall HS, Summer (school-year) Youth Academic & Employment Program (SYAEP), Summer Bridge program for 8th graders, and Log Cabin Career Exploration and Mentorship Program for Log Cabin Ranch Students.

3. Buildings, Grounds and Services Resolutions

3a. (151-13W1) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve this modification between Hol's 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 modification on behalf of the District and encumber sufficient funds from the 2011 School Facility Safety Special Tax Fund and Capital Facilities Fund.
Hillcrest Elementary School - $19,040.18

3b. (151-13W2) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve this modification between Hol's 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 modification on behalf of the District and encumber sufficient funds from the Deferred Maintenance Fund.
West Portal Elementary School - $15,249.83

3c. (151-13W3) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve this modification between Alpha Builders Company 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.
Irving M. Scott Building - $13,056
3d. **(151-13W4) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approve this contract modification between Cal Pacific Construction, Inc. and the San Francisco Unified School District for an amount not to exceed $102,737 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.

McAteer Campus - $102,737

3e. **(151-13W5) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approve this contract modification between Arntz Builders and the San Francisco Unified School District for an amount not to exceed $128,956 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 - $128,956

3f. **(151-13W6) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approve this contract modification between BHM Construction Inc. and the San Francisco Unified School District for an amount not to exceed $51,770 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 - $51,770

3g. **(151-13W7) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approve this contract modification between Meek, Noll and Tam JV Architects (MNTJV) and the San Francisco Unified School District for an amount not to exceed $11,420 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.

Daniel Webster Elementary School - $11,420
3h. **(151-13W8) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approve this modification between AECOM Technical Services Inc. and the San Francisco Unified School District for an amount not to exceed $26,460 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.

Program-Wide – Various Sites - $26,460

3i. **(151-13W9) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approve this modification between Gelfand Partners Architects and the San Francisco Unified School District for an amount not to exceed $35,726 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 School - $35,726

3j. **(151-13W10) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approve this modification to the Master Agreement between ENGEO, Inc. and the San Francisco Unified School District for an amount not to exceed $11,500 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.

Marshall Elementary School - $11,500

3k. **(151-13W11) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approve this modification to the Master Agreement between Swinerton Management and Construction and the San Francisco Unified School District for an amount not to exceed $1,399,705 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 Modernization - $1,399,705
3l. **(151-13W12) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approve this modification to the Master Agreement between Vanir Construction Management and the San Francisco Unified School District for an amount not to exceed $1,388,489 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.

Presidio Middle, Gordon J. Lau Elementary, Frank McCoppin Elementary and John Yehall Chin Elementary Schools - $1,388,489

3m. **(151-13W13) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approve this modification to the Master Agreement between Cornerstone Earth Group, Inc., and the San Francisco Unified School District for an amount not to exceed $15,300 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.

Frank McCoppin Elementary School – Modernization - $15,300

3n. **(151-13W14) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approve this modification to the Master Agreement between Cinquini & Passarino, Inc. and the San Francisco Unified School District for an amount not to exceed $4,320 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.

Frank McCoppin Elementary School - $4,320

3o. **(151-13W15) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approve this modification to the Master Agreement between King Construction Inspection, Inc. and the San Francisco Unified School District for an amount not to exceed $461,889.80 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.

McAteer Campus - $461,889.80
3p. (151-13W16) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve this Master Agreement modification between Sensible Environmental Solutions (SES) and the San Francisco Unified School District for an amount not to exceed $323,761.50 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.
McAteer Campus and Starr King Elementary School - $323,761.50

3q. (151-13W17) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve this Modification to the Master Agreement between Construction Testing Services and the San Francisco Unified School District for an amount not to exceed $92,964 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 encumber sufficient funds from Proposition 39 School Repair Program Fund.
McAteer Campus - $92,964

3r. (151-13W18) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve this modification to the Master Agreement between Millennium Consulting Associates ("MECA") and the San Francisco Unified School District for an amount not to exceed $630 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 encumber sufficient funds from Proposition 39 School Repair Program Fund.
Aptos Middle School Greening - $630

3s. (151-13W19) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program

Recommendation: That the Board of Education approve this contract between Skyline Engineering 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 Deferred Maintenance Fund.
Student Nutrition Services Administration Building - $24,400
3t. **(151-13W20) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approve this contract between Bartos Architecture 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.

Marina Middle School - $25,000

3u. **(151-13W21) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approve this contract between SCA Environmental, Inc. and the San Francisco Unified School District and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract on behalf of the District and encumber sufficient funds from 2011 School Facility Safety Special Tax Fund and Capital Facilities Fund.

Irving M. Scott Building - $9,435

3v. **(151-13W22) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program**

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

Thomas Jefferson Elementary School - $50,675

3w. **(151-13W23) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approve a contract between American Asphalt Repair and Resurfacing 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. Should the District be unable to enter into a contract with American Asphalt Repair and Resurfacing, the contract will be awarded to the next lowest, responsive and responsible bidder.

Sheridan Elementary School - $179,713
3x. **(151-13W24) 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 an amount not to exceed $128,726 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.

Visitacion Valley Elementary School - $128,726

3y. **(151-13W25) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approve this contract between Mobile Modular Management Corporation and the San Francisco Unified School District for an amount of $101,883 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.

McKinley Elementary School - $101,883

3z. **(151-13W26) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approve this contract between Arntz Builders (Arntz) and the San Francisco Unified School District for an amount not to exceed $26,845,211 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund. In the event the District is not able to enter into a contract with Arntz it will award to the next lowest, most responsive and responsible bidder, or the District may elect to re-bid the project.

McAteer Campus - $26,845,211

3aa. **(151-13W27) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program**

**Recommendation:** That the Board of Education approve this Master Agreement modification between Summit Building Services and the San Francisco Unified School District for an amount not to exceed $18,120 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.

George Peabody Elementary, Monroe Elementary, and Cesar Chavez Elementary Schools - $18,120
3bb. **(151-13W28) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program**

Recommendation: That the Board of Education approve this modification to the Master Agreement between King Construction Inspection, Inc. and the San Francisco Unified School District for an amount not to exceed $24,501.86 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.

New Academic Campus at 300 Seneca - $24,501.86

3cc. **(151-13W29) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program**

Recommendation: That the Board of Education authorize a one-time fee payment to Pacific Gas and Electric for an amount not to exceed $52,409.61 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the fee payment on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

Willie L. Brown Jr. Middle School - $52,409.61

3dd. **(151-13W30) Authorization to Approve Contracts, Orders for Service, Work Orders, and Modifications in Connection with the School Building Program**

Recommendation: That the Board of Education approve this contract modification for professional project management services, to design and manage the strategic project development plan and assist in determining the feasibility of renovating the existing structures at 135 Van Ness for the Ruth Asawa School of the Arts, between Helium Ventures and the San Francisco Unified School District (SFUSD), and to instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract modification on behalf of the District and to encumber sufficient funds from the Developers Fee Funds (Fund 25).

Ruth Asawa School of the Arts - $90,000

3ee. **(151-13W31) Authorization to Approve Contracts: Emergency Declaration for Damage Caused by Storm Water and Sewage Flooding at Tenderloin Elementary School, Mission High School, Galileo High School, Hoover Middle School and SOTA/McAteer Campus**

Recommendation: That the Board of Education declare an emergency pursuant to Public Contract Code sections 1102 and 20113 with respect to the emergency repairs caused by the severe rain storms of December 2-12, 2014 including extensive flooding and sewage backup at Tenderloin ES, Mission HS, Galileo HS, Hoover MS and SOTA/McAteer Campus and approve emergency, no-bid contracts upon identification of qualified contractor(s) to perform and complete the repairs caused by the flooding at these five school sites.

The Board declares an emergency by unanimous vote.
4. **Personnel Resolutions**

4a. **(151-13F1 – F13) Administrative, Secondary, Elementary Certificated Personnel Actions**

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

4b. **(151-13K1 – K26) Consultant Services Contracts**

*Note:* Contracts with Individuals = Resolutions K1 – K7
Contracts with Organizations = Resolutions K8 – K26

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

**K1. Robert Louis Stevenson Elementary School** – To provide literature and art to students to support their language arts development.
Lyn Di Cesare - $2,000 – Trust Fund – Principal Discretionary Funds

**K2. San Francisco Community School** – To provide consultancy for Middle School students in visual arts in collaborative and individual portfolio projects.

**K3. San Francisco Community School** – To provide consultancy for Middle School students in visual arts in collaborative and individual portfolio projects.
Charles Whelan - $600 – PEEF: PROP H, Arts & Music

**K4. Mission Education Center** – To provide 5th grade students with outdoor education, gardening, science, and nutrition standard based sessions/classes.
Birgit Cory - $3,400 – School Site Based WSF Allocation

**K5. KALW Radio Station** – To provide production services on radio features for KALW News programs.
Casey Miner - $15,000 – KALW Fund Unrestricted

**K6. KALW Radio Station** – To provide a producer of the “Your Call” radio program on KALW.
Ngoc Nguyen - $27,000 – KALW Fund Unrestricted

**K7. Human Resources** – To provide outreach to employees who decide to have benefits, which were not eligible to them in the past.
Jeremy Balli - $4,200 – Unrestricted General Fund

**K8. Miraloma Elementary School** – To provide artists lead participatory workshops to all students in choral arts, visual arts, dance and theater.
San Francisco Arts Education Project - $3,630 – PEEF: PROP H, Arts & Music
K9. San Francisco Community School – To provide consultancy and curriculum in drumming for Middle School students.
Loco Bloco - $900 – PEEF, PROP H, Arts & Music

K10. Guadalupe Elementary School – To provide IXL Learning software program in Language Arts and Math to 3th, 4th, and 5th grade students.
IXL Learning - $2,805 – NCLB: Title I Schoolwide Programs

K11. Alvarado Elementary School – To provide a series of informational workshops to parents of English Language Learners in understanding the reclassification process and to empower them with the tools and strategies needed to best ensure their children are on path towards reclassification.
Mission Graduate - $2,500 – Trust Fund – Principal Discretionary Funds

K12. Gordon J. Lau Elementary School – To provide kindergarten through fifth grade students with skills and/or concepts in either theater or visual art classes.
San Francisco Arts Education Project - $1,893 – PEEF: PROP H, Arts & Music

K13. McKinley Elementary School – To provide a hands-on 2 day program to student. Students will assemble and sort through boxes of bones to assemble a 30-foot gray whale skeleton.
Community Initiative – Mission Science Workshop - $3,250 – Trust Fund – PTA Funds

K14. Daniel Webster Elementary School – To provide ESL Classes onsite for 60 families.
Mission Graduates - $5,000 – Concentration Grant

K15. William L. Cobb Elementary School – To provide a Behavior Coach to focus on students identified as being in need of additional social, emotional, and behavioral support.
Edgewood Center for Children and Families - $22,886 – DCYF Mayor’s Wellness Program II

K16. Malcolm X Academy – To provide a Behavior Coach for up to 23 students, individually or in small groups.
Edgewood Center for Children and Families - $11,752 – School Site Based WSF Allocation

K17. Mission Education Center Elementary School – To provide direct services to targeted students during the school day and assist classroom teachers and aides with the goal of increasing academic/literacy skills and youth development.
Bay Area Community Resources - $7,000 – School Site Based WSF Allocation
K18. **Mission Education Center Elementary School** – To provide 3-4 hands-on science sessions/workshops to students. 
Community Initiative – Mission Science Workshop - $3,000 – School Site Based WSF Allocation

K19. **Presidio Middle School** – To provide access to three online software programs for 6th, 7th, and 8th grade students. 
Edmentum.com - $8,246.54 – Middle School Leadership Initiative in Partnership with the Mayor’s Office and salesforce.com

K20. **Galileo Academy** – To provide organizational support to school site programs by assisting the teaching teams and students. 
Sutter West Bay Hospitals dba California Pacific Medical Center (CPMC) - $14,581 – School Site Based WSF Allocation and SCG Low Income

K21. **Ida B. Wells High School** – To assist youth ages 16-18 in finding internships and employment opportunities, facilitate college and career development activities and workshops for students. 
Urban Services YMCA - $12,883.49 – School Site Based WSF Allocation

K22. **Ida B. Wells High School** – To provide an online curriculum program, Mouse Squad of CA Student Tech Support Leadership Program, to students. 
Aspiranet - $2,000 – School Sites Based WSF Allocation

K23. **Student, Family and Community Support Department** – To implement the lunchtime Wellness Program for students. 
Richmond District Neighborhood Center - $9,966 – DCYF Mayor’s Wellness Program

K24. **Student, Family and Community Support Department** – To provide, as Lead Agency, overall management and operation of the after school program and/or comprehensive supplement program, to include programmatic and fiscal accountability in accordance with grant guidelines at Sanchez ES. 
Bay Area Community Resource - $8,960 – NCLB: Title IV, Part B, 21st Century Community Learning Centers Program

K25. **Student, Family and Community Support Department - Pupil Services** – To provide a workshop series; the power of play, group management and effective game facilitation to elementary student advisors and designated site and centralized school district staff with consultation and coaching. 
Playworks Education Energized - $16,000 – Special Education - IDEA Local Assistance, Early Intervening Services

K26. **Superintendent’s Zone – Mission – Buena Vista Horace Mann** – To provide one-on-one mental health support to 8-12 BVHM students. 
Life Adventure Therapies, LLC - $8,400 – UGF/AB825 – Targeted Instructional Improvement Block Grant
4bb. **(151-13K27 – K55) Consultant Services Contracts Amendments**

**Note:** Contracts with Individuals = Resolutions K27 – K29 & K55
Contracts with Organizations = Resolutions K30 – K54

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

**K27. Commodore Sloat Elementary School** – To provide support in reading and comprehension to teacher-identified focal students for the duration of the school year using a push-in-model and working side-by-side with teachers in 4th and 5th grades. The purpose for this amendment is for a reduction of service to students.

Cost of this Amendment – ($10,560) Credit
Erika Pineda – Total Program Cost to Date - $640 – Trust Fund – Site Specific Trust Fund #1

**K28. Early Education Department** – To provide support and technical assistance to the staff to establish developmentally appropriate learning environments for PreK, Transitional Kindergarten, Kindergarten, and Special Day students. The purpose for this amendment is for additional services needed.

Cost of this Amendment – $6,300
Veronica Martínez – Total Program Cost to Date – $71,300 – EED: First 5 San Francisco – Preschool For All, Special Day Classes

**K29. Early Education Department** – To continue development and enhancement of the Information & Technology system used for reporting and recording student enrollment, student attendance, student assessment dates, and compliance reporting. The purpose for this amendment is to correct the amount on the K Resolution so it matches the contract.

Cost of this Amendment – ($15,000) Credit
Raymond D. Hall – Total Program Cost to Date – $75,000 – EED: First 5 Preschool For All

**K30. Alvarado Elementary School** – To promote student academic performance through rigorous, project-based, partner-supported environmental education that is woven throughout the school’s instruction and operation. The purpose for this amendment is for additional services and a change in funding source.

Cost of this Amendment – $10,000
Education Outside – Total Program Cost to Date – $12,000 – Trust Fund – PTA Funds

**K31. Hillcrest Elementary School** – To provide 14 days of research-based professional development for K-5 teachers on Balanced Literacy. The purpose for this amendment is for additional services and dates of service.

Cost of this Amendment - $9,774
The Reading and Writing Project Network, LLC – Total Program Cost to Date – $27,000 – Cowell Foundation: Long Term English Learner Initiative
K32. **E. R. Taylor Elementary School** – To provide a one year subscription to an online reading program. **This is a multi-year contract and will be paid for in advance in FY2014-15.** The purpose for this amendment is to amend dates of service and the terms of payment.
Cost of this Amendment – $0
Edmentum – Total Program Cost to Date – $2,720 – School Site Based WSF Allocation

K33. **Monroe Elementary School** – To provide 10 days of research-based professional development for K-5 teachers on Balanced Literacy as a means to successfully implement the Common Core State Standards for ELA. The purpose for this amendment is for additional services needed.
Cost of this Amendment - $7,310.20
The Reading and Writing Project Network, LLC – Total Program Cost to Date – $33,310.20 – Cowell Foundation – Long Term English Learner Initiative

K34. **Leonard R. Flynn Elementary School** – To promote academic performance through rigorous, project-based, partner-supported environmental education that is woven throughout the school’s instruction and operation. The purpose for this amendment is for additional services to students.
Cost of this Amendment – $3,000
Education Outside – Total Program Cost to Date – $6,000 – Trust Fund – PTA Funds

K35. **Paul Revere K-8 School** – To provide professional services that will consist of weekly class meetings with students, meetings with parents and presentations to staff. The goal of these services is to foster a safe school environment conducive to student learning. The purpose for this amendment is for additional services to students and to extend dates of service.
Cost of this Amendment – $9,000
Alive & Free/Omega Boys Club - $18,000 – Quality Education Investment Act

K36. **Paul Revere K-8 School** – To provide community-building activity of a school-wide soccer program to positively affect climate and increase safe, organized physical activity opportunities during school-day recess periods. The purpose for this amendment is for additional services to students and to extend dates of service.
Cost of this Amendment – $9,632
America SCORES - $25,265 – Quality Education Investment Act

K37. **Paul Revere K-8 School** – To provide a family advocate connecting families with services through Edgewood in the Bayview/Hunter’s Point. The purpose for this amendment is to change funding source and request a Waiver of Board Policy P3850.
Cost of this Amendment – $0
Edgewood Center for Children and Families – Total Program Cost to Date - $21,898 – QTEA: API SITE BLOCK GRANTS and Quality Education Investment Act
K38. **Paul Revere K-8 School** – To provide direct services including consultation, individual, group, family, classroom support and collateral therapy to students. The purpose for this amendment is for additional services to students and to extend dates of service.
Cost of this Amendment – $6,000
Alliant International University - $12,000 – Quality Education Investment Act

K39. **Paul Revere K-8 School** – To provide two afterschool staff members for the afterschool program. The purpose for this amendment is to change the funding source.
Cost of this Amendment – $0
Bay Area Community Resources - $24,864 – School Site Based WSF Allocation and Middle School Leadership Initiative in Partnership with the Mayor’s Office and salesforce.com

K40. **John O’Connell High School** – To provide ethnic studies concepts through spoken word, poetry, digital storytelling and other multimedia methods to 9th grade students. The purpose for this amendment is for additional services and extended dates of service.
Cost of this Amendment – $3,150
Youth Speaks – Total Program Cost to Date - $8,150 – School Site Base WSF Allocation

K41. **Instruction, Innovation and Social Justice** – To design, build, deploy, and support a custom application for grant management for a project. This project is for two fiscal years, but payment will be made in advance in FY 2015. The purpose for this amendment is to extend the dates of service and add wording for payment method.
Cost of this Amendment – $0
Vettiba, Inc. – Total Program Cost to Date - $148,750 – Middle School Leadership Initiative in Partnership with the Mayor’s Office and salesforce.com

K42. **Special Education Services** – To provide, translation services for IEP/Special Education meetings and early childhood parent meetings/trainings. This is a mandated service. The purpose for this amendment is to amend services dates and increase funds to pay the last invoices in FY2012-13 and FY2013-14 out of current fiscal year budget.
Cost of this Amendment – $2,475
The Language Bank – Total Program Cost to Date - $232,475 – Special Education Services

K43. **Special Education Services** – To review all records, files, assessments, IEPs and communication documents, where a legitimate educational interest exists for the review. The purpose for this amendment is for a decrease in services needed.
Cost of this Amendment – ($61,000) Credit
Ken Ferro Consulting, LLC – Total Program Cost to Date - $9,000 – Special Education – IDEA Basic Local Aid
K44. **State & Federal Programs** – To provide reading and/or math instruction utilizing Catapult's proprietary programs, systems, teaching techniques, diagnostic tests and academic courses and materials to qualified students attending NCLB/ESEA, Title I, Private School Programs, at St. Anthony. The purpose for this amendment is for a reduction in services needed.

Cost of this Amendment – ($3,552.29) Credit
Catapult Learning West, LLC – Total Program Cost to Date - $17,280 – NCLB: Title I, Part A, Basic Student Services, Non-Public Private Schools and NCLB: Title I, Part A, Basic Grant, Low-Income and Neglected

K45. **Special Education Services** – To provide education services to a Special Education student and address said student's severe psychiatric needs. The purpose for this amendment is to cancel Original K Resolution.

Cost of this Amendment – ($91,190) Credit
Rogers Memorial Hospital – Total Program Cost to Date - $0 – Special Education Services

K46. **Special Education Services** – To provide education services to a Special Education student and address said student's severe psychiatric needs. The purpose for this amendment is to cancel Original K Resolution.

Cost of this Amendment – ($3,540) Credit
Rogers Memorial Hospital – Total Program Cost to Date - $0 – Special Education Services

47. **Special Education Services** – To provide 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. The purpose for this amendment is to delete SAC Code and funding.

Cost of this Amendment – ($146,000) Credit
Various NPA/NPA – Total Program Cost to Date - $14,176,289 – AB114: Special Education – Mental Health Services, and Special Education – IDEA Local Assistance, Early Intervening Services

K48. **Student, Family, and Community Support Department** – To provide dental assessments for all SFUSD Kindergarten students at their school sites. The purpose for this amendment is for additional services needed.

Cost of this Amendment – $2,000
San Francisco Public Health Foundation – Total Program Cost to Date - $31,414 – California School Health Centers – Covered CA Education and Outreach

K49. **Student, Family and Community Support Dept., School Health Programs** – To provide educational assessments and tutoring services to SFUSD foster youth students. The purpose for this amendment is for additional services needed.

Cost of this Amendment – $60,000
Bay Area Educational Institute – Total Program Cost to Date – $170,000 – Foster Youth in Licensed Homes
K50. **Student, Family and Community Support Dept.** – To plan, develop, monitor and implement evaluations of various programs. The purpose for this amendment is for additional services needed. Cost of this Amendment – $96,258.90

Education, Training & Research Associates – Total Program Cost to Date - $391,057.39 – SFCSD: CDC School-Based Surveillance Grant, SFCSD: CDC School-Based HIV/STD Prevention Grant and Integrated School-Based Violence Intervention and Prevention Program

K51. **Student, Family and Community Support Dept.** – To provide an online interactive professional development knowledge management system. The purpose for this amendment is for additional services needed.

Cost of this Amendment – $25,000

Eduvant, Inc. – Total Program Cost to Date – $221,000 – Special Education IDEA Local Assistance, Early Intervening Services

K52. **Student, Family and Community Support Dept.** – To provide training and coaching support to the RTI Cohorts and facilitate professional development for Middle School Counselors & Deans. The purpose for this amendment is for additional services needed.

Cost of this Amendment – $60,937.50

San Francisco Coalition of Essential Small Schools (SF-CESS) – Total Program Cost to Date – $72,187.50 – Special Education IDEA Local Assistance, Early Intervening Services and DCYF: Post-Secondary Success

K53. **Instruction, Innovation & Social Justice** – To provide consultative, strategic and facilitative support to move a few of the strategies forward. The purpose for this amendment is for additional services needed.

Cost of this Amendment – $77,000

Collective Invention – Total Program Cost to Date - $143,000 – QTEA: Innovation, Research and Development

K54. **Labor Relations** – To provide the bargaining teams (SFUSD and United Educators of San Francisco (UESF)) with budget information and analysis to assist the parties in reaching a common understanding of the District's fiscal status. The purpose for this amendment is for additional services needed.

Cost of this Amendment – $861.15

School Services of California – Total Program Cost to Date - $9,121.15 – Unrestricted General Fund

K55. **Central Office, Instruction, Innovation & Social Justice** – To provide marketing brand for Willie L. Brown, Jr. Middle School developed by Studio 1500 and put it into visual action through a series of three videos to reflect the development and excitement around re-opening the school. The purpose for this amendment is to correct consultant from Organization to Individual.

Cost of this Amendment – $0

Steven Bailey (Films) – Total Program Cost to Date - $5,000 – UGF/AB825 – Targeted Instructional Improvement Block Grant
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) 355-7384

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.
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

Special Order of Business
Regular Meeting of the Board of Education
January 13, 2015

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.

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Agenda Item

Special Order of Business

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San Francisco USD - 2/12
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
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
3500 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

Bylaw adopted: April 24, 2012
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California
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
ROLE OF THE BOARD (continued)

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. 9910 - 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
14.102 Recall
15.105 Suspension and Removal
EDUCATION CODE
5304 Duties of governing board (re school district elections)
12400-12405 Authority to participate in federal programs
17565-17592 Board duties re property maintenance and control
33319.5 Implementation of authority of local agencies
35000 District name
35010 Control of district; prescription and enforcement of rules
35020-35046 Officers and agents
35100-35351 Governing boards, especially:
35160-35185 Powers and duties
35291 Rules

Management Resources:
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.

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
10990 Financial interest in contract
10998 Disclosure of confidential information
1125-1129 Incompatible activities
54950-54963 The Ralph M. Brown Act
87300-87313 Conflict of interest code

Management Resources:

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

WEB SITES
CSBA: http://www.csba.org
PUBLIC 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. 4119.23/4219.23/4319.23 - 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.

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

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

(Af. 9320 - Meetings and Notices)

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

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

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

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:
54952.2 Meeting, defined
54953 Meetings to be open and public; attendance
54954.2 Agenda posting requirements, board actions

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

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

At this meeting the Board shall:

1. Elect a president and a vice president from its members. Each shall serve a one-year term.
2. Authorize signatures
3. Develop a schedule of regular meetings for the year
4. Develop a Board calendar for the year
5. Designate Board representatives
6. Adopt the Board rules for the year as the first agenda item of the annual meeting.

Legal Reference:
EDUCATION CODE
5017 Term of Office
35143 Annual organizational meeting date, and notice
35145 Public meetings

GOVERNMENT CODE
54953 Meetings to be open and public; attendance

ATTORNEY GENERAL OPINIONS
68 Ops Cal Atty Gen 65 (1985)
59 Ops Cal Atty Gen 619, 621-622 (1976)
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)

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

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

EDUCATION CODE
5000-5033 Election of school district board members
35010 Control of district
35012 Board members; number, election and terms
35107 Eligibility

GOVERNMENT CODE
1302 Continuance in office until qualification of successor
1303 Exercising functions of office without having qualified
1360 Necessity of taking constitutional oath
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.

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

(ef 9323 - Meeting Conduct)
(ef 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)
PRESIDENT (continued)

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

Management Resources:
CSBA PUBLICATIONS
Board Presidents' Handbook, revised 2002
CSBA Professional Governance Standards, 2000
Maximizing School Board Leadership: Boardmanship, 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)
SECRETAHY

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 in-house Legal Counsel, hired as an employee, to provide legal services to the Board, Superintendent, and officers and employees on matters of district business. The duties of the Legal Counsel may include:

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

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

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

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

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

Legal Reference:

**EDUCATION CODE**
35041 Administrative adviser
35041.5 Legal counsel
35161 Powers and duties of governing board
35200-35214 Liabilities, especially:
35204 Contract with attorney in private practice
35205 Contract for legal services

**GOVERNMENT CODE**
814-895.8 Liability of public entities and public employees
995-996.6 Defense of public employees
26520 Legal services to school districts
53060 Special services and advice

Management Resources:

**CSBA PUBLICATIONS**
The Brown Act: School Boards and Open Meeting Laws, rev. 2007
Maximizing School Board Leadership: Boardmanship, 1996

**NATIONAL SCHOOL BOARDS ASSOCIATION PUBLICATIONS**

**WEB SITES**
CSBA: http://www.csba.org
California Council of School Attorneys:
http://www.csba.org/LegislationAndLegal/Legal/CaliforniaCouncilOfSchoolAttorneys.aspx
National School Boards Association: http://www.nsba.org
State Bar of California: http://www.calbar.ca.gov
BOARD COMMITTEES

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

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.

Agenda

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

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

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

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

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

(cf. 1220 - Citizen Advisory Committees)
(cf. 9010 - Public Statements)

Legal Reference:

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

Management Resources:
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
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: Boardmanship, 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.)

Legal Reference:

SAN FRANCISCO CITY CHARTER
8.100 Unified School District
13.100 City and County Elections
13.101 Terms of Elective Office
13.101.5 Vacancies
14.103 Recall
15.105 Suspension and Removal
SAN FRANCISCO ELECTIONS CODE
EDUCATION CODE
1006 Qualifications for holding office, county board of education
5000-5033 Elections
5220-5231 Elections
5300-5304 General provisions (conduct of elections)
5320-5329 Order and call of elections
5340-5345 Consolidation of elections
5360-5363 Election notice
5380 Compensation (of election officer)
5390 Qualifications of voters
5420-5426 Cost of elections
5440-5442 Miscellaneous provisions
7054 Use of district property
35107 Eligibility; school district employees
35177 Campaign expenditures or contributions
35239 Compensation of governing board member of districts with less than 70 ADA
CALIFORNIA ELECTIONS CODE
1302 Local elections, school district election
2201 Grounds for cancellation
4000-4004 Elections conducted wholly by mail
10400-10418 Consolidation of elections
10509 Notice of election by secretary
10600-10604 School district elections
13307 Candidate's statement
13309 Candidate's statement, indigency
20440 Code of Fair Campaign Practices

Legal Reference continued: (see next page)
BOARDS 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
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.

(Regs 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
55107 Eligibility of board members
55178 Resignation with deferred effective date
ELECTIONS CODE
10600-10604 School district elections
11381-11386 Candidates for recall
GOVERNMENT CODE
1064 Absence from state
1770 Vacancies; definition
3000-3002 Forfeiture of office
3060-3075 Removal other than by impeachment
6061 One time notice
54950-54963 The Ralph M. Brown Act
PENAL CODE
88 Bribery, forfeiture from office
UNITED STATES CODE, TITLE 18
704 Military medals or decorations
ATTORNEY GENERAL OPINIONS

Management Resources:

CSBA PUBLICATIONS
WEB SITES
CSBA: http://www.csba.org
California State Attorney General’s Office, Quo Warranto Applications:
http://oag.ca.gov/opinions/quo.htm

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OATH OR AFFIRMATION

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)

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

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

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

Legal Reference:

EDUCATION CODE
60 Persons authorized to administer and certify oaths

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

CALIFORNIA CONSTITUTION
Article 20, Section 3 Oath of office

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

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 578

ATTORNEY GENERAL OPINIONS

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

Board Rules and Procedures
adopted: February 14, 2012

SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California
Board Rules and Procedures  

LEGAL PROTECTION

Liability Insurance

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

(cf 3530 - Risk Management/Insurance)

Protection Against Liability

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

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

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

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

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

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

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

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

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

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

Legal Reference:

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

GOVERNMENT CODE
815.3 Intentional torts
820-823 Tort Claims Act
825.6 Indemnification of public entity
1090-1098 Conflicts of interest, prohibitions applicable to specified officers
54930-54963 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
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 foresee ably 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 disqualified themselves from making or participating in the making of any decisions which will foresee ably 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 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,
CONFLICT OF INTEREST (continued)

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.
Board Rules and Procedures

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>
</tr>
<tr>
<td>Architectural Assistant II – Telecom Manager</td>
<td>4</td>
</tr>
<tr>
<td>Architectural Associate I – Design and Construction</td>
<td>4</td>
</tr>
<tr>
<td>Area Supervisor – Custodial Services</td>
<td>4</td>
</tr>
<tr>
<td>Artistic Director VAPA/HS</td>
<td>4</td>
</tr>
<tr>
<td>Assistant Fiscal Officer – Bond Program Manager</td>
<td>1</td>
</tr>
<tr>
<td>Assistant Materials Coordinator – Warehouse Supervisor</td>
<td>4</td>
</tr>
<tr>
<td>Assistant Superintendent</td>
<td>1</td>
</tr>
<tr>
<td>Associate Engineer – Facilities Project Manager</td>
<td>4</td>
</tr>
<tr>
<td>Associate Superintendent</td>
<td>1</td>
</tr>
<tr>
<td>Building Inspector</td>
<td>4</td>
</tr>
<tr>
<td>Carpenter Supervisor I – Carpenter Shop Supervisors</td>
<td>4</td>
</tr>
<tr>
<td>Chief Facilities Officer</td>
<td>1</td>
</tr>
<tr>
<td>Chief Financial Officer</td>
<td>1</td>
</tr>
<tr>
<td>Chief General Counsel</td>
<td>1</td>
</tr>
<tr>
<td>Chief Information Officer</td>
<td>1</td>
</tr>
<tr>
<td>Chief Stationary Engineer – Engineer Shop Supervisor</td>
<td>4</td>
</tr>
</tbody>
</table>
CONFLICT OF INTEREST (continued)

<table>
<thead>
<tr>
<th>Position</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chief, Administrative Services</td>
<td>1</td>
</tr>
<tr>
<td>Consultant</td>
<td>4</td>
</tr>
<tr>
<td>Deputy Superintendent</td>
<td>1</td>
</tr>
<tr>
<td>Director -- Certificated Staffing and Recruitment</td>
<td>4</td>
</tr>
<tr>
<td>Director -- County and Court School Operations</td>
<td>4</td>
</tr>
<tr>
<td>Director -- Development and Local Government Relations</td>
<td>2, 3</td>
</tr>
<tr>
<td>Director -- Multilingual Programs</td>
<td>4</td>
</tr>
<tr>
<td>Director -- Parent Relations</td>
<td>4</td>
</tr>
<tr>
<td>Director -- Real Estate</td>
<td>3, 4</td>
</tr>
<tr>
<td>Director -- Risk Management</td>
<td>4</td>
</tr>
<tr>
<td>Director -- School Health Programs Department</td>
<td>4</td>
</tr>
<tr>
<td>Director -- SELPA</td>
<td>4</td>
</tr>
<tr>
<td>Director -- Student Applications and Services</td>
<td>4</td>
</tr>
<tr>
<td>Director -- Student Nutrition Services</td>
<td>4</td>
</tr>
<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>
</tr>
<tr>
<td>Director of Emergency Preparedness</td>
<td>4</td>
</tr>
<tr>
<td>Director of Environmental Health</td>
<td>4</td>
</tr>
<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>
</tr>
</tbody>
</table>
CONFLICT OF INTEREST (continued)

Educational Policy Analyst – Director of Public Communications

Educational Policy Analyst – Policy and Planning

Educational Policy Analyst – State and Federal

Educational Policy Analyst – Student Support Services

Educational Policy Analyst – Superintendent’s Office

Electrician Supervisor

Executive Director – Certificated Support and Development

Executive Director – Child Development Program

Executive Director – Classified Operations

Executive Director – Educational Placement Center

Executive Director – Equity Assurance

Executive Director – Maintenance and Operations

Executive Director – Parent Relations

Executive Director – Programs Evaluation and Research

Executive Director – Pupil Services

Executive Director – Reform and Accountability

Executive Director – Special Education

Executive Director – Teaching and Learning

Executive Director of School Safety

General Manager, KALW

General Services Manager – Assistant Director of Custodial Services
**CONFLICT OF INTEREST** (continued)

<table>
<thead>
<tr>
<th>Position</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>Glazier Supervisor I</td>
<td>4</td>
</tr>
<tr>
<td>Information Systems Engineer Assistant – Network Operations Manager</td>
<td>4</td>
</tr>
<tr>
<td>Information Systems Administrator Supervisor – Director of Infrastructure</td>
<td>4</td>
</tr>
<tr>
<td>Information Systems Business Analyst Principal</td>
<td>4</td>
</tr>
<tr>
<td>Labor Compliance Officer</td>
<td>4</td>
</tr>
<tr>
<td>Locksmith Supervisor</td>
<td>4</td>
</tr>
<tr>
<td>Mail/Reproduction Supervisor</td>
<td>4</td>
</tr>
<tr>
<td>Maintenance Manager – Buildings and Grounds</td>
<td>3,4</td>
</tr>
<tr>
<td>Manager – Office of Health and Safety</td>
<td>4</td>
</tr>
<tr>
<td>Member, Board of Education</td>
<td>1</td>
</tr>
<tr>
<td>Painter Supervisor</td>
<td>4</td>
</tr>
<tr>
<td>Payroll Director</td>
<td>4</td>
</tr>
<tr>
<td>Payroll Supervisor</td>
<td>4</td>
</tr>
<tr>
<td>Principal Administrative Analyst – Contracts Compliance</td>
<td>4</td>
</tr>
<tr>
<td>Principal Attorney Civil &amp; Criminal</td>
<td>1</td>
</tr>
<tr>
<td>Program Administrator – Teacher Support and Development</td>
<td>1</td>
</tr>
<tr>
<td>Program Administrator – Teaching and Learning</td>
<td>4</td>
</tr>
<tr>
<td>Project Manager II – Bond Program</td>
<td>4</td>
</tr>
<tr>
<td>Purchaser</td>
<td>4</td>
</tr>
<tr>
<td>School Custodial Supervisor</td>
<td>4</td>
</tr>
<tr>
<td>School Facilities Planner</td>
<td>3,4</td>
</tr>
</tbody>
</table>
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
CONFLICT OF INTEREST

EXHIBIT “B” to BRP 9270

DISCLOSURE CATEGORIES

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

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

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

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

BOARD POLICIES

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

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

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

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

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

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

Policy Development and Adoption Process

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

1. The Board and/or Superintendent or designee shall identify the need for a new policy or revision of an existing policy. The need may arise from a change in law, a new district vision or goals, educational research or trends, or a change in the 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.

(cf. 1220 - Citizen Advisory Committees)
**BOARD POLICIES** (continued)

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

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

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

*(cf. 9323 - Meeting Conduct)*

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

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

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

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

**Board Rules and Procedures**

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

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

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

Administrative Regulations

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

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

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

Monitoring and Evaluation

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

(cf. 0500 - Accountability)

Access to Policies

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

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

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

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

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

(ef. 2210 - Administrative Discretion Regarding Board Policy)

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

Management Resources:
CSBA PUBLICATIONS
Targeting Student Learning: The School Board's Role as Policymaker, 2005
Maximizing School Board Leadership: Policy, 1996
WEB SITES
CSBA, Policy Services, including Policy Update Service, Governance and Management Using Technology (GAMUT Online™), Policy Audit Program, Individual District Policy Workshops, Agenda Online, and Manual Maintenance: http://www.csba.org/ps
National School Boards Association: http://www.nsba.org
Board Rules and Procedures

MEETINGS AND NOTICES

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

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

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

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

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

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

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

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

Regular Meetings

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

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

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

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

Special Meetings

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

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

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

Emergency Meetings

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

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

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

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

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

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

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

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

Adjourned/Continued Meetings

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

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

Committee-of-the-Whole

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

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

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

Other Gatherings

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

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

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

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

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

5. A purely social or ceremonial occasion

6. An open and noticed meeting of a standing 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.

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

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

Location of Meetings

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

(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)*
MEETINGS AND NOTICES (continued)

Legal Reference:

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

GOVERNMENT CODE
11135 State programs and activities, discrimination
54950-54963 The Ralph M. Brown Act, especially:
54953 Meetings to be open and public; attendance
54954 Time and place of regular meetings
54954.2 Agenda posting requirements, board actions
54955 Special meetings; call; notice
54955.5 Emergency meetings

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

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

COURT DECISIONS

ATTORNEY GENERAL OPINIONS

Management Resources:

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

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

LEAGUE OF CALIFORNIA CITIES PUBLICATIONS

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

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)
CLOSED SESSION PURPOSES AND AGENDAS (continued)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)
(cf. 4313 - Evaluation/Supervision)

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

(cf. 1312.1 - Complaints Concerning District Employees)

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

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

Negotiations/Collective Bargaining

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

1. Any meeting and negotiating discussion between the district and a recognized or certified employee organization
2. Any meeting of a mediator with either party or both parties to the meeting and negotiating process
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)
CLOSED SESSION PURPOSES AND AGENDAS (continued)

The Board shall meet in closed session to consider the expulsion of a student, unless the student submits a written request at least five days before the date of the hearing that the hearing be held in open session. Regardless of whether the expulsion hearing is conducted in open or closed session, the Board may meet in closed session for the purpose of deliberating and determining whether the student should be expelled. (Education Code 48918)

(cf. 5144.1 - Suspension and Expulsion/Due Process)
(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

Agenda items related to student matters shall briefly describe the reason for the closed session, such as "student expulsion hearing," "grade change appeal," without violating the confidentiality rights of individual students. The student shall not be named on the agenda, but a number may be assigned to the student in order to facilitate record keeping. The agenda shall also state that the Education Code requires closed sessions in these cases in order to prevent the disclosure of confidential student record information.

(cf. 5125 - Student Records)

Security Matters

The Board may meet in closed session with the Attorney General, district attorney, sheriff or chief of police, or their respective deputies, or a security consultant or a security operations manager, on matters posing a threat to the security of public buildings, to the security of essential public services, including water, drinking water, wastewater treatment, natural gas service, and electric service, or to the public's right of access to public services or public facilities. (Government Code 54957)

(cf. 0450 - Comprehensive Safety Plan)
(cf. 3515 - Campus Security)
(cf. 3516 - Emergencies and Disaster Preparedness Plan)

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))
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.

(of: 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)

(See 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 4

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
adopted: February 14, 2012

SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California
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)

(cf. 5117 - Interdistrict Attendance)
(cf. 5119 - Students Expelled from Other Districts)
(cf. 5125 - Student Records)
(cf. 5125.3 - Challenging Student Records)
(cf. 5144 - Discipline)
(cf. 5144.1 - Suspension and Expulsion/Due Process)

Real Estate Negotiations

Approval of an agreement concluding real estate negotiations shall be reported after the agreement is final. If the Board renders the agreement final, it shall report that approval, the votes or abstentions thereon, and the substance of the agreement in open session at the public meeting during which the closed session is held. If final approval rests with the other party, the Superintendent or designee shall disclose the fact of that approval and the substance of the agreement upon inquiry by any person, as soon as the other party or its agent has informed the district of its approval. (Government Code 54957.1)

Pending Litigation

The Board shall report the following actions related to pending litigation, and the votes or abstentions thereon, at the public meeting during which the closed session is held: (Government Code 54957.1)

1. Approval to legal counsel to defend, appeal or not appeal, or otherwise appear in litigation. This report shall identify the adverse parties, if known, and the substance of the litigation.

2. Approval to legal counsel to initiate or intervene in a lawsuit. This report shall state that directions to initiate or intervene in the action have been given and that details will be disclosed to inquiring parties after the lawsuit is commenced unless doing so would jeopardize the district's ability to serve process on unserved parties or its ability to conclude existing settlement negotiations to its advantage.

3. Acceptance of a signed offer from the other party or parties which finalizes the settlement of pending litigation. This report shall state the substance of the agreement.

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. 3330 - 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
Board Rules and Procedures

AGENDA/MEETING MATERIALS

Agenda Content

Board of Education meeting agendas shall state the meeting time and place and shall briefly describe each business item to be transacted or discussed, including items to be discussed in closed session. (Government Code 54954.2)

(cf. 9320 - Meetings and Notices)
(cf. 9321 - Closed Session Purposes and Agendas)

The agenda shall provide members of the public the opportunity to address the Board on any agenda item before or during the Board's consideration of the item. The agenda shall also provide members of the public an opportunity to testify at regular meetings on matters which are not on the agenda but which are within the subject matter jurisdiction of the Board. (Education Code 35145.5; Government Code 54954.3)

(cf. 9323 - Meeting Conduct)

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

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

Agenda Preparation

The Superintendent shall develop the agenda for each regular and special meeting in accordance with Board policy. Each agenda shall reflect the district's vision and goals and the Board's focus on student learning.

(cf. 0000 - Vision)
(cf. 0200 - Goals for the School District)
(cf. 9122 - Secretary)

A Board member or member of the public may request that a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting. The request shall be in writing and be submitted to the Superintendent or designee with supporting documents and information, if any, at least seven days before the scheduled meeting date. Items submitted less than seven days before the scheduled meeting date may be postponed to a later meeting in order to allow sufficient time for consideration and research of the issue.
AGENDA/MEETING MATERIALS (continued)

The Superintendent shall decide whether a request is within the subject matter jurisdiction of the Board. Items not within the subject matter jurisdiction of the Board may not be placed on the agenda. In addition, the Superintendent shall determine if the item is merely a request for information or whether the issue is covered by an existing policy or administrative regulation before placing the item on the agenda.

The Board President, Vice President, Superintendent, and/or designee(s) shall review the agenda before it is printed and shall have final authority over whether each item on the agenda is placed in accordance with Board policy. At his/her discretion the president may delay placing a resolution for First Reading on the Agenda for not more than one (1) meeting if there are more agenda items than are manageable.

(cf. 9121 - President)

Any Board action that involves borrowing $100,000 or more shall be discussed, considered, and deliberated upon as a separate item of business on the meeting agenda. (Government Code 53635.7)

(cf. 9323.2 - Actions by the Board)

All public communications with the Board are subject to requirements of relevant Board policies and administrative regulations.

(cf. 1312.1 - Complaints Concerning District Employees)
(cf. 1312.2 - Complaints Concerning Instructional Materials)
(cf. 1312.3 - Uniform Complaint Procedures)
(cf. 3320 - Claims and Actions Against the District)
(cf. 5144.1 - Suspension and Expulsion/Due Process)

Consent Items

In order to promote efficient meetings, the Board may act upon more than one item by a single vote through the use of a consent agenda. Consent items shall be items of a routine nature or items for which no Board discussion is anticipated and for which the Superintendent recommends approval.

Notwithstanding the preceding paragraph, resolutions relating to the following may not be placed on the consent calendar: adoption of the fiscal year budget; approval, denial, revocation, or renewal of charter school petitions; consideration of sales or purchases of real property; consideration of labor agreements; or consideration of Board Policies or Administrative Policies and Regulations. The Superintendent shall place resolutions relating to these subjects on the agenda as First Reading listed as Superintendent’s Proposal First Reading.
AGENDA/MEETING MATERIALS (continued)

Any Board member may request that any item on the consent calendar be removed and considered for first reading. Such items shall be removed and considered for first reading, unless a majority of the Board votes to consider the item for approval separately at that same meeting immediately after approval of the consent calendar. The Board may act on items removed from the consent calendar at its next regular meeting.

Any Board member or the Superintendent may request that any item on the consent calendar be severed in order to allow discussion and a separate vote on the item at that same meeting immediately after approval of the consent calendar.

If a member of the public wishes to speak about any item on the consent calendar, he or she may do so during Board meeting agenda item F ("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.

Board/Superintendent Resolutions for First Reading

1. All Board/Superintendent proposals for First Reading shall be delivered to the Office of the Board of Education seven days in advance of the Board meeting date so that they can be included in the printed agenda of the meeting.

2. All Board/Superintendent resolutions not eligible for placement on the consent calendar shall be introduced for first reading.

3. The Superintendent and Board Members may introduce resolutions for First Reading during the “Superintendent’s Proposals – First Reading” and “Board Members’ Proposals – First Reading” sections of the agenda, respectively. Upon introduction, the resolution shall automatically be referred to committee. The President shall determine to which committee the resolution shall be referred. If the President determines that resolutions or other matters need consideration by more than two committees, the items shall be referred to a Committee-of-the-Whole which meeting shall be convened on the first or third Tuesday of the following month for which adequate Brown Act notice may be provided. The Board may not discuss or take action on a resolution introduced for First Reading at that meeting.

4. Members of the public may address the Board on a resolution that is intended to be introduced for First Reading and referred to committee, or a resolution previously referred to or before a committee that has not been returned to the Board for action, after the introduction of resolutions for First Reading. Members of the public may
AGENDA/MEETING MATERIALS (continued)

also address the Board on a resolution introduced for First Reading at the appropriate committee. The Chair may limit the time for public comment on all resolutions for First Reading to a maximum of 5 minutes for Superintendent's First Readings and 5 minutes for Board Members' First Readings and 1 minute per speaker or as may be reasonable under the circumstances.

5. The Board may suspend subsection 2 of this section and consider a resolution introduced for First Reading immediately if five (5) members of the Board approve such motion and the agenda notifies the public that the resolution may be acted upon immediately at that meeting. If the Board suspends the rules to consider a resolution immediately, members of the public may comment on the resolution without the necessity for a "Request to Speak" before the Board considers the resolution.

6. The President shall refer all resolutions for First Reading to the committee(s) deemed most appropriate, and such committee(s) shall consider the resolutions in accordance with Board rules and procedures.

7. No policy resolution which has been considered by the Board and rejected or adopted by majority vote may be submitted for reconsideration within one (1) calendar year unless resubmittal is requested by a member of the prevailing side and supported by a 2/3 vote of the full Board. Such resolutions for reconsideration shall be noticed on the Board’s agenda. If such a request for reconsideration is made by a member of the prevailing side and approved by a 2/3 majority more than one month after the Board’s vote, then the item shall be considered a new item and be heard as a first reading.

Agenda Dissemination to Board Members

At least three days before each regular meeting, a copy of the agenda and agenda packet shall be forwarded to each Board member, including the Superintendent's or designee's report; minutes to be approved; copies of communications; reports from committees, staff, citizens, and others; and other available documents pertinent to the meeting.

When special meetings are called, the Superintendent or designee shall make every effort to distribute the agenda and supporting materials to Board members as soon as possible before the meeting.

Board members shall review agenda materials before each meeting. Individual members may confer directly with the Superintendent or designee to request additional information on agenda items.
AGENDA/MEETING MATERIALS (continued)

Agenda Dissemination to Members of the Public

The Superintendent or designee shall mail a copy of the agenda or a copy of all the
documents constituting the agenda packet to any person who requests the items. The
materials shall be mailed at the time the agenda is posted or upon distribution of the agenda
to a majority of the Board, whichever occurs first. (Government Code 54954.1)

If a document is distributed to the Board less than 72 hours prior to a meeting, the
Superintendent or designee shall make the document available for public inspection at the
time the document is distributed to a majority of the Board provided that the document is a
public record under the Public Records Act and relates to an agenda item for an open session
of a regular Board meeting. The Superintendent or designee may also post the document on
the district's web site in a position and manner that makes it clear that the document relates to
an agenda item for an upcoming meeting. (Government Code 54957.5)

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

Any documents prepared by the district or the Board and distributed during a public meeting
shall be made available for public inspection at the meeting. Any documents prepared by
another person shall be made available for public inspection after the meeting. These
requirements shall not apply to a document that is exempt from public disclosure under the
Public Records Act. (Government Code 54957.5)

Upon request, the Superintendent or designee shall make the agenda, agenda packet, and/or
any writings distributed at the meeting available in appropriate alternative formats to persons
with a disability, as required by the Americans with Disabilities Act. (Government Code
54954.1)

Any request for mailed copies of agendas or agenda packets shall be in writing and shall be
valid for the calendar year in which it is filed. Written requests must be renewed following
January 1 of each year. (Government Code 54954.1)

The Board agenda is posted and its contents are made available for public view in the lobby
of the district's Administrative Building at 555 Franklin Street on the Friday before each
regular meeting. A copy of the complete agenda is also available in the Office of the Board,
Room 106, at the same address. Additional documents which are distributed to at least a
majority of the Board after the publication of the agenda and relate to items on the agenda are
available for public view in Room 106 at the time of distribution to the Board members.
Additional documents distributed to the Board during the meeting can be viewed at the
meeting (if prepared by the district) or after the meeting (if prepared by some other person)
upon request to the executive assistant to the Board.
AGENDA/MEETING MATERIALS (continued)

Upon request, the Superintendent or designee shall make the agenda, agenda packet, and/or any writings distributed at the meeting available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act. (Government Code 54954.1)

Legal Reference:
EDUCATION CODE
35144 Special meetings
35145 Public meetings
35145.5 Right of public to place matters on agenda
GOVERNMENT CODE
6250-6270 Public Records Act
53635.7 Separate item of business
54954.1 Mailed agenda of meeting
54954.2 Agenda posting requirements; board actions
54954.3 Opportunity for public to address legislative body
54954.5 Closed session item descriptions
54956.5 Emergency meetings
54957.5 Public records
UNITED STATES CODE, TITLE 42
12101-12213 Americans with Disabilities Act
CODE OF FEDERAL REGULATIONS, TITLE 28
35.160 Effective communications
36.303 Auxiliary aids and services
COURT DECISIONS
Caldwell v. Roseville Joint Union HSD, 2007 U.S. Dist. LEXIS 66318

Management Resources:
CSBA PUBLICATIONS
The Brown Act: School Boards and Open Meeting Laws, rev. 2007
Guide to Effective Meetings, rev. 2007
Maximizing School Board Leadership: Boardsmanship, 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
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 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 be not be counted for purposes of determining the total membership constituting the Board. (Education Code 35165)

Public Participation

To the extent possible, Board committee meetings shall be the primary venue for public input into proposals from Board members and the Superintendent.

Each person requesting to address the Board on agenda items calendared for Board action or on matters other than those calendared for Board action shall be granted such requests provided a "Request to Speak" is telephoned into the Office of the Board of Education the Monday or Tuesday of the meeting prior to 4:30 p.m., or an individual completes a "Speaker Card", prior to the item being called on the evening of the meeting. A person wishing to be heard by the Board shall be invited to, but not required to, provide his/her name before speaking.

In order to conduct district business in an orderly and efficient manner, the Board requires that public presentations to the Board comply with the following procedures:

1. The Board shall give members of the public an opportunity to address the Board on any item of interest to the public that is within the subject matter jurisdiction of the Board, either before or during the Board's consideration of the item. (Education Code 35145.5, Government Code 54954.3)

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.

(cf. 1312.1 - Complaints Concerning District Employees)
(cf. 9321 - Closed Session Purposes and Agendas)

7. The Board president shall not permit any disturbance or willful interruption of Board meetings. Persistent disruption by an individual or group shall be grounds for the president to terminate the privilege of addressing the Board 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.

(cf. 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 Wilful disturbance of public school or meeting a misdemeanor
35010 Prescription and enforcement of rules
35145.5 Agenda; public participation; regulations
35163 Official actions, minutes and journal
35164 Vote requirements
35165 Effect of vacancies upon majority and unanimous votes by seven member board

GOVERNMENT CODE
54953.5 Audio or video tape recording of proceedings
54953.6 Broadcasting of proceedings
54954.2 Agenda; posting; action on other matters
54954.3 Opportunity for public to address legislative body; regulations
54957 Closed sessions
54957.9 Disorderly conduct of general public during meeting; clearing of room

PENAL CODE
403 Disruption of assembly or meeting

COURT DECISIONS

ATTORNEY GENERAL OPINIONS

Management Resources:
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

WEBSITES
CSBA: http://www.csba.org
California Attorney General's Office: http://www.caag.state.ca.us

Board Rules and Procedures
adopted: February 14, 2012
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California
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
Board Rules and Procedures

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)

(cf 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

(cf 9320 - Meetings and Notices)
(cf 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
1245.240 Eminent domain vote requirements
1245.245 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)
ACTIONS BY THE BOARD (continued)

Legal Reference: (continued)

GOVERNMENT CODE (continued)
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
55352.2 Coordination with planning agency
PUBLIC CONTRACT CODE
3400 Bid specifications
20111 Contracts over $50,000; contracts for construction; award to lowest responsible bidder
20113 Emergencies, award of contracts without bids
COURT DECISIONS
Los Angeles Times Communications LLC v. Los Angeles County Board of Supervisors, (2003) 112 Cal.App.4th 1313
Boyle v. City of Redondo Beach, (1999) 70 Cal.App.4th 1109

Management Resources:
CSBA PUBLICATIONS
The Brown Act: School Boards and Open Meeting Laws, 2009
ATTORNEY GENERAL PUBLICATIONS
The Brown Act: Open Meetings for Local Legislative Bodies, 2003
LEAGUE OF CALIFORNIA CITIES PUBLICATIONS
WEB SITES
CSBA: http://www.csba.org
California Attorney General’s Office: http://www.caag.stale.ca.us
Institute of Local Government: http://www.ca-ilg.org

SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

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 BY THE BOARD (continued)

(cf. 9320 - Meetings and Notices)
(cf. 9321 - Closed Session Purposes and Agendas)

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)

(cf. 3110 - Transfer of Funds)

2. Resolution, adopted between July 15 and August 30, to borrow funds of up to 25 percent of the estimated income and revenue to be received by the district during the current fiscal year from apportionments based on average daily attendance for the preceding school year (Government Code 53822-53824)

3. Declaration of an emergency in order to authorize the district to include a particular brand name or product in a bid specification (Public Contract Code 3400)

(cf. 3311 - Bids)

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)

(cf. 3270 - Sale and Disposal of Books, Equipment and Supplies)
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.

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.

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.

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

Legal Reference:
GOVERNMENT CODE
34950-34963 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
**Field Trip Request Form**

*For Board Approval of Out-of-State and Foreign Country Travel*

For Board Meeting of: January 2015

Subject: Approval of Student Travel

Requested Action: That the Board of Education approves student travel as follows

<table>
<thead>
<tr>
<th>School:</th>
<th>Lincoln, Abraham High School</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dates of the Educational Trip:</td>
<td>February 14-20 2015</td>
</tr>
<tr>
<td>Educational Purpose of Trip:</td>
<td>Close Up is a nationally recognized program that exposes students to the inner workings of the U.S. government. Students attending are taking US history and American democracy and will gain knowledge for these courses.</td>
</tr>
<tr>
<td>No. of Students Participating:</td>
<td>8</td>
</tr>
<tr>
<td>Length of Trip:</td>
<td>1 week</td>
</tr>
<tr>
<td>Destination(s):</td>
<td>Washington, DC</td>
</tr>
<tr>
<td>Names of SFUSD Employees Accompanying Students:</td>
<td>Valerie Ziegler</td>
</tr>
<tr>
<td>Source of Funding:</td>
<td>Fund-raising, donations, financial aid</td>
</tr>
<tr>
<td>Student Selection Process:</td>
<td>Student sign up, advertised in history courses, the school bulletin and the sc</td>
</tr>
<tr>
<td>Cost of Trip:</td>
<td>$1777 per student</td>
</tr>
<tr>
<td>Cost to District:</td>
<td>0</td>
</tr>
</tbody>
</table>

Site Administrator affirms the following:

- Parental Permission Forms are on file for all participating students and school has emergency communication protocol.
- At least one SFUSD employee accompanying the students is certificated.
- Criminal background check requirements for non-SFUSD chaperones were met (Megan’s Law check for parents).
- There are sufficient and appropriate chaperones for this field trip.
- School addressed financial or accessibility issues that might prevent students from participating.

Please sign and date or affix digital signatures below.

Submitted by: 

[Signature]

Site Administrator

Richard A. Carranza
Superintendent of Schools

Approved by: 

[Signature]

Assistant Superintendent

Agenda Item
1a. (151-1311)
Field Trip Request Form

For Board Meeting of: Jan 13, 2015

Subject: Approval of Student Travel

Requested Action: That the Board of Education approves student travel as follows

School: Roosevelt, Theodore Middle School

Dates of the Educational Trip: Monday, March 30, 2015 - Friday, April 3, 2015

Educational Purpose of Trip: Students participate in an educational travel experience to Washington D.C. where they learn more about our nation's capital. Some places we will see include: The Capitol, Lincoln Memorial, Smithsonian Museum and the Arlington National Cemetery.

No. of Students Participating: 13

Length of Trip: 5 days

Destination(s): Washington D.C.

Names of SFUSD Employees Accompanying Students: Stephanie W. Lee

Source of Funding: Each participant is responsible for funding his/her participation

Student Selection Process: Open to all students, 6th-8th Grade

Cost of Trip: $2,228.00 per person

Cost to District: None

Site Administrator affirms the following:

☑ Parental Permission Forms are on file for all participating students and school has emergency communication protocol.

☑ At least one SFUSD employee accompanying the students is certificated.

☑ Criminal background check requirements for non-SFUSD chaperones were met (Megan's Law check for parents).

☑ There are sufficient and appropriate chaperones for this field trip.

☑ School addressed financial or accessibility issues that might prevent students from participating.

Please sign and date or affix digital signatures below.

Submitted by: [Signature]

Site Administrator

[Name]

[Signature]

Richard A. Carranza
Superintendent of Schools

Approved by: [Signature]

Assistant Superintendent

[Name]

[Signature]

108
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 Agenda

<table>
<thead>
<tr>
<th>AMOUNT</th>
<th>$21,780,867</th>
</tr>
</thead>
</table>

1. **AMOUNT:** $2,854,440  
   **GRANTING AGENCY:** U.S. Department of Education (ED)  
   **GRANT TITLE:** Integrated School-based Violence Intervention and Prevention Program (VIP)  
   **SITE:** Student Support Services; Bret Harte Elementary School; El Dorado Elementary School; Dr. Charles R. Drew Alt Elementary School; George Washington Carver Elementary School; Thurgood Marshall Academic High School; Paul Revere School (K8); Malcolm X  
   **DATES OF GRANT:** October 1, 2014 - September 30, 2019  
   **PURPOSE:** The purpose of the Project Prevent Grant Program is to provide grants to local education agencies (LEAs) to increase their capacity to help schools in communities with pervasive violence to better address the needs of affected students and to break the cycle of violence.  
   **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:** Andrea Hilinski
AMOUNT: $63,975
GRANTING AGENCY: City and County of San Francisco
GRANT TITLE: Safe Routes to School
SITE: Alamo Elementary School; Bessie Carmichael / Fec(K8); Bret Harte Elementary School; Buena Vista Alt Elementary School; Horace Mann Academic Middle School; Cleveland Elementary School; Commodore Sloat Elementary School; Dianne Feinstein Elementary School; El Dorado Elementary School; E.R. Taylor Elementary School; Fairmount Elementary School; George Peabody Elementary School; George Washington Carver Elementary School; Gordon J. Lau Elementary School; Grattan Elementary School; Jean Parker Elementary School; John Yehall Chin Elementary School; Leonard R. Flynn Elementary School; Longfellow Elementary School; Marshall Elementary School; Monroe Elementary School; Sherman Elementary School; Spring Valley Elementary School; Sunnyside Elementary School; Sunset Elementary School; Alvarado Elementary School
DATES OF GRANT: September 1, 2014 - August 31, 2017
PURPOSE: The grant is designed to support the SF SRTS Vision of San Francisco as a healthy community where students and families can safely walk, bike, take transit, and carpool to and from school.
Specific grant objectives include the following:
• Promotion of health and educational opportunities through advancing sustainable modes of transportation and safer environments for the school commute;
• Improvement of pedestrian, bicycle, and traffic safety around schools;
• Decrease in traffic congestion around schools;
• Reduction of childhood obesity by increasing number of children walking and biking to school; and
• Improvement in air quality, community safety, and community involvement around school.
The SRTS program is currently at 24 schools (twenty-two elementary and two K-8) for school year 2014-15. By the final year of the grant (2017), this number will grow to a total of 40 schools (35 ES, 3 MS, and 2 HS).
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: $25,000
GRANTING AGENCY: Zellerbach Family Foundation
GRANT TITLE: **Unaccompanied Immigrant Children Program**
SITE: PreK-12
DATES OF GRANT: December 2, 2014 - December 2, 2015
PURPOSE: This grant will support the creation and ongoing development of the Unaccompanied Immigrant Children Program (UAC Program) in the SFUSD, an interagency support system that will serve as a centralized hub for agencies and organizations that work to address the complex social, academic, health, and legal services needs of Unaccompanied Immigrant Children. Funds from the Zellerbach Foundation will specifically be used to partially support the 1.0 FTE UAC Program Coordinator position.
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: Christina Wong

4 AMOUNT: $17,820,052
GRANTING AGENCY: California Department of Education
GRANT TITLE: **Consolidated Categorical Aid Program**
SITE: PreK-12; County Community Schools; Curriculum & Instruction: General (use only if other subcategories do not apply)
DATES OF GRANT: July 1, 2014 - June 30, 2015
PURPOSE: The Consolidated Application is the California Department of Education's funding format for the following Categorical Programs: Title I Part A (Basic Grant), Title I Part D (Delinquent), Title II Part A (Teacher Quality), Title III Part A LEP Immigrant.
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: Roderick Castro

5 AMOUNT: $45,000
GRANTING AGENCY: Special Olympics of Northern California
GRANT TITLE: **Special Olympics**
SITE: All Elementary Schools; All Middle Schools; All High Schools
DATES OF GRANT: August 18, 2014 - June 30, 2015
PURPOSE: Grant funds offset costs associated with dedicating a .8 FTE certificated teacher to the coordination and implementation of all Special Olympics activities across SFUSD schools. MOU agrees to a .8 FTE teacher.
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: Margaret Farruggio

Agenda Item
2a. (151-13B1)
6  AMOUNT: $912,400  
GRANTING AGENCY: S.D. Bechtel Jr. Foundation  
GRANT TITLE: CCSS-M Bechtel Jr. Foundation  
SITE: Curriculum & Instruction: STEM  
DATES OF GRANT: December 1, 2014 - June 30, 2015  
PURPOSE: This grant is to support implementation of the Common Core State Standards in Mathematics (CCSS-M) and engagement in statewide leadership around CCSS-M.  
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: Elaine Yu

7  AMOUNT: $60,000  
GRANTING AGENCY: The Hellman Family Foundation  
GRANT TITLE: Science as a Spark for Learning  
SITE: Curriculum & Instruction: STEM  
DATES OF GRANT: December 1, 2014 - November 30, 2015  
PURPOSE: With this funding, SFUSD develop a site based pilot for Science and English language instruction and work with the Exploratorium's Institute for Inquiry to co-develop and present professional development for teachers.  
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: Elaine Yu
SUBJECT: BUDGET TRANSFERS FOR FISCAL YEAR 2014-2015

REQUESTED ACTION:
The Superintendent recommends changes to the FY 2014-15 Budget as adopted by the Board of Education on June 24, 2014. 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</th>
<th>RESOURCE</th>
<th>SCH / ORG</th>
<th>PROGRAM MANAGER</th>
<th>SCH/DEPT NAME</th>
<th>PROGRAM TITLE</th>
<th>FROM</th>
<th>TO</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>00000</td>
<td>133</td>
<td>Dr. Brent Stephens</td>
<td>Elementary School Support</td>
<td>Unrestricted Resources</td>
<td>1901 - Teachers on Special Assignment $52,222.00</td>
<td>1901 - Teachers on Special Assignment $52,222.00</td>
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<tr>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td>3x01s - Certificated Benefits $20,298.17</td>
<td>3x01s - Certificated Benefits $20,298.17</td>
</tr>
<tr>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td>1102 - Substitute Teachers Salaries $12,086.69</td>
<td>1102 - Substitute Teachers Salaries $12,086.69</td>
</tr>
<tr>
<td></td>
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<td>1105 - Certificated Hourly $24,173.39</td>
<td>1105 - Certificated Hourly $24,173.39</td>
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<td></td>
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<td></td>
<td></td>
<td>3x01s - Certificated Benefits $7,933.71</td>
<td>3x01s - Certificated Benefits $7,933.71</td>
</tr>
<tr>
<td></td>
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<td></td>
<td></td>
<td>4310 - Instructional Supplies $12,086.69</td>
<td>4310 - Instructional Supplies $12,086.69</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>4313 - Supplies $16,239.68</td>
<td>4313 - Supplies $16,239.68</td>
</tr>
</tbody>
</table>

**EXPLANATION:**
The transfer of these accounts is needed in order to implement and/or realign program needs. Availability of funds is due to a closed Teacher on Special Assignment position. Funds will be used to purchase instructional supplies, and pay for Substitute Teacher and Certificated Hourly salaries to provide professional development training to 255 teachers and 43 administrators.

<table>
<thead>
<tr>
<th>FUND</th>
<th>RESOURCE</th>
<th>SCH / ORG</th>
<th>PROGRAM MANAGER</th>
<th>SCH/DEPT NAME</th>
<th>PROGRAM TITLE</th>
<th>FROM</th>
<th>TO</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>00000</td>
<td>559</td>
<td>Marcus Blacksher</td>
<td>Galileo Academy of Science and Technology</td>
<td>Unrestricted Resources</td>
<td>1101 - Classroom Teachers Salaries $6,267.20</td>
<td>1101 - Classroom Teachers Salaries $6,267.20</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>3x01s - Certificated Benefits $2,258.46</td>
<td>3x01s - Certificated Benefits $2,258.46</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>4313 - Supplies $8,525.66</td>
<td>4313 - Supplies $8,525.66</td>
</tr>
</tbody>
</table>

**EXPLANATION:**
The transfer of these accounts is needed in order to implement and/or realign program needs. Availability of funds is due to funding change of a 0.10 FTE teacher position between School Site WSF Fund and SCG-Low Income. Funds will be used to purchase supplies for school site.
### 3. FUND: 01 RESOURCE: 00000 SCH / ORG: 697 PROGRAM MANAGER: Andrew Ishibashi

**SCH/DEPT NAME:** Lowell High School  
**PROGRAM TITLE:** Unrestricted Resources

<table>
<thead>
<tr>
<th>FROM:</th>
<th>TO:</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1105 - Cerfificated Hourly</td>
<td>2902 - Other Classified Salaries-Temp</td>
<td>$1,635.98</td>
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<tr>
<td>1108 - Other Duties Stipend</td>
<td>3x02s - Classified Benefits</td>
<td>$10,380.00</td>
</tr>
<tr>
<td>3x01s - Cerfificated Benefits</td>
<td>4313 - Supplies</td>
<td>$2,629.09</td>
</tr>
<tr>
<td>5202 - Travel &amp; Conferences</td>
<td>4490 - Non Capitalized Equipment</td>
<td>$2,564.59</td>
</tr>
<tr>
<td></td>
<td>5803 - Consultant Fees</td>
<td>$112,930.00</td>
</tr>
</tbody>
</table>

**EXPLANATION:**  
The transfer of these accounts is needed in order to implement and/or realign program needs. Availability of funds is due to an anticipated budget surplus in Certified Extra Hours, Stipends, and Mileage. Funds will be used towards Extended Calendar requests, supplies, technology equipment purchases, and consultant fees for online scheduling services.

### 4. FUND: 01 RESOURCE: 00000 SCH / ORG: 853 PROGRAM MANAGER: Martha Torres

**SCH/DEPT NAME:** Thurgood Marshall High School  
**PROGRAM TITLE:** Unrestricted Resources

<table>
<thead>
<tr>
<th>FROM:</th>
<th>TO:</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1301 - School Administrators Salaries</td>
<td>1102 - Substitute Teachers Salaries</td>
<td>$45,499.00</td>
</tr>
<tr>
<td>3x01s - Cerfificated Benefits</td>
<td>3x01s - Cerfificated Benefits</td>
<td>$14,696.00</td>
</tr>
<tr>
<td></td>
<td>4313 - Supplies</td>
<td>$11,500.00</td>
</tr>
<tr>
<td></td>
<td>4490 - Non Capitalized Equipment</td>
<td>$2,516.20</td>
</tr>
<tr>
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<td></td>
<td>$30,000.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$16,178.80</td>
</tr>
</tbody>
</table>

**EXPLANATION:**  
The transfer of these accounts is needed in order to implement and/or realign program needs. Availability of funds is due to an anticipated budget surplus in the salary savings from an unfilled Assistant Principal position. Funds will be used for substitute teachers, and to purchase supplies and non-capitalized equipment.

### 5. FUND: 01 RESOURCE: 07090 SCH / ORG: 559 PROGRAM MANAGER: Marcus Blacksher

**SCH/DEPT NAME:** Galileo Academy of Science and Technology  
**PROGRAM TITLE:** Supplemental Concentration Grant - Low Income

<table>
<thead>
<tr>
<th>FROM:</th>
<th>TO:</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>4313 - Supplies</td>
<td>11101 - Classroom Teachers Salaries</td>
<td>$13,106.66</td>
</tr>
<tr>
<td></td>
<td>3x01s - Cerfificated Benefits</td>
<td>$6,267.20</td>
</tr>
<tr>
<td></td>
<td>5803 - Consultant Fees</td>
<td>$2,258.46</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$4,581.00</td>
</tr>
</tbody>
</table>

**EXPLANATION:**  
The transfer of these accounts is needed in order to implement and/or realign program needs. Availability of funds is due to funding change of a 0.10 FTE teacher position between School Site WSF Fund and SCG- Low Income Fund. Funds from Supplies will be used to fund a 0.10 FTE Class Size Reduction teacher and consultant to help with the enrollment of the at-risk and low income students in the pathway/academy program.
### 6. FUND: 01 RESOURCE: 07091 SCH / ORG: 054 PROGRAM MANAGER: Sang-Yeon Lee

**SCH/DEPT NAME:** Multilingual Pathways Department  
**PROGRAM TITLE:** Supplemental Concentration Grant - English Learners

<table>
<thead>
<tr>
<th>FROM</th>
<th>TO</th>
<th>EXPLANATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>4551 - Printing-In house</td>
<td>1105 - Certificated Hourly</td>
<td></td>
</tr>
<tr>
<td>5890 - Other Services &amp; Other Expense</td>
<td>3x01s - Certificated Benefits</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<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 budget surplus in Printing-In House and Other Services &amp; Other Expense. Funds will be used to cover EPC Language Assessment extended hours.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FROM</th>
<th>TO</th>
<th>EXPLANATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>4310 - Instructional Supplies</td>
<td>1901 - Teachers on Special Assignment</td>
<td></td>
</tr>
<tr>
<td>4313 - Supplies</td>
<td>3x01s - Certificated Benefits</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<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 budget surplus in Instructional Supplies and Supplies. Funds will be used to fund a 0.125 FTE teacher.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FROM</th>
<th>TO</th>
<th>EXPLANATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>1101 - Classroom Teachers Salaries</td>
<td>4490 - Non Capitalized Equipment</td>
<td></td>
</tr>
<tr>
<td>3x01s - Certificated Benefits</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<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 budget surplus from a closed 0.20 FTE Career Technical Education teacher position due to credentialing issues. Funds will be used to upgrade CTE Engineering Academy computers to support program goals.</td>
</tr>
</tbody>
</table>

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Agenda Item  
2b. (151-13B2)
FUND: 63  RESOURCE: 00000  SCH / ORG: 221  PROGRAM MANAGER: Matthew Martin

SCH/DEPT NAME: KALW Radio
PROGRAM TITLE: Unrestricted Resources

<table>
<thead>
<tr>
<th>FROM:</th>
<th>TO:</th>
<th>EXPLANATION:</th>
</tr>
</thead>
<tbody>
<tr>
<td>2901 - Other Classified Salaries-Perm</td>
<td>5803 - Consultant Fees</td>
<td><strong>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 from a closed 0.80 FTE position due to the position becoming vacant as of Nov. 1, 2014. Funds will be used to contract with consultants on producing radio programs at KALW.</strong></td>
</tr>
<tr>
<td>3x02s - Classified Benefits</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

$33,234.00  $21,541.10  $54,775.10
## RESTRICTED GENERAL FUNDS

<table>
<thead>
<tr>
<th>FUND</th>
<th>RESOURCE</th>
<th>SCH / ORG</th>
<th>PROGRAM MANAGER</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>01</td>
<td>31500</td>
<td>Mark Sanchez</td>
</tr>
<tr>
<td></td>
<td></td>
<td>481</td>
<td></td>
</tr>
</tbody>
</table>

**SCH/DEPT NAME:** Cleveland Elementary School  
**PROGRAM TITLE:** IASA: Schoolwide Programs (SWP)  

**FROM:**
- 1901 - Teachers on Special Assignment: $7,834.00  
- 3x01s - Certificated Benefits: $2,823.08  

**TO:**
- 4313 - Supplies: $10,657.08  

**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 from a closed 0.125 FTE Teacher On Special Assignment position. Funds will be used to purchase supplies.

<table>
<thead>
<tr>
<th>FUND</th>
<th>RESOURCE</th>
<th>SCH / ORG</th>
<th>PROGRAM MANAGER</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>01</td>
<td>90795</td>
<td>Baje Thiara</td>
</tr>
<tr>
<td></td>
<td></td>
<td>010</td>
<td></td>
</tr>
</tbody>
</table>

**SCH/DEPT NAME:** Superintendent's Office  
**PROGRAM TITLE:** Salesforce.com Principals Innovation Fund  

**FROM:**
- 1901 - Teachers on Special Assignment: $66,563.80  
- 3x01s - Certificated Benefits: $23,436.20  

**TO:**
- 4313 - Supplies: $90,000.00  

**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 budget surplus from a closed 1.00 FTE Teacher On Special Assignment position. 10 Middle Schools which include Aptos, Lillenthal, Alice Fong Yu, Francisco, Hoover, Denman, Lick, Presidio, Rooftop, and Visitacion Valley, have been identified, and each will receive $9,000 for purchasing supplies.

<table>
<thead>
<tr>
<th>FUND</th>
<th>RESOURCE</th>
<th>SCH / ORG</th>
<th>PROGRAM MANAGER</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>01</td>
<td>90732</td>
<td>Eve Arbogast</td>
</tr>
<tr>
<td></td>
<td></td>
<td>133</td>
<td></td>
</tr>
</tbody>
</table>

**SCH/DEPT NAME:** Cowell Foundation Grant  
**PROGRAM TITLE:** Cowell Foundation Grant  

**FROM:**
- 1102 - Substitute Teachers Salaries: $10,798.00  
- 1105 - Certificated Hourly: $9,698.50  
- 3x01s - Certificated Benefits: $4,484.64  

**TO:**
- 5202 - Travel & Conferences: $24,981.14  

**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 Substitute Teachers Salaries and Extended Hours. Funds will be used to cover registration fees and related travel expenses for teachers and principals to attend conferences and training.
<table>
<thead>
<tr>
<th>FUND</th>
<th>RESOURCE</th>
<th>SCH / ORG</th>
<th>PROGRAM MANAGER</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>90184</td>
<td>900</td>
<td>Linda Duong</td>
</tr>
</tbody>
</table>

**SCH/DEPT NAME:** Early Education Department  
**PROGRAM TITLE:** Early Education Department: First 5

**FROM:**  
- Org 900-1102 - Substitute Teachers Salaries: $9,181.12  
- 3x01s - Certificated Benefits: $2,008.83

**TO:**  
- Org 900-4310 - Instructional Supplies: $1,314.26  
- Org 900-4313 - Supplies: $8,000.00  
- Org 984-4310 - Instructional Supplies: $1,875.69

**EXPLANATION:**  
The transfer of these accounts is needed in order to implement and/or realign program needs. Availability of funds is due to anticipated budget surplus in Substitute Teachers Salaries and Benefits. Funds will be used to purchase instructional materials for Special Day Class classrooms. $1,875.69 will be allocated to Org 984-Sheriden Pre-K to purchase instruction supplies.

<table>
<thead>
<tr>
<th>FUND</th>
<th>RESOURCE</th>
<th>SCH / ORG</th>
<th>PROGRAM MANAGER</th>
</tr>
</thead>
<tbody>
<tr>
<td>05</td>
<td>65000</td>
<td>056</td>
<td>Dr. Elizabeth Blanco</td>
</tr>
</tbody>
</table>

**SCH/DEPT NAME:** Special Education  
**PROGRAM TITLE:** Special Education

**FROM:**  
- 4310 - Instructional Supplies: $12,392.00

**TO:**  
- 5803 - Consultant Fees: $12,392.00

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

<table>
<thead>
<tr>
<th>FUND</th>
<th>RESOURCE</th>
<th>SCH / ORG</th>
<th>PROGRAM MANAGER</th>
</tr>
</thead>
<tbody>
<tr>
<td>12</td>
<td>90180</td>
<td>900</td>
<td>Linda Duong</td>
</tr>
</tbody>
</table>

**SCH/DEPT NAME:** Early Education Department  
**PROGRAM TITLE:** Early Education Department: First 5 Preschool for All

**FROM:**  
- 1102 - Substitute Teachers Salaries: $70,000.00  
- 1203 - Psychological Services: $84,704.00  
- 3x01s - Certificated Benefits: $42,721.24

**TO:**  
- 5803 - Consultant Fees: $197,425.24

**EXPLANATION:**  
The transfer of these accounts is needed in order to implement and/or realign program needs. Availability of funds is due to anticipated budget surplus in Substitute Teachers Salaries and Benefits and funding change of a 1.00 FTE nurse position. Funds will be used for consultant services.
<table>
<thead>
<tr>
<th>FROM:</th>
<th>TO:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1901 - Teachers on Special Assignment</td>
<td>1105 - Certificated Hourly</td>
</tr>
<tr>
<td>3x01s - Certificated Benefits</td>
<td>1108 - Other Duties Stipend</td>
</tr>
<tr>
<td>2101 - Instructional Aides - Permanent</td>
<td>3x01s - Certificated Benefits</td>
</tr>
<tr>
<td>3x02s - Classified Benefits</td>
<td>2402 - Tech, Clerk, Office Sal-Perm</td>
</tr>
<tr>
<td></td>
<td>3x02s - Classified Benefits</td>
</tr>
<tr>
<td></td>
<td>4310 - Instructional Supplies</td>
</tr>
</tbody>
</table>

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>$79,115.61</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>$26,182.50</td>
<td>$11,409.58</td>
</tr>
<tr>
<td>$14,615.53</td>
<td>$3,590.42</td>
</tr>
<tr>
<td>$2,786.98</td>
<td>$50,697.29</td>
</tr>
<tr>
<td>$5,000.00</td>
<td>$30,905.04</td>
</tr>
<tr>
<td>$11,409.58</td>
<td>$20,998.29</td>
</tr>
</tbody>
</table>

EXPLANATION:
The transfer of these accounts is needed in order to implement and/or realign program needs. Availability of funds is due to anticipated budget surplus from a closed 1.00 FTE Teacher On Special Assignment position and salary savings from late hire of a Paraprofessional. Funds will be used to fund a 1.00 FTE 1426-Senior Clerk Typist position, and stipends for staff participating in training, workshops, professional learning communities, and/or other training opportunities, and instructional supplies for teachers, Paras, coaches, family support specialists, and other staff to fulfill their job duties.
SAN FRANCISCO UNIFIED SCHOOL DISTRICT  
San Francisco, California  

Regular Board Meeting January 13, 2015

SUBJECT: TO ACCEPT THE SAN FRANCISCO UNIFIED SCHOOL DISTRICT AUDIT REPORT FOR THE YEAR ENDED JUNE 30, 2014

REQUESTED ACTION:

That the Board of Education accepts the San Francisco Unified School District's Audit Report for the year ended June 30, 2014.

BACKGROUND:

In accordance with California Education Code 41020, each County Superintendent of Schools shall provide for an audit of all funds under their jurisdiction and control and the governing board of each district shall provide for an audit of the books and accounts of the District including an audit of school district income and expenditures by source of funds.

The audit for San Francisco Unified School District has been performed by the firm of Vavrinek, Trine, Day & Co., LLP. The audit report is in accordance with generally accepted auditing standards, the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States and Standards and Procedures for Audits of California K-12 Local Educational Agencies.

Submitted by: 

Joseph C. Grazioli  
Chief Financial Officer

Approved by: 

Richard A. Carranza  
Superintendent of Schools

Agenda Item  
2c. (151-13B3)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

Regular Board Meeting of January 13, 2015

SUBJECT: APPROVAL OF THE SAN FRANCISCO UNIFIED SCHOOL DISTRICT
MEMORANDA OF AUTHORITY WITH COMMUNITY BASED
ORGANIZATIONS

REQUESTED ACTION:

That the Board of Education approves the Memoranda of Authority entered into between the San Francisco Unified School District and Community Based Organizations and Agencies during the 2014-2015 fiscal year. A list of the Memoranda of Authority has been attached to this Resolution.

BACKGROUND:

San Francisco Unified School District will enter into the attached Memorandum of Authority for the 2014-2015 school year. During the course of the school year, San Francisco Unified School District will continue to execute the Memoranda of Authority with Community Based Organizations and Public Agencies to provide services and support for students and their families as needed. The services all relate to or directly support school staff, students and their families. There are several sources of funding for these organizations. The funding may come from foundations, the private sector, the State or Federal government or different departments of the City and County of San Francisco.

The Memoranda of Authority are contracts, which require Board approval pursuant to the California Education Code and Board Policy. Due to timelines by the funding sources, many of the services set forth in the Memoranda of Authority must commence before the Board of Education is able to grant approval. Therefore, the Student Family and Community Support Department is requesting the Board of Education’s approval of the Memoranda of Authority on the attached list.

Submitted by:

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

Approved by:

Richard A. Carranza
Superintendent of Schools

Agenda Item
2d. (151-13B4)
<table>
<thead>
<tr>
<th>Ref. #</th>
<th>Community Organization, Agency or Service Provider</th>
<th>SFUSD School Site(s)</th>
<th>Program Name (If applicable)</th>
<th>Description of Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>University of San Francisco</td>
<td>Lawton, Moscone, Sunset, Denman, Hoover, Everett, James Lick, Marina, Aptos, Presidio, Rooftop, Visitacion Valley, Academy of Arts, Balboa, Downtown, Independence, ISA, Mission Gateway to College, Galileo</td>
<td>Internship Program</td>
<td>The Internship Program shall include a minimum of 200 hours of the two selected levels. Interns will provide one on one counseling or group counseling.</td>
</tr>
<tr>
<td>2</td>
<td>San Francisco State University</td>
<td>AP Giannini, Academy of Arts, SF International, Roosevelt, Mission, Gateway, Aptos</td>
<td>Internship Program</td>
<td>The Internship Program shall include a minimum of 450 hours in Pk-12 settings. Interns will provide one on one counseling or group counseling.</td>
</tr>
<tr>
<td>3</td>
<td>California State University East Bay</td>
<td>Lick, Everett, Presidio</td>
<td>Internship Program</td>
<td>The Internship Program shall include a minimum of 450 hours in Pk-12 settings. Interns will provide one on one counseling or group counseling.</td>
</tr>
<tr>
<td>4</td>
<td>San Jose State University</td>
<td>June Jordan</td>
<td>Internship Program</td>
<td>The Internship Program shall include a minimum of 450 hours in Pk-12 settings. Interns will provide one on one counseling or group counseling.</td>
</tr>
</tbody>
</table>
SAN FRANCISCO UNIFIED SCHOOL DISTRICT  
San Francisco, California  

Regular Board Meeting of January 13, 2015  

SUBJECT: APPROVAL OF THE SAN FRANCISCO UNIFIED SCHOOL DISTRICT  
MEMORANDA OF AUTHORITY WITH COMMUNITY BASED  
ORGANIZATIONS  

ON BEHALF OF: STUDENT, FAMILY AND COMMUNITY SUPPORT DEPARTMENT  

REQUESTED ACTION:  

That the Board of Education approves the Memoranda of Authority entered into between the San Francisco Unified School District and Community Based Organizations and Agencies for the 2014-2015 fiscal year. A list of the Memoranda of Authority has been attached to this Resolution.  

BACKGROUND:  

San Francisco Unified School District will enter into the attached Memorandum of Authority for the 2014-2015 fiscal year. During the course of these school years, San Francisco Unified School District will continue to execute the Memoranda of Authority with Community Based Organizations and Public Agencies to provide services and support for students and their families as needed. The services all relate to or directly support school staff, students and their families. There are several sources of funding for these organizations. The funding may come from foundations, the private sector, the State or Federal government or different departments of the City and County of San Francisco.  

The Memoranda of Authority are contracts, which require Board approval pursuant to the California Education Code and Board Policy. Due to timelines by the funding sources, many of the services set forth in the Memoranda of Authority must commence before the Board of Education is able to grant approval.  

Therefore, the Student Family and Community Support Department is requesting the Board of Education’s approval of the Memoranda of Authority on the attached list.  

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

Approved by:  
Richard A. Carranza  
Superintendent of Schools  

Agenda Item  
2e. (151-1385)
<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></td>
<td>Farallones Marine Sanctuary Association</td>
<td></td>
<td>Provide 16 hours of hands-on marine science enrichment program for SFUSD after school programs in project schools.</td>
</tr>
<tr>
<td></td>
<td>Homeless Children's Network</td>
<td></td>
<td>Provide early childhood mental health consultation services, therapy and case management.</td>
</tr>
<tr>
<td></td>
<td>San Francisco Department of Public Health</td>
<td>Mission Family Center</td>
<td>Provide onsite behavioral health services through Wellness Center at participating schools.</td>
</tr>
</tbody>
</table>
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

Regular Board Meeting of January 13, 2015

SUBJECT: APPROVAL OF THE SAN FRANCISCO UNIFIED SCHOOL DISTRICT MEMORANDA OF AUTHORITY WITH COMMUNITY BASED ORGANIZATIONS

ON BEHALF OF: STUDENT, FAMILY AND COMMUNITY SUPPORT DEPARTMENT

REQUESTED ACTION:

That the Board of Education approves the Memoranda of Authority entered into between the San Francisco Unified School District and Community Based Organizations and Agencies for the two-year period of the 2014-2015 and 2015-2016 fiscal years. A list of the Memoranda of Authority has been attached to this Resolution.

BACKGROUND:

San Francisco Unified School District will enter into the attached Memorandum of Authority for the two fiscal years of 2014-2015 and 2015-2016. During the course of these school years, San Francisco Unified School District will continue to execute the Memoranda of Authority with Community Based Organizations and Public Agencies to provide services and support for students and their families as needed. The services all relate to or directly support school staff, students and their families. There are several sources of funding for these organizations. The funding may come from foundations, the private sector, the State or Federal government or different departments of the City and County of San Francisco.

The Memoranda of Authority are contracts, which require Board approval pursuant to the California Education Code and Board Policy. Due to timelines by the funding sources, many of the services set forth in the Memoranda of Authority must commence before the Board of Education is able to grant approval.

Therefore, the Student Family and Community Support Department is requesting the Board of Education’s approval of the Memoranda of Authority on the attached list.

Submitted by:

Kevin Truitt
Associate Superintendent
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></td>
<td>Chinese School at Alamo</td>
<td></td>
<td>Provide daily, comprehensive afterschool program.</td>
</tr>
<tr>
<td></td>
<td>Junior Achievement of Northern California</td>
<td></td>
<td>Provide a half-day program of hands-on activities for K-5 students to learn financial literacy, work readiness and entrepreneurship.</td>
</tr>
<tr>
<td></td>
<td>Oakes Children’s Center</td>
<td></td>
<td>Provide individual and group therapy, parent contact, and case management services in program schools.</td>
</tr>
<tr>
<td></td>
<td>Planned Parenthood Shasta Pacific</td>
<td></td>
<td>Provide training, curriculum and support in puberty and sexual education, for teachers of grades 4-12.</td>
</tr>
<tr>
<td></td>
<td>University of San Francisco, Upward Bound Program</td>
<td></td>
<td>Provide high school students college readiness supports including college tours, financial advising, tutoring and mentoring services.</td>
</tr>
</tbody>
</table>
SAN FRANCISCO UNIFIED SCHOOL DISTRICT  
San Francisco, California

Regular Board Meeting of January 13, 2015

SUBJECT: AUTHORIZATION TO AMEND RESOLUTION # 149-23B4 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 #149-23B4, which allowed the Superintendent and/or his designee to enter into an MOU with Community Based Organizations.

This amended resolution will clarify the list of programs and services being provided to students under the Memorandum of Understanding for Young Community Developers during fiscal years 2014-2015 and 2015-2016. Programs and services include:

- Mentoring Program for elementary schools
- Thurgood Career Awareness Program for 10th, 11th and 12th graders at Thurgood Marshall HS
- Summer (school-year) Youth Academic & Employment Program (SYAEP)
- Summer Bridge program for 8th graders
- Log Cabin Career Exploration and Mentorship Program for Log Cabin Ranch students

BACKGROUND:

On September 23, 2014, the Board of Education, through the approval of Resolution #149-23B4, authorized the District to enter into MOUs with a number of Community Based Organizations. This amended B-Resolution will clarify the programs and services being provided to students by Young Community Developers.

Submitted by:

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

Approved by:

Richard A. Carranza
Superintendent of 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 this modification between Hoi's 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 modification 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 21-90361-2015-0000-8500-6279-11685 - Construction-Change Order-$9,520.09

CAPITAL FACILITIES FUND: FOR LOPEZ ADA CAPITAL IMPROVEMENT
Appropriation 25-90361-2015-0000-8500-6279-11685 - Construction-Change Order-$9,520.09

MODIFICATION OF CONTRACT:

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>HILLCREST ELEMENTARY SCHOOL</td>
<td>$19,040.18</td>
</tr>
<tr>
<td>modify the existing contract with Hoi's Construction</td>
<td></td>
</tr>
</tbody>
</table>

BACKGROUND:

This contract was for yard paving for improved accessibility and ADA path of travel at Hillcrest ES. The scope of work consisted of hazardous materials abatement, crack repairs, reset drain boxes, and basketball backstops relocation.

This modification is for value added items including additional chain link fence and gate, flagpole upgrade, and replacement of door and frame.

| Original contract amount (144-22W10, April 22, 2014) | $214,000.00 |
| Previous approved modifications                     | $16,105.95  |
| Contract to be increased by this Modification #2 (amount not-to-exceed) | $19,040.16 |
| New Total Contract amount as modified               | $249,146.13 |
| Total % of modification amounts to original contract amount | 16.4% |

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 Hoi’s 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 modification on behalf of the District and encumber sufficient funds from the Deferred Maintenance Fund.

DEFERRED MAINTENANCE FUND:
Appropriation 14-06250-2015-0000-8500-6279-11599 – Construction-Change Order

MODIFICATION OF CONTRACT:

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>WEST PORTAL ELEMENTARY SCHOOL</td>
<td>$15,249.83</td>
</tr>
<tr>
<td>modify the existing contract with</td>
<td></td>
</tr>
<tr>
<td>Hoi’s Construction</td>
<td></td>
</tr>
</tbody>
</table>

BACKGROUND:
This contract was for the elevator enclosure repair at West Portal ES. The scope of work consisted of repairing the exterior walls and roof of the elevator tower, and waterproofing the elevator pit.

This modification is for additional work due to discovery issues associated with the corroded structural steel members, exterior wall studs and metal lath; damaged lower portion of the interior shaft wall at the elevator pit.

Original contract amount (143-25W16, March 25, 2014) $110,000.00
Previous approved modifications $0
Contract to be increased by this Modification #1 (amount not-to-exceed) $15,249.83
New Total Contract amount as modified $125,249.83
Total % of modification amounts to original contract amount 13.8%

Submitted by:
Yonko Radonov, Director
Facilities Design & Construction

Agenda Item
3b. (151-13W2)

Recommended by:
David L. Goldin A.I.A.
Chief Facilities Officer
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California
Board Meeting 1/13/15

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 Aloha Builders Company 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 21-90362-2015-0000-8500-6279-11581 – Construction-Change Order

MODIFICATION OF CONTRACT:

<table>
<thead>
<tr>
<th>MODIFICATION OF CONTRACT:</th>
<th>DESCRIPTION</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mod. No. 1</td>
<td>IRVING M. SCOTT BUILDING modify the existing contract with Aloha Builders Company</td>
<td>$13,056</td>
</tr>
</tbody>
</table>

BACKGROUND:
This contract was for the new carpet installation on the first floor corridor at Irving M. Scott Building located 1060 Tennessee Street.

This modification is for discovery issues including repair of underlying uneven floor substrate, wall and floor dry rot, and provision of new door hardware affected by new carpet flooring.

| Original contract amount | $14,090.00 |
| Previous approved modifications | $0 |
| Contract to be increased by this Modification #1 (amount not-to-exceed) | $13,056.00 |
| New Total Contract amount as modified | $27,146.00 |

Submitted by: Yonko Radonov, Director Facilities Design & Construction

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

Agenda Item 3c. (151-13W3)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California
Board Meeting 01/13/15

SUBJECT:

Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:

That the Board of Education approve this contract modification between Cal Pacific Construction, Inc. and the San Francisco Unified School District for an amount not to exceed $102,737.00 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 #21-90392-2015-0000-8500-6279-11522 – McAteer Campus $102,737.00

CONTRACT:

<table>
<thead>
<tr>
<th>No.</th>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mod 3 to No. #1799 McAteer Campus Building Construction – Prop A 2011 Bond Program</td>
<td>$102,737.00</td>
<td></td>
</tr>
</tbody>
</table>

BACKGROUND:

The original scope of work for this project includes electrical work in the auditorium, sewer replacement, canopy repairs and Allowance No. 1 which is Audio Visual system in the gym at the McAteer Campus as required by San Francisco Unified School District’s Proposition A 2011 Bond Program.

This modification includes plumbing drainage repairs, road paving, electrical, design costs, painting and carpentry for a total of $113,869.00, and a credit of ($11,132.00) for deletion of allowance resulting in a net total modification of $102,737.00.

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original contract amount</td>
<td>$1,496,000.00</td>
</tr>
<tr>
<td>Previous Approved Modification(#1-2)</td>
<td>$77,068.00</td>
</tr>
<tr>
<td>Contract to be Increased by Modification #3</td>
<td>$102,737.00</td>
</tr>
<tr>
<td><strong>New Total Contract Amount as Modified</strong></td>
<td><strong>$1,675,805.00</strong></td>
</tr>
</tbody>
</table>
| Total % of modification amounts to original contract amount | 12.02%

Submitted by:

Maureen Shelton
Director of Construction Management

Recommended by:

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

Agenda Item
3d. (151-13W4)
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 and the San Francisco Unified School District for an amount not to exceed $128,956.00 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 21-90392-2015-0000-8500-6279-11511 – Miraloma ES $ 128,956.00

CONTRACT:
No. 1782
Mod No. 5
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 Change Order No. 5 which includes additional Telecommunications equipment, and associated wiring and cabling, additional IT/Data equipment, replacement of drop ceiling in one classroom, and light fixtures work in the gymnasium.

| Original contract amount | $ 7,437,023.00 |
| Previous Approved Modification(s) | $ 90,250.00 |
| Contract to be Increased by Modification No. 5 | $ 128,956.00 |
| New Total Contract Amount as Modified | $ 7,656,229.00 |
| Total % of modification amounts to original contract amount | 2.95% |

Submitted by:
Maureen Shelton
Director of Construction Management

Recommended by:
David L. Goldin, AIA
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 BHM Construction Inc. and the San Francisco Unified School District for an amount not to exceed $51,770.00 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 #21-90392-2015-0000-8500-6279-11506 – Starr King ES

CONTRACT:

Mod 5 to No. #1764

DESCRIPTION

Starr King ES Building Construction – Prop A 2011 Bond Program

COST

$51,770.00

BACKGROUND:

This contract is for modernization at Starr King 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. The base scope of work includes: New admin-library building, abatement of hazardous materials, new flooring, new interior and exterior painting, new doors and frames, new restrooms, elevator modernization, 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 structural, mechanical, plumbing, electrical service, and architectural finish work required to meet district standards and code requirements.

| Original Contract | $ 8,541,000.00 |
| Previous Approved Modifications | $327,759.00 |
| This Modification #5 | $ 51,770.00 |
| **Total contract as modified** | **$ 8,920,529.00** |

Total % of modification amounts to original contract amount 4.44%

Submitted by:

Maureen Shelton
Director of Construction Management

Recommended by:

David L. Goldin, A.I.A.
Chief Facilities Officer
SUBJECT:
Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:
That the Board of Education approve this contract modification between Meek, Noll and Tam JV Architects (MNTJV) and the San Francisco Unified School District for an amount not to exceed $11,420.00, 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 21-90392-2015-0000-8500-6219-11499 – Daniel Webster Elementary School

CONTRACT:
Mod No. 1 to No. 1758
Daniel Webster ES
Architectural/Engineering Services -- Prop A 2011 Bond Program
$11,420.00

BACKGROUND:
This contract is for Architectural and Engineering design and construction services for Daniel Webster Elementary School 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 modernization design of Daniel Webster ES according to the requirements and regulations of the 2011 Bond Initiative language.

This contract is for the design and construction phase of the project which includes design development from schematic to final construction documents, construction administration and project closeout. The project scope includes modernization of the existing facility including, but not limited to fire/life safety, access, modernization, and expansion of the existing buildings, play yards, and site.

This contract modification is for additional kitchen design.

| Original Contract Amount | $838,028.00 |
| Previous Approved Modifications (None) | $0.00 |
| Contract to be increased by Modification No. 1 | $11,420.00 |
| **New Total Contract Value as modified** | **$849,448.00** |

Submitted by:
Waziuddin Chowdhury
Director of Project Management

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

Agenda Item 3g. (151-13W7)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

Board Meeting 01/13/15

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 AECOM Technical Services Inc and the San Francisco Unified School District for an amount not to exceed $26,460.00 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 the Proposition 39 School Repair Program Fund.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:

Appropriation #21-90392-2015-0000-8500-5803-11492 $26,460.00

CONTRACT:

No. 01466
Mod #8

DESCRIPTION
Program Management support– Proposition A 2011 Bond Program

COST
$26,460.00

BACKGROUND:

This contract provides program planning and design management services related to all of the projects to be undertaken on the 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.

This contract modification is for additional project management support.

Original Contract Amount
$ 4,265,835.00

Previous Approved Modifications #1 - #7
$586,915.00

Contract to be increased by Modification #8
$26,460.00

New Total Contract Amount as Modified
$4,879,210.00

Submitted by:

Waziuddin Chowdhury
Director of Project Management

Recommended by:

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

Agenda Item
3h. (151-13W8)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

Board Meeting 01/13/15

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 Gelfand Partners Architects and the San Francisco Unified School District for an amount not to exceed $35,726.00 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:

CONTRACT: DESCRIPTION COST
Mod. 7 to
No. 1583 Architectural/Engineering Design & Construction Services – Prop A 2011 Bond Program Gordon J. Lau ES $35,726.00

BACKGROUND:
This contract is for Architectural and Engineering design and construction services for Gordon J. Lau Elementary School 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 modernization design of Gordon J. Lau Elementary School according to the requirements and regulations of the 2011 Bond Initiative language.

This contract modification is for revision of kitchen and changes due to unforeseen conditions.

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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 01/13/15

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 ENGEO, Inc. and the San Francisco Unified School District for an amount not to exceed $11,500 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.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:
Appropriation #21-90391-2015-0000-8500-6150-11270 – Marshall ES - $11,500.00

CONTRACT:
Mod. No. 17 to No. 01151

DESCRIPTION
Geotechnical Services – Prop A 2006 Bond Program

COST
$11,500.00

BACKGROUND:
The Master Agreement is for geotechnical services for various building improvement projects related to the passage of San Francisco Unified School District's Proposition A 2006 Bond Program. Individual service agreements have been assigned to define scope, schedule, deliverables and exact cost for each project contract as needed for the duration of the Master Agreement. Previous modifications to this Master Agreement included geotechnical and engineering services at Dr. William Cobb ES, Francis Scott Key ES, Civic Center Secondary School at John Swett Raphael Weill CDC and Creative Arts Charter School.

This modification will provide for geologic site hazard assessments for Marshall ES.

Original contract amount
$13,000.00

Previous Approved Modifications (No. 1-16)
$199,470.00

Contract to be Increased by Modification (No. 17)
$11,500.00

New Total Contract Amount as Modified
$223,970.00

Submitted by:
Waziuddin Chowdhury
Director of Project Management

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

Agenda Item
3j. (151-13W10)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California
Board Meeting 01/13/15

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 $1,399,705.00 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 #21-90392-2015-0000-8500-6216-11522 – McAteer Campus $1,399,705.00

CONTRACT:
No. 01492 Mod #11
McAteer Campus Modernization Construction Management Services – Proposition A 2011 Bond Program

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 modification provides construction management services for bidding, construction and closeout phases for the McAteer Campus Modernization under the 2011 Bond Program.

| Original Contract Amount | $ 235,911.00 |
| Previous Approved Modifications (1-10) | $ 4,857,420.00 |
| Contract to be Increased by Modification #11 | $ 1,399,705.00 |
| New Total Contract Amount as Modified | $ 6,493,036.00 |

Submitted by:
Maureen Shelton
Director of Construction Management

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

Agenda Item
3k. (151-13W11)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California
Board Meeting 01/13/15

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 $1,388,489.00 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 #21-90392-2015-0000-8500-6216-11514 | Presidio MS | $837,751.00 |
| Appropriation #21-90392-2015-0000-8500-6216-11503 | Gordon J. Lau ES | $301,555.00 |
| Appropriation #21-90392-2015-0000-8500-6216-11518 | Frank McCoppin ES | $99,850.00 |
| Appropriation #21-90392-2015-0000-8500-6216-11509 | John Yehall Chin ES | $149,333.00 |

CONTRACT:
No. 01490  Mod #7

DESCRIPTION
Construction Management Services – Proposition A 2011 Bond Program

COST
$1,388,489.00

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 pre-construction management services to perform; estimating, design coordination, construction phasing and constructability reviews for Frank McCoppin ES and John Yehall Chin ES and construction management services for Presidio MS, and Gordon J. Lau ES under the 2011 Bond Program.

| Original Contract Amount | $32,000.00 |
| Previous Approved Modifications | $3,335,493.00 |
| Contract to be Increased by Modification #7 | $1,388,489.00 |
| **New Total Contract Amount as Modified** | **$4,755,982.00** |

Submitted by:
Maureen Shelton
Director of Construction Management

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

Agenda Item
31. (151-13W12)
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 Cornerstone Earth Group, Inc., and the San Francisco Unified School District for an amount not to exceed $15,300.00 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 #21-90392-2015-0000-8500-6150-11518 – Frank McCoppin Elementary School

CONTRACT:
Mod 6 to No. 1478

DESCRIPTION
Frank McCoppin ES - Modernization
Geotechnical Services – Prop A 2011 Bond Program

COST
$15,300.00

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.

Previous modifications were for geotechnical investigations and Geologic Hazards Evaluation to support the modernization project; submit Geologic Hazard Report to CGS for approval and contract document coordination and review for Jose Ortega Elementary School, Visitacion Valley Middle School and Robert Stevenson ES.

This modification is for geotechnical investigations and Geologic Hazards Evaluation to support the modernization project; submit Geologic Hazard Report to CGS for approval and contract document coordination and review for Frank McCoppin Elementary School.

| Original Contract Amount | $ 0.00 |
| Previous Approved Modifications | $ 109,500.00 |
| Contract to be Increased by Modification No.6 | $ 15,300.00 |
| Total Contract Value as modified | $ 124,800.00 |

Submitted by:

Naizuddin Chowdhury
Director of Project Management

Recommended by:

David Goldin, A.I.A.
Chief Facilities Officer
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California
Board Meeting 01/13/15

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 $4,320.00 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 21-90392-2015-0000-8500-6140-11518 – McCoppin Elementary School

CONTRACT:

Mod. 7 to No. 1468

DESCRIPTION:

McCoppin Elementary School
Surveying Services – Prop A 2011 Bond Program

COST:

$4,320.00

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 #6 is for additional utility location surveying services for McCoppin Elementary School.

| Original Contract Amount | $19,581.00 |
| Previous Modifications | $99,297.00 |
| This Modification #7 (not-to exceed) | $4,320.00 |
| Total Contract Value as modified | $123,198.00 |

Submitted by:

Waziuddin Chowdhury
Director of Project Management

Recommended by:

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

Agenda Item 3n. (151-13W14)
SUBJECT:
Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:
That the Board of Education approve this modification to the Master Agreement between King Construction Inspection, Inc. and the San Francisco Unified School District for an amount not to exceed $461,889.80 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 #21-90392-2015-0000-8500-6290-11522 – McAteer Campus

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<td>McAteer Campus</td>
<td>$461,889.80</td>
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BACKGROUND:
This Original Master Agreement is for inspection services for various building improvement projects related to the passage of San Francisco Unified School District’s Proposition A 2011 Bond Program. Original cope of work includes project inspection services at Sunnyside ES.

This modification to the Master Agreement is for inspection services per DSA requirements at McAteer Campus.

Original contract amount | $249,622.00
Previous Modifications | $0.00
This Modification #1 (not to exceed) | $461,889.80
Total Contract Value, as modified | $711,511.80

Submitted by:
Maureen Shelton
Director of Construction Management

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

Agenda Item
30. (151-13W15)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

Board Meeting 01/13/2015

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 $323,761.50 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:

<table>
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<td>Appropriation 21-90392-2015-0000-8500-6212-11506 - Starr King ES</td>
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CONTRACT:
Mod 25 to No. 1518

DESCRIPTON
McAteer Campus and Starr King ES

COST
Environmental IH Services – Proposition A 2011 Bond Program $323,761.50

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. Scope of work includes hazardous materials Site assessment, Development of Assessment Documents, Project coordination.

Previous modifications to the agreement were for industrial hygiene services at Lowell HS, Starr King ES, Yick Wo ES, Sunnyside ES, Burton HS, Bret Harte EES, Lowell HS projects, Jose Ortega ES, Security Camera projects, Bret Harte EES, Ida B. Wells HS, Monroe ES, Miraloma ES, McAteer Campus, Visitacion Valley MS, Visitacion Valley ES, John Yehall Chin ES, Robert Louis Stevenson ES, Longfellow ES, Monroe ES and McKinley ES.

This modification is for additional service to provide Abatement monitoring services at McAteer Campus and Starr King ES.

Original Contract Amount $23,280.00
Previous Approved Modifications (#1-24) $1,947,701.55
This Modification #25 (not-to exceed) $323,761.50
Total Contract Value as modified $2,294,743.05

Submitted by:
Maureen Shelton
Director of Construction Management

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

Agenda Item
3p. (151-13W16)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT  
San Francisco, California  
Board Meeting 01/13/15  

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 Construction Testing Services and the San Francisco Unified School District for an amount not to exceed $92,964.00 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 # 21-90392-2015-0000-8500-6280-11522 - McAteer Campus  

CONTRACT:  
Mod No. 8 to  
No. 1699  
McAteer Campus  
Materials Testing and Inspection Services – Prop A 2011 Bond Program  
$92,964.00  

BACKGROUND:  
This contract is for construction testing and inspection services as required by San Francisco Unified School District's Proposition A 2011 Bond Program.  

The original scope of work includes a testing and inspection services at new classroom building at Monroe ES, George Peabody ES, Willie L. Brown Jr. Middle School, Sunnyside ES and McAteer Campus  

This modification includes offsite testing and inspection along with on-site testing and inspections services for the McAteer Campus Modernization.  

Original contract amount  
$ 6,655.00  
Previous modification (1-7)  
$1,210,590.90  
This Modification – No. 8  
$ 92,964.00  
Total Contract as modified  
$1,310,209.90  

Submitted by:  
Maureen Shelton  
Director of Construction Management  

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

Agenda Item  
3q. (151-13W17)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

Board Meeting 01/13/15

SUBJECT:
Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:
That the Board of Education approves this modification to the Master Agreement between Millennium Consulting Associates ("MECA") and the San Francisco Unified School District for an amount not to exceed $630.00 and instructs 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 #21-90391-2015-0000-8500-6212-11691 – Aptos Middle School Greening $ 630.00

CONTRACT:
Mod No.43 to Contract #00952
Aptos MS Greening
Industrial Hygienist – Prop A 2006 Bond Program

BACKGROUND:
This Master Agreement is for hazardous abatement design services for various building improvement projects related to the passage of San Francisco Unified School District's Proposition A 2006 Bond Program. 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. The original contract was for industrial hygienist (IH) services for Marshall ES and Hoover MS. Previous modifications added IH services for Buena Vista ES, Fairmount ES, ER Taylor ES Greening, Cleveland ES, John McLaren CDC, 555 Franklin Admin, Lawton ES, New Traditions ES, Theresa Mahler CDC, Cabrillo ES, Alamo ES, Hoover MS, 21st Century/Willie Brown Academy, Ulloa ES, Chinese Immersion School at De Avila; Chinese Immersion Greening, Cleveland ES Greening and Lawton AS Greening.

Scope of work for this modification includes but is not limited to initial hazardous abatement design services for Aptos MS.

Original Contract $ 75,740.00
Previous Approved Modifications (No. 1- 42) $ 1,543,372.15
This Modification No. 43 (not to exceed) $ 630.00
Total Contract as modified $ 1,619,742.15

Submitted by:
Maureen Shelton
Director of Construction Management

Recommended by:
David L. Goldin, A.I.A.
Chief Facilities Officer
SUBJECT:
Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:
That the Board of Education approve this contract between Skyline Engineering 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 Deferred Maintenance Fund.

DEFERRED MAINTENANCE FUND:
Appropriation 14-06250-2015-0000-8500-6210-11750 - Architectural/Engineering Fees

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<td><strong>STUDENT NUTRITION SERVICES ADMINISTRATION BUILDING</strong> Engineering services</td>
<td>$24,400</td>
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BACKGROUND:
This contract is for engineering services for reroofing the lower roof at the Student Nutrition Services administration building located at 841 Ellis Street. The scope of work includes investigation, construction documents preparation, bid process assistance, and inspection and monitoring services during construction.

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 Skyline Engineering is one of the consulting firms that were selected as part of the pool to provide on-going roofing and waterproofing consulting services, approved by the Board on May 28, 2013 (135-28W18) to provide engineering services to district-wide schools.

Submitted by:
Yonko Radonov, Director
Facilities Design & Construction

Recommended by:
David L. Goldin A.I.A.
Chief Facilities Officer
SAN FRANCISCO UNIFIED SCHOOL DISTRICT  
San Francisco, California  
Board Meeting 1/13/15  

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 Bartos Architecture 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 21-90362-2015-0000-8500-6210-11739 – Architectural/Engineering Fees  

<table>
<thead>
<tr>
<th>CONTRACT</th>
<th>DESCRIPTION</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>No. 01877</td>
<td>MARINA MIDDLE SCHOOL</td>
<td>$25,000</td>
</tr>
<tr>
<td></td>
<td>Architectural/engineering services</td>
<td></td>
</tr>
</tbody>
</table>

BACKGROUND:  
This contract is for architectural services for seismic upgrades (Tier 2 Structural Report Revision) at Marina MS. The scope of work includes review a revised geo-tech report and re-issue the Tier 2 structural report that will submitted to DSA; preliminary investigation/assessment. This work is in preparation for the structural upgrade and window replacement project where construction is estimated to begin in the summer of 2016.  

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 Bartos Architecture is one of the firms that was approved by the Board (125-22W34, May 22, 2012) as part of the architectural pool to provide on-going services to the District.  

Submitted by:  
Yonko Radonov, Director  
Facilities Design & Construction  

Agenda Item  
31. (151-13W20)  

Recommended by:  
David L. Goldin A.I.A.  
Chief Facilities Officer
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California
Board Meeting 1/13/15

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 SCA Environmental, Inc. and the San Francisco Unified School District and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract on behalf of the District and encumber sufficient funds from the 2011 School Facility Safety Special Tax Fund and Capital Facilities Fund.

2011 SCHOOL FACILITY SAFETY SPECIAL TAX FUND: FOR LOPEZ ADA CAPITAL IMPROVEMENT
Appropriation 21-90361-2015-0000-8500-6212-11748 – Environmental Fees - $4,717.50

CAPITAL FACILITIES FUND: FOR LOPEZ ADA CAPITAL IMPROVEMENT
Appropriation 25-90361-2015-0000-8500-6212-11748 – Environmental Fees - $4,717.50

CONTRACT:
No. 01875

IRVING M. SCOTT BUILDING
Environmental services $9,435

BACKGROUND:
This contract is for environmental services for the ADA site improvements of parking lot at Irving M. Scott building. The scope of work includes testing of material samples from the existing parking lot, specifications for hazardous materials abatement, and construction support and monitoring during repaving work.

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) environmental consulting firms have responded. SCA Environmental, Inc. is one of three consultants approved by the Board on May 26, 2013 (135-28W17) to provide environmental consulting and inspection services to district-wide schools.

Submitted by:
Yonko Radonov, Director
Facilities Design & Construction

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

Agenda Item
3u. (151-13W21)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California
Board Meeting 1/13/15

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 Bartos Architecture and the San Francisco Unified School District and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract on behalf of the District and encumber sufficient funds from the Capital Facilities Fund.

CAPITAL FACILITIES FUND:
Appropriation 25-00000-2015-0000-8500-6219-11720 – Architectural/Engineering Fees-Change Order

MODIFICATION OF CONTRACT:
<table>
<thead>
<tr>
<th>MODIFICATION</th>
<th>DESCRIPTION</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mod. No. 1</td>
<td>THOMAS JEFFERSON ELEMENTARY SCHOOL</td>
<td>$50,675</td>
</tr>
<tr>
<td>To Contract 04056</td>
<td>modify the existing contract with Bartos Architecture</td>
<td></td>
</tr>
</tbody>
</table>

BACKGROUND:
This contract was for architectural services to renovate the cafeteria and library to accommodate the enrollment growth at the Thomas Jefferson ES.

This modification is for additional architectural services to relocate the existing library from the second floor to the ground floor cafeteria; the existing library will be converted to a classroom and the cafeteria will become a multi-purpose room (library/media center); construction administration.

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original contract amount</td>
<td>$13,570.00</td>
</tr>
<tr>
<td>Previous approved modifications</td>
<td>$0</td>
</tr>
<tr>
<td>Contract to be increased by this Modification #1 (amount not-to-exceed)</td>
<td>$50,675.00</td>
</tr>
<tr>
<td>New Total Contract amount as modified</td>
<td>$64,245.00</td>
</tr>
</tbody>
</table>

Submitted by: Yonko Radonov, Director
Facilities Design & Construction

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

Agenda Item 3v. (151-13W22)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

Board Meeting 1/13/15

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 American Asphalt Repair and Resurfacing 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. Should the District be unable to enter into a contract with American Asphalt Repair and Resurfacing, the contract will be awarded to the next lowest, responsive and responsible bidder.

2011 SCHOOL FACILITY SAFETY SPECIAL TAX FUND: FOR LOPEZ ADA CAPITAL IMPROVEMENT
Appropriation 21-90361-2015-0000-8500-6270-11711 – Environmental Fees - $89,856.50

CAPITAL FACILITIES FUND: FOR LOPEZ ADA CAPITAL IMPROVEMENT
Appropriation 25-90361-2015-0000-8500-6270-11711 – Environmental Fees - $89,856.50

CONTRACT:

<table>
<thead>
<tr>
<th>CONTRACT:</th>
<th>DESCRIPTION</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>No. 01876</td>
<td>SHERIDAN ELEMENTARY SCHOOL General Contractor Services</td>
<td>$179,713</td>
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</table>

BIDDERS

<table>
<thead>
<tr>
<th>BIDS</th>
<th>BIDDERS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>American Asphalt Repair and Resurfacing</td>
</tr>
<tr>
<td></td>
<td>Eternal Construction $219,600</td>
</tr>
<tr>
<td></td>
<td>G&amp;G Builders Non-Responsive</td>
</tr>
</tbody>
</table>

BACKGROUND:

This contract is for ADA site improvements of play yard including a new play structure at Sheridan ES.
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

Board Meeting 01/13/15

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 $128,726.00 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 # 21-90392-2015-0000-8500-6278-11524 - Visitacion Valley ES - Interim Housing

<table>
<thead>
<tr>
<th>CONTRACT</th>
<th>DESCRIPTION</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>No. 1880</td>
<td>Visitacion Valley Elementary School Interim Housing - Prop A 2011 Bond Program</td>
<td>$128,726.00</td>
</tr>
</tbody>
</table>

BACKGROUND:

The scope of services provides for the lease, installation, and removal of eleven (04) 24' x 40' portable classrooms during the Visitacion Valley Elementary School Modernization Project.

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

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 01/13/15

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 $101,883.00 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 # 21-80392-2015-0000-8500-6278-11523 – McKinley ES – Interim Housing

CONTRACT:  
No. 1881  
McKinley Elementary School  
Interim Housing – Prop A 2011 Bond Program  
COST $101,883.00

BACKGROUND:
The scope of services provides for the lease, installation, and removal of eleven (03) 24' x 40' and (01) 32' X 30' portable classrooms during the McKinley Elementary School Modernization Project.

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

Submitted by:
Maureen Shelton  
Director of Construction Management

Recommended by:
David L. Goldin, A.I.A.  
Chief Facilities Officer
SUBJECT:
Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:
That the Board of Education approve this contract between Arntz Builders (Arntz) and the San Francisco Unified School District for an amount not to exceed $26,845,211.00 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 Arntz 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:

<table>
<thead>
<tr>
<th>Appropriation</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>21-90392-2015-0000-8500-6270-11522 - McAteer Campus</td>
<td>$13,345,211.00</td>
</tr>
<tr>
<td>21-90391-2015-0000-8500-6270-11094 - School of the Arts</td>
<td>$13,500,000.00</td>
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</table>

CONTRACT:

<table>
<thead>
<tr>
<th>Contract No.</th>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1874</td>
<td>Building Construction – Prop A 2011 Bond Program</td>
<td>$26,845,211.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Contractor</th>
<th>BID AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arntz Builders</td>
<td>$26,845,211.00</td>
</tr>
<tr>
<td>Alten Construction</td>
<td>$28,471,650.00</td>
</tr>
<tr>
<td>SJ Amoroso</td>
<td>Non-Responsive</td>
</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, ADA access, fire life safety, accessible ramps, hazardous material abatement, new lighting, site work and other miscellaneous improvements.

Submitted by:  
Maureen Shelton  
Director of Construction Management

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

Agenda Item  
3z. (151-13W26)
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 Summit Building Services and the San Francisco Unified School District for an amount not to exceed $18,120.00, and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the Master Agreement modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:

<table>
<thead>
<tr>
<th>Appropriation #</th>
<th>School</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>21-90392-2015-0000-8500-5890-11496</td>
<td>George Peabody ES</td>
<td>$6,400.00</td>
</tr>
<tr>
<td>21-90392-2015-0000-8500-5890-11501</td>
<td>Monroe ES</td>
<td>$6,160.00</td>
</tr>
<tr>
<td>21-90392-2015-0000-8500-5890-11497</td>
<td>Cesar Chavez ES</td>
<td>$5,560.00</td>
</tr>
</tbody>
</table>

CONTRACT:
Mod 11 to No. 01698
George Peabody ES, Monroe ES & Cesar Chavez ES
Specialized Cleaning Services – Prop A 2011 Bond Program

$18,120.00

BACKGROUND:
This Master Agreement is for specialized 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 are assigned to define scope, schedule, deliverables and exact cost for each project contract as needed for the duration of the Master Agreement. Prior work was for specialized construction cleaning services at the Sarah B. Cooper, Burton HS, Yick Wo ES, Monroe ES, Gordon Lau ES, Chavez ES, Sunnyside ES, Starr King ES and Roosevelt MS to ensure compliance with plans & specifications and DSA requirements.

This contract modification is for additional specialized cleaning services for the Peabody Elementary School, Monroe & Cesar Chavez ES.

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Contract Amount</td>
<td>$7,870.00</td>
</tr>
<tr>
<td>Previous Approved Modifications (No.1-10)</td>
<td>$183,209.00</td>
</tr>
<tr>
<td>Contract to be Increased by Modification No. 11</td>
<td>$18,120.00</td>
</tr>
<tr>
<td><strong>New Total Contract Value as modified</strong></td>
<td><strong>$209,199.00</strong></td>
</tr>
</tbody>
</table>

Submitted by:
Maureen Shelton
Director of Construction Management

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

Agenda Item
3aa. (151-13W27)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

Board Meeting 01/13/15

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 King Construction Inspection, Inc. and the San Francisco Unified School District for an amount not to exceed $24,501.86 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 21-90391-2015-0000-8500-6290-11556 – New Academic Campus at 300 Seneca

CONTRACT:

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mod 21 to Contract No. 00989</td>
<td></td>
</tr>
<tr>
<td><strong>New Academic Campus at 300 Seneca</strong> Building Inspection Services – Prop A 2006 Bond Program</td>
<td>$ 24,501.86</td>
</tr>
</tbody>
</table>

BACKGROUND:
The Original Master Agreement is for inspection services for various building improvement projects related to the passage of San Francisco Unified School District's Proposition A 2006 Bond Program. Original Scope of work includes project inspection services per DSA requirements at Chinese Ed. Center ES, Claire Lilenthal-Madison Campus, Raphael Weill CDC and Sutro ES Increment 1. Previous modifications added inspection services at 555 Franklin Admin Bldg, Increment 1, Sutro ES, District Admin Increment 1, Luther Burbank Middle School, Lakeshore IH, Sunset IH, Lakeshore ES, Cabrillo ES, Spring Valley ES, Commodore Stockton CDC, Lakeshore Modular project, Luther Burbank Increment 2, Downtown HS, Glen Park IH, Sutro ES, Glen Park ES, Commodore Stockton, Edison ES, Lakeshore ES, Spring Valley ES, Francisco MS, 2340 Jackson St. and New Academic Campus at 300 Seneca.

This modification to the Master Agreement is for additional inspection services at the New Academic Campus at 300 Seneca.

| Original contract amount               | $ 153,248.00 |
| Previous Modifications                 | $ 2,788,036.22 |
| This Modification #21 (not to exceed)  | $ 24,501.86   |
| **Total Contract Value, as modified**  | $2,965,786.08 |

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 01/13/15

SUBJECT:

Contracts, Orders for Service, Work Order and Modifications in connection with the School Building Program.

REQUESTED ACTION:

That the Board of Education authorize a one time fee payment to Pacific Gas and Electric for an amount not to exceed $52,409.61 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the fee payment on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:
Appropriation #21-90392-2015-0000-8500-6292-11502 — Willie L. Brown Jr. Middle School

CONTRACT: Work Order# 32093

DESCRIPTION
Willie L. Brown Jr. MS
Building Construction – Prop A 2011 Bond Program

COST
$52,409.61

RECOMMENDATION:

That the Board of Education authorize a one-time fee payment to Pacific Gas and Electric for an amount not to exceed $52,409.61 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the fee payment on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

BACKGROUND:

This fee is for the permanent relocation of overhead primary conductors to meet minimum clearances at Willie L. Brown Jr. Middle School. This fee includes all engineering, labor, materials, supplies, transportation, taxes, insurance, general overheads and other costs associated with PG&E’s standard practice under applicable uniform system of accounts prescribed by the CPUC.

Submitted by:
Maureen Shelton
Director of Construction Management

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

Agenda Item
3cc. (151-13W29)
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 for professional project management services, to design and manage the strategic project development plan and assist in determining the feasibility of renovating the existing structures at 135 Van Ness for the Ruth Asawa School of the Arts, between Helium Ventures and the San Francisco Unified School District (SFUSD), and to instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of this contract on behalf of the District and to encumber sufficient funds from the Developers Fee Funds (Fund 25).

DEVELOPERS FEE FUND:
Appropriation 25-91030-2015-0000-8500-5803-R0151 – Consulting Architect/Management Fees

CONTRACT:
Mod. No 1
No. 01798
RUTH ASAWA SCHOOL OF THE ARTS
Project Management and Planning services
$90,000.00

BACKGROUND:
Previously, the District prepared a new Master Planning and feasibility study for the renovation of the 135 Van Ness, Nourse Auditorium and 170 Fell Street block and the relocation of the Ruth Asawa School of the Arts to the civic center and arts corridor site. At the conclusion of that effort the project was temporarily put on hold. A renewed interest in relocating RASOTA to the heart of the civic center arts downtown core, has reignited the project and the Superintendent has directed staff to re-examine the project’s design and planning in the context of the District’s strategic plan, learning pathways, 21st century learning with a focused programming and architectural design that updates the academic, artistic and performing requirements of the school. Further planning work is required to ensure the fullest utilization and best use of this valuable SFUSD resource, as well as to determine all of the organization, resources and energies required to move the complex project forward to realization including the financial model and funding sources required.

Significant progress has been made in the last 6 months under the leadership of Helium Ventures and Helium Ventures principal Craig Issod, who was selected to manage this phase of the project development and planning work due to his specialized experience in working with public agencies including SFUSD and other non-profits, to strategically plan and develop complex capital facility projects from start to finish. A broader vision has now been developed that reflects District values of access and equity, and the engagement of a wide cross-section of civic and community leaders. This contract modification to is to continue momentum we have gained through this work, develop the next phase of planning in order to move the project forward to the next level over the next 12 months.

Original Contract amount: $60,000.00
This Modification No. 1: $90,000.00
Total Contract amount as modified: $150,000.00

Recommended and Submitted by:

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

Agenda Item
3dd. (151-13W30)
SUBJECT:
Contracts: Emergency Declaration for damage caused by storm water and sewage flooding at Tenderloin ES, Mission HS, Galileo HS, Hoover MS and SOTA/McAteer Campus

REQUESTED ACTION:
That the Board of Education declare an emergency pursuant to Public Contract Code sections 1102 and 20113 with respect to the emergency repairs caused by the severe rain storms of December 2-12, 2014 including extensive flooding and sewage backup at Tenderloin ES, Mission HS, Galileo HS, Hoover MS and SOTA/McAteer Campus and approve emergency, no-bid contracts upon identification of a qualified contractor(s) to perform and complete the required repairs caused by the flooding at these five school sites; and

WHEREAS: Between December 2 and December 12 multiple severe storms caused extensive flooding and sewage backup into occupied areas at five district school sites. Temporary measures have been taken to remove the water, dry out and sanitize areas where sewage was present and temporarily weatherize the areas from further water infiltration; and

WHEREAS: As a consequence of these weather events there is an eminent threat for serious health concerns if all areas exposed to excess water or sewage are not adequately cleaned, sanitized and precautions taken to prevent the growth of hazardous mold and mildew; and

WHEREAS: As it is not practical nor responsible to wait for the normal contracting procedures for the work required to repair the damage caused by these rain storms in order to restore the normal operation of the schools and all work needs to be performed as quickly as possible to minimize the health risks associated with raw sewage on a school campus; and,

WHEREAS: In accordance with Public Contract Code § 20113, in an emergency when any repairs, alterations, work or improvement is necessary to any District facility to permit the continuance of existing school classes or function, the Board of Education may, by unanimous vote, make a contract in writing for the performance of labor and furnishing of materials or supplies without advertising for or inviting bids;

THEREFORE BE IT RESOLVED: The repair and/or replacement of the Damaged Property constitutes an emergency pursuant to Public Contract Code § 20113, in that such repairs and/or replacement is necessary to permit the continuance of existing school classes or function and;

BE IT FURTHER RESOLVED: That the Superintendent, or his designee, is authorized to obtain labor and furnishing of materials or supplies to repair and/or replace the Damaged Property, without advertising for or inviting bids and therefore;

BE IT FURTHER RESOLVED: Upon identification of one or more qualified contractors to perform and complete necessary repair and/or replacement of Damaged Property, and upon determination that the terms and conditions for such contractor(s) performance and completion of necessary repair and/or replacement are reasonable and in the best interests of the District, the Superintendent, or his designee, is authorized to enter into written agreement(s) with such contractor(s) to perform and complete necessary repair and/or replacement without further action of the Board of Education and the Board declares an emergency by unanimous vote.

Submitted and Recommended by:

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

Agenda Item
3ee. (151-13W31)
MEMORANDUM

DATE: December 24, 2014

TO: Esther Casco, Executive Assistant

FROM: Yonko Radonov
Director of Facilities Design & Construction

THROUGH: David L. Goldin
Chief Facilities Officer

RE: Errata Sheet – 1st & 2nd Quarter - FY 2014-2015

Following is a list of Board Resolutions for the 1st & 2nd quarter of FY 2014-2015 which has funding revisions. Please note this for your records.

<table>
<thead>
<tr>
<th>Board Meeting Date</th>
<th>Resolution</th>
<th>Revisions to</th>
</tr>
</thead>
<tbody>
<tr>
<td>10/14/2014</td>
<td>1410-14W17</td>
<td>CONTRACT #01802, Mod. #1 – Hoï’s Construction: Revise funding code – the Previous Approved funding codes should be changed from: “01-90716-2015-0000-8500-6270-375 in the amount of ($4,012.61)” to “01-90716-2015-0000-8500-6279-375 in the amount of ($4,012.61).” This is only a funding code change.</td>
</tr>
<tr>
<td>9/23/2014</td>
<td>149-23W14</td>
<td>CONTRACT #01745, Mod. #1 – Ionian Construction, Inc.: Revise funding code – the Previous Approved funding codes should be changed from: “21-90362-2015-0000-8500-6279-11730 in the amount of $24,258.25” to “21-90360-2015-0000-8500-6279-11730 in the amount of $24,258.25.” This is only a funding code change.</td>
</tr>
</tbody>
</table>
December 24, 2014

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 13, 2015 Board Agenda:

<table>
<thead>
<tr>
<th>Document</th>
<th>Vendor</th>
<th>Total Amount</th>
<th>DVBE Status</th>
<th>MBE/WBE Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>CONTRACT</td>
<td>Skyline Engineering</td>
<td>24,400.00</td>
<td>Non-DVBE</td>
<td>Non-MBE/Non-WBE</td>
</tr>
<tr>
<td>CONTRACT</td>
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<td>25,000.00</td>
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<td>9,435.00</td>
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<td>MODIFICATION</td>
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<td>CONTRACT</td>
<td>American Asphalt Repair</td>
<td>179,713.00</td>
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<tr>
<td>MODIFICATION</td>
<td>Hoi’s Construction</td>
<td>19,040.18</td>
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<tr>
<td>MODIFICATION</td>
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<td>Aloha Builders Company</td>
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<td>TOTAL:</td>
<td>$336,569.01</td>
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an equal opportunity employer
TO: Esther Casco, Executive Assistant  
FROM: David Goldin, 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 13, 2015 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>
<td>Cal Pacific Construction, Inc.</td>
<td>$102,737.00</td>
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<td>MODIFICATION</td>
<td>Arntz Builders</td>
<td>$128,956.00</td>
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<td>MODIFICATION</td>
<td>BHM Construction, Inc.</td>
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<td>MODIFICATION</td>
<td>ENGEO, Inc.</td>
<td>$11,500.00</td>
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<tr>
<td>MODIFICATION</td>
<td>Swinerton Management and Construction</td>
<td>$1,399,705.00</td>
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<td>MODIFICATION</td>
<td>Vanir Construction Management</td>
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<td>AECOM Technical Services, Inc.</td>
<td>$26,460.00</td>
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<td>Meek, Noll &amp; Tam JV Architects</td>
<td>$11,420.00</td>
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<td>$4,320.00</td>
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<td>MODIFICATION</td>
<td>Summit Building Services</td>
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<td>MODIFICATION</td>
<td>King Construction Inspection, Inc.</td>
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<td>MODIFICATION</td>
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Enclosure(s)

SAN FRANCISCO UNIFIED SCHOOL DISTRICT  
SAN FRANCISCO, CA  
January 13, 2015  

SUBJECT: Administrative, Secondary, Elementary Certificated Personnel Actions.  

Action Requested: That the Board of Education approves the following personnel actions.  

**PROBATIONARY APPOINTMENTS**  
151-13F1  

<table>
<thead>
<tr>
<th>NAME</th>
<th>SCHOOL</th>
<th>SUBJECT</th>
<th>FTE</th>
<th>EFF. DATE</th>
<th>END DATE</th>
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<tbody>
<tr>
<td>Ballesteros-Dominguez, Marianna</td>
<td>Bessie Carmichael - EES</td>
<td>School Age</td>
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<tr>
<td>Johnson, Carena Michelle</td>
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<td>Spec Ed Mild/Moderate</td>
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<tr>
<td>Keenan, Lois Mary</td>
<td>Lafayette E.S.</td>
<td>Spec Ed Deaf/Hard</td>
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<td>Muratet, John Dlacey</td>
<td>Harvey Milk Civil Rights Académie</td>
<td>4-5th Grade ELD</td>
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<tr>
<td>O’Flaherty, Tara Dawn</td>
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<td>Nurse</td>
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<td>Poonenlevin, Zareen Anjali</td>
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<td>0.60</td>
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<td>Sahakian, Tamar Searon</td>
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<td>Welch, Ryan Christopher</td>
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**TEMPORARY APPOINTMENTS**  
151-13F2  

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<th>END DATE</th>
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<tbody>
<tr>
<td>Campi, Kenneth M.</td>
<td>A.P. Giannini M.S.</td>
<td>Spec Ed/RSP</td>
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<td>10/09/2014</td>
<td>12/19/2014</td>
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<tr>
<td>Cooks, Linda Gail</td>
<td>James Lick M.S.</td>
<td>Dance</td>
<td>1.00</td>
<td>10/23/2014</td>
<td>01/30/2015</td>
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<tr>
<td>Franklin, Vidrale A.</td>
<td>Dr. Charles Drew E.S.</td>
<td>2nd Grade</td>
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<td>Kent, Caitlin Doreen</td>
<td>Starr King E.S.</td>
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<td>Shillingburg, Belinda Joan</td>
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**EMERGENCY APPOINTMENTS**  
151-13F3  

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<th>END DATE</th>
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<tbody>
<tr>
<td>Jiang, Tiffany</td>
<td>Philip &amp; Sala Burton H.S.</td>
<td>Spec Ed</td>
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<td>Wen, Pey Chun</td>
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Agenda Item 4a. (151-13F1–F13)
### INTERN APPOINTMENTS

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<th>END DATE</th>
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<td>Bryant E.S.</td>
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### HOURLY AS NEEDED APPOINTMENTS

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<tbody>
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### TEACHER ON VARIABLE TERM WAIVER

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### PROVISIONAL INTERN PERMITS

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<td>Mouton, Regina</td>
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<td>Spec Ed Mild/Moderate</td>
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<tr>
<td>Negron, Jenny</td>
<td>Bryant E.S.</td>
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<tr>
<td>Wen, Pey Chun</td>
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### Assignment Option Under Education Code 44258.2

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Agenda Item
4a. (151-13F1-F13)
<table>
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<td>Cesar Chavez E.S.</td>
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<td>Thompson, Melissa Anne</td>
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<td>03/02/2015</td>
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<td>Thormahlen, Melissa Elyce</td>
<td>John Yehall Chin E.S.</td>
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<td>02/15/2015</td>
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<td>Williams, Demetria A.</td>
<td>Drew, Charles Ph.D. EES</td>
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<td>03/01/2015</td>
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**REDUCED WORK/PARTNERSHIP TEACHING**

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<tr>
<td>Hein Demause, Jennifer Allison</td>
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## Retirement

### 151-13F11

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## Separation

### 151-13F12

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Administrative, Secondary, Elementary Certificated Personnel Action
Prepared by

[Signature]
Monica Victoria Vasquez
Chief Human Resources Officer

Agenda Item
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# GENDER / ETHNICITY / RACE COMPOSITION

**PROBATIONARY APPOINTEES**

**APPEARING IN THE AGENDA OF**

January 13, 2015

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<th>PERCENTAGE</th>
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## ETHNICITY

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## RACE

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<tr>
<td><strong>CAMBODIAN</strong></td>
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<tr>
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<td>0.00%</td>
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<tr>
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**GENDER / ETHNICITY / RACE COMPOSITION**

**EMERGENCY APPOINTEES**

**APPEARING IN THE AGENDA OF**

January 13, 2015

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GENDER / ETHNICITY / RACE COMPOSITION
TEMPORARY APPOINTEES
APPEARING IN THE AGENDA OF
January 13, 2015

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## GENDER / ETHNICITY / RACE COMPOSITION

**INTERN APPOINTEES**

APPEARING IN THE AGENDA OF

January 13, 2015

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<tr>
<td>Other Asian</td>
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GENDER / ETHNICITY / RACE COMPOSITION

HOURLY AS NEEDED APPOINTEES

APPEARING IN THE AGENDA OF

January 13, 2015

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DATE OF BOARD MEETING: January 13, 2015

Is this a retroactive resolution? ☑ Yes ☐ No

If yes, please explain. The reason why it is retroactive is the transition from Dr. Choy's absence (she is on medical leave) to the placement of Dr. John Ignacio as our principal until the end of the year.

SERVICE/PROGRAM DESCRIPTION:

151-13K1 Literature and art will be presented to students to support their language arts development

Category: Administrative  Code: 1
School Site / Department: 782 Robert Louis Stevenson Elementary School
Participants: K-5 general education and special education students
Dates of Service: Sept. 9, 2014 to May 14, 2015
Total Cost: $2,000.00

Funding Source(s)/Program Title:
Trust Fund - Principal Discretionary Funds

SACS Code(s):
01-93005-2015-1110-2100-5803-782

Name of Consultant: Lyn Di Cesare $2,000.00
Evaluation: $0
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 chosen by Principal and Staff

DEGREE OF STUDENT CONTACT:

☒ Limited Contact ☐ More Than Limited Contact ☐ No Student Contact

PREPARED AND SUBMITTED BY: Dr. John Ignacio

SCHOOL SITE/and or DEPARTMENT: 782 Robert Louis Stevenson 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 13, 2015

Is this a retroactive resolution?  □ Yes  □ No

If yes, please explain. School schedule required work to start.

or other comments: The meeting of Dec. 23, 2014 was cancelled which is making this K Reso Retroactive.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

151-13K2 Contractor will provide consultancy for Middle School students in visual arts in collaborative and individual portfolio projects.

Category: Visual & Performing Arts Enrichment  Code: 27

School Site / Department: San Francisco Community School

Participants: (Those students, sites, or personnel who will be directly served by this consultant) Middle School Students, grades 6-8

Dates of Service: January 6, 2015 - May 19, 2015

Total Cost: $350.00

Funding Source(s)/Program Title:
PEEF: PROP H, Arts & Music

SACS Code(s):
01-90552-2015-1110-2100-5803-493

Name of Consultant: Reuben Rude $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:
Mr. Rude is a professional artist in the community and a parent of a student at the school. He has worked with schools and community groups in various projects related to the special projects being undertaken at this site.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED BY: Christina Bratt-Porter

SUBMITTED BY: Nora Houseman, Principal

SCHOOL SITE and DEPARTMENT: San Francisco Community 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 13, 2015

Is this a retroactive resolution?  ☑ Yes  ☐ No

If yes, please explain. School schedule required work to start. 

or other comments: The meeting of Dec. 23, 2014 was cancelled which is making this K Reso Retroactive.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

151-13K3 Contractor will provide consultancy for Middle School students in visual arts in collaborative and individual portfolio projects.

Category: Visual & Performing Arts Enrichment  Code: 27

School Site / Department: San Francisco Community School

Participants: (Those students, sites, or personnel who will be directly served by this consultant) Middle School Students, grades 6-8

Dates of Service: January 6, 2015 - May 19, 2015

Total Cost: $600.00

Funding Source(s)/Program Title: PEEF:PROP H, ARTS & MUSIC

SACS Code(s): 01-90552-2015-1110-2100-5803-493

Name of Consultant: Charles Whelon  $600.00

Evaluation: $0

Total Cost: $600.00
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:
Mr. Whelen is a professional artist in the community and a parent of a student at the school. He has worked with schools and community groups in various projects related to the special projects being undertaken at this site.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED BY: Christina Bratt-Porter

SUBMITTED BY: Nora Houseman, Principal

SCHOOL SITE/and or DEPARTMENT: San Francisco Community School
K Resolution

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 13, 2015

Is this a retroactive resolution? □ Yes  □ No

If yes, please explain. Budget allocation not available in time.

or other comments: School Schedule required work to start at beginning of school year.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

151-13K4 Gardening with Birgit Cory: All of Mission Education Center's Kindergarten - 5th grade students will participate in weekly outdoor education, gardening, science, and nutrition standard based sessions/classes. There will be 6 residencies taught per week by Birgit Cory with each of the 6 residencies receiving 17 sessions/classes, one session/session per week for the Fall Semester. She will receive 2 sessions per week to maintain the garden and plan with teachers, such as irrigation, planting, weeding, planning with teachers, organizing equipment, overseeing materials, and maintaining the garden for 17 weeks. Her total sessions/hours per week will be 8 sessions for 17 weeks, totaling 136 sessions/hours.

Birgit Cory will teach science and outdoor environmental education lessons based on the Next Generation Common Core Science standards, which include nutrition lessons, ELD activities, language skills, academic vocabulary, critical thinking, and comprehension. Birgit will work with classroom teachers to cover the science, nutrition, composting, and gardening curriculum. Each class will grow edible vegetables and perennials in their own garden plot. Participation in science, garden and compost standards based curriculum will increase the school's waste diversion rate.

These lessons allow for expression and learning for students with different learning modalities and strengths. Birgit will integrate gardening and science into the standard-based curriculum improving all academic areas, specifically ELD and science. The gardening/outdoor hands-on education program will provide enrichment activities to create joyful learners and close the achievement gap, thus keeping our promises to students and families.

Category: Teaching Code: 23

School Site / Department: Mission Education Center

Participants: (Those students, sites, or personnel who will be directly served by this consultant) ALL K-5th MEC Students

Dates of Service: 8/19/2014 - 12/18/2014

Total Cost: $3,400.00

Funding Source(s)/Program Title: School Site Based WSF Allocation

SACS Code(s): 01-00000-2015-1110-2100-5803-724

Name of Consultant: Birgit Cory  $3,400.00
Evaluation: $0
Total Cost: $3,400.00

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:

Birgit Cory worked as our Garden/Science Coordinator last spring 2014 and she did an excellent job. She is a credentialed BCLAD teacher who came with outstanding recommendations.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED AND SUBMITTED BY: Deborah Molof
SCHOOL SITE/and or DEPARTMENT: Mission Education Center ES
SUBJECT: Consultant Services  □ Individual  □ Organization

DATE OF BOARD MEETING: January 13, 2015

Is this a retroactive resolution?  □ Yes  □ No

If yes, please explain. Budget allocation not available in time.

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)

151-13K5 Production services on radio features for KALW News programs.

Category: Administrative  Code: 1

School Site / Department: KALW Radio

Participants: (Those students, sites, or personnel who will be directly served by this consultant)

n/a

Dates of Service: January 1, 2015 - June 30, 2015

Total Cost: $15,000.00

Funding Source(s)/Program Title:
KALW Fund Unrestricted

SACS Code(s):
63-00000-2015-0000-6000-5803-221

Name of Consultant: Casey Miner  $15,000.00

Evaluation: $0

Total Cost: $15,000.00
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:

Ms. Miner is experienced in journalism and radio production. She has demonstrated familiarity with KALW's mission and operations.

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
SUBJECT: Consultant Services  □ Individual  □ Organization

DATE OF BOARD MEETING: January 13, 2015

Is this a retroactive resolution?  □ Yes  □ No

If yes, please explain. Budget allocation not available in time.

or other comments:

SERVICE/PROGRAM DESCRIPTION:

151-13K6 Producer of the "Your Call" radio program on KALW. "Your Call" is an award-winning radio program produced and broadcast at KALW.

Category: Administrative  Code: 1

School Site / Department: KALW Radio

Participants: n/a  Those students, sites, or personnel who will be directly served by this consultant

Dates of Service: January 1, 2015 - June 30, 2015

Total Cost: $27,000.00

Funding Source(s)/Program Title:
KALW Fund Unrestricted

SACS Code(s):
63-00000-2015-0000-6000-5803-221

Name of Consultant: Ngoe Nguyen  $27,000.00

Evaluation: $0

Total Cost: $27,000.00
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:

Ngoc Nguyen is an experienced print and broadcast journalist who has worked with outlets including New America Media, Marketplace, and the Sacramento Bee. She has extensive experience covering health and environmental issues, as well as the effects of public policy on ethnic communities in the Bay Area.

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
SUBJECT: Consultant Services  ✗ Individual  □ Organization

DATE OF BOARD MEETING: January 13 2015

Is this a retroactive resolution?  ✗ Yes  □ No

If yes, please explain. Human Resources lost a member of the benefits team who took a position in payroll. We are short staffed and needed additional support in order to move forward with our implementation of the Affordable Care Act which requires a heavy lift from our department in December and January as we work to give benefits to over 250 employees who were not eligible in the past.

SERVICE/PROGRAM DESCRIPTION: 151-13K7

The Affordable Care Act requires us to offer medical benefits to over 250 employees who were not eligible for benefits in the past. We are also charged with tracking employees who waive coverage. This will require massive outreach to employees to make sure they receive communication we are sending out around ACA, including letters mailed home, email, phone calls and in-person appointments to answer questions. Because of an unexpected staff departure, we only have one benefits analyst who cannot do this work by herself as we have extremely tight timelines we have to comply with (the window for enrollment is January 1-31, meaning we only have a few weeks to ensure we get an answer from every employee and facilitate sign-up for the employees who decide to be covered. Jeremy will be responsible for outreach to each individual employee and will answer questions from employees and complete all the required tracking to ensure compliance with the law.

Category: Administrative  Code: 1

School Site / Department: Human Resources

Participants: (Those students, sites, or personnel who will be directly served by this consultant) SFUSD employees who are newly eligible for benefits under the Affordable Care Act.


Total Cost: $4,200.00

Funding Source(s)/Program Title: Unrestricted General Fund

SACS Code(s): 01-00000-2015-0000-2100-5803-232

Name of Consultant: Jeremy Balli $4,200.00

Evaluation: $0

Total Cost: $4,200.00
DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:
- Goal 1: Access & Equity – Make social justice a reality.
- Goal 2: Student Achievement – Engage high achieving and joyful learners.
- Goal 3: Accountability – Keep our promises to students and families.

EVALUATION:
- 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:
As part of the selection process in recruiting candidates for positions in Human Resources, we met Jeremy. He has strong experience in insurance and benefits administration and is available for the task at hand.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED BY: Daniel Menezes
SUBMITTED BY: Monica Vasquez
SCHOOL SITE/and or DEPARTMENT: Human Resources
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 13, 2015

Is this a retroactive resolution? □ Yes □ No

If yes, please explain. Choose from list below or other comments:

SERVICE/PROMGRAM DESCRIPTION:

151-13K8

San Francisco Arts Education Project (SFArtsED) will provide artists lead participatory workshops to all students at Miraloma Elementary in choral arts, visual arts, dance and theater. 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: Miraloma Elementary

Participants: (Those students, sites, or personnel who will be directly served by this consultant) K-5th

Dates of Service: January 15, 2015 – April 15, 2015

Total Cost: $3,630.00

Funding Source(s)/Program Title:
PEEF: PROP H, Arts & Music

SACS Code(s):
01-90552-2015-1110-2100-5803-722

Name of Consultant: San Francisco Arts Education Project

Evaluation: $N/A

Total Cost: $3,630.00
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:
Commodore Sloat has a long standing relationship with SFArtsED

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED AND SUBMITTED BY: Sam Bass, Principal

SCHOOL SITE/and or DEPARTMENT: Miraloma 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 13, 2015

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)

151-13K9 Contractor will provide consultancy and curriculum in drumming for Middle School students.

Category: Visual & Performing Arts Enrichment  Code: 27

School Site / Department: San Francisco Community School

Participants: (Those students, sites, or personnel who will be directly served by this consultant)

Middle School Students, grades 6-8

Dates of Service: January 6, 2015 - May 22, 2015

Total Cost: $900.00

Funding Source(s)/Program Title:
PEEF:PROP H, Arts & Music

SACS Code(s):
01-90552-2015-1110-2100-5803-493

Name of Consultant: Loco Bloco  $900.00

Evaluation: $0

Total Cost: $900.00
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:
Loco Bloco and SF Community School's After School Program have a strong working relationship. This is a small-scale extension of that partnership into the school day for enrichment purposes.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED AND SUBMITTED BY: Christina Bratt-Porter

SCHOOL SITE/and or DEPARTMENT: San Francisco Community School
SUBJECT: Consultant Services  □ Individual  □ Organization

DATE OF BOARD MEETING: January 13, 2015

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)

151-13K10 Renewal of the IXL Learning software program in Language Arts and Math for grades 3, 4 and 5. This program enhances academic achievement and keeps data of the progress of the student in Language Arts and Math. This is a Multi-Year contract being paid in advance during 2014-2015 SY.

Category: Curriculum  Code: 5

School Site / Department: Guadalupe Elementary

Participants: (Those students, sites, or personnel who will be directly served by this consultant) 260

Dates of Service: 1-19-15 to 1-19-16

Total Cost: $2,805.00

Funding Source(s)/Program Title:
NCLB: Title I Schoolwide Programs

SACS Code(s): 01-31500-2015-1110-2100-5803-593

Name of Consultant: IXL Learning  $2,805.00

Evaluation: $N/A

Total Cost: $2,805.00
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:

Guadalupe Elementary has been renewing this license for 2 years with much success.

DEGREE OF STUDENT CONTACT:

☐ Limited Contact ☒ More Than Limited Contact ☐ No Student Contact

PREPARED AND SUBMITTED BY: Jeff Pulvirenti

SCHOOL SITE/and or DEPARTMENT: Guadalupe 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 13, 2015

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)

151-13K11 Mission Graduates will be charged with providing a series of informational workshops to help our parents of our English Language Learners understand the reclassification process and empower them with the tools and strategies needed to best ensure their children are on the path towards reclassification at Alvarado Elementary School.

Scope of work:
* 3 2-hour informational sessions for parents during ELAC meetings covering the basics of what is an English Language Learner, the mechanics and importance of reclassification, understanding the current needs and strengths of your EL student and strategies for supporting ELD of students at home and elsewhere.
* Cost of training and preparing parent leader to co-teach each of the workshops
* Cost of food, childcare and program materials included
* Technical assistance and support for school staff and parents with regards to outreach so that the maximum number parents can attend
* Parent leader available an additional 2 hours per month January-May to provide 1-on-1 or small group support to parents about any topics related to reclassification

Budget Breakdown:
$1,500 Cost of preparing & delivering workshops on Reclassification & technical assistance for school staff and parents
$540 Parent Leader payment
$300 Food and Childcare for workshops
$160 Indirect costs

Timeline:
Delivery of workshops: Jan-March 2015
Ongoing follow-up with parents: Jan-May 2015

Category: Parent Advocacy  Code: 13

School Site / Department: Alvarado Elementary/420

Participants: (Those students, sites, or personnel who will be directly served by this consultant)
Alvarado Spanish speaking parent population and their families.


Total Cost: $2,500.00

Funding Source(s)/Program Title:
Trust Fund - Principal Discretionary Funds

SACS Code(s):
01-93005-2015-1110-2100-5803-420
Name of Consultant: Mission Graduates $2,500.00
Evaluation: $0
Total Cost: $2,500.00

DISTRICT GOALS AND EVALUATION:
DISTRICT GOALS:
☐ Goal 1: Access & Equity – Make social justice a reality.
☐ Goal 2: Student Achievement – Engage high achieving and joyful learners.
☐ Goal 3: Accountability – Keep our promises to students and families.

EVALUATION:
☐ Level I: Complete Task
☐ Level II: Complete Task, Provide Feedback and/or Produce Product
☐ Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
☐ Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:
Mission Graduates works with a number of schools across San Francisco Unified and have gotten great reviews from their past partnerships. Our ELAC feels strongly that this is the agency they would like to work with to learn more about supporting their ELL children.

DEGREE OF STUDENT CONTACT:
☐ Limited Contact ☐ More Than Limited Contact ☒ No Student Contact

PREPARED AND SUBMITTED BY: Mrs. Jennifer Kuhr Butterfoss
SCHOOL SITE/and or DEPARTMENT: Alvarado Elementary/420
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 13, 2015

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)

151-13K12  San Francisco Arts Education project will be consulting and working alongside the thirty classroom teachers at Gordon J. Lau elementary school. All students, kindergarten through fifth grades, will participate in seven, one hour residencies. The students will learn skills and/or concepts in either theater or visual art classes.

Category: Visual & Performing Arts Enrichment  Code: 27

School Site / Department: Gordon J. Lau Elementary School

Participants: (Those students, sites, or personnel who will be directly served by this consultant) All students kindergarten through fifth grade

Dates of Service: March 6, 2015 - April 24, 2015

Total Cost: $1,893.00

Funding Source(s)/Program Title:
PEEF: PROP H, Arts & Music

SACS Code(s):
01-90552-2015-1110-2100-5803-490

Name of Consultant: San Francisco Arts Education Project

Evaluation:

Total Cost: $1,893.00
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:

The school's arts coordinator met with the program director for the San Francisco Arts Education Project to choose which art disciplines would be the best fit for the students in each grade level at Gordon J. Lau elementary school.

DEGREE OF STUDENT CONTACT:

- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED BY: Jamie Delodovici

SUBMITTED BY: Dennis Chew, Principal

SCHOOL SITE and/or DEPARTMENT: Gordon J. Lau 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 13, 2015

Is this a retroactive resolution?  ☑ Yes  ☐ No

If yes, please explain. School schedule required work to start.
or other comments: The meeting for Dec. 23, 2014 was cancelled making this K Reso retroactive.

SERVICE/PROGRAM DESCRIPTION:

151-13K13  A young gray whale that died on the beach in Pescadero lives on as a lesson in marine biology. Students will assemble and sort through boxes of bones to assemble a 30-foot gray whale skeleton. The mission Science Workshop to present the hand-on 2 day program. In conjunction with a Carol Sackett who will lead a teacher professional development for 25 hours regarding the program.

Category: Curriculum  Code: 5

School Site / Department: McKinley Elementary

Participants: (Those students, sites, or personnel who will be directly served by this consultant) K-5

Dates of Service: January 7 - 8, 2015

Total Cost: $3,250.00

Funding Source(s)/Program Title:
Trust Fund - PTA Funds

SACS Code(s):
01-93006-2015-1110-2100-5803-718

Name of Consultant: Community Initiative – Mission Science Workshop  $3,250.00

Evaluation: $0

Total Cost: $3,250.00


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:

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED AND SUBMITTED BY: Michelle Sousa, Principal

SCHOOL SITE/and or DEPARTMENT: McKinley Elementary School
DATE OF BOARD MEETING: January 13, 2015

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)

151-13K14 ESL Classes onsite at Daniel Webster
• 1.25 hrs/wk for 28 weeks
• Includes childcare and coffee/snacks
• Focused on preparing parents to better support their children’s academic success
• Evaluation include a pre and post survey
• Will also track the achievement of the students whose parents participate in ESL to determine correlation

ELAC coaching and technical assistance
• Training and technical assistance for Family Liaison regarding ELAC
• Onsite coaching before and during ELAC meetings for team of ELAC parent leaders
• Offsite training for ELAC parent leaders regarding relevant information from SFUSD, particularly that received during DELAC meetings
• Mission Graduates staff will provide representation for Daniel Webster ELAC at DELAC meetings
• Will also track the achievement of the students whose parents participate in ESL to determine correlation.

Category: Administrative Code: 1

School Site / Department: Daniel Webster Elementary School

Participants: (Those students, sites, or personnel who will be directly served by this consultant) 60 families

Dates of Service: January 18, 2015 - May 31, 2015

Total Cost: $5,000.00

Funding Source(s)/Program Title: Concentration Grant

SACS Code(s): 01-07092-2015-1110-2100-5803-497

Name of Consultant: Mission Graduates $5,000.00

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:
Mission Graduates have been working with our community for the past 3 years.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED AND SUBMITTED BY: Moraima Machado
SCHOOL SITE/and or DEPARTMENT: Daniel Webster Elementary School
SUBJECT: Consultant Services □ Individual □ Organization

DATE OF BOARD MEETING: January 13, 2015

Is this a retroactive resolution? □ Yes □ No

If yes, please explain. Choose from list below or other comments:

SERVICE/PROGRAM DESCRIPTION: The Behavior Coach will focus on those students (and their teachers) identified as being in need of additional social, emotional, and behavioral support. These students may require individualized planning and additional/different interventions and strategies in order to be successful. The coach will work with the student, teacher, other school staff, and family (as appropriate and possible), to help develop the social and emotional skills needed to succeed both in school and in life.

Category: Supplemental Student Counseling Code: 21

School Site / Department: William L. Cobb Elementary School

Participants: Kindergarten - 5th grade students

Dates of Service: 1/14/15 - 5/29/15

Total Cost: $22,886.00

Funding Source(s)/Program Title: DCYF Mayor's Wellness Program II

SACS Code(s): 01-90539-2015-1110-2100-5803-015

Name of Consultant: Edgewood Center for Children and Families

Evaluations: $0

Total Cost: $22,886.00
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:

The principal was introduced to Edgewood by seeing its' positive results at another site. Principal met with Edgewood staff to determine appropriateness and after meeting with the SSC, she brought the program to her current school site (in an effort to increase on-task academic behavior and to reduce the amount physical aggression being displayed by students).

DEGREE OF STUDENT CONTACT:

- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED AND SUBMITTED BY: Nicole Scott, Principal

SCHOOL SITE/and or DEPARTMENT: William L. Cobb 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 13, 2015

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)

151-13K16 Edgewood Behavior Coach will provide services for up to 23 students, individually or in small groups, at Malcolm X Academy. In addition, the Coach will provide coaching and support to classroom teachers with the implementation of effective Behavioral RTI strategies for Tier 2 and 3 students.

Category: Supplemental Student Counseling Code: 21

School Site / Department: Malcolm X Academy

Participants: (Those students, sites, or personnel who will be directly served by this consultant) All students and staff at Malcolm X Academy

Dates of Service: January 14, 2015 - May 29, 2015

Total Cost: $11,752.00

Funding Source(s)/Program Title:
School Site Based WSF Allocation

SACS Code(s):
01-00000-2015-1110-2100-5803-830

Name of Consultant: Edgewood Center for Children and Families

Evaluation: $N/A

Total Cost: $11,752.00
DISTRIBUTION GOALS AND EVALUATION:

DISTRICT GOALS:
- Goal 1: Access & Equity – Make social justice a reality.
- Goal 2: Student Achievement – Engage high achieving and joyful learners.
- Goal 3: Accountability – Keep our promises to students and families.

EVALUATION:
- Level I: Complete Task
- Level II: Complete Task, Provide Feedback and/or Produce Product
- Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:
Edgewood has provided early intervention and prevention, mental and behavioral health, and capacity-building services in San Francisco’s public (and some private) schools since 1986.

DEGREE OF STUDENT CONTACT:
- Limited Contact  □ More Than Limited Contact  □ No Student Contact

PREPARED BY: April Harrison
SUBMITTED BY: Imani F. Cooley
SCHOOL SITE/and or DEPARTMENT: Malcolm X Academy
DATE OF BOARD MEETING: January 13, 2015

Is this a retroactive resolution? □ Yes □ No

If yes, please explain. Choose from list below or other comments:

SERVICE/PROGRAM DESCRIPTION: BACR will provide 1 staff person who will provide direct services to targeted students during the school day from 9 AM until 1:30 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 13, 2015 and continue through the last day of school on May 29, 2015.

Category: Supplemental Student Counseling

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 14, 2015 - May 29, 2015

Total Cost: $7,000.00

Funding Source(s)/Program Title:
School Site Based WSF Allocation

SACS Code(s):
01-00000-2015-1110-2100-5803-724

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
- □ More Than Limited Contact
- □ No Student Contact

PREPARED AND SUBMITTED BY: Deborah Molof

SCHOOL SITE/and or DEPARTMENT: Mission Education Center
DATE OF BOARD MEETING: January 13, 2015
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)

151-13K18

All MEC students/all classrooms will participate with Community Initiatives-Mission Science Workshop (MSW), receiving 3-4 hands-on science sessions/workshops each. The science workshops will support the science standards and district curriculum and help teach and support strategies to promote increased academic achievement and increased access to the common core curriculum and the Next Generation Common Core Science Standards.
Community Initiatives-Mission Science Workshop's program encourages and motivates students to explore science curriculum, critical thinking, creative exploration, discovery through hands-on scientific experiments; and the emphasis is on exploration of the creative process rather than the product—though students will usually produce a product after their hands-on experiments and exploration. The workshops encourage students to use their own life experience and culture, imagination, and perception to explore, discover, and think; while accessing the science standards and curriculum. Mission Science Workshop sessions are two-hour hands-on lessons, experiments, and projects based on the Science Standards and led by an MSW staff member. Mission Science Workshop's program enriches and extends learning opportunities in order to close the achievement gap and assist all of our EL newcomer students to meet/exceed state standards.

Category: Curriculum
Code: 5

School Site / Department: Mission Education Center ES

Participants: (Those students, sites, or personnel who will be directly served by this consultant)
ALL K-5th MEC students

Dates of Service: January 15, 2015 - May 15, 2015
Total Cost: $3,000.00

Funding Source(s)/Program Title:
School Site Based WSF Allocation

SACS Code(s):
01-00000-2015-1110-2100-5803-724

Name of Consultant: Community Initiatives - Mission Science Workshop
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:  
The MEC staff selected Community Initiatives-Mission Science Workshop because of their excellent reputation, recommendations, and our school's wonderful experiences with them in the past. They have provided exceptional hands-on science workshops for our students during the last several school years.

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 ES

K Resolution
SUBJECT: Consultant Services ☑ Individual ☒ Organization

DATE OF BOARD MEETING: January 13, 2015

Is this a retroactive resolution? ☑ Yes ☒ No

If yes, please explain. School schedule required work to start.

or other comments:

<table>
<thead>
<tr>
<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>151-13K19</td>
<td>Edmentum.com through salesperson, Makenzie Darling will provide access to three online software programs, STUDY ISLAND CALIFORNIA, for grades 6&lt;sup&gt;th&lt;/sup&gt;, 7&lt;sup&gt;th&lt;/sup&gt;, and 8&lt;sup&gt;th&lt;/sup&gt; grades, as well as Remediation Bundle and Edmentum Educator Virtual Session. Services rendered between 10/14/13 – 10/13/16 and will be fully paid in advance in FY15, this is a Multi-Year contract.</td>
</tr>
</tbody>
</table>

| Category: Curriculum Code: | 5 |
| School Site / Department: | Presidio Middle School |
| Participants: (Those students, sites, or personnel who will be directly served by this consultant) | 1200 students |
| Dates of Service: | October 14, 2013 - October 13, 2016 |
| Total Cost: | $8,246.54 |

Funding Source(s)/Program Title:
Middle School Leadership Initiative in Partnership with the Mayor’s Office and salesforce.com

SACS Code(s):
01-90795-2015-1110-2100-5803-778

| Name of Consultant: | Edmentum.com | $8,246.54 |
| Evaluation: | $0 |
| Total Cost: | $8,246.54 |
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:
Used programs for one year

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED BY: Victoria Lowe
SUBMITTED BY: Tony Payne
SCHOOL SITE/and or DEPARTMENT: Presidio Middle School
SUBJECT: Consultant Services  □ Individual  □ Organization

DATE OF BOARD MEETING: January 13, 2015

Is this a retroactive resolution?  □ Yes  □ No

If yes, please explain. School schedule required work to start.

or other comments: Please see attached justification memo to K Resolution

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

151-13K20 Academy and Pathway coordinator providing organizational support to school site programs by assisting the teaching teams and students. The services will increase the quality and effectiveness of the educational programs at the school site. Academy and Pathway programs are in integral part of Galileo's BSC.

Category: Administrative  Code: 1

School Site / Department: Galileo Academy

Participants: (Those students, sites, or personnel who will be directly served by this consultant) Academic and Pathways students

Dates of Service: August 12, 2014 through May 29, 2015

Total Cost: $14,581.00

Funding Source(s)/Program Title:
School Site Based WSF Allocation
SCG - Low Income

SACS Code(s):
01-00000-2015-1110-2100-5803-559  $10,000.00
01-07090-2015-1110-2100-5803-559  $4,581.00

Name of Consultant: Sutter West Bay Hospitals dba California Pacific Medical Center (CPMC)

Evaluation:  $0

Total Cost:  $14,581.00
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:

California Pacific Medical Center posted the position and selected the consultant - Marc Bayangos

DEGREE OF STUDENT CONTACT:

- [ ] Limited Contact
- [x] More Than Limited Contact
- [ ] No Student Contact

PREPARED BY: Karin Lau / Linda Wade

SUBMITTED BY: Marcus Blacksher

SCHOOL SITE and DEPARTMENT: Galileo Academy
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 13, 2015

Is this a retroactive resolution?  □ Yes  □ No

If yes, please explain. Information not finalized in time for Meeting.

or other comments: It was unclear whether a K Reso was needed for these services. It was clarified by the Budget Office that a K Reso was needed.

SERVICE/PROGRAM DESCRIPTION:

151-13K21

Urban Services YMCA will provide funding for a Transition Specialist. This position is responsible for assisting youth ages 16-18 attending Ida B. Wells High School find internships and employment opportunities, facilitate college and career development activities and workshops and create a system for transitions for students beyond their tenure at Ida B. Wells. The Transition Specialist will outreach for job placements and internship programs with local and outside organizations and businesses while maintaining an emphasis on education as the key contributor to a desired career path.

Category: Administrative  Code: 1

School Site / Department: Ida B Wells HS

Participants: (Those students, sites, or personnel who will be directly served by this consultant) Students at Ida B Wells

Dates of Service: October 1, 2014 - May 29, 2015

Total Cost: $12,883.49

Funding Source(s)/Program Title:

School Site Based WSF Allocation

SACS Code(s):

01-00000-2015-1110-2100-5803-743

Name of Consultant: Urban Services YMCA $12,883.49

Evaluation: $0

Total Cost: $12,883.49
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:

Contractor worked at Ida B. Wells last year and we are already familiar with her fine work. Fiscal agent already working with our after school program.

DEGREE OF STUDENT CONTACT:

☐ Limited Contact  ☒ More Than Limited Contact  ☒ No Student Contact

PREPARED BY: Katie Pringle  
SUBMITTED BY: Katie Pringle  
SCHOOL SITE/and or DEPARTMENT: Ida B. Wells
SUBJECT: Consultant Services  □ Individual  □ Organization

DATE OF BOARD MEETING:  January 13, 2015

Is this a retroactive resolution?  ☒ Yes  □ No

If yes, please explain. Information not finalized in time for Meeting.
or other comments: It was unclear whether a K Reso was needed for these services. It was clarified by the Budget Office that a K Reso was needed.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

151-13K22 MOUSE Squad of CA (MSCA) Student Tech Support Leadership Program. Online curriculum that aligns with Common Core Standards. Trainings of instructor and staff.

Category: Curriculum  Code: 5

School Site / Department: Ida B Wells HS

Participants: (Those students, sites, or personnel who will be directly served by this consultant) Students at Ida B Wells

Dates of Service: July 1, 2014 - June 30, 2015

Total Cost: $2,000.00

Funding Source(s)/Program Title:
School Site Based WSF Allocation

SACS Code(s):
01-00000-2015-1110-2100-5803-743

Name of Consultant: Aspiranet  
(for the MSCA program)  $2,000.00

Evaluation:  $0

Total Cost: $2,000.00

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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:

Program was vetted by our on-site tech support teacher.

DEGREE OF STUDENT CONTACT:

- [ ] Limited Contact
- [ ] More Than Limited Contact
- [x] No Student Contact

PREPARED BY: Katie Pringle

SUBMITTED BY: Katie Pringle

SCHOOL SITE/and or DEPARTMENT: Ida B. Wells
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 13, 2015

Is this a retroactive resolution? □ Yes □ No

If yes, please explain. Funding not available before the date of service.

or other comments: The Lunchtime Wellness program was implemented at the start of the school year in order to meet the needs of the students at the school site. Due to a miscommunication at SFCSD and the school site Principal, the K resolution was not submitted before the services started.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

151-13K23 Alamo Elementary School ExCEL After School Program is seeking partnership with Richmond District Neighborhood Center (Contractor) to implement the Lunchtime Wellness Program. Total amount to be paid to Contractor includes reimbursement for staffing costs and related program expenses including supplies, materials and subcontracting (if necessary).

Category: Administrative Code: 1

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 Alamo Elementary School

Dates of Service: August 18, 2014 - June 30, 2015

Total Cost: $9,966.00

Funding Source(s)/Program Title: DCYF Mayor's Wellness Program II

SACS Code(s): 01-90539-2015-1110-2100-5803-015

Name of Consultant: Richmond District Neighborhood Center

Evaluation: $0

Total Cost: $9,966.00
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 was chosen by the school community to provide support to the Lunchtime Wellness Program.

DEGREE OF STUDENT CONTACT:
- [ ] Limited Contact
- [x] More Than Limited Contact
- [ ] No Student Contact

PREPARED BY: Lucy Hong

SUBMITTED BY: Kevin Truitt

SCHOOL SITE/and or DEPARTMENT: Student, Family and Community Support Dept.
SUBJECT: Consultant Services  □ Individual  □ Organization

DATE OF BOARD MEETING: January 13, 2015

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)

Sanchez Elementary School ExCEL After School Program is seeking partnership with Bay Area Community Resources (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 / Department: Student, Family and Community Support Dept.

Participants: (Those students, sites, or personnel who will be directly served by this consultant)

Students of Sanchez Elementary School

Dates of Service: January 14, 2015 - June 30, 2015

Total Cost: $8,960.00

Funding Source(s)/Program Title:
NCLB: Title IV, Part B, 21st Century Community Learning Centers Program

SACS Code(s):
01-41249-2015-1110-2100-5803-153

Name of Consultant: Bay Area Community Resources  $8,960.00

Evaluation: $0

Total Cost: $8,960.00
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 is an approved ExCEL Provider through the Request for Qualifications process. Bay Area Community Resources 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: Lucy Hong
SUBMITTED BY: Kevin Truitt
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 13, 2015

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)

151-13K25  The consultant will provide a workshop series; the power of play, group management and effective game facilitation to elementary student advisors and designated site and centralized school district staff with consultation and coaching. This is needed in order to reduce disciplinary incidents that disproportionately affect African American students.

Category: Professional Development  Code: (Leave Blank)

School Site / Department: SFCSD ~ Office of Pupil Services

Participants: (Those students, sites, or personnel who will be directly served by this consultant)  Elementary Student Advisors and other relevant school site staff

Dates of Service: 01/14/15 – 06/30/15

Total Cost: $16,000.00

Funding Source(s)/Program Title:
Special Education - IDEA Local Assistance, Early Intervening Services

SACS Code(s):
05-33120-2015-1110-2140-5803-056

Name of Consultant: Playworks Education Energized  $16,000.00

Evaluation: $0

Total Cost: $16,000.00
DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:

- **Goal 1:** Access & Equity – Make social justice a reality.
- **Goal 2:** Student Achievement – Engage high achieving and joyful learners.
- **Goal 3:** Accountability – Keep our promises to students and families.

EVALUATION:

- Level I: Complete Task
- Level II: Complete Task, Provide Feedback and/or Produce Product
- Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:

Consultant has provided services in the past with great success and we would like them to provide additional services.

DEGREE OF STUDENT CONTACT:

- [ ] Limited Contact
- [ ] More Than Limited Contact
- [x] No Student Contact

PREPARED BY: Ben Kauffman

SUBMITTED BY: Thomas Graven

SCHOOL SITE AND DEPARTMENT: SFCSD ~ Office of Pupil Services
SUBJECT: Consultant Services  □  Individual  □  Organization

FOR BOARD OFFICE USE ONLY  □  Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: January 13, 2015

Is this a retroactive resolution?  □  Yes  □  No

If yes, please explain. Funding not available before the date of service.

or other comments: SEE Description.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

151-13K26 Life Adventure Therapies, LLC will provide mental health support to 8-12 BVHM students. The sessions will be 1-on-1 and be 30 minute in duration. All referrals will be managed by BVHM’s student support team and Social Worker. Due to unexpected issues at our site this year, we found an immediate demand for a 1:1 mental health consultant to deal with the grief brought by a loss in our community. Once the need was identified we moved to request additional funding for the service from our SSC. This was a one-time allocation that required budget transfers and site approval.

Category: Supplemental Student Counseling  Code: 21

School Site / Department: Office of the Superintendent’s Zone - Mission District – Buena Vista Horace Mann

Participants: (Those students, sites, or personnel who will be directly served by this consultant) Students and teachers as part of our K-5 elective program; 6-8 students will be served through our seminar program.


Total Cost: $8,400.00

Funding Source(s)/Program Title: UGF/AB825 – Targeted Instructional Improvement Block Grant

SACS Code(s): 01-07940-2015-1110-2100-5803-618

Name of Consultant: Life Adventure Therapies, LLC  $8,400.00

Evaluation: $included

Total Cost: $8,400.00
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:
Consultant came recommended by our school psychologist.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED BY: Jae Maldonado

SUBMITTED BY: Jennifer Steiner, Principal

SCHOOL SITE and DEPARTMENT: Buena Vista Horace Mann School
SUBJECT: Consultant Services  \(\Box\) Individual  \(\square\) Organization

FOR BOARD OFFICE USE ONLY  \(\square\) Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: January 13, 2015

AMENDMENT TO RESOLUTION(s): 1410-28K1
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Consultant is leaving the position and the vendor agreed to remove it from the original amount.

SERVICE/PROGRAM DESCRIPTION:
151-13K27
Assessments have shown a significant percent of 4th and 5th grade Sloat students are not making or maintaining the growth in reading and comprehension (for example). Within this group our English Learners, require additional targeted support and intervention to reach benchmarks in reading comprehension and in mastery of the writing process. This intervention specialist will provide support to these teacher-identified focal students for the duration of the school year using a push-in model and working side-by-side with classroom teachers in 4th and 5th Grades.

Category: Supplemental Student Counseling  Code: 21

School Site/ and or Department: 488/ Commodore Sloat Elementary School

Participants: (Those students, sites, or personnel who will be directly served by this consultant) All students at Sloat Elementary

Original Dates of Service: October 29, 2014 - May 27, 2015

Amended Dates of Service: October 29, 2014 - December 16, 2014

Cost of this Amendment Request: ($10,560.00) Credit

Funding Source(s)/Program Title: Trust Fund - Site Specific Trust Fund #1

SACS Code(s): 01-93011-2015-1110-2100-5803-488

Cost of this Request

a) Name of Consultant: Erika Pineda

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 AND SUBMITTED BY: Greg John

SCHOOL SITE/and or DEPARTMENT: Commodore Sloat ES
DATE OF BOARD MEETING: January 13, 2015

AMENDMENT TO RESOLUTION(s): 146-24K10
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of name(s) / Org.'s.
or other comments: Additional service hours needed by the Early Education Department.

SERVICE/PROGRAM DESCRIPTION:
151-13K28
Collaborate and provide support and technical assistance to the staff of the Early Education Department Central Office and Classroom Teaching Staff to establish developmentally appropriate learning environments for Prekindergarten, Transitional Kindergarten, Kindergarten, and Special Day students to support the expansion of work in building EED quality classroom environments as EED’s capacity to perform this work is not adequate with current staffing. Consultant will also work with classroom staff to create structure of the day plans to lessen transition times and encourage independent behavior. Consultant will provided additional support to the Early Education Dept. to support Instructional Coaches that are supporting EED Classrooms.

Category: Administrative  Code: 1
School Site/ and or Department: Early Education Department
Participants: (Those students, sites, or personnel who will be directly served by this consultant) New 2014-2015 PreK/Transitional Kindergarten/Kindergarten Special Day Class classrooms.

Original Dates of Service: July 1, 2014 - June 30, 2015
Amended Dates of Service: NA

Cost of this Amendment Request: $6,300.00

Funding Source(s)/Program Title:
EED: First 5 San Francisco - Preschool For All, Special Day Classes

SACS Code(s):
01-90184-2015-5730-2100-5803-900

Cost of this Request

a) Name of Consultant: Veronica Martinez

b) Evaluation: (if applicable)

$0
### Background

- **c) Original Cost Adopted**: $65,000.00
- **d) Previous Amendment(s) if any**: $0

**Total Program Cost To Date**: $71,300.00

### 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 recommended by an Early Childhood Educator in the Community from previous work experience and collaboration. Consultant has been doing exceptional work with the Early Education Dept. for the past six months.

### DEGREE OF STUDENT CONTACT:

- **Limited Contact**
- **More Than Limited Contact**
- **No Student Contact**

### PREPARED BY:

Sarah Tiu

### SUBMITTED BY:

Meehoo Yashar

### SCHOOL SITE/and or DEPARTMENT:

Early Education Department
DATE OF BOARD MEETING: January 13, 2015

AMENDMENT TO RESOLUTION(s): 145-27K2, 148-12K44 and 1412-9K17
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of services to students.
or other comments: Human error - misinterpretation of previous amendment submission. Total amount for contract is $75,000 not $90,000 as approved.

SERVICE/PROGRAM DESCRIPTION:

The Early Education Department continues development and enhancement of the Information & Technology system used for reporting and recording student enrollment, student attendance, student assessment dates, and compliance reporting by contracting with a consultant to enhance, develop, and modify the enrollment and attendance system and provide support related to the following:
Expand data tables to include Title I, CSPP, and to ensure data tables to include all necessary SIS and COCOA related date fields. The use of COCOA is required by PFA to receive funding.
Addition of Summer Break re-enrollments enables the system to automatically identify and transfer CCTR to CSPP, age in/out of CSPP and create attendance reports for CSPP.
Act as liaison between EED, SFUSD IT, and WestEd
Automatically upload new and edited PFA records into COCOA while training staff to take over this function
Automatically download and reconcile PFA student records from COCOA while training staff to take over this function
Support and enhance system to generate monthly family fee statements to accurately communicate and record fees due and collected to SFUSD.
Support and training of Site and Central Office staff for data entry to make available accurate reporting of data for funders and EED administration.
This work ensures that the District adheres to all contracts (Title I, Title V, and PFA) requirements, maximize contract reimbursements, and reduces errors rates, all of which may ultimately reduce the Department's encroachment on the General Fund.

Category: Administrative  Code: 1
School Site/ and or Department: Early Education Department
Participants: (Those students, sites, or personnel who will be directly served by this consultant) Early Education Department
Original Dates of Service: July 1, 2014 - June 30, 2015
Amended Dates of Service: n/a
Cost of this Amendment Request: ($15,000.00) Credit
Funding Source(s)/Program Title: EED: First 5 Preschool For All

SACS Code(s):
12-90180-2015-0001-2100-5803-900

Cost of this Request $-15,000.00

a) Name of Consultant: Raymond D. Hall
b) Evaluation: (if applicable) $0

c) Original Cost Adopted $45,000.00
d) Previous Amendment(s) if any $45,000.00

Total Program Cost To Date $75,000.00

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 experience and expertise with the CATs system and previous work history with the EED.

DEGREE OF STUDENT CONTACT:
☐ Limited Contact ☐ More Than Limited Contact ☒ No Student Contact

PREPARED BY: Linda Duong, EED Fiscal Manager
SUBMITTED BY: Carla Bryant, Chief of Early Education
SCHOOL SITE/and or DEPARTMENT: Early Education Department
SUBJECT: Consultant Services  Organization

DATE OF BOARD MEETING: January 13, 2015

AMENDMENT TO RESOLUTION(s): 149-23K2
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of services to students.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

151-13K30 The Education Outside corps member promotes student academic performance through rigorous, project-based, partner-supported environmental education that is woven throughout the school's instruction and operation. The Corps member is responsible for teaching in the Outdoor classroom, teaching site based sustainability practices and promoting ecoliteracy among staff.

Category: Administrative  Code: 1
School Site/ and or Department: Alvarado Elementary School
Participants: (Those students, sites, or personnel who will be directly served by this consultant) All students at Alvarado Elementary School

Original Dates of Service: September 24, 2014 - November 30, 2014
Amended Dates of Service: December 19, 2014 - May 29, 2015

Cost of this Amendment Request: $10,000.00

Funding Source(s)/Program Title: Trust Fund - PTA Funds

SACS Code(s):
01-93006-2015-1110-2100-5803-420

Cost of this Request $10,000.00

a) Name of Consultant: Education Outside $N/A

b) Evaluation: (if applicable)
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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:
This consultant interviewed with a panel of staff and parent representatives, including elected parent leaders from our ELAC and PTA. She is a former Alvarado student and was an ELL who was later reclassified. She is the first generation in her family to graduate a 4-year university.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED AND SUBMITTED BY: Jennifer Kuhr Butterfoss, Principal

SCHOOL SITE/and or DEPARTMENT: Alvarado Elementary School
AMENDMENT TO RESOLUTION(s): 148-26K11

List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of services to students.
or other comments: Increase in cost of services and dates of service.

SERVICE/PROGRAM DESCRIPTION:

151-13K31 During the school year, Staff Developers from The Reading and Writing Project of Teachers College (Columbia University) will travel to Hillcrest to provide 10 days of research-based professional development for K-5 teachers on Balanced Literacy as a means to successfully implement the Common Core State Standards for ELA. Hillcrest has made steady academic growth over the last several years and is a critical member of the Excelsior Learning Collaborative, which is currently being viewed by LEAD as a district model for the academic reform of many "intensive" and "strategic" level elementary schools.

Category: Professional Development Code: 14

School Site/ and or Department: Hillcrest Elementary School

Participants: (Those students, sites, or personnel who will be directly served by this consultant) Classroom teachers, Paraprofessionals, Coaches and administration.

Original Dates of Service: September 15, 2014 - October 31, 2014
Amended Dates of Service: September 15, 2014 - January 30, 2015

Cost of this Amendment Request: $9,774.00

Funding Source(s)/Program Title:
Cowell Foundation: Long Term English Learner Initiative

SACS Code(s): 01-90732-2015-1110-2100-5803-133

a) Name of Consultant: The Reading and Writing Project Network, LLC $9,774.00

b) Evaluation: (if applicable) $0
K Resolution Amendment

151-13K31 Cont. Page 2

Background

c) Original Cost Adopted $17,226.00
d) Previous Amendment(s) if any $0
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:
The Reading and Writing Project has over 30 years experience training teachers in research-based methodologies. Their staff development at Hillcrest over the last three years has been instrumental in the continual academic growth of the school.

DEGREE OF STUDENT CONTACT:
☒ Limited Contact ☐ More Than Limited Contact ☐ No Student Contact

PREPARED AND SUBMITTED BY: Katerina Palomares

SCHOOL SITE/and or DEPARTMENT: Hillcrest Elementary School
DATE OF BOARD MEETING: January 13, 2015

AMENDMENT TO RESOLUTION(s): 14-246KA
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)

151-13K32 Edmentum will provide ER Taylor a 1 year subscription to their online reading program Reading Eggs and Reading Eggspress. This will help students improve their reading comprehension at school and at home. This multi-year contract for services rendered between January 14, 2015 - January 14, 2016 will be fully paid in advance in FY 2015.

Category: Curriculum Code: 5
School Site/ and or Department: ER Taylor

Participants: (Those students, sites, or personnel who will be directly served by this consultant)
K-5 Students

Original Dates of Service: December 10, 2014 - June 30, 2015
Amended Dates of Service: January 14, 2015 - January 14, 2016
Cost of this Amendment Request: $0

Funding Source(s)/Program Title:
School Site Based WSF Allocation

SACS Code(s):
01-00000-2015-1110-2100-5803-513

a) Name of Consultant: Edmentum $0
b) Evaluation: (if applicable) $0
K Resolution Amendment

151-13K32 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:

Edmentum gave our school a 1 month trial and based on the results, the school decided that Reading Eggs and Reading Eggspress helped students improve their comprehension skills.

DEGREE OF STUDENT CONTACT:

- Limited Contact  
- More Than Limited Contact  
- **No Student Contact**

PREPARED BY: Fowzigiah Abdolcader

SUBMITTED BY: Marlene Callejas, Principal

SCHOOL SITE/and or DEPARTMENT: ER Taylor Elementary School
AMENDMENT TO RESOLUTION(s): 143-25K4
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of services to students.
or other comments:

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)
151-13K33

During the school year, Staff Developers from Teachers College Reading and Writing Project (TCRWP) of Columbia University will travel to Monroe ES to provide 10 days of research-based professional development for K-5 teachers on Balanced Literacy as a means to successfully implement the Common Core State Standards for ELA. Monroe has partnered with TCRWP for the past two years as a part of the Excelsior Learning Collaborative with Hillcrest, Cleveland and SF Community.

Category: Professional Development        Code: 14
School Site/ and or Department: Monroe ES
Participants: (Those students, sites, or personnel who will be directly served by this consultant) Classroom Teachers, Paraprofessionals, Coaches and Administration

Original Dates of Service: November 26, 2013 - May 24, 2014
Amended Dates of Service: N/A

Cost of this Amendment Request: $7,310.20

Funding Source(s)/Program Title: Cowell Foundation - Long Term English Learner Initiative

SACS Code(s): 01-90732-2015-1110-2100-5803-133

a) Name of Consultant: The Reading and Writing Project Network, LLC
Cost of this Request $7,310.20

b) Evaluation: (if applicable) $0

DATE OF BOARD MEETING: January 13, 2015

K Resolution Amendment


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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:**

The College Reading and Writing Project has over 30 years experience training teachers in research-based methodologies. Their staff development at Monroe ES over the last three years been instrumental in the continual academic growth of the school.

**DEGREE OF STUDENT CONTACT:**
- Limited Contact
- More Than Limited Contact
- No Student Contact

**PREPARED AND SUBMITTED BY:** Eve Arbogast, Supervisor

**SCHOOL SITE/and or DEPARTMENT:** LEAD Elementary Schools - Cohort 1-3
District: K Resolution Amendment

SUBJECT: Consultant Services □ Individual □ Organization

FOR BOARD OFFICE USE ONLY □ Vendor has multiple contracts for the current fiscal school year:

DATE OF BOARD MEETING: January 13, 2015

AMENDMENT TO RESOLUTION(s): 146-24K36
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of services to students.
or other comments: To continue Services.

SERVICE PROGRAM

151-13K34

The Education Outside Corps member will promote academic performance through rigorous, project-based, partner-supported environmental education that is woven throughout the school’s instruction and operation. The Corps member will be responsible for teaching in the outdoor classroom, teaching site based sustainability practices, promoting ecoliteracy among staff and engaging all students in place-based education. The Corps member may also accompany students and teachers on ecoliteracy related field trips.

Category: Administrative
Code: 1

School Site/ and or Department: Leonard R. Flynn Elementary

Participants: Flynn Students K-5
(Those students, sites, or personnel who will be directly served by this consultant)

Original Dates of Service: August 18, 2014 - December 21, 2014
Amended Dates of Service: August 18, 2014 - May 31, 2015

Cost of this Amendment Request: $3,000.00

Funding Source(s)/Program Title:
Trust Fund - PTA Funds

SACS Code(s):
01-93006-2015-1110-2100-5803-680

Cost of this Request

a) Name of Consultant: Education Outside

$3,150.00

b) Evaluation: if applicable) ($150.00) Credit
Background

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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 Transfer of Skills and Capacity Building

SELECTION PROCESS:
Education Outside works with a number of SFUSD schools.

DEGREE OF STUDENT CONTACT:
- [ ] Limited Contact
- [x] More Than Limited Contact
- [ ] No Student Contact

PREPARED AND SUBMITTED BY: Robert Mendoza

SCHOOL SITE/and or DEPARTMENT: LR Flynn 680
**K Resolution Amendment**

SUBJECT: Consultant Services □ Individual  □ Organization

FOR BOARD OFFICE USE ONLY: □ Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: January 13, 2015

AMENDMENT TO RESOLUTION(s): 149-23K8

List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Extend contract service dates, increase funding accordingly, add funding source.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

1513-13K35  With the goal of supporting African American families and students in accordance with SFUSD goals of providing access and equity for all, and to sustain commitments to social justice through collaboration with community-based organizations, the office of the Superintendent's Zone-Bayview seeks the approval of the SFUSD School Board to contract with Alive & Free/ Omega Boys Club, to provide professional services to Paul Revere School. Services will consist of weekly class meetings with students, meetings with parents and presentations to staff. The goal of these services is to foster a safe school environment conducive to student learning.

Services consist of three activities:
Weekly class meetings with a group of 4th/5th/6th grade students. The students will be selected for the group by the staff. The purpose of the groups is three-fold:
1) To teach the students how to stay Alive & Free.
2) To help the youth be the best student they can be and become an academic achiever.
3) To help the student be a leader.

Periodic meetings/contacts with parents of students in the group as needed.

Regular communication with families as appropriate. Meetings with school staff to explain the purpose of the student classes and to describe the methodology used.

This amendment extends the contract through the 2014-15 school year.

Category: Supplemental Student Counseling  Code: 21

School Site/ and or Department: Paul Revere K-8 school

Participants: (Those students, sites, or personnel who will be directly served by this consultant) Up to 20 African American students in grades 4-6, including those with special needs

Original Dates of Service: September 24, 2014 - December 31, 2014

Amended Dates of Service: September 24, 2014 - May 29, 2015

Cost of this Amendment Request: $9,000.00

Funding Source(s)/Program Title: Quality Education Investment Act
Resolution Amendment

SACS Code(s):
01-74000-2015-1110-2100-5803-760

Cost of this Request
$9,000.00

a) Name of Consultant: Alive & Free/ Omega Boys Club

b) Evaluation: (if applicable)

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DISTRICT GOALS AND EVALUATION:

- **Goal 1:** Access & Equity – Make social justice a reality.
- **Goal 2:** Student Achievement – Engage high achieving and joyful learners.
- **Goal 3:** Accountability – Keep our promises to students and families.

EVALUATION:
- **Level I**: Complete Task
- **Level II**: Complete Task, Provide Feedback and/or Produce Product
- **Level III**: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- **Level IV**: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:
The Omega Boys Club/Street Soldiers successfully collaborated with Paul Revere in the 2013-14 school year, working with African American boys in grades 4-5. This second year of contracting would allow the program to continue serving those students while expanding with new students. The organization has a 25-year track record of working with disadvantaged youth in San Francisco and helping them move from the culture of violence to safer, more personally and socially productive alternatives, working at Paul Revere and in other SFUSD schools.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED BY: Lorraine Orlandi, Community School Coordinator

SUBMITTED BY: Stacy-Ann Afflick, Principal

SCHOOL SITE/and or DEPARTMENT: Superintendent's Zone-Bayview, Paul Revere K-8
K Resolution Amendment

SUBJECT: Consultant Services ☐ Individual ☒ Organization

FOR BOARD OFFICE USE ONLY ☒ Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: January 13, 2015

AMENDMENT TO RESOLUTION(s): 14-21KA & 149-23K35
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Extend service dates, increase funding accordingly, add funding source.

SERVICE/PROGRAM DESCRIPTION:

151-13K36

With the goal of sustaining commitments related to implementing the full-service community school model through collaboration with Community Based Organizations, AMERICA SCORES ("hereinafter SCORES") will continue to provide the community-building activity of a school-wide soccer a program to positively affect climate and increase safe, organized physical activity opportunities during school-day recess periods. This would renew a contract with SCORES to work collaboratively with the school site and provide on-site support to improve school climate through coaching and monitoring the soccer program and providing other recreation activities during recess periods. At Paul Revere K-8 School, SCORES staff will conduct soccer enrichment for program participants on designated yards. In addition, SCORES staff will take a leadership role in coordinating schoolyard recess supervision and implementing safe, engaging, and physically active games and activities. This amendment extends the contract through the 2014-15 school year.

Category: Administrative

School Site/ and or Department: Paul Revere K-8 school

Participants: (Those students, sites, or personnel who will be directly served by this consultant)
All 440 students, including special education students and those with academic and behavior needs

Original Dates of Service: August 13, 2014 - September 30, 2014
Amended Dates of Service: August 13, 2014 - May 29, 2015

Cost of this Amendment Request: $9,632.00

Funding Source(s)/Program Title:
Quality Education Investment Act

SACS Code(s):
01-74000-2015-1110-2100-5803-760

a) Name of Consultant: America SCORES
b) Evaluation: (if applicable)

Cost of this Request
$9,632.00
$0
Background

c) Original Cost Adopted  $4,256.60

d) Previous Amendment(s) if any  $11,376.40

Total Program Cost To Date  $25,265.00
(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:

For three consecutive school years, America Scores has provided recess support to Paul Revere students through structured outdoor play and organized games. The contractor has a track record of work with schools in San Francisco and has helped to significantly improve school climate at Paul Revere. The organization also works extensively with Paul Revere students after school through a separate contract with the lead agency for extended day.

DEGREE OF STUDENT CONTACT:

- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED BY: Lorraine Orlandi, Community School Coordinator

SUBMITTED BY: Stacy-Ann Afflick, Principal

SCHOOL SITE/and or DEPARTMENT: Superintendent's Zone-Bayview, Paul Revere K-8
SUBJECT: Consultant Services  Organization

FOR BOARD OFFICE USE ONLY  Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: January 13, 2015

AMENDMENT TO RESOLUTION(s): 1410-28K6
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Changes funding source and includes request for P3850 waiver (attached).

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

151-13K37
With the goal of sustaining commitments related to implementing the full-service community school model through collaboration with community-based organizations to support students and families, the office of the Superintendent's Zone-Bayview seeks the approval of the SFUSD School Board to contract with Edgewood Center for Children and Families to support the families of students at Paul Revere and strengthen home-school ties. Edgewood will provide a family advocate to connect families with services through the Edgewood Family Resource Center in Bayview/Hunter's Point. Edgewood, through the advocate and resource center, will also develop and coordinate communications systems between school and home, build structures to facilitate stronger parent-teacher collaboration, help to develop and implement programming for families with evidence-based parent education, parent enrichment activities and leadership building. The primary goals of the partnership are to increase support to families, increase teacher/staff capacity in family engagement, coordinate referrals, promote parent friendly practices, and help maintain a School-Based Family Resource Center. This contract requires a P3850 waiver.

Category: Parent Advocacy  Code: 13

School Site/ and or Department: Paul Revere K-8 school

Participants: (Those students, sites, or personnel who will be directly served by this consultant) Families of all 435 students

Original Dates of Service: October 29, 2014 - June 30, 2015
Amended Dates of Service: NA

Cost of this Amendment Request: $0

Funding Source(s)/Program Title: QTEA:API SITE BLOCK GRANTS Quality Education Investment Act

SACS Code(s):
01-90236-2015-0000-2100-5803-760  $21,898
01-74000-2015-1110-2100-5803-760  ($21,898) CREDIT
K Resolution Amendment

151-13K37 Cont. Page 2

a) Name of Consultant: Edgewood Center for Children and Families  
Cost of this Request $0

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:

Edgewood has a proven record of success in the San Francisco Unified School District and at Revere in promoting positive school environments through the work of student and family support personnel. Paul Revere has for two consecutive years contracted with Edgewood to provide behavior support to students, and the partnership has contributed to a more positive school climate.

DEGREE OF STUDENT CONTACT:

☒ Limited Contact ☐ More Than Limited Contact ☐ No Student Contact

PREPARED BY: Lorraine Orlandi, Community School Coordinator, Paul Revere

SUBMITTED BY: Stacy-Ann Afflick, Paul Revere Principal

SCHOOL SITE/and or DEPARTMENT: Superintendent's Zone-Bayview, Paul Revere K-8
To: San Francisco Board of Education

From: Stacy-Ann Afflick, Paul Revere Principal

Date: December 4, 2014

Re: Request of Waiver of Board Policy P3850

I am requesting a Waiver to the Board of Education Policy P3850 for the contract with Edgewood Center for Children and Families to hire Meredith Eldred as a family advocate at Paul Revere.

Meredith Eldred was employed by SFUSD as a parent involvement coordinator within the past two years. She is no longer a district employee. She is under contract with VAPA to receive a stipend as an arts coordinator at Revere.

Her previous experience and her deep connection to the community as a Paul Revere Parent make Meredith Eldred a good fit for this part-time position with Edgewood. The waiver would allow her to provide services to families with a variety of needs and connect them with Edgewood’s extensive resource network.

Thank you for your consideration.
K Resolution Amendment

SUBJECT: Consultant Services □ Individual  □ Organization

DATE OF BOARD MEETING: January 13, 2015

AMENDMENT TO RESOLUTION(s): 14-20KA & 149-23K34
Explain why the amendment is needed: Extend service dates, increase funding accordingly, add funding source.

SERVICE/PROGRAM DESCRIPTION:

151-13K38
With the goal of sustaining commitments to improving school climate and eliminating barriers to learning with support through community-based partnerships, we propose to fund a mental health provider and a team of behavior support coaches who will work to improve school climate at Paul Revere K-8 School. The Psychological Services Center of CSPP at Alliant International University will provide at least 38 hours per week of direct services to Paul Revere students including consultation, individual, group, family, classroom support and collateral therapy. These services will be delivered by practicum-level trainees in clinical psychology and/or a licensed psychologist trained and supervised by clinical supervisors at Alliant.

This amendment extends the service dates through the 2014-15 school year.

Category: Supplemental Student Counseling  Code: 21
School Site/ and or Department: Paul Revere K-8 School

Participants: All 440 students at Paul Revere, including those with special needs and requiring behavior and mental health support

Original Dates of Service: August 13, 2014 - December 31, 2014
Amended Dates of Service: August 13, 2014 - May 29, 2015

Cost of this Amendment Request: $6,000.00

Funding Source(s)/Program Title:
Quality Education Investment Act

SACS Code(s):
01-74000-2015-1110-2100-5803-760

a) Name of Consultant: Alliant International University
b) Evaluation: (if applicable)

Cost of this Request $6,000.00

$0
Background

c) Original Cost Adopted $3,000.00
d) Previous Amendment(s) if any $3,000.00

Total Program Cost To Date $12,000.00
(Add Items a to d)

DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:

- Goal 1: Access & Equity – Make social justice a reality.
- Goal 2: Student Achievement – Engage high achieving and joyful learners.
- Goal 3: Accountability – Keep our promises to students and families.

EVALUATION:

- Level I: Complete Task
- Level II: Complete Task, Provide Feedback and/or Produce Product
- Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:

The contractor has a track record of success within the community and has worked at Paul Revere for more than two consecutive school years, providing counseling services and mental health support, which has made a significant impact on improving school climate.

DEGREE OF STUDENT CONTACT:

- Limited Contact  
- More Than Limited Contact  
- No Student Contact

PREPARED BY: Lorraine Orlandi, Community School Coordinator, Paul Revere

SUBMITTED BY: Stacy-Ann Afflick, Paul Revere principal

SCHOOL SITE and DEPARTMENT: Superintendent's Zone-Bayview, Paul Revere K-8
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 13, 2015

AMENDMENT TO RESOLUTION(s): 149-9K22, 148-12K23 & 1412-9K30

List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Changes funding source.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

151-13K39

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 two after-school staff members with an additional 20 hours a week each plus benefits. These staff members 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. These staff members will participate in school-wide planning and support teams that meet during school hours, in addition to working as group leaders for after-school classes. Linked-day staff will help maximize the benefits of after-school programming by providing intentional alignment and integration across the extended day, including shared professional development and planning. They will support and strengthen family involvement and community engagement for after-school students in particular, helping to bridge relationships as between after-school families and school day staff through collaboration with the Parent Liaison and Community School Coordinator, and through individual relationships with students and families throughout the extended day. This amendment revises the funding sources.

Category: Tutoring & After School Activities

School Site/and or Department: Paul Revere K-8 School

Participants: (Those students, sites, or personnel who will be directly served by this consultant)

About 175 students in extended day program, including those with academic, social-emotional and economic needs

Original Dates of Service: August 13, 2014 - September 30, 2014


Cost of this Amendment Request: $0

Funding Source(s)/Program Title:

School Site Based WSF Allocation

Middle School Leadership Initiative in Partnership with the Mayor’s Office and salesforce.com
SACS Code(s):
01-00000-2015-1110-2100-5803-760  $ 8,798.00
01-90795-2015-1110-2100-5803-760  $(8,798.00) CREDIT

Cost of this Request

a) Name of Consultant: Bay Area Community Resources  $0

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:
School site leadership has determined that Bay Area Community Resources would support the students and families of Paul Revere K-8 School. Bay Area 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: Principal Stacy-Ann Afflick

SCHOOL SITE/and or DEPARTMENT: Superintendent's Zone-Bayview. Paul Revere K-8
K Resolution Amendment

SUBJECT: Consultant Services □ Individual □ Organization

FOR BOARD OFFICE USE ONLY □ Vendor has multiple contracts for the current fiscal school year:

DATE OF BOARD MEETING: January 13, 2015

AMENDMENT TO RESOLUTION(s): 149-23K27
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of services to students.
or other comments: Addition of services: John O'Connell High School is expanding the partnership with Youth Speaks.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

151-13K40 Tammy Vaitai, a Youth Speaks spoken word artist in residence, will partner with John O'Connell 9th grade teacher Margo Goldstein in order to provide enhanced curriculum to the students. Through this partnership, students will engage in ethnic studies concepts through spoken word, poetry, digital storytelling and other multi-media methods.

Category: Teaching Code: 23

School Site/ and or Department: John O'Connell High School

Participants: (Those students, sites, or personnel who will be directly served by this consultant) All 9th grade students

Original Dates of Service: 09/24/14 - 05/20/15
Amended Dates of Service: 01/16/15 - 05/20/15

Cost of this Amendment Request: $3,150.00

Funding Source(s)/Program Title: School Site Based WSF Allocation

SACS Code(s):
01 00000-2015-1110-2100-5803-651

Cost of this Request $3,150.00

a) Name of Consultant: Youth Speaks

b) Evaluation: (if applicable)

$0
Background

c) Original Cost Adopted $5,000.00

d) Previous Amendment(s) if any $0

Total Program Cost To Date $8,150.00
(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:

Youth Speaks is a premier national organization with a solid track record of school partnerships. They build literacy and writing skills through poetry and spoken word.

DEGREE OF STUDENT CONTACT:

Limited Contact  More Than Limited Contact  No Student Contact

PREPARED BY: Paola Zuniga

SUBMITTED BY: Mark Alvarado, Principal

SCHOOL SITE/and or DEPARTMENT: John O'Connell High School
DATE OF BOARD MEETING: January 13, 2015

AMENDMENT TO RESOLUTION(s): 149-23K12
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: We need to correct the service dates and inform the Board that services will be paid in advance and add dates of services.

SERVICE/PROGRAM DESCRIPTION: Vertiba, Inc. will design, build, deploy and support a custom application for grant management for the project. This project is for two fiscal years, but payment will be made in advance (FY 2015).

Category: Technology Services Code: 25

School Site/ and or Department: Instruction, Innovation & Social Justice

Participants: SFUSD's Project Team for Mayor Lee's Middle Grades Leadership Initiative

Original Dates of Service: September 29, 2014 - June 1, 2015
Amended Dates of Service: January 14, 2015 - June 30, 2016

Cost of this Amendment Request: $0

Funding Source(s)/Program Title: Middle School Leadership Initiative in Partnership with the Mayor's Office and salesforce.com

SACS Code(s): 01-90795-2015-1110-2100-5803-010

Cost of this Request

a) Name of Consultant: Vertiba, Inc. $0

b) Evaluation: (if applicable) $0
Background

c) Original Cost Adopted $148,750.00

d) Previous Amendment(s) if any $0

Total Program Cost To Date $148,750.00
(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 was chosen for its expertise in developing, deploying and supporting databased dashboards.

DEGREE OF STUDENT CONTACT:  
☐ Limited Contact ☐ More Than Limited Contact ☒ No Student Contact

PREPARED BY: Baje Thiara

SUBMITTED BY: Guadalupe Guerrero

SCHOOL SITE/and or DEPARTMENT: Instruction, Innovation and Social Justice
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 13, 2015

AMENDMENT TO RESOLUTION(s): 128-14K22 and 136-11K41
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: To amend services date and increase funds to pay the last invoice for documents translations during FY2012-13; this service was expected to continue into FY2013-14. And to increase of $2,475.00 to pay services in July 2013 out of current fiscal year budget

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

151-13K42 Provide translation services for IEP/Special Education meetings and early childhood parent meetings/trainings. This is a mandated service.

Category: Communications Code: 4
School Site/ and or Department: Various Sites

Participants: (Those students, sites, or personnel who will be directly served by this consultant)
Various Sites

Original Dates of Service: July 1, 2012 - June 30, 2013
Amended Dates of Service: July 1, 2012 - July 31, 2013

Cost of this Amendment Request: $2,475.00

Funding Source(s)/Program Title: Special Education Services

SACS Code(s): 05-65000-2015-5001-2100-5803-056

Cost of this Request

a) Name of Consultant: The Language Bank $2,475.00
b) Evaluation: (if applicable) $0
Background

c) Original Cost Adopted $190,000.00
d) Previous Amendment(s) if any $40,000.00
Total Program Cost To Date $232,475.00
(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 Language Bank is able to accommodate the language needs of our student population.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED BY: Rowena Yue
SUBMITTED BY: Daniel Bridges
SCHOOL SITE/and or DEPARTMENT: Special Education Services
K Resolution Amendment

SUBJECT: Consultant Services ⧫ Individual ⬜ Organization

FOR BOARD OFFICE USE ONLY ⬜ Vendor has multiple contracts for the current fiscal school year

DATE OF BOARD MEETING: January 13, 2015

AMENDMENT TO RESOLUTION(s): 146-24K65
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of services to students.
or other comments: To decrease $61,000.00

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

151-13K43
Review all records, files, assessments, IEPs and communication documents, where a legitimate educational interest exists for the review. Provide due diligence regarding state/federal laws and regulations, provision of FAPE and search and serve standards. Develop a chronology/time line of IEP services, validity of assessments and procedural compliance. Meet with appropriate District personnel collectively or individually to evaluate findings, validate facts in evidence and do risk/benefit analysis. Develop plan to address any missing elements in IEP delivery, assessment, communication and procedures if found. Determine early intervention strategies to assist in the prevention of potential due process/compliance complaints. Work with staff to identify systematic and recurring problems.

Local Mediation:
Conduct informal process in non-adversarial atmosphere with the primary goal of clarifying issues, determining possible solutions, establishing a written action plan that allows the student to access immediate services. Uses above reviews, parent meetings and phone calls, conference with school site administrators, teachers and staff to clarify issues, solicit ideas, concerns and information from all parties as tools for preparation. Assists staff in the tracking, data collection, verification, and communication of case outcomes.

Category: Administrative Code: 1
School Site/ and or Department: Special Education Services
Participants: (Those students, sites, or personnel who will be directly served by this consultant) Special Education Supervisors, teachers, related service providers, social workers and Administrators.

Original Dates of Service: 07/01/2014 - 06/30/2015
Amended Dates of Service: N/A

Cost of this Amendment Request: ($61,000.00) Credit

Funding Source(s)/Program Title:
Special Education - IDEA Basic Local Aid

SACS Code(s):
05-33100-2015-5001-2100-5803-056

Cost of this
a) Name of Consultant: Ken Ferro Consulting, LLC $-61,000.00
b) Evaluation: (if applicable) $0

Background

c) Original Cost Adopted $70,000.00
d) Previous Amendment(s) if any $0

Total Program Cost To Date $9,000.00
(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:

Develop a chronology/time line of IEP services, validity of assessments and procedural compliance.
Develop plan to address any missing elements in IEP delivery, assessment, communication and procedures.
Determine early intervention strategies to assist in the prevention of potential due process/compliance complaints.
Work with staff to identify systematic and recurring problems.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED BY: Rowena Yue

SUBMITTED BY: Dr. Elizabeth Blanco

SCHOOL SITE/and or DEPARTMENT: Special Education Services
SUBJECT: Consultant Services

FOR BOARD OFFICE USE ONLY: Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: January 13, 2015

AMENDMENT TO RESOLUTION(s): 149-23K10
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: To decrease contract’s total cost.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

151-13K44
Catapult Learning will provide reading and/or math instruction utilizing Catapult’s proprietary programs, systems, teaching techniques, diagnostic tests and academic courses and materials to qualified students attending NCLB/ESEA, Title I, Private School Programs. Services to be completed by June 15, 2015.

Category: Teaching – Non Public Schools
Code: 24

School Site/and or Department:
St. Anthony

Participants: (Those students, sites, or personnel who will be directly served by this consultant)
Qualified NCLB/ESEA, Title I, Private School Program Students


Cost of this Amendment Request: ($3,552.29) Credit

Funding Source(s)/Program Title:
NCLB: Title I, Part A, Basic Student Services, Non-Public Private Schools
NCLB: Title I, Part A, Basic Grant, Low-Income and Neglected

SACS Code(s):
01-30106-2015-1110-2100-5803-426 ($3,289.16) Credit
01-30100-2015-1110-2100-5803-057 ($263.13) Credit

Cost of this Request

a) Name of Consultant: Catapult Learning West, LLC

b) Evaluation: (if applicable)
$0.00
### Background

| c) Original Cost Adopted       | $20,832.29 |
| d) Previous Amendment(s) if any | $0.00      |
| **Total Program Cost To Date** | **$17,280.00** |

(Add Items a to d)

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**DISTRICT GOALS AND EVALUATION:**

<table>
<thead>
<tr>
<th>DISTRICT GOALS:</th>
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<tbody>
<tr>
<td>☑ Goal 1: Access &amp; Equity – Make social justice a reality.</td>
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<tr>
<td>☐ Goal 2: Student Achievement – Engage high achieving and joyful learners.</td>
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<tr>
<td>☐ Goal 3: Accountability – Keep our promises to students and families.</td>
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<th>EVALUATION:</th>
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<tr>
<td>☐ 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</td>
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</table>

**SELECTION PROCESS:**

Through our evaluation and in conjunction with the non-profit private school consultation process, Catapult, as a third party provider, has experience and evaluative data proving their efficacy in student-based intervention programs.

**DEGREE OF STUDENT CONTACT:**

| ☐ Limited Contact | ☑ More Than Limited Contact | ☐ No Student Contact |

**PREPARED BY:** Evelyn Soliman

**SUBMITTED BY:** Mary Elisanle, Program Administrator

**SCHOOL SITE/and or DEPARTMENT:** State and Federal Programs
K Resolution Amendment

SUBJECT: Consultant Services  Organization

DATE OF BOARD MEETING: January 13, 2015

AMENDMENT TO RESOLUTION(s): 1410-28K10
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of services to students.

or other comments: Decrease by $91,190.00 cancelling 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)

151-13K45
The student served is a SFUSD Special Education student with severe psychiatric need. Prior to placement at Rogers Memorial Hospital, the student was placed through an IEP in a California State certified Non Public School residential treatment facility. However, the Residential Treatment Center revoked the student's right to continue at the NPS due to the student's severe needs. The Rogers Memorial Hospital placement provided education services and addressed the student's severe psychiatric needs.

Category: Teaching Non Public Schools  Code: 24
School Site/ and or Department: Special Education Services
Participants: (Those students, sites, or personnel who will be directly served by this consultant) SpED student

Original Dates of Service: 07/01/2014 - 06/30/2015
Amended Dates of Service: N/A

Cost of this Amendment Request: ($91,190.00) Credit

Funding Source(s)/Program Title: Special Education Services

SACS Code(s): 05-65000-2015-5001-2700-5805-056

Cost of this Request $-(91,190.00)

a) Name of Consultant: Rogers Memorial Hospital
b) Evaluation: (if applicable) $0
Background

<table>
<thead>
<tr>
<th>c) Original Cost Adopted</th>
<th>$91,190.00</th>
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<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>$0.00</td>
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<td>(Add Items a to d)</td>
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DISTRICT GOALS AND EVALUATION:

- **DISTRICT GOALS:**
  - Goal 1: Access & Equity – Make social justice a reality.
  - Goal 2: Student Achievement – Engage high achieving and joyful learners.
  - Goal 3: Accountability – Keep our promises to students and families.

- **EVALUATION:**
  - Level I: Complete Task
  - Level II: Complete Task, Provide Feedback and/or Produce Product
  - Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
  - Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:

Rogers Memorial Hospital has provided feedback in writing and during an IEP meeting regarding student progress.

DEGREE OF STUDENT CONTACT:

- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED BY: Rowen Yue

SUBMITTED BY: Julie Whelly

SCHOOL SITE/and or DEPARTMENT: Special Education Services
SUBJECT: Consultant Services  □ Individual  □ Organization

DATE OF BOARD MEETING: January 13, 2015

AMENDMENT TO RESOLUTION(s): 1410-28K11
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of services to students.
or other comments: Decrease by $3,540.00 cancelling 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)

151-13K46  The student served is a SFUSD Special Education student with severe psychiatric need. Prior to placement at Rogers Memorial Hospital, the student was placed through an IEP in a California State certified Non Public School residential treatment facility. However, the Residential Treatment Center revoked the student's right to continue at the NPS due to the student's severe needs. The Rogers Memorial Hospital placement provided education services and addressed the student's severe psychiatric needs.

Category: Teaching – Non Public Schools  Code: 24
School Site/ and or Department: Special Education Services

Participants: (Those students, sites, or personnel who will be directly served by this consultant)  SpED Student

Amended Dates of Service: N/A

Cost of this Amendment Request: ($3,540.00) Credit

Funding Source(s)/Program Title: Special Education Services

SACS Code(s):
05-65000-2015-5001-2700-5805-056

Cost of this Request
$-3,540.00

a) Name of Consultant: Rogers Memorial Hospital
b) Evaluation: (if applicable) $0
Background

c) Original Cost Adopted $3,540.00
d) Previous Amendment(s) if any $0
Total Program Cost To Date $0.00
(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:
Rogers Memorial Hospital provided written feedback during this period of time (06/27/2014 - 06/30/2014).

DEGREE OF STUDENT CONTACT:
☐ Limited Contact ☒ More Than Limited Contact ☐ No Student Contact

PREPARED BY: Rowena Yue

SUBMITTED BY: Julie Whelly

SCHOOL SITE/and or DEPARTMENT: Special Education Services
SUBJECT: Consultant Services  □ Individual  □ Organization

FOR BOARD OFFICE USE ONLY  □ Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: January 13, 2015

AMENDMENT TO RESOLUTION(s): 146-24K77, 148-26K43, 149-23K37, 1410-14K28, 1410-28K15, 1412-9K35
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: To decrease SAC Strings and to decrease funds.

SERVICE/PROGRAM DESCRIPTION:
151-13K47 Authorization to enter into school year 2014-15 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/ and or Department: Special Education Services

Participants: (Those students, sites, or personnel who will be directly served by this consultant) SpED students

Original Dates of Service: 07/01/2014 - 06/30/2015

Amended Dates of Service: n/a

Cost of this Amendment Request: ($146,000.00) Credit

Funding Source(s)/Program Title:
AB114: Special Education - Mental Health Services
Special Education - IDEA Local Assistance, Early Intervening Services

SACS Code(s):
05-65120-2015-5001-1180-5100-056  ($ 43,718) Credit
05-33120-2015-5001-1180-5100-056  ($102,282) Credit
K Resolution Amendment

151-13K47 Cont. Page 2

a) Name of Consultant: Various NPA/NPS
b) Evaluation: (if applicable)

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<tr>
<td>c) 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 (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:
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
- [x] More Than Limited Contact
- [ ] No Student Contact

PREPARED BY: Rowena Yue

SUBMITTED BY: Julie Whelly

SCHOOL SITE/and or DEPARTMENT: Special Education Services
LIST OF NON PUBLIC AGENCIES
2014 – 2015
As of January 13, 2015

1. Alpha Vista Services, Inc.
2. Anova Education & Behavior Consultation, Inc.
3. Augmentative Communication & Technology Services - ACTS
4. Bay Area Communication Access (BACA)
6. Behavioral Intervention Association
7. Cathy Hansen
8. Community Options for Families and Youth, Inc. (COFY)
9. EBS Healthcare Services Inc.
10. Gateway Learning Group, Inc.
11. Genesis Behavior Center
12. Hearing and Speech Center of Northern CA
13. Junior Blind of America
14. Lindamood-Bell Learning Processes - San Francisco
15. Maxim Healthcare Services, Inc. DBA Maxim Staffing Solutions
17. Pacific Autism Learning Services
18. Professional Tutors of America, Inc.
19. Progressus Therapy, LLC
20. STE Consultants, LLC
21. Steps Therapy, Inc.
22. Sunbelt Staffing, LLC

Note: The above agencies provide the following services: Educational counseling, adaptive physical education, language and speech therapy, interpreting & communicating services, additional adult assistance, occupational therapy, physical therapy, behavior intervention and psychological services.
LIST OF NON PUBLIC SCHOOL
2014 – 2015
As of January 13, 2015

1. A Better Chance School (ABC)
2. Aldea School
3. Anova Education & Behavior Consultation, Inc. (Center for Education)
4. Children’s Learning Center
5. Copper Hills Youth Center
6. Devereux Cleo Wallace – Colorado
7. Devereux Foundation – Florida
8. Devereux Foundation and Devereux Texas Treatment Center
9. Devereux Georgia Treatment Network
10. Edgewood Center for Children and Families
11. Family Life Center
12. Heartspring
13. Hergl School
14. Heritage Schools, Inc.
15. Jasper Mountain School
16. Lakemary Center, Inc. – Paola, KS
17. Logan River Academy, LLC – Logan, UT
18. Monarch Center for Autism at Bellefaire JCB – Cleveland, OH
19. Oak Hill School
20. Oakes Children’s Center, Inc.
21. Pacific Autism Center for Education (PACE)
22. Provo Canyon School, Inc.
23. R.I.S.E. Institute
24. Seneca Family of Agencies
25. Spectrum Center, Inc. – Peninsula and Tara Hills
26. Star Academy
27. Stars High School
28. Summitview Child & Family Services, Inc./Summitview Academy
29. TLC Child & Family Services: Journey High School
30. The Bay School
31. The Help Group: North Hills Prep School
32. Timothy Murphy School
33. Victor Treatment Centers/North Valley School – Santa Rosa and Redding
34. Wings Learning Center
35. Yellowstone Boys and Girls Ranch – Billings, MT
DATE OF BOARD MEETING: January 13, 2015

AMENDMENT TO RESOLUTION(s): 146-24K71
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of services to students.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

151-13K48

WHAT/HOW: San Francisco Public Health Foundation in collaboration with the San Francisco Department of Public Health and the San Francisco Dental Society will provide dental assessments for all SFUSD Kindergarten students at their school sites.

WHY: the San Francisco Department of Health is partnering with the SF Wellness Initiative of School Health Programs to provide outreach and education to students and families related to Covered CA per grant requirements.

WHAT/HOW: Additional Services

The San Francisco Public Health Foundation, in collaboration with the San Francisco Department of Health and the Balboa Teen Health Center will provide education and outreach related to health insurance options for students and families through Covered CA, the state healthcare exchange established as a result of the federal Affordable Care Act.

WHY: Additional Services

A California law, Education Code Section 49452.8, requires that students have documentation of an oral health (dental) assessment by May 31 in kindergarten or first grade, whichever is her or his first year in public school. Assessments performed within the 12 months before entering school also meet this requirement. The law specifies that the assessment must be done by a licensed dentist or other licensed or registered dental health professional.

Category: Administrative
Code: 1

School Site/ and or Department: Student, Family, and Community Support Department

Participants: (Those students, sites, or personnel who will be directly served by this consultant) SFUSD Elementary Schools, Balboa High School students and families, as well as other SFUSD students who participate in services at the Balboa Teen Health Center

Original Dates of Service: August 1, 2014 - May 31, 2015
Amended Dates of Service: n/a

Cost of this Amendment Request: $2,000.00

Funding Source(s)/Program Title: California School Health Centers – Covered CA Education and Outreach

SACS Code(s): 01-90115-2015-1110-2100-5803-152
K Resolution Amendment

151-13K48 Cont. Page 2

Cost of this Request

$2,000.00

$0

a) Name of Consultant: San Francisco Public Health Foundation

b) Evaluation: (if applicable)

Background

c) Original Cost Adopted $29,414.00

d) Previous Amendment(s) if any $0

Total Program Cost To Date $31,414.00
(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 SF Public Health Foundation in collaboration with the San Francisco Department of Public Health and the San Francisco Dental Society has been providing oral assessment of all Kindergarten (and some first grade) students. To help SFUSD meet the Oral Health Mandate, we are supporting them in this effort. For the high school additional services, SF Public Health Foundation has worked in the past with high school health education curriculum development and now have been chosen to provide grant required outreach and education activities related to Covered CA at Balboa High School through the Balboa Teen Health Center.

DEGREE OF STUDENT CONTACT:

☐ Limited Contact ☑ More Than Limited Contact ☐ No Student Contact

PREPARED BY: Quarry Pak

SUBMITTED BY: Kim Coates

SCHOOL SITE/and or DEPARTMENT: School Health Programs, SFCSD
K Resolution Amendment

SUBJECT: Consultant Services  Ind. Individual  O Organization

FOR BOARD OFFICE USE ONLY  O Vendor has multiple contracts for the current fiscal school year:

DATE OF BOARD MEETING: January 13, 2015

AMENDMENT TO RESOLUTION(s): 148-12K37
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of services to students.

SERVICE/PROGRAM DESCRIPTION:
151-13K49
WHAT/HOW: Bay Area Educational Institute (BAEI) will assess each student by using the Wide Range Achievement Test (WRAT) assessment tool. After completing the assessment, Bay Area Educational Institute will develop an individual learning plan for each student to support academic improvement. A post assessment will be conducted at the end of the school year to determine academic achievement. These documents will be submitted to the FYS Coordinator within a month of completion.
In addition, Bay Area Educational Institute will complete documentation to track tutoring service hours and tutoring progress. These monthly tutoring reports will be submitted for each student with monthly invoices.
WHY: The Foster Youth Services Program provides educational assessments and tutoring services to SFUSD foster youth students. These services will be provided to foster youth students who have low achievement levels in reading, math, and other subject areas. Students will be referred for services by school site staff, caregivers, or Protective Services Workers.
WHAT/HOW: Additional Services
Bay Area Educational Institute will increase the number of students that will be provided supplemental support services. BAEI will assess each student by using the Wide Range Achievement Test (WRAT) assessment tool. After completing the assessment, Bay Area Educational Institute will develop an individual learning plan for each student to support academic improvement.
WHY: Additional Services
The current request for educational assessments and tutoring services exceeds our existing contract amount. The increase in funding will support additional foster youth students who have low achievement levels in reading, math, and other subjects.

Category: Student Assessment  Code: 18
School Site/ and or Department: All SFUSD School
Participants: (Those students, sites, or personnel who will be directly served by this consultant)  SFUSD Foster Youth Students
Original Dates of Service: July 1, 2014 - June 30, 2015
Amended Dates of Service: N/A
Cost of this Amendment Request: $60,000.00
Funding Source(s)/Program Title:
Foster Youth in Licensed Foster Homes

SACS Code(s):
05-73660-2015-0000-3140-5803-152

Cost of this Request
$60,000.00

a) Name of Consultant: Bay Area Educational Institute

b) Evaluation: (if applicable)

$0

Background

c) Original Cost Adopted
$110,000.00

d) Previous Amendment(s) if any
$0

Total Program Cost To Date
$170,000.00
(Add Items a to d)

DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:

- Goal 1: Access & Equity – Make social justice a reality.
- Goal 2: Student Achievement – Engage high achieving and joyful learners.
- Goal 3: Accountability – Keep our promises to students and families.

EVALUATION:

- Level I: Complete Task
- Level II: Complete Task, Provide Feedback and/or Produce Product
- Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:

Bay Area Educational Institute (contractor changed name from Learning Services of Northern California), was referred by the San Francisco Human Services Agency (SFHSA), Family and Children Services Division. Bay Area Educational Institute was highly recommended and has provided tutoring and academic support to SFUSD Foster Youth Services' foster youth students for the past six years.

DEGREE OF STUDENT CONTACT:

- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED BY: Maya Webb

SUBMITTED BY: Kim Coates

SCHOOL SITE/and or DEPARTMENT: School Health Programs, SFCSD
SUBJECT: Consultant Services  

IC Resolution Amendment

DATE OF BOARD MEETING: January 13, 2015

AMENDMENT TO RESOLUTION(s): 146-24K72, 148-12K50, 149-9K26, 1410-14K32, 1412-9K39

List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of services to students.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

151-13K50


WHY: These projects each have an evaluation component required by the state, federal, or local government funder.

HOW: The evaluation ensures ongoing funding for services and demonstrates impact for SFUSD students and schools.

Each of these programs is managed by a Student, Family, and Community Support Department (SFCSD) Administrator. This SFCSD team meets with Education, Training and Research Associates (ETR) on a monthly basis to monitor progress on each project. Additional meetings and phone consultation occur to ensure completion of all evaluation tasks and reports.

Category: Program Evaluation  

School Site/ and or Department: Student, Family, and Community Support Department

Participants: (Those students, sites, or personnel who will be directly served by this consultant) Student, Family, and Community Support Department and SFUSD K-12 students and staff

Original Dates of Service: July 1, 2014 - June 30, 2015

Amended Dates of Service: n/a

Cost of this Amendment Request: $96,258.90

Funding Source(s)/Program Title:
SFCSID: CDC School-Based Surveillance Grant
SFCSID: CDC School-Based HIV/STD Prevention Grant
Integrated School-Based Violence Intervention and Prevention Program
SACS Code(s):
01-58162-2015-0000-3140-5803-152 $23,650.50
01-58163-2015-0000-3140-5803-152 $17,608.40
01-58172-2015-0000-3140-5803-152 $55,000.00

Cost of this Request
$96,258.90

a) Name of Consultant: Education, Training & Research Associates
b) Evaluation: (if applicable) $0

Background

| Original Cost Adopted | $224,681.49 |
d|------------------------|------------|
d) Previous Amendment(s) if any | $70,117.00 |
Total Program Cost To Date | $391,057.39 |

(District Goals and Evaluation:

District: 
- Goal 1: Access & Equity – Make social justice a reality.
- Goal 2: Student Achievement – Engage high achieving and joyful learners.
- Goal 3: Accountability – Keep our promises to students and families.

Evaluation:
- Level I: Complete Task
- Level II: Complete Task, Provide Feedback and/or Produce Product
- Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

Selection Process:
Selection was based on a Request for Proposal (RFP) process posted in April 2011 for evaluation services. Education, Training & Research Associates (ETR) was selected as one of two organizations to provide evaluation services for Student, Family, and Community Support Department. ETR has extensive expertise evaluating comprehensive school health programs.

Degree of Student Contact:
- Limited Contact
- More Than Limited Contact
- No Student Contact

Prepared By: Kim Levine
Submitted By: Kim Coates
School Site/Department: Student, Family, and Community Support Department


**K Resolution Amendment**

**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 13, 2015

**AMENDMENT TO RESOLUTION(s):** 145-24K70, 148-26K45

List original and all previous amendment resolution numbers.

**Explain why the amendment is needed:** The SST/BASIS module was funded by SD CEIS so that research based behavioral interventions could be tracked systems wide in order to prevent students disproportionally being disciplined and referred to special education. The BASIS SST module rolled out to all schools this fall and is being effectively adopted districtwide. This 25K expenditure is necessary to fund additional calibration and improvements of the system as we roll it out this year.

**SERVICE/PROGRAM DESCRIPTION:** (What the service and program description are; why the services are required; how the services will benefit the District)

151-13K51

In support of Board Resolution 1312-10A4 ("Safe and Supportive Schools", adopted 2/25/2014), SFUSD needs a streamlined, consistent way to collect and report student intervention progress data at the heart of evidence-based decisions regarding student behavioral interventions. Consultant will develop custom, FERPA-compliant; online software based on interviews and interface design iterations with current school and central office staff. Building on the success of the Counseling Office Referral app created by Consultant, this Student Intervention Tracker will: (1) collect Behavioral RTI progress data, (2) integrate with existing student demographic data, rosters, and office referrals, (3) notify interventors about data gaps as soon as they emerge, and (4) generate up-to-the-minute PowerPoint presentations and CSV data exports with a single click. This will also lay the groundwork for evaluating the efficacy of individual interventions district-wide and identifying discrepancies in outcomes across settings. Additionally, Consultant will extend the existing Counseling Office Referral app to collect instructional time lost data and display interventions for each student. Additional funding will pay for calibration and improvements of the system during the Spring 2015 rollout.

**Category:** Technology Services          **Code:** 25

**School Site/and or Department:** Student, Family & Community Support

**Participants:** (Those students, sites, or personnel who will be directly served by this consultant) Site staff using the Counseling Office Referral online app as well as the Student Intervention Tracker.

**Original Dates of Service:** 7/1/2014 to 8/31/2014

**Amended Dates of Service:** 7/1/2014 to 6/30/2015

**Cost of this Amendment Request:** $25,000.00

**Funding Source(s)/Program Title:** Special Education-IDEA Local Assistance, Early Intervening Services
SACS Code(s):
05-33120-2015-1110-2140-5803-056

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<thead>
<tr>
<th>a) Name of Consultant:</th>
<th>Eduvant, Inc.</th>
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<td>b) Evaluation: (if applicable)</td>
<td>$25,000.00</td>
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<td>c) Original Cost Adopted</td>
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<td>d) Previous Amendment(s) if any</td>
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<td>Total Program Cost To Date</td>
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**DISTRICT GOALS AND EVALUATION:**

**DISTRICT GOALS:**
- Goal 1: Access & Equity – Make social justice a reality.
- Goal 2: Student Achievement – Engage high achieving and joyful learners.
- Goal 3: Accountability – Keep our promises to students and families.

**EVALUATION:**
- [ ] Level I: Complete Task
- [ ] Level II: Complete Task, Provide Feedback and/or Produce Product
- [ ] Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- [ ] Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

**SELECTION PROCESS:**
Eduvant was selected based on the successful implementation of the CORF tool that now needs to be expanded as well as integrated with Synergy SIS.

**DEGREE OF STUDENT CONTACT:**
- [ ] Limited Contact  
- [ ] More Than Limited Contact  
- [x] No Student Contact

**PREPARED BY:** Eddie Chung

**SUBMITTED BY:** Thomas Graven

**SCHOOL SITE/and or DEPARTMENT:** Student, Family & Community Support Dept.
K Resolution Amendment

SUBJECT: Consultant Services [ ] Individual [X] Organization

FOR BOARD OFFICE USE ONLY [X] Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: January 13, 2015

AMENDMENT TO RESOLUTION(s): 149-9K15
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of services to students.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

151-13K52 San Francisco Coalition of Essential Small Schools (SF-CESS) will:
A. Provide training and coaching support to the RTI Cohorts to develop and deepen will, skill, capacity, knowledge - and the conditions for demonstrating cultural competency and interrupting and transforming inequities. (from $10,000.00 originally to $70,000.00, or $60,000.00 additional amount) Additional funds will allow for intensive coaching of 12 pioneer schools who have agreed to additional accountability in order to be part of the pioneer cohort.
B. Facilitate professional development for Middle School Counselors & Deans. (from $1,250.00 originally to $2,187.50, or $937.50 additional amount) Additional

Category: Professional Development Code: 14
School Site/and or Department:

Participants: (Those students, sites, or personnel who will be directly served by this consultant)

Premier, Dos and Tres RTI Cohorts & Middle School Counselors and Deans. Pioneer cohorts schools: Aptos MS, McKinley ES, Glen Park ES, Guadalupe ES, Lakeshore ES, Rooftop Alt, Sheridan ES, Vis. Valley ES, Jefferson ES, ER Taylor ES, Dr. ML King Jr MS, Sherman ES,

Original Dates of Service: 9/10/2014 - 5/30/2015
Amended Dates of Service: SAME

Cost of this Amendment Request: $60,937.50

Funding Source(s)/Program Title:
Special Education-IDEA Local Assistance, Early Interventing Services;
DCYF: Post - Secondary Success

SACS Code(s):
05-33120-2015-1110-2140-5803-056 $60,000.00
01-90445-2015-1110-2100-5803-154 $937.50

Cost of this Request $60,937.50

a) Name of Consultant: San Francisco Coalition of Essential Small Schools (SF-CESS)
b) Evaluation: (if applicable) $0

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c) Original Cost Adopted  $11,250.00

d) Previous Amendment(s) if any $0

Total Program Cost To Date $72,187.50
(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:
San Francisco Coalition of Essential Small Schools (SF-CESS) has provided similar services to other SFUSD departments and comes highly recommended based on past relationships with SFUSD.

DEGREE OF STUDENT CONTACT:
- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED BY: Eddie Chung

SUBMITTED BY: Thomas Graven, Executive Director

SCHOOL SITE/and or DEPARTMENT: Student, Family & Community Support Dept.
K Resolution Amendment

SUBJECT: Consultant Services ☐ Individual ☐ Organization

FOR BOARD OFFICE USE ONLY ☒ Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: January 13, 2015

AMENDMENT TO RESOLUTION(s): 148-26K50, 146-24K49
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additional services required and additional funds are available.

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)
151-13K53 As a continuation of the innovation strategy design work conducted in 2014, Collective Invention will provide consultative, strategic and facilitative support to move a few strategies forward.

Category: Administrative Code: 1

School Site/ and or Department: ISJS

Participants: (Those students, sites, or personnel who will be directly served by this consultant) ISJS

Original Dates of Service: 07/01/2014 - 12/31/2014
Amended Dates of Service: 01/14/2015 - 07/31/2015

Cost of this Amendment Request: $77,000.00

Funding Source(s)/Program Title:
QTEA: Innovation, Research and Development

SACS Code(s):
01-90234-2015-0000-2100-5803-011

Cost of this Request

a) Name of Consultant: Collective Invention $77,000.00
b) Evaluation: (if applicable) $0
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<td><strong>Total Program Cost To Date</strong></td>
<td><strong>$143,000.00</strong></td>
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**DISTRICT GOALS AND EVALUATION:**

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<th>DISTRICT GOALS:</th>
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<td>☒ Goal 1: Access &amp; Equity – Make social justice a reality.</td>
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<td>☒ Goal 2: Student Achievement – Engage high achieving and joyful learners.</td>
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<td>☒ Goal 3: Accountability – Keep our promises to students and families.</td>
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**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:**

Collective Invention has worked with SFUSD on two discreet engagements over the past year.

**DEGREE OF STUDENT CONTACT:**

- ☐ Limited Contact
- ☐ More Than Limited Contact
- ☒ No Student Contact

**PREPARED BY:** Cheryl DeSanti

**SUBMITTED BY:** Guadalupe Gurerrero

**SCHOOL SITE/and or DEPARTMENT:** Superintendent’s Office
K Resolution Amendment

SUBJECT: Consultant Services □ Individual  □ Organization

FOR BOARD OFFICE USE ONLY: □ Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: January 13, 2015

AMENDMENT TO RESOLUTION(s): 149-9K14
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Choose from list below:
or other comments: to cover expenses that was not included in the original K-Resol

SERVICE/PROGRAM DESCRIPTION: (What the service and program description are; why the services are required; how the services will benefit the District)

151-13K54  School Services of California will review SFUSD Budget along with a resource person from the Union and provide the bargaining teams (SFUSD and United Educators of San Francisco (UESF) with budget information and analysis to assist the parties in reaching a common understanding of the District’s fiscal status which might facilitate reaching agreement on economic subjects currently being negotiated.

Category: Labor Relations  Code: 10

School Site/ and or Department: Labor Relations

Participants: (Those students, sites, or personnel who will be directly served by this consultant)

Original Dates of Service: August 1, 2014 - April 30, 2015

Amended Dates of Service:

Cost of this Amendment Request: $861.15

Funding Source(s)/Program Title:
Unrestricted General Fund

SACS Code(s):
01-00000-2015-0000-7200-5803-233

Cost of this Request

a) Name of Consultant: School Services of California  $861.15
b) Evaluation: (if applicable)  $0
**Background**

c) Original Cost Adopted $8,260.00  
d) Previous Amendment(s) if any $0  

Total Program Cost To Date $9,121.15  
(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:**

School Services of California (John Gray) was recommended by District legal counsel on the bargaining team as a leading expert on school budgets.

**DEGREE OF STUDENT CONTACT:**

☐ Limited Contact ☐ More Than Limited Contact ☒ No Student Contact

**PREPARED BY:** Mimi Chwang  
**SUBMITTED BY:** Carmelo Sgarlato  
**SCHOOL SITE/and or DEPARTMENT:** Labor Relations
DATE OF BOARD MEETING: January 13, 2015

AMENDMENT TO RESOLUTION(s): 1410-14K23

List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Consultant Services correction from Organization to Individual.

SERVICE/PROGRAM DESCRIPTION:
Willie Brown Middle School is re-opening in August 2015 and in order to build enthusiasm around the new opportunity and trust in parents to enroll their children, a strategic marketing effort needs to launch. Steven Bailey Films will take the marketing brand for Willie Brown Middle School developed by Studio 1500 and put it into visual action through a series of three videos to reflect the development and excitement around reopening the school. The products developed will include a suite of video resources the Willie Brown team can use to reach out to community members, founding families, the School Board and district staff. This work is essential so the Willie Brown team begins the community outreach and recruitment phases in a professional and purposeful manner that will set the tone for the school moving forward.

The purpose of this project is to accomplish several things:
1. Serving as a visual guide for introducing WBMS
2. Cataloguing the process and progress
3. Showcasing the ideals and spirit of the project
4. Showcasing what WBMS has to offer to its district and the city as a whole, including its academic vision
5. Showcasing the facilities

As per the initial meeting, this will be accomplished through creating three videos, each with a different emphasis on a certain aspect of the WBMS project. The first video will draw from the voices of multiple people involved with and chosen to represent the project, and will serve as an introductory guide to the project as a whole - the facility as-is, its goals, etc. The second video will dive deeper into the academic vision for the school, as well as build upon and reinforce the content of the initial video. The third and final video will serve as a launch video, recapping the content of the initial two, and informing the viewer of the details regarding the opening of the school and any necessary logistics involved.

Category: Administrative
Code: 1

School Site/ and or Department: IISJ

Participants: (Those students, sites, or personnel who will be directly served by this consultant)
IISJ/Willie Brown Middle School

Original Dates of Service: 9/15/2014 - 12/10/2014
Amended Dates of Service:

Cost of this Amendment Request: $0

Funding Source(s)/Program Title:
UGF/AB825 - Targeted Instructional Improvement Block Grant
SACS Code(s):
01-07940-2015-1110-2100-5803-858

a) Name of Consultant: Steven Bailey (Films)
b) Evaluation: (if applicable)

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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:
Steven Bailey is an up and coming videographer and creative artist. He has worked with schools in Yountville and developed videos that capture the spirit as well as the information. He tells a story we want to tell with the reopening of Willie Brown Middle School. WBMS will open in August 2015 as an incubator for key facets of the Vision 2025 Graduate Profile and Steven has the ability to make the vision become a reality.

DEGREE OF STUDENT CONTACT:
☐ Limited Contact ☐ More Than Limited Contact ☐ No Student Contact

PREPARED BY: Cheryl DeSanti
SUBMITTED BY: Guadalupe Guerrero
SCHOOL SITE/and or DEPARTMENT: IJSJ