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

A. APPROVAL OF BOARD MINUTES
   ➢ Regular Meeting of February 9, 2016

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

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

D. STUDENT DELEGATES’ REPORT

E. ADVISORY COMMITTEE REPORTS AND APPOINTMENTS TO ADVISORY COMMITTEES BY BOARD MEMBERS

F. PUBLIC COMMENT ON CONSENT ITEMS
   Members of the public may comment on any matter on the Consent Calendar. Members of the public shall not be permitted to sever agenda items for discussion.
G. CONSENT CALENDAR – SEE EXHIBIT A FOLLOWING SUMMARY PAGES FOR LIST OF ITEMS

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

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

Before calling on public speakers or recognizing Board members for discussion, the president shall request a report from the committee(s), if any. If the committee(s) has previously given a report to the Board, a second report is not necessary.

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

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

- 162-9Sp1 - Board Policy 4020 (Formerly BP 4050)
  Personnel: Drug and Alcohol Free Work Place
  (Report from the Rules, Policy, and Legislation Committee and the Ad Hoc Committee on Personnel Matters/Labor Relations)

- 162-9Sp2 - Board Policy 4030 (Formerly BP 4040)
  Personnel: Nondiscrimination in Employment
  (Report from the Rules, Policy, and Legislation Committee and the Ad Hoc Committee on Personnel Matters/Labor Relations)

- 162-9Sp3 - Board Policy 4033
  Personnel: Lactation Accommodation
  (Report from the Rules, Policy, and Legislation Committee and the Ad Hoc Committee on Personnel Matters/Labor Relations)

- 162-9Sp4 - Board Policy 4034
  Personnel: Sexual Harassment
  (Report from the Rules, Policy, and Legislation Committee and the Ad Hoc Committee on Personnel Matters/Labor Relations)

- 162-9Sp5 - Board Policy 4040
  Personnel: Employee Use of Technology
  (Report from the Rules, Policy, and Legislation Committee and the Ad Hoc Committee on Personnel Matters/Labor Relations)
162-9Sp6 - Board Policy 4000
Personnel: Concepts, Roles and Organization of Personnel Policies
(Report from the Rules, Policy, and Legislation Committee and the Ad Hoc Committee on Personnel Matters/Labor Relations)

I. BOARD MEMBERS’ PROPOSALS – HELD FOR SPEAKER CARDS AND ACTION

Before calling on public speakers or recognizing Board members for discussion, the president shall request a report from the committee(s), if any. If the committee(s) has previously given a report to the Board, a second report is not necessary.

NONE

J. PUBLIC COMMENT ON GENERAL MATTERS - 30 MINUTES

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

K. SPECIAL ORDER OF BUSINESS

ACTION ITEM:

1. Subject: Material Revision to the Creative Arts Charter School Charter Petition to Establish Certain Admissions Preferences

Recommendation: That the Board of Education of the San Francisco Unified School District ("District") approve a Material Revision to the Creative Arts Charter School Petition to establish certain admissions preferences.

L. DISCUSSION OF OTHER EDUCATIONAL ISSUES

➤ Update on Implementation of Safe and Supportive Schools Resolution

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

N. VOTE ON CONSENT CALENDAR – MOVED AND SECONDED UNDER ITEM G
O. VOTE ON CONSENT CALENDAR RESOLUTIONS SEVERED FOR SEPARATE CONSIDERATION UNDER ITEM G

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

1. Introduction and Assignment of Superintendent's Proposals
   NONE

2. Introduction and Assignment of Board Members’ and Committee Proposals
   Encouraging Students to Exercise Their Voting Rights
   - Commissioners Sandra Lee Fewer and Rachel Norton

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

   In Support of the Political Enfranchisement of 16 and 17 Year Olds for Local Elections
   - Commissioners Matt Haney, Sandra Lee Fewer and Rachel Norton

R. BOARD MEMBERS’ REPORTS

1. Standing Committees
2. Board Delegates to Membership Organizations (NSBA, CSBA, CGCS)
3. All Other Reports by Board Members
R. BOARD MEMBERS' REPORTS – a. Standing Committees; b. Board Delegates to Membership Organizations (NSBA, CSBA, CGCS); c. All Other Reports by Board Members. – CONTINUED

Report from the Committee of the Whole
February 16, 2016: - Reporting: Commissioner Shamann Walton

INFORMATIONAL ITEM:
- 162-9A1 – Physical Education Requirements and Exemptions: Adoption of Board Policy 6142.7 (Physical Education and Activity) and Incorporation of Content from Board Policy 6105.6 (Physical Education Exceptions) (Murase/Wynns)

Report from the Rules, Policy, and Legislation Committee
February 17, 2016: - Reporting: Commissioner Jill Wynns

ACTION ITEMS:
- Legislative Overview – Consideration and Action of District Positions on Selected Legislative Proposals
- Review and Recommendation – Board of Education Policies:
  - 162-9Sp1 - Board Policy 4020 (Formerly BP 4050) Personnel: Drug and Alcohol Free Work Place
  - 162-9Sp2 - Board Policy 4030 (Formerly BP 4040) Personnel: Nondiscrimination in Employment
  - 162-9Sp3 - Board Policy 4033 Personnel: Lactation Accommodation
  - 162-9Sp4 - Board Policy 4034 Personnel: Sexual Harassment
  - 162-9Sp5 - Board Policy 4040 Personnel: Employee Use of Technology
  - 162-9Sp6 - Board Policy 4000 Personnel: Concepts, Roles and Organization of Personnel Policies
- Proposed Board Bylaw Revision – BB 9130: Board Committees

Report from the Ad Hoc Committee on Personnel Matters/Labor Relations
February 18, 2016 - Reporting: Commissioner Sandra Lee Fewer

ACTION ITEMS:
- 162-9Sp1 - Board Policy 4020 (Formerly BP 4050) Personnel: Drug and Alcohol Free Work Place
- 162-9Sp2 - Board Policy 4030 (Formerly BP 4040) Personnel: Nondiscrimination in Employment
- 162-9Sp3 - Board Policy 4033 Personnel: Lactation Accommodation
- 162-9Sp4 - Board Policy 4034 Personnel: Sexual Harassment
- 162-9Sp5 - Board Policy 4040 Personnel: Employee Use of Technology
- 162-9Sp6 - Board Policy 4000 Personnel: Concepts, Roles and Organization of Personnel Policies

INFORMATIONAL ITEMS:
- Custodian Over-Time Pay

Staffing Update:
- Anticipated Vacancies for 2016-2017 as of February 2016
- Substitute Staffing – Credentialed and Paraprofessionals
- IT (Information Technology) Staffing

- Budget and Business Services Committee – March 2, 2016
- Buildings, Grounds and Services Committee – February 29, 2016
- Curriculum and Program Committee – March 7, 2016
- Ad Hoc Committee on Student Assignment - TBD
- Ad Hoc School District / City College Joint Committee – March 23, 2016
S. OTHER INFORMATIONAL ITEMS

➢ Quarterly Report on Williams Uniform Complaints (August – October 2015)

T. MEMORIAL ADJOURNMENT

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

U. CLOSED SESSION

➢ PUBLIC EMPLOYMENT
   (Government Code § 54957)

   1 Acting Chief

V. REPORT OF CLOSED SESSION ACTIONS

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

2. Report of Action taken in Closed Session

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

1. Instructional Resolutions

1a. (162-2311) Approval of Student Travel for Alice Fong Yu Elementary School

Recommendation: That the Board of Education approves the student travel of sixty-one (61) students and five (5) certificated employees to China to provide students with a true "Immersion" experience.

1b. (162-2312) Approval of Student Travel for Abraham Lincoln High School

Recommendation: That the Board of Education approves the student travel of thirteen (13) students and four (4) certificated employees to provide drama students at Lincoln an opportunity to explore the art of acting in a world renowned setting at the Oregon Shakespeare Festival, in Ashland, Oregon.

1c. (162-2313) Approval of Student Travel for Lowell High School

Recommendation: That the Board of Education approves the student travel of thirty-nine (39) students and two (2) certificated employees to Verona, Italy to attend the International Verona Choral Competition where the advanced Choir will perform for a panel of European adjudicators in a historical venue for an international audience.

2. Finance Resolutions

2a. (162-23B1) Authorization for Budget Transfers for Fiscal Year 2015-2016 Budget

Recommendation: That the Superintendent recommends changes to the FY 2015-2016 Budget as adopted by the Board of Education on June 23, 2015. The budget is revised periodically as new information is received or when the assumptions on which the adopted budget was developed change. Administration recommends the following budget revision as presented.

Unrestricted and Restricted General Funds (Funds 01, 05, and 12)
2b. (162-23B2) Approval of the San Francisco Unified School District Memoranda of Understanding (MOU) with Community Based Organizations

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

2c. (162-23B3) Authorization to Enter Into an Affiliation Agreement/Memorandum of Understanding between the Marriage and Family Therapy Interns (Registered with the California Board of Behavioral Sciences) and the San Francisco Unified School District

Recommendation: That the Board of Education of the San Francisco Unified School District authorizes the Superintendent and/or his designee to enter into an Affiliation Agreement/MOU with each of the Marriage and Family Therapist Interns listed in the Resolution, who provide school-based mental health services in SFUSD under the supervision of credentialed and licensed social workers employees.

2d. (162-23B4) Authorization to Declare Obsolete Computer Monitors, Other Computer Related Accessories, Furniture, Fixtures, Equipment Including Cafeteria Equipment, Instructional Materials and Other Miscellaneous Items as Surplus Property

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

2e. (162-23C2) Authorization for the Award of Bids, Purchase of and Encumbrance for Supplies, Equipment and/or Services Over $87,800 or the Statutory Limit Specified in Public Contract Code Section 20111

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

3. Buildings, Grounds and Maintenance Services Resolutions  Pg. 60 - 90

Contracts referenced below are available for review in the Office of the Board of Education

3a. Approval of Contracts and Contract Amendments (exceeding $15,000) Pursuant to Board Policy 3311.
1. **(162-23W1) Approval of Contract Modification between SFUSD and Sensible Environmental Solutions, Inc.**

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

James Denman Middle School - $54,895

2. **(162-23W2) Approval of Contract Modification between SFUSD and Arntz Builders, Inc.**

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

Lowell High School - $85,362.08

3. **(162-23W3) Approval of Contract Modification between SFUSD and Alten Construction, Inc.**

*Recommendation:* That the Board of Education approve this contract modification between Alten Construction, Inc. and the San Francisco Unified School District for an amount not to exceed $94,708 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

Phillip and Sala Burton High School - $94,708

4. **(162-23W4) Approval of Contract Modification between SFUSD and Thompson Builders Corp (formerly West Bay Builders)**

*Recommendation:* That the Board of Education approve this contract modification between Thompson Builders Corp (formerly West Bay Builders) and the San Francisco Unified School District for an amount not to exceed $50,700 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 Modernization - $50,700

5. **(162-23W5) Approval of Contract Modification between SFUSD and Taber Construction**

*Recommendation:* That the Board of Education approve this contract modification between Taber Construction and the San Francisco Unified School District for an amount not to exceed $145,239 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.

Visitacion Valley Middle School Modernization - $145,239
6. **(162-23W6) Approval of Contract Modification between SFUSD and JUV Inc.**

   **Recommendation:** That the Board of Education approve this contract modification between JUV Inc. and the San Francisco Unified School District for an amount not to exceed $94,818 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.

   - Ida B. Wells High School - $94,818

7. **(162-23W7) Approval of Contract Modification between SFUSD and Arntz Builders (Arntz)**

   **Recommendation:** That the Board of Education approve this contract modification between Arntz Builders (Arntz) and the San Francisco Unified School District for an amount not to exceed $242,660 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 - $242,660

8. **(162-23W8) Approval of Contract Modification between SFUSD and Arntz Builders, Inc.**

   **Recommendation:** That the Board of Education approve this contract modification between Arntz Builders, Inc. and the San Francisco Unified School District for an amount not to exceed $150,269 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

   - Gordon J. Lau Elementary and Commodore Stockton EES - $150,269

9. **(162-23W9) Approval of Contract Modification between SFUSD and T.B. Penick & Sons, Inc.**

   **Recommendation:** That the Board of Education approve this contract modification between T.B. Penick & Sons, Inc. and the San Francisco Unified School District for an amount not to exceed $94,573 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.

   - Visitacion Valley Elementary School Modernization Project - $94,573
10. **(162-23W10) Approval of Modification to the Master Agreement between SFUSD and Sensible Environmental Solution ("SES")**

**Recommendation:** That the Board of Education approve this modification to the Master Agreement between Sensible Environmental Solution ("SES") and the San Francisco Unified School District for an amount not to exceed $22,377.50 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 encumber sufficient funds from the Proposition 39 School Repair Program Fund.

George Washington Carver Elementary School - $22,377.50

11. **(162-23W11) Approval of Contract Modification between SFUSD and AECOM Technical Services Inc.**

**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 $185,580 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. This is also to extend the duration of Contract through December 31, 2017.

Program-Wide Management - $185,580

12. **(162-23W12) Approval of Modification to the Master Agreement between SFUSD and Ninyo & Moore**

**Recommendation:** That the Board of Education approve this modification to the Master Agreement between Ninyo & Moore and the San Francisco Unified School District for an amount not to exceed $53,850 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.

McCoppin Elementary School Modernization and Roosevelt Middle School Boiler Replacement - $53,850

13. **(162-23W13) Approval of Contract between SFUSD and Bartos Architecture**

**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 LG SFP for Modernization Fund.

Galileo High School - $88,960
14. **(162-23W14) Approval of Contract between SFUSD and Aloha Builders**

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

555 Franklin Street Administration Building - $96,500

15. **(162-23W15) Approval of Contract between SFUSD and All Trusty Builders**

Recommendation: That the Board of Education approve a contract between All Trusty Builders and the San Francisco Unified School District and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract on behalf of the District and encumber sufficient funds from the 2011 School Facility Safety Special Tax Fund. Should the District be unable to enter into a contract with All Trusty Builders, the contract will be awarded to the next lowest, responsive and responsible bidder.

Jean Parker Elementary School - $71,800

16. **(162-23W16) Approval of Contract between SFUSD and Hoi’s Construction**

Recommendation: That the Board of Education approve a contract 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 contract on behalf of the District and encumber sufficient funds from the Capital Facilities Fund. Should the District be unable to enter into a contract with Hoi’s Construction, the contract will be awarded to the next lowest, responsive and responsible bidder.

Chinese Immersion School @ De Avila - $24,300

17. **(162-23W17) Approval of Modification between SFUSD and Sensible Environmental Solutions, Inc.**

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

Claire Lilienthal Elementary School (Scott Campus) - $25,542
18. (162-23W18) Approval of Contract between SFUSD and Guttmann & Blaevoot Consulting Engineers

Recommendation: That the Board of Education approve a contract between Guttmann & Blaevoot Consulting Engineers and the San Francisco Unified School District and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract on behalf of the District and encumber sufficient funds from the 2011 School Facility Safety Special Tax Fund.
Claire Lilienthal Elementary School (Scott and Madison Campuses) - $30,700

19. (162-23W19) Approval of Contract between SFUSD and DSK Architects

Recommendation: That the Board of Education approve this contract between DSK Architects and the San Francisco Unified School District for an amount not to exceed $181,450 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.
Gordon J. Lau Elementary School - $181,450


Recommendation: That the Board of Education approve this contract between Zolman Construction & Development, Inc. and the San Francisco Unified School District for an amount not to exceed $94,000 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund. In the event the District is not able to enter into a contract with Zolman Construction & Development, Inc., it will award to the next lowest, most responsive and responsible bidder, or the District may elect to re-bid the project.
Cesar Chavez Elementary School Window Shades Replacement Project - $94,000

3b. Ratification of Contracts and Contract Amendments (under $15,000) Entered Into Within Delegated Authority Pursuant to Board Policy 3311

1. (162-23W21) Modification to the Contract between SFUSD and DSK Architects

2. (162-23W22) Contract Modification between SFUSD and K2A Architecture + Interiors
3c. All Other Buildings, Grounds, and Maintenance Services Resolutions
   (Action Item(s))

1. (162-23W23) Time Extension Modification of an Additional Three Years to the Master Contracts between SFUSD and Geotechnical Consulting Firms under SFUSD's Proposition A 2011 Bond Program

2. (162-23W24) Time Extension Modification of an Additional Three (3) Years to the Master Contracts between SFUSD and Two Selected Industrial Hygiene Firms under SFUSD's Proposition A 2011 Bond Program

3. (162-23W25) Time Extension Modification of an Additional Three (3) Years to the Master Contracts between SFUSD and Four Selected Testing and Inspection Firms under SFUSD's Proposition A 2011 Bond Program

4. (162-23W26) Time Extension Modification of an Additional Three (3) Years to the Master Contracts between SFUSD and Four Selected Professional Construction Cleaning Firms under SFUSD's Proposition A 2011 Bond Program

5. (162-23W27) Time Extension Modification of an Additional Three (3) Years to the Master Contracts between SFUSD and Five Selected Inspector of Record Firms under SFUSD's Proposition A 2011 Bond Program

6. (162-23W28) Time Extension Modification of an Additional Three (3) Years to the Master Contracts between SFUSD and Four Selected Construction Management Firms under SFUSD's Proposition A 2011 Bond Program

4. Personnel Resolutions

4a. (Resolution Number 162-23F1 – F14) Certificated Personnel Actions

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

4b. (Resolution Number 162-23G1 – G9) Classified Personnel Actions

   Recommendation: That the Board of Education approves the following classified personnel actions as summarized.
5. **Consultant Services Contacts**

5a. (162-23K1 – K5) **Consultant Service Contracts**

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

- **K1. KALW Radio Station** – To provide production services for the KALW program “Kamau Right Now.”
  - Phil Surkis - $5,000 – KALW Fund Unrestricted

- **K2. Sherman Elementary School** – To provide support for teacher planning release time and technology instruction to K-5th grade students.
  - Bay Area Community Resources - $10,000 – School Site Based WSF Allocation and NCLB: Title I, Part A, SES Tutoring

- **K3. Visual & Performing Arts Department** – To provide artists in residence for TK classes at Transitional Kindergarten Schools.

- **K4. Student, Family & Community Support Dept., Office of Pupil Services** – To develop and present trainings to staff to orient them to support the needs of students with incarcerated family members.
  - Community Works West - $33,500 – PEEF: PROP H, Violence Prevention Program

- **K5. Fund & Development Office** – To provide summer school at Willie L. Brown Jr. Middle School, targeting middle school students with focus on enrichment and accelerated learning.
  - Aim High - $200,000 – Middle School Leadership Initiative in Partnership with the Mayor’s Office and salesforce.com

5b. (162-23K6 – K16) **Consultant Services Contact Amendments**

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

- **K6. KALW Radio Station** – To monitor KALW broadcast transmission and be on call to repair and maintain KALW’s broadcasting and transmitting facilities. The purpose for this amendment is for additional services needed.
  - Cost of this Amendment – $5,000
  - Philip Hartman – Total Program Cost to Date – $35,000 – KALW Fund Unrestricted

- **K7. Longfellow Elementary School** – To provide 10-25 school-based staff development days that spotlight reading, writing, and content area literacy. The purpose for this amendment is to change funding source.
  - Cost of this Amendment – $0
  - The Reading and Writing Project Network, LLC – Total Program Cost to Date – $27,000 – School Site Based WSF Allocation and Cowell Foundation: Long Term English Learner Initiative
K8. **Dr. Charles Drew Elementary School** - To provide one year of site-based coaching support to build the capacity of adults and sustainability of professional learning structures and systems to increase student achievement at a critical time of leadership transition. The purpose for this amendment is to request a **waiver of Policy P3850**.

Cost of this Amendment – $0

New Teacher Center (NTC) – Total Program Cost to Date – $40,500 – Walter & Elise HAAS Foundation

K9. **Visual & Performing Arts Department** - To support the band program at Presidio Middle School. The purpose for this amendment is to modify service dates and reduce cost.

Cost of this Amendment – ($4,000) Credit


K10. **Student, Family & Community Support Department** – To provide, as lead agency, management, operation, and accountability of the comprehensive after school program per grant guidelines, at Lafayette Elementary School. The purpose for this amendment is to correct the Total Program Cost to Date on K Resolution Amendment #1512-8K49.

Cost of this Amendment – $0

Richmond District Neighborhood Center – Total Program Cost to Date – $300,451 – DCYF: ExCEL After School Support

K11. **Student, Family & Community Support Department** – To provide, as lead agency, management, operation, and accountability of the after school program, in accordance with grant guidelines, at Sanchez ES. The purpose for this amendment is for change the funding source year to pay outstanding invoice.

Cost of this Amendment – $0

Reading Partners – Total Program Cost to Date - $16,000 – NCLB: Title IV, Part B, 21st Century Community Learning Centers Program

K12. **Student, Family & Community Support Department** – To provide, as lead agency, management, operation, and accountability of the after school program, per grant guidelines, at Aptos Middle School. The purpose for this amendment is to correct Total Program Cost to Date on K Resolution #1512-8K48.

Cost of this Amendment – ($37,950) Credit

Stonestown Family YMCA – Total Program Cost to Date – $276,775 – DCYF: ExCEL After School Support

K13. **Special Education Services** – To provide non-public agencies/schools (NPA/NPS), services to special education students, when no appropriate public education services are available to serve the individual needs of students with disabilities. The purpose for this amendment is to increase funding to process payment.

Cost of this Amendment - $702,156.06

Various NPA/NPS - Total Program Cost to Date – $17,513,274.09 – AB114: Special Education – Mental Health Services, Special Education IDEA Mental Health Allocation Plan, Special Education Services, and AB114: Special Education – Early Education Individuals with Exceptional Needs
K14. **C&I, STEM Department** – To provide technical assistance and consulting through advising and planning for systemic science implementation, and feedback on current science programmatic implementation and practices. The purpose for this amendment is to correct the funding source year. Cost of this Amendment – $0

The Regents of the University of California, Lawrence Hall of Science - Total Program Cost to Date – $30,000 – Common Core State Standards (CCSS) Funding

K15. **Division of Curriculum and Instruction** – To provide a liaison between City College of San Francisco and San Francisco Unified School District on the Dual Enrollment Project. The purpose for this amendment is for additional services to students. Cost of this Amendment – $29,468

San Francisco Community College District – Total Program Cost to Date – $77,168 – CCSF Adult Education Block Grant

16. **Information Technology Department** – To provide personnel on-site to SFUSD Information Technology Department to provide critical services to maintain, troubleshoot, and improve the SFUSD core network. The purpose for this amendment is for additional services needed. Cost of this Amendment – $46,000

Taos Mountain, LLC – Total Program Cost to Date – $150,000 – Unrestricted General Fund
Per Board Rules and Procedures Series 9000, the Board meets in Regular Session on the second and fourth Tuesdays of each month at 6:00 p.m. in the Irving G. Breyer Board Meeting Room, 555 Franklin Street, First Floor. Parking is available through the gate off McAllister Street.

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

Since 2010, childcare at the Regular Meetings of the Board of Education is no longer available. Children, supervised by an adult, are welcome to attend meetings of the Board of Education.

Translation services in Spanish and Chinese are available at Regular Meetings of the Board of Education. Adequate notice and request must be given to the Office of the Board of Education for other languages.
INFORMATION ON DISABILITY ACCESS TO MEETINGS OF THE BOARD OF EDUCATION

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

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

BART: CIVIC CENTER BART STATION

PARKING: ACCESSIBLE PARKING IS AVAILABLE.
PLEASE ENTER THROUGH THE GATE OFF MCALLISTER STREET.

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

IT IS REQUESTED THAT INDIVIDUALS REFRAIN FROM WEARING PERFUME OR OTHER SCENTED PRODUCTS IN ORDER TO ALLOW THOSE WITH ENVIRONMENTAL ILLNESSES OR MULTIPLE CHEMICAL SENSITIVITY TO ATTEND THE MEETINGS OF THE BOARD OF EDUCATION.
REQUESTED ACTION: Approve adoption of Board Policy 5141.25, Availability of Condoms, to update SFUSD condom distribution policy and authorize participation of Wellness Centers in middle schools.

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

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

Please Note:

- Referred by order of the Chair on 1/12/16 to the Curriculum and Program and Rules, Policy, and Legislation Committees.
- Taken up by the Rules, Policy, and Legislation Committee on 1/21/16. Forwarded to the Board with a positive recommendation by general consent of the committee.
- Taken up by the Curriculum and Program Committee on 2/1/16. Forwarded to the Board with a positive recommendation by general consent of the committee.
- Postponed by the Superintendent on 2/9/16 to a future meeting of the Board.

Superintendent’s Proposal
161-12Sp2

First Reading: 1/12/16
Second Reading: 2/9/16
2/23/16
San Francisco Unified School District

BP 5141.25 Students

Availability of Condoms

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

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

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

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

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

Parental Notice

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

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

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

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

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

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

Legal Reference:

EDUCATION CODE
49062 Records; establishment, maintenance and destruction
49069 Absolute right to access
49422 Supervision of health and physical development of pupils
51934 AIDS prevention instruction

FAMILY CODE
6925 Prevention or treatment of pregnancy

HEALTH AND SAFETY CODE
121255 Further findings and declarations

PENAL CODE
261.5 Unlawful sexual intercourse with female under age 18

286 Sodomy

288 Lewd or lascivious acts with child under age 14

288a Oral copulation

UNITED STATES CODE, TITLE 20

7906 Prohibition against use of federal funds for contraceptive distribution

COURT DECISIONS

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

Management Resources:

WEB SITES

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

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

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

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

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

(6/92 10/94) 7/02
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California
Superintendent's Proposal

Superintendent's Recommendation Regarding Thomas Edison Charter Academy Renewal Petition

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

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

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

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

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

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

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

Superintendent's Proposal
161-12Sp4

Please Note:
- Referred by order of the Chair on 1/12/16 to the Curriculum and Program and Budget and Business Services Committees.
- Taken up on 2/1/16 by the Curriculum and Program Committee. Forwarded to the Board without recommendation by a vote of 2 ayes, 1 nay (Wynns).
- Taken up on 2/3/16 by the Budget and Business Services Committee. Forwarded to the Board without recommendation by 2 ayes, 1 absent (Mendoza).

1/12/16
2/23/16
Approval of the Renewal of the Charter for Thomas Edison Charter Academy

Action Proposed:
Staff recommends approval of the renewal of the charter for Thomas Edison Charter Academy, located at 3531 22nd Street, for five (5) years, beginning July 1, 2016 and ending June 30, 2021, to serve 670 students in grades TK-8.

Background
Under Education Code, if the District wishes to deny renewal, it must take the denial action within 60 days of receipt. If the Board does not take action, with written factual findings, to deny (or approve) the petition by March 12, 2016, the State will deem the petition approved as an SFUSD-authorized charter school, through June 30, 2021.

General Guidelines for the Review of California Charter School Renewal Petitions
California Code of Regulations (CCR): Title 5, Division 1, Chapter 11, Subchapter 19
A petition for renewal submitted pursuant to Education Code section 47607 shall be considered by the district governing board upon receipt of the petition with all of the requirements set forth in this subdivision:

(1) Documentation that the charter school meets at least one of the criteria specified in Education Code section 47607(b).

(b) Commencing on January 1, 2005, or after a charter school has been in operation for four years, whichever date occurs later, a charter school shall meet at least one of the following criteria before receiving a charter renewal pursuant to paragraph (1) of subdivision (a):

(1) Attained its Academic Performance Index (API) growth target in the prior year or in two of the last three years both schoolwide and for all groups of pupils served by the charter school.

(2) Ranked in deciles 4 to 10, inclusive, on the API in the prior year or in two of the last three years.

(3) Ranked in deciles 4 to 10, inclusive, on the API for a demographically comparable school in the prior year or in two of the last three years.

(4) (A) The entity that granted the charter determines that the academic performance of the charter school is at least equal to the academic performance of the public schools that the
charter school pupils would otherwise have been required to attend, as well as the academic performance of the schools in the school district in which the charter school is located, taking into account the composition of the pupil population that is served at the charter school.

(B) The determination made pursuant to this paragraph shall be based upon all of the following:

(i) Documented and clear and convincing data.

(ii) Pupil achievement data from assessments, including, but not limited to, the Standardized Testing and Reporting Program established by Article 4 (commencing with Section 60640) of Chapter 5 of Part 33 for demographically similar pupil populations in the comparison schools.

(iii) Information submitted by the charter school.

The Board shall consider increases in pupil academic achievement for all groups of pupils served by the charter school as the most important factor in determining whether to grant a charter renewal.

(2) A copy of the renewal charter petition including a reasonably comprehensive description of how the charter school has met all new charter school requirements enacted into law after the charter was originally granted or last renewed.

When considering a petition for renewal, the district governing board shall consider the past performance of the school's academics, finances, and operation in evaluating the likelihood of future success, along with future plans for improvement if any.

(3) The district governing board may deny a petition for renewal of a charter school only if the district governing board makes written factual findings, specific to the particular petition, setting forth specific facts to support one or more of the grounds for denial set forth in Education Code section 47605(b) or facts to support a failure to meet one of the criteria set forth in Education Code section 47607(b).

Staff Review – California Code of Regulations/Education Code Criteria

(1) The data indicate:

- The petitioner did meet growth targets under conditions 2, 3 and 4 meeting renewal criteria 47607(b)(1).²

²Assembly Bill 484 (2013), which suspended API testing in the 2013-14 school year, allows charter schools to use their most recent API (SBAC in this case) calculation to satisfy legislative and/or programmatic requirements.
(2) The CCR renewal provisions require the petitioner to include a reasonably comprehensive description of how the charter school has met all new charter school requirements enacted into law after the charter was originally granted or last renewed.

With the adoption of the Local Control Funding Formula (LCFF), the State also amended the Education Code pertaining to charter schools.

- Education Code section 47605(b)(5)(A)(ii) requires charter petitions to include annual goals, for all pupils and for each subgroup of pupils to be achieved in the state priorities that apply for the grade level served, or the nature of the program operated by the charter school, and specific annual actions to achieve those goals.

- Education Code section 47605(b)(5)(B) requires the petition to contain measurable pupil outcomes that address increases in pupil academic achievement, both schoolwide and for all groups of pupils served by the school. The outcomes must be aligned with state priorities.

The petitioner has contemplated the requirements of the LCFF and Local Control Accountability Plan (LCAP) and has included a table of state-aligned goals and actions, and a table of measurable pupil outcomes aligned to state priorities. The attached matrix review found the Petition to be “Sufficient” in addressing LCFF/LCAP requirements and other Education Code charter school educational program elements.

**Review of the 16 Required Petition Elements (Ed. Code § 47605(b))**

Staff review found that the Petition’s Nondiscrimination Assurance language should be updated to reflect current law.

*The Petitioner amended the language on February 5, 2016.*

Petition seems to indicate (p.43) that children of staff living outside the district may have preference over district residents. This must be changed or clarified.

*The Petitioner provided amended language on February 5, 2016, and, at the request of SFUSD Staff, amended the language further on February 16, 2016.*

(3) Fiscal/Operational Considerations

TECA has received an “A” grade from SFUSD Accounting Services for its report of Unaudited Actuals for fiscal 2014-15. The grade indicates the school showed a positive ending fund balance that significantly covers required reserves.

SFUSD has reviewed TECA’s First Interim Financial report for the 2015-16 fiscal year. The First Interim, which reports actual revenue and expense through September 30, 2015, and projects those revenues and expenses through the remainder of the current fiscal year, and two subsequent fiscal years, indicates the school is not likely to engage in deficit spending, and will have positive ending balances, meriting a “Positive” certification.
The SFUSD Charter Review Matrix found three areas of insufficiency (in addition to the two
detailed above):

1. Dispute Resolution Process: SFUSD Board of Education members will not directly
participate in dispute resolution meetings. The language should be amended to read
"SFUSD Superintendent or designee".
   *The petitioner has amended the language.*

2. Financial projections do not indicate number and type of students used to generate
revenue projections.
   *The petitioner has updated the projections.*

3. Financial projections do not include number and type of staff used to generate salary
and benefit expense projections.
   *The petitioner has updated the projections.*

The Petitioner also provided, on February 9, 2016, updates regarding the status of independent
financial audit findings from fiscal years 2013-14 and 2014-15.
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

Second Reading

Superintendent's Proposal

162-9Sp1 - Board Policy 4020 (Formerly BP 4050)
Personnel: Drug and Alcohol Free Work Place

REQUESTED ACTION: Adopt Board Policy 4020, Personnel – Drug and Alcohol Free Work Place, to help ensure a productive and safe work and learning environment.

BACKGROUND: The policy prohibits employees from using or being under the influence of alcohol or other controlled substances while on duty or in the workplace; it also clarifies the meaning or definition of “under the influence.” The policy requires the District to establish a drug-free awareness program to inform employees about the dangers of drug abuse in the workplace; the District’s policy of maintaining a drug-free workplace; available drug counseling, rehabilitation, and employee assistance programs; and, the penalties that may be imposed on employees for drug abuse violations occurring in the workplace.

Superintendent's Proposal

162-9Sp1

Please Note:

 REFERRED by order of the Chair on 2/9/16 to the Ad Hoc Committee on Personnel Matters/Labor Relations and the Rules, Policy, and Legislation Committee.

First Reading: 2/9/16
Second Reading: 2/23/16
San Francisco Unified School District  
Board Policy  
Drug And Alcohol-Free Workplace  
BP 4020  
Personnel

The Governing Board believes that the maintenance of a drug- and alcohol-free workplace is essential to staff and student safety and to help ensure a productive and safe work and learning environment.

(cf. 4112.41/4212.41/4312.41 - Employee Drug Testing)  
(cf. 4112.42/4212.42/4312.42 - Drug and Alcohol Testing for School Bus Drivers)

Employees, contractors and volunteers shall not possess, use, distribute, dispense, or manufacture alcohol or any unlawful controlled substance in the workplace. (Government Code 8355; 41 USC 8103)

Employees are prohibited from using or being under the influence of alcohol or other controlled substances while on duty or in the workplace. For purposes of this policy, an employee is on duty during both instructional and noninstructional time in the classroom or workplace, at extracurricular or cocurricular activities, while operating a District vehicle, while operating any vehicle on District business, or while transporting students or otherwise supervising them. Under the influence means that the employee's faculties or capabilities are adversely or negatively affected, impaired, or diminished to an extent that impacts the employee's ability to safely and effectively perform his/her job.

(cf. 4032 - Reasonable Accommodation)

The Superintendent or designee shall notify employees of the District's prohibition against drug use and the actions that will be taken for violation of such prohibition. (Government Code 8355; 41 USC 8103)

An employee shall abide by the terms of this policy and shall notify the District, within five days, of his/her conviction for violation in the workplace of any criminal drug statute. (Government Code 8355; 41 USC 8103)

The Superintendent or designee shall notify the appropriate federal granting or contracting agency within 10 days after receiving notification, from an employee or otherwise, of any conviction for a violation occurring in the workplace. (41 USC 8103)

In accordance with law and the district's collective bargaining agreements, the Superintendent or designee shall take appropriate disciplinary action, up to and including termination, against an employee for violating the terms of this policy and may, in appropriate circumstances, require
the employee to satisfactorily participate in and complete a drug assistance or rehabilitation program approved by a federal, state, or local public health or law enforcement agency or other appropriate agency.

(cf. 4112 - Appointment and Conditions of Employment)
(cf. 4118 - Dismissal/Suspension/Disciplinary Action)
(cf. 4212 - Appointment and Conditions of Employment)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

Drug-Free Awareness Program

The Superintendent or designee shall establish a drug-free awareness program to inform employees about: (Government Code 8355; 41 USC 8103)

1. The dangers of drug abuse in the workplace
2. The district's policy of maintaining a drug-free workplace
3. Available drug counseling, rehabilitation, and employee assistance programs

(cf. 4159/4259/4359 - Employee Assistance Programs)

4. The penalties that may be imposed on employees for drug abuse violations occurring in the workplace

Legal Reference:
EDUCATION CODE
44011 Controlled substance offense
44425 Conviction of controlled substance offenses as grounds for revocation of credential
44836 Employment of certificated persons convicted of controlled substance offenses
44940 Compulsory leave of absence for certificated persons
44940.5 Procedures when employees are placed on compulsory leave of absence
45123 Employment after conviction of controlled substance offense
45304 Compulsory leave of absence for classified persons
GOVERNMENT CODE
8350-8357 Drug-free workplace
UNITED STATES CODE, TITLE 20
7111-7117 Safe and Drug Free Schools and Communities Act
UNITED STATES CODE, TITLE 21
812 Schedule of controlled substances
UNITED STATES CODE, TITLE 41
8101-8106 Drug-Free Workplace Act
CODE OF FEDERAL REGULATIONS, TITLE 21
1308.01-1308.49 Schedule of controlled substances
COURT DECISIONS

Management Resources:
WEB SITES
California Department of Alcohol and Drug Programs: http://www.adp.ca.gov
California Department of Education: http://www.cde.ca.gov

(7/02 7/10) 11/10
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

Second Reading

Superintendent’s Proposal

162-9Sp2 - Board Policy 4030 (Formerly BP 4040)
Personnel: Nondiscrimination in Employment

REQUESTED ACTION: Adopt revisions to Board Policy 4030, Personnel – Nondiscrimination in Employment, to update and bring into compliance with not only the California Education Code and other applicable State and Federal law, but also with guidance from the California Department of Education and the Office for Civil Rights.

BACKGROUND: The policy has been updated to reflect new law which prohibits retaliating or otherwise discriminating against a person for requesting accommodation of his/her disability or religious beliefs, regardless of whether the accommodation request was granted. The policy also establishes that complaints of discrimination or prohibited retaliation shall be filed and investigated in accordance with the process outlined under administrative regulation 4030 – Nondiscrimination in Employment.

Superintendent’s Proposal

162-19Sp2

Please Note:
➢ Referred by order of the Chair on 2/9/16 to the Ad Hoc Committee on Personnel Matters/Labor Relations and the Rules, Policy, and Legislation Committee.

First Reading: 2/9/16
Second Reading: 2/23/16
San Francisco Unified School District
Board Policy
Nondiscrimination In Employment

BP 4030
Personnel

The San Francisco Unified School District is committed to providing a safe and positive educational and work environment where employees and applicants are assured of full and equal employment access and opportunities, protection from harassment or intimidation, and freedom from any fear of retaliation or reprisal for asserting their employment rights in accordance with law.

Applicability

This policy applies to all employees and agents of the District, District contractors, school volunteers, applicants for employment and members of the public who interact with District staff.

Prohibited Conduct

The Board prohibits District employees from discriminating against or harassing any other employee or job applicant on the basis of the person's actual or perceived race, religious creed, color, national origin, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, military or veteran status, gender, gender identity, gender expression, sex, or sexual orientation, or any other basis prohibited by law, in all District operations.

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 4119.41/4219.41/4319.41 - Employees with Infectious Disease)

The Board also prohibits discrimination in compensation, terms, conditions, and other privileges of employment and the taking of any adverse employment action, including, but not limited to, termination or the denial of employment, promotion, job assignment, or training, against an employee or job applicant based in whole or in part on any of the categories listed above.

(cf. 4032 - Reasonable Accommodation)
(cf. 4154/4254/4354 - Health and Welfare Benefits)

Prohibited discrimination on the basis of religious creed includes discrimination based on an employee's or job applicant's religious belief or observance, including his/her religious dress or grooming practices. Prohibited discrimination on the basis of religious creed includes the failure or refusal to use reasonable means to accommodate an employee's or job applicant's religious belief, observance, or practice which conflicts with an employment requirement. However, the District shall not accommodate an employee's religious dress practice or religious grooming
practice if the practice requires segregation of the individual from other employees or the public or would result in a violation of this policy or any law prohibiting discrimination.

Prohibited sex discrimination includes discrimination based on an employee's or job applicant's pregnancy, childbirth, breastfeeding, or any related medical condition.

(cf. 4033 - Lactation Accommodation)

As used in this policy, discriminatory conduct includes harassment. Harassment consists of unwelcome verbal, physical, or visual conduct that is based on any of the prohibited categories of discrimination listed above. Harassment is conduct based on a prohibited category of discrimination that explicitly or implicitly affects a person's employment or interferes with a person's work performance or creates an environment that a reasonable person would find intimidating, hostile, or offensive.

(cf. 4034 - Sexual Harassment)

Training and Prevention

The Superintendent or designee shall use all appropriate means to reinforce the District's nondiscrimination policy. He/she shall provide training and information to employees about how to recognize harassment and discrimination, how to respond appropriately, and components of the District's policies and regulations regarding discrimination. The Superintendent or designee shall regularly review the District's employment practices and, as necessary, shall take action to ensure District compliance with the nondiscrimination laws.

Reporting Procedures and Supervisory Responsibilities

Any employee or applicant who feels that he or she has been subjected to discrimination or who has knowledge of any conduct which would violate this policy shall immediately report the incident.

Reports of discrimination may be made to any of the following persons and/or offices: the employee's immediate supervisor; the District's Human Resources Department (Executive Director of Talent Management or Chief Administrative Officer); the District's Labor Relations Department (Senior Labor Relations Representative or Chief of Labor Relations); or the District's Office of Equity (Director).

Supervisory employees who receive a complaint of discrimination or retaliation shall immediately report the complaint to their own supervisor and to the District's Human Resources Department. Supervisory employees who become aware of discriminatory or retaliatory conduct, even if not within their own line of supervisory responsibility, are required to immediately report that situation to their own supervisor and to the Human Resources Department. Failure to make such a report shall be grounds for disciplinary action.

Complaints of discrimination or retaliation shall be filed and investigated in accordance with AR
4030-Nondiscrimination in Employment. An employee is not required to file a complaint of discrimination or retaliation with his or her immediate supervisor.

To the extent practicable, and consistent with the duty to conduct a full and impartial investigation, remedy violations, and properly administer and implement this policy, the District will maintain the confidentiality of the complainant, the accused and witnesses involved in the investigation of complaints. (5 CCR 4964)

Retaliation Prohibited

The Board also prohibits retaliation against any employee or applicant who opposes any discriminatory employment practice by the District or its employee, agent, or representative or who complains, testifies, assists, or in any way participates in the District's complaint procedures pursuant to this policy. Retaliation includes threats, intimidation, reprisals, and/or adverse actions related to employment or education.

No employee or job applicant who requests an accommodation for any protected characteristic listed in this policy shall be subjected to any punishment or sanction, regardless of whether the request was granted. (Government Code 12940)

Any employee who engages in prohibited discrimination, harassment, or retaliation or who aids, abets, incites, compels, or coerces another to engage or attempt to engage in such behavior in violation of this policy shall be subject to disciplinary action, up to and including dismissal.

(cf. 4118 - Dismissal/Suspension/Disciplinary Action)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

Legal Reference:
EDUCATION CODE
200-262.4 Prohibition of discrimination
CIVIL CODE
51.7 Freedom from violence or intimidation
GOVERNMENT CODE
11135 Unlawful discrimination
11138 Rules and regulations
12900-12996 Fair Employment and Housing Act
PENAL CODE
422.56 Definitions, hate crimes
CODE OF REGULATIONS, TITLE 2
11019 Terms, conditions and privileges of employment
CODE OF REGULATIONS, TITLE 5
4900-4965 Nondiscrimination in elementary and secondary education programs
UNITED STATES CODE, TITLE 20
1681-1688 Title IX of the Education Amendments of 1972
UNITED STATES CODE, TITLE 29
621-634 Age Discrimination in Employment Act
794 Section 504 of the Rehabilitation Act of 1973
UNITED STATES CODE, TITLE 42
2000d-2000d-7 Title VI, Civil Rights Act of 1964, as amended
2000e-2000e-17 Title VII, Civil Rights Act of 1964, as amended
2000h-2-2000h-6 Title IX of the Civil Rights Act of 1964
6101-6107 Age discrimination in federally assisted programs
12101-12213 Americans with Disabilities Act
CODE OF FEDERAL REGULATIONS, TITLE 28
35.101-35.190 Americans with Disabilities Act
CODE OF FEDERAL REGULATIONS, TITLE 34
100.6 Compliance information
104.7 Designation of responsible employee for Section 504
104.8 Notice
106.8 Designation of responsible employee and adoption of grievance procedures
106.9 Dissemination of policy
110.1-110.39 Nondiscrimination on the basis of age
COURT DECISIONS

Management Resources:
CALIFORNIA DEPARTMENT OF FAIR EMPLOYMENT AND HOUSING PUBLICATIONS
California Law Prohibits Workplace Discrimination and Harassment, December 2014
U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS
Notice of Non-Discrimination, August 2010
U.S. EQUAL EMPLOYMENT OPPORTUNITY COMMISSION PUBLICATIONS
Questions and Answers: Religious Discrimination in the Workplace, 2008
New Compliance Manual Section 15: Race and Color Discrimination, April 2006
Enforcement Guidance: Vicarious Employer Liability for Unlawful Harassment by Supervisors, June 1999
WEB SITES
California Department of Fair Employment and Housing: http://www.dfeh.ca.gov
U.S. Department of Education, Office for Civil Rights: http://www.ed.gov/about/offices/list/ocr

(3/12 11/12) 12/15
REQUESTED ACTION: Adopt Board Policy 4033, Personnel Lactation Accommodation, to provide a supportive environment for any district employee to express milk for her infant child upon her return to work following the birth of the child.

BACKGROUND: The policy requires the District to provide a reasonable amount of break time to accommodate an employee each time she has a need to express breast milk for her infant child. It also requires the District to provide a private location, other than a restroom, in close proximity to her work area for such purposes. The policy prohibits discrimination, harassment, and/or retaliation against any district employee who chooses to express breast milk for her infant child while at work.
San Francisco Unified School District
Board Policy
Lactation Accommodation

BP 4033
Personnel

The Governing Board recognizes the immediate and long-term health advantages of breastfeeding for infants and mothers and desires to provide a supportive environment for any district employee to express milk for her infant child upon her return to work following the birth of the child. The Board prohibits discrimination, harassment, and/or retaliation against any district employee who chooses to express breast milk for her infant child while at work.

(cf. 4030 - Nondiscrimination in Employment)
(cf. 4031 - Complaints Concerning Discrimination in Employment)

The district shall provide a reasonable amount of break time to accommodate an employee each time she has a need to express breast milk for her infant child. (Labor Code 1030) To the extent possible, such break time shall run concurrently with the break time already provided to the employee. (Labor Code 1030; 29 USC 207)

The employee shall be provided a private location, other than a restroom, which is in close proximity to her work area and meets the requirements of Labor Code 1031 and 29 USC 207, as applicable.

Employees are encouraged to notify their supervisor or other appropriate personnel in advance of their intent to make use of the accommodations offered for employees who are nursing mothers. As needed, the supervisor shall work with the employee to address arrangements and scheduling in order to ensure that the employees' essential job duties are covered during the break time.

Lactation accommodations may be denied only in limited circumstances in accordance with law. (Labor Code 1032; 29 USC 207)

Before an employee's supervisor makes a determination to deny lactation accommodations, he/she shall consult the Superintendent or designee. In any case in which lactation accommodations are denied, the Superintendent or designee shall document the options that were considered and the reasons for denying the accommodations.

Legal Reference:
EDUCATION CODE
200-262.4  Prohibition of discrimination on the basis of sex  
CIVIL CODE  
43.3 Right of mothers to breastfeed in any public or private location  
GOVERNMENT CODE  
12940 Discriminatory employment practices  
12945 Discrimination based on pregnancy, childbirth, or related medical conditions  
LABOR CODE  
1030-1033 Lactation accommodation  
CODE OF REGULATIONS, TITLE 2  
7291.2-7291.16 Sex discrimination; pregnancy and related medical conditions  
UNITED STATES CODE, TITLE 29  
207 Fair Labor Standards Act; lactation accommodation  
FAIR EMPLOYMENT AND HOUSING COMMISSION DECISIONS  
Department of Fair Employment and Housing v. Acosta Tacos (Chavez), FEHC Precedential Decision 09-03P, 2009  

Management Resources:  
CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS PUBLICATIONS  
Rest Periods/Lactation Accommodation, Frequently Asked Questions  
CALIFORNIA DEPARTMENT OF PUBLIC HEALTH PUBLICATIONS  
Minimum Requirements of the California Lactation Accommodation Law  
CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS  
Lactation Support Program Toolkit  
FEDERAL REGISTER  
Reasonable Break Time for Nursing Mothers, December 21, 2010, Vol. 75, No. 244, pages 80073-80079  
OFFICE OF THE SURGEON GENERAL PUBLICATIONS  
The Surgeon General’s Call to Action to Support Breastfeeding, 2011  
HEALTH RESOURCES AND SERVICES ADMINISTRATION PUBLICATIONS  
U.S. DEPARTMENT OF LABOR, WAGE AND HOUR DIVISION, PUBLICATIONS  
Fact Sheet #3: Break Time for Nursing Mothers under the FLSA, rev. December 2010  
WEB SITES  
California Department of Industrial Relations, Division of Labor and Standards Enforcement:  
http://www.dir.ca.gov/dlse  
California Department of Public Health: http://www.cdph.ca.gov  
California Women, Infants and Children: http://www.wicworks.ca.gov  
Centers for Disease Control and Prevention: http://www.cdc.gov  
Health Resources and Services Administration: http://www.hrsa.gov  
U.S. Department of Labor, Wage and Hour Division, Break Time for Nursing Mothers:  
http://www.dol.gov/whd/nursingmothers  

Issued: 7/11
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

Second Reading

Superintendent’s Proposal

162-9Sp4 - Board Policy 4034
Personnel: Sexual Harassment

REQUESTED ACTION: Adopt Board Policy 4034, Personnel Sexual Harassment, to provide protection against sexual harassment and retaliatory behavior and establish a complaint and investigation process.

BACKGROUND: The policy has been separated from the District’s nondiscrimination policy (previously BP 4040) to more fully capture the type of prohibited conduct that constitutes sexual harassment so that the District may differentiate and respond to such conduct or behavior even though it may not necessarily meet standards established under the Penal Code. Additionally, the policy expands the protections and responsibilities of the policy by requiring all employees to receive sexual harassment training and to report any knowledge of incidents of sexual harassment or retaliation immediately. The policy establishes that complaints of sexual harassment or prohibited retaliation shall be filed and investigated in accordance with the process outlined under administrative regulation 4030 – Nondiscrimination in Employment.

Superintendent’s Proposal

162-9Sp4

Please Note:
➢ Referred by order of the Chair on 2/9/16 to the Ad Hoc Committee on Personnel Matters/Labor Relations and the Rules, Policy, and Legislation Committee.

First Reading: 2/9/16
Second Reading: 2/23/16
San Francisco Unified School District
Board Policy
Sexual Harassment

BP 4034
Personnel

The San Francisco Unified School District is committed to providing an educational and work environment that is free of sexual harassment. The Board prohibits sexual harassment and retaliatory behavior or action against district employees or other persons who complain, testify or otherwise participate in the complaint process established pursuant to this policy and administrative regulation.

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 4030 - Nondiscrimination in Employment)

Applicability

This policy applies to all employees and agents of the District, District contractors, school volunteers, applicants for employment and members of the public who interact with District staff.

Prohibited Conduct

Sexual harassment is defined as unwelcome sexual advances, unwanted requests for sexual favors, or other unwanted verbal, visual, or physical conduct of a sexual nature. Prohibited sexual harassment is conduct of a sexual nature made against another person in the work or educational setting when:

1. Submission to the conduct is made explicitly or implicitly a term or condition of the individual’s employment.
2. Submission to or rejection of such conduct by the individual is used as the basis for any employment decision affecting him/her.
3. The conduct affects a person’s employment or interferes with a person’s work performance.
4. The conduct has the purpose or effect of creating an environment that a reasonable person would find intimidating, hostile, or offensive. Regardless of whether or not the alleged harasser was motivated by sexual desire, the conduct is sufficiently severe, persistent, or pervasive, or objectively offensive to create a hostile or abusive working environment or to limit the individual’s ability to participate in or benefit from an education program or activity.

Sexual harassment includes sexual violence which is defined as follows: physical sexual acts engaged without the consent of the other person or when the other person is unable to consent to the activity. Sexual violence includes sexual assault, rape, battery, or coercion; domestic
violence; dating violence; and stalking.

Sexual harassment may be committed by a supervisor, a co-worker, or a non-employee and may occur between individuals of the same or opposite gender. Sexual harassment may occur in person, through the use of telephonic, electronic or other means of communication or through visual or other representations or media.

Examples of sexual harassment include, but are not limited to:

1. Unwelcome verbal conduct such as sexual flirtations or propositions; graphic comments about an individual’s body; overly personal conversations or pressure for sexual activity; sexual jokes or stories; sexual slurs, epithets, threats, innuendoes, derogatory comments, sexually degrading descriptions, or the spreading of sexual rumors;

2. Unwelcome visual conduct such as drawings, pictures, graffiti, or gestures; sexually explicit emails; displaying sexually suggestive objects; and

3. Unwelcome physical conduct such as massaging, grabbing, fondling, stroking, or brushing the body; touching an individual's body or clothes in a sexual way; cornering, blocking, leaning over, or impeding normal movements.

Any District employee who engages or participates in sexual harassment or who aids, abets, incites, compels, or coerces another to commit sexual harassment against an employee, agent, volunteer, applicant, member of the public or student is in violation of this policy and is subject to disciplinary action, up to and including dismissal.

Training and Prevention

The Superintendent or designee shall take all actions necessary to ensure the prevention, investigation, and correction of sexual harassment, including providing training to all employees regarding the district's sexual harassment policies when hired and periodically thereafter. Such training shall include the procedures for reporting and/or filing complaints involving an employee, an employees' duty to use District complaint procedures, and employee obligations when a sexual harassment report involving a student is made to the employee.

(cf. 1312.3 - Uniform Complaint Procedures)
(cf. 4031 - Complaints Concerning Discrimination in Employment)
(cf. 5145.7 - Sexual Harassment)

Reporting Procedures and Supervisory Responsibilities

Any District employee or job applicant who feels that he/she has been sexually harassed or who has knowledge of any incident of sexual harassment or retaliation which would violate this policy shall immediately report the incident.
Reports of sexual harassment or prohibited retaliation may be made to any of the following persons and/or offices: the employee’s immediate supervisor; the District’s Human Resources Department (Executive Director of Talent Management or Chief Administrative Officer); the District’s Labor Relations Department (Senior Labor Relations Representative or Chief of Labor Relations); or the District’s Title IX Coordinator.

Supervisory employees who receive a complaint of sexual harassment shall immediately report the complaint to their own supervisor and to the District’s Human Resources Department. Supervisory employees who become aware of harassing or discriminatory conduct, even if not within their own line of supervisory responsibility, are required to immediately report that situation to their own supervisor and to the Human Resources Department. Failure to make such a report shall be grounds for disciplinary action. The District’s Human Resources Department will report all sexual harassment complaints to the District’s Title IX Coordinator for monitoring and annual reporting requirements.

Complaints of sexual harassment or prohibited retaliation shall be filed and investigated in accordance with AR 4030-Nondiscrimination in Employment. An employee is not required to file his/her complaint of sexual harassment with his/her immediate supervisor.

To the extent practicable, and consistent with the duty to conduct a full and impartial investigation, remedy violations, and properly administer and implement this policy, the District will maintain the confidentiality of the complainant, the accused and witnesses involved in the investigation of complaints. (5 CCR 4964)

Retaliation or Reprisal Prohibited

This policy prohibits any form of retaliation against a person who reports sexual harassment, assists someone with a report of sexual harassment, or participates in any manner in an investigation or resolution of a sexual harassment complaint. Retaliation includes threats, intimidation, reprisals, and/or adverse actions related to employment or education.

Any District employee who engages or participates in retaliation or who aids, abets, incites, compels, or coerces another to engage in retaliation against an employee, job applicant, or student is in violation of this policy and is subject to disciplinary action, up to and including dismissal.

(cf. 4118 - Dismissal/Suspension/Disciplinary Action)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

Legal Reference:
EDUCATION CODE
200-262.4 Prohibition of discrimination on the basis of sex
GOVERNMENT CODE
12900-12996 Fair Employment and Housing Act, especially:
12940 Prohibited discrimination
12950.1 Sexual harassment training
LABOR CODE
1101 Political activities of employees
1102.1 Discrimination: sexual orientation
CODE OF REGULATIONS, TITLE 2
7287.8 Retaliation
7288.0 Sexual harassment training and education
CODE OF REGULATIONS, TITLE 5
4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance
UNITED STATES CODE, TITLE 42
2000d-2000d-7 Title VI, Civil Rights Act of 1964
2000e-2000e-17 Title VII, Civil Rights Act of 1964, as amended
2000h-2-2000h-6 Title IX, 1972 Education Act Amendments
CODE OF FEDERAL REGULATIONS, TITLE 34
106.9 Dissemination of policy
COURT DECISIONS
Department of Health Services v. Superior Court of California, (2003) 31 Cal.4th 1026

Management Resources:
OFFICE OF CIVIL RIGHTS AND NATIONAL ASSOCIATION OF ATTORNEYS GENERAL
Protecting Students from Harassment and Hate Crime, January, 1999
WEB SITES
California Department of Fair Employment and Housing: http://www.dfeh.ca.gov
U.S. Department of Education, Office for Civil Rights:
http://www.ed.gov/about/offices/list/ocr/index.html

(3/04 7/05) 12/15
Superintendent’s Proposal
162-9Sp5 - Board Policy 4040
Personnel: Employee Use of Technology

REQUESTED ACTION: Adopt Board Policy 4040, Personnel – Employee Use of Technology, to require employees to be responsible in their appropriate use of technology.

BACKGROUND: The policy requires the District to establish an Acceptable Use Agreement that outlines the employee’s obligations and responsibilities related to the use of District technology equipment or other technological resources. The policy also requires the District to ensure technology protection measures are in place with computers that have internet access to protect against access to visual depictions that are obscene, child pornography, or harmful to minors and that the operation of such measures is enforced, with limited exceptions. The policy reminds all employees that there is no expectation of privacy in the use of any District technology, even when protected by their own password, and the potential consequences for misuse.

Please Note:
➢ Referred by order of the Chair on 2/9/16 to the Ad Hoc Committee on Personnel Matters/Labor Relations and the Rules, Policy, and Legislation Committee.

First Reading: 2/9/16
Second Reading: 2/23/16
San Francisco Unified School District
Board Policy
Employee Use Of Technology

BP 4040
Personnel

The Governing Board recognizes that technological resources enhance employee performance by offering effective tools to assist in providing a quality instructional program; facilitating communications with parents and guardians, students, and the community; supporting District and school operations; and improving access to and exchange of information. The Board expects all employees to learn and to use available technological resources to assist them in the performance of their job responsibilities. As needed, employees shall receive professional development in the appropriate use of these resources.

(cf. 0440 - District Technology Plan)
(cf. 1100 - Communication with the Public)
(cf. 1113 - District and School Web Sites)
(cf. 1114 - District-Sponsored Social Media)
(cf. 4032 - Reasonable Accommodation)
(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

Employees shall be responsible for the appropriate use of technology and shall use District technology primarily for purposes related to their employment.

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)
(cf. 4119.21/4219.21/4319.21 - Professional Standards)
(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)
(cf. 4119.25/4219.25/4319.25 - Political Activities of Employees)
(cf. 5125 - Student Records)
(cf. 5125.1 - Release of Directory Information)
(cf. 6162.6 - Use of Copyrighted Materials)
(cf. 6163.4 - Student Use of Technology)

District technology includes, but is not limited to, the District's computers, networks, software programs and applications, storage devices, telephone, email, voicemail, and electronic and telecommunication technologies and facilities, whether accessed onsite or remotely through District-owned or personally owned equipment or devices.

The Superintendent or designee shall establish an Acceptable Use Agreement which outlines employee obligations and responsibilities related to the use of district technology. Upon
employment and whenever significant changes are made to the district's Acceptable Use Agreement, employees shall be required to acknowledge in writing that they have read and agreed to the Acceptable Use Agreement.

Employees shall not use District technology to access, post, submit, publish, or display harmful or inappropriate matter that is threatening, obscene, disruptive, sexually explicit, or unethical or that promotes any activity prohibited by law, Board policy, or administrative regulations.

Harmful matter includes matter, taken as a whole, which to the average person, applying contemporary statewide standards, appeals to the prurient interest and is matter which depicts or describes, in a patently offensive way, sexual conduct and which lacks serious literary, artistic, political, or scientific value for minors. (Penal Code 313)

The Superintendent or designee shall ensure that all District computers with Internet access have a technology protection measure that protects against access to visual depictions that are obscene, child pornography, or harmful to minors and that the operation of such measures is enforced. The Superintendent or designee may disable the technology protection measure during use by an adult to enable access for bona fide research or other lawful purpose. (20 USC 6777; 47 USC 254)

The Superintendent or designee shall annually notify employees in writing that they have no expectation of privacy in the use of any equipment or other technological resources provided or maintained by the District, including, but not limited to, files, messages or communications, even when provided their own password. Any and all uses of the District’s computer and electronic systems and any files on the system may be intercepted, recorded, monitored, copied, deleted, audited, inspected and disclosed to authorized District personnel or to other persons or entities, including law enforcement personnel investigating potentially illegal activity. To ensure proper use, the Superintendent or designee may monitor employee usage of District technology at any time without advance notice or consent and for any reason allowed by law.

In addition, employees shall be notified that records maintained on any personal device or messages sent or received on a personal device that is being used to conduct District business may be subject to disclosure, pursuant to a subpoena or other request.

Employees shall report any security problem or misuse of District technology to the Superintendent or designee.

Inappropriate use of District technology may result in a cancellation of the employee's user privileges, disciplinary action, and legal action in accordance with law, Board policy, and administrative regulation.

(cf. 4118 - Dismissal/Suspension/Disciplinary Action)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)
Legal Reference:
EDUCATION CODE
52295.10-52295.55 Implementation of Enhancing Education Through Technology grant program
GOVERNMENT CODE
3543.1 Rights of employee organizations
PENAL CODE
502 Computer crimes, remedies
632 Eavesdropping on or recording confidential communications
VEHICLE CODE
23123 Wireless telephones in vehicles
23123.5 Mobile communication devices; text messaging while driving
23125 Wireless telephones in school buses
UNITED STATES CODE, TITLE 20
6751-6777 Enhancing Education Through Technology Act, Title II, Part D, especially:
6777 Internet safety
UNITED STATES CODE, TITLE 47
254 Universal service discounts (E-rate)
CODE OF FEDERAL REGULATIONS, TITLE 47
54.520 Internet safety policy and technology protection measures, E-rate discounts
COURT DECISIONS
City of Ontario v. Quon et al. (2010) 000 U.S. 08-1332

Management Resources:
WEB SITES
CSBA: http://www.csba.org
American Library Association: http://www.ala.org
California Department of Education: http://www.cde.ca.gov

(7/01 7/07) 7/15
REQUESTED ACTION: Adopt Board Policy 4000, Personnel – Concepts, Roles and Organization of Personnel Policies, as part of the District's efforts to update and organize policies designed to ensure a supportive and positive climate that is consistent with collective bargaining agreements and in conformance with state and federal laws and regulations.

BACKGROUND: This introductory policy is intended to clarify the organization of the District’s personnel policies by clearly outlining which series apply to which employee classification. The policy also outlines the different operations and oversight roles of the Board and the Superintendent related to the District's personnel system.
San Francisco Unified School District
Board Policy
Concepts, Roles and Organization of Personnel Policies

BP 4000
Personnel

The Governing Board recognizes that the success of district students and programs hinges on effective personnel. The Board desires to establish safe and supportive working conditions that will attract and retain staff members who are highly qualified and dedicated to the education and welfare of students. The district's personnel policies and related regulations shall be designed to ensure a supportive, positive climate and shall be consistent with collective bargaining agreements and in conformance with state and federal law and regulations.

Organization of Personnel Policies

The San Francisco Unified School District employs almost 8000 employees in a complex urban environment. The District has collective bargaining agreements with sixteen public employee representatives who represent both certificated and classified employees. In addition, with the exception of classified employees in the United Support Personnel unit, classified employees of the District are members of the merit system for the City and County of San Francisco ("Civil Service"). The district’s personnel policies are organized by employee classification as follows:

4000 Series: applicable to all employees
4100 Series: applicable to all represented certificated employees
4200 Series: applicable to all represented classified employees and unrepresented confidential employees
4300 Series: applicable to all certificated and classified unrepresented supervisory and management employees.

Collective Bargaining

As the legal representative of the district in negotiations with employee representatives, the Board shall set goals and guidelines for collective bargaining, maintain communications during the bargaining process, and adopt the negotiated contract. Terms and conditions of employment which have been negotiated and stated in employee contracts shall have the force of policy.

Operations and Oversight

The Board shall hear employee complaints and appeals when such hearings are in accordance with Board policy or negotiated agreements. The Board shall also adopt wage and salary schedules and shall commit budget funds for staff development so that staff members may continue developing their skills.
The Superintendent has primary responsibility for overseeing the district's personnel system. To support this effort, the Board shall approve a framework for sound hiring practices. The Superintendent shall nominate all personnel for employment, and the Board shall approve only those persons so recommended. Individuals who approach Board members regarding prospective employment shall be referred to the Superintendent or designee.

The Superintendent or designee shall assign and supervise the work of all employees and shall evaluate their work in accordance with effective accountability systems approved by the Board. The Superintendent or designee also shall recommend disciplinary action which the Board may take against employees when warranted pursuant to Board policy, administrative regulations and/or state or federal law.

The Board recognizes that every employee has a stake in the district's successful operation and encourages all district employees to express their ideas, concerns and proposals related to the improvement of working conditions and the total educational program.

Legal Reference:
EDUCATION CODE
35020 Duties of employees fixed by governing board
35035 Powers and duties of superintendent
35160 Powers of governing board
GOVERNMENT CODE
3540-3549.3 Public education employer-employee relations
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

SPECIAL ORDER OF BUSINESS
Regular Board Meeting of February 23, 2016

SUBJECT: MATERIAL REVISION to the CREATIVE ARTS CHARTER SCHOOL CHARTER PETITION to ESTABLISH CERTAIN ADMISSIONS PREFERENCES

Requested Action:
That the Board of Education of the San Francisco Unified School District ("District") approve a Material Revision to the Creative Arts Charter School Petition to establish certain admissions preferences.

Background
Creative Arts Charter School is seeking material revisions to their SFUSD-authorized K-8 school petition that would establish an admissions preference for students that qualify for Free and Reduced Priced Meals (FRL):

Pursuant to Education Code sections 47605 and 47607, the authorizing District shall review and act upon material revisions to charter school petitions.

The Revision would establish that, in the case a public random drawing is required, the following preferences would be observed:

1. Siblings of current students who reside within the District and children of employees who reside within the District.
2. Students who would qualify for Free or Reduced Lunch (FRL) AND live in the public school attendance area of the Charter (in this case, Rosa Parks Elementary School)
3. Students who would qualify for FRL and are residents of SFUSD.
4. Residents of the San Francisco Unified School District
5. Siblings of current students who reside outside the District and children of employees who reside outside the District.
6. Students who would qualify for FRL and live outside the District.

Approval will amend section “H. Admission Requirements” of the Creative Arts charter petition as outlined in the attachment to this Special Order of Business.

Submitted by:

Michael Davis
Director, Policy and Planning

Approved by:

Richard A. Carranza
Superintendent of Schools

Special Order of Business
2/23/2016
H. Admission Requirements

--Education Code Section 47605(b)(5)(H)

CACS shall admit all pupils who wish to attend the Charter School. Admission will be for children whose ages meet the current Education Code requirements. In accordance with Education Code Section 47605(d)(2)(B), admission shall be determined by public random drawing when the demand exceeds the space available.

CACS will actively recruit a diverse student population from San Francisco who support the school's mission and are committed to the school's instructional and operational philosophy. Before children enter the school, their family must be invited to learn the nature of this school. A copy of the charter will be available on the CACS website with a printed copy in the business office. An application signed by the parent/guardian and verifying documentation will be necessary to process the student through the school's admissions procedures and must be submitted. No other admission requirements will be made upon families. Waiting lists will be kept for each academic year, open to public inspection.

Admission to CACS shall not be determined according to the place of residence of the pupil, or of his or her parent or guardian, within this state, except that it shall adopt and maintain a policy giving admission preference to pupils who reside within the City and County of San Francisco in accordance with Education Code Section 47605(d)(2)(B). In addition, when the number of applicants exceeds capacity, CACS will hold a public random drawing to determine admission for the impacted grade level, with the exception of existing students, who are guaranteed admission in the following school year. Admission preferences in the case of a public random drawing will be granted to students according to the following order:

1. Children of staff

1. Siblings of current students who reside within the District and children of employees who reside within the District.

2. Siblings of current students

2. Students who would qualify for Free or Reduced Lunch (FRL) AND live in the public school attendance area of the Charter (in this case, Rosa Parks Elementary School)

3. Students who would qualify for FRL and are residents of SFUSD.
4. Residents of the San Francisco Unified School District

5. Siblings of current students who reside outside the District and children of employees who reside outside the District.

6. Students who would qualify for FRL and live outside the District.

At the conclusion of the public random drawing, all students who were not granted admission due to capacity shall be put onto a waitlist according to their draw in the lottery. This waitlist will allow students the option of enrollment in the case of an opening during the current school year. In no circumstance will a waitlist carry over to the following school year.

Public random drawing rules, deadlines, dates and times will be communicated in the application form and on the CACS website. Public notice for the date and time of the public random drawing will be posted once the application deadline has passed. CACS will also inform parents of all applicants and all interested parties of the rules to be followed during the public random drawing process via mail or email prior to the lottery date.

CACS is non-sectarian in its programs, admissions policies, employment practices, and all other operations, does not charge tuition, and does not discriminate on the basis of race, ethnicity, national origin, sexual orientation, gender, gender expression, gender identity, disability, or upon any of the characteristics listed in Education Code Section 220.
Subject: Resolution No.

Encouraging Students to Exercise Their Voting Rights
- Commissioners Sandra Lee Fewer and Rachel Norton

WHEREAS: The “right to vote” is mentioned five times in the Constitution, more times than freedom of speech, or freedom of religion, or even the right to bear arms; and

WHEREAS: The Voting Rights Act of 1965 was a landmark piece of legislation that sought to eliminate racial discrimination in voting laws and procedures; and

WHEREAS: The Supreme Court in 2013 invalidated key parts of the Voting Rights Act of 1965, freeing states to impose stricter rules for voter registration and voting procedures; and

WHEREAS: Voter turnout, while highest in Presidential elections, represents a fraction of potentially eligible voters in any given election year; and

WHEREAS: The United States is unusual among democracies in requiring citizens to register in order to be eligible to vote, according to a 2009 report by the Brennan Center for Justice at the New York University Center for Law; and

WHEREAS: The California Secretary of State says that in order to be eligible to vote, a person must be:

- A United States citizen,
- A resident of California,
- 18 years of age or older on Election Day,
- Not found mentally incompetent by a court of law, and
- Not currently imprisoned or on parole for the conviction of a felony; and

WHEREAS: Young people, people of color, and low-income people are least likely to vote based on national studies of voter turnout; and

WHEREAS: Studies of voting behavior have consistently found that voting is a habit -- once a person starts voting he or she is likely to continue voting regularly; and

WHEREAS: A 2009 study by Dr. Michael McDonald of George Mason University examined of voter pre-registration programs in Hawaii and Florida and found that pre-registration, when combined with civic education, had positive long-term effects on the young people’s voting behavior; and
WHEREAS: California Election Code section 2102(2)(d) allows youth as young as 16 to pre-register to vote; and

WHEREAS: A pending Charter Amendment proposal by Supervisor John Avalos proposes to lower the voting age in San Francisco City elections to 16; and

WHEREAS: Every student in 12th grade in the San Francisco Unified School District enrolls in a one-semester American Democracy course.

THEREFORE BE IT RESOLVED: That the Board of Education of the San Francisco Unified School District believes that encouraging its students to become voters is a key strategy to increasing civic engagement, voter education and voter turnout; and

FURTHER BE IT RESOLVED: That the Board of Education of the San Francisco Unified School District requests that the Superintendent of Schools ensure that every American Democracy course offer a lesson on the requirements and process for registering to vote, which includes instruction on the requirements and process for pre-registration of students as young as 16 in accordance with California law, and which offers the necessary forms for voter registration or pre-registration, with information on where to return such forms; and

BE IT FURTHER RESOLVED: The School District will partner with the County Registrar of Voters to develop information sheets outlining the legal requirements for voter registration and pre-registration, and partner with nonpartisan organizations that can offer voter registration drives at high school campuses at least once annually; and

FURTHER BE IT RESOLVED: That the American Democracy course will include instruction on the platforms of political parties with significant (more than 5 percent) registration in San Francisco county and information on how to be an involved voter; and

BE IT FURTHER RESOLVED: That voter registration activities at school should be structured so that students who do not meet the voter eligibility criteria in California law may still participate in class work and activities without disclosing their eligibility status.

2/23/16
WHEREAS: High voter turnout and participation is the cornerstone of a healthy democracy; and

WHEREAS: We have historically low voter turnout in San Francisco, the state of California, and the nation as a whole, as demonstrated by a 45% turnout of registered San Francisco voters in the November 2015 municipal election, 53% in 2014, and a mere 29% registered voter turnout in the November 2013 municipal election; and

WHEREAS: The low rates of voter participation demand innovative and bold solutions; and

WHEREAS: Young voters 18-29 have the lowest turnout of any age group; and

WHEREAS: The population of voters skews both disproportionately older and whiter than the electorate as a whole; and

WHEREAS: In San Francisco, the average age of an elector is 45.8 and aging, projected to reach 47.6 by 2025; and

WHEREAS: Full or partial 16 and 17 year old voting has been instituted in more than 20 countries, including Argentina, Austria, Brazil, and Scotland, as well as in the United States in two Maryland cities, with significantly elevated levels of voter turnout among 16 and 17 year olds observed in Austria, Scotland, and Maryland; and

WHEREAS: In Scotland, voting rights for all national elections were extended to 16 and 17 year olds after they achieved an 85% participation rate in the 2014 Scottish referendum; and

WHEREAS: Studies show that 16 and 17 year olds have a higher turnout rate than older first time voters; and

WHEREAS: Research shows that voting is habitual and once someone casts their first vote, they will continue voting; and

WHEREAS: Research suggests that the earlier someone casts their first vote, the more likely they are to be a lifelong voter; and

WHEREAS: Age 16 is a better age to begin voting than age 18, as the transitions young people experience during their 18th year make it a difficult time to establish new voting habits; and

WHEREAS: 1 in 3 SFUSD students has an immigrant parent, and 16 and 17 year old voting could give households with immigrant parents a greater measure of influence in local elections; and
WHEREAS: The two San Francisco neighborhoods with the highest numbers of children under 18, Bayview and Visitacion Valley, also have the lowest voter turnout rates; and

WHEREAS: 16 and 17 year old voting would encourage dialogue about local political issues between teens and their parents and guardians, helping to nurture civic awareness in youth and families as a whole; and

WHEREAS: Research suggests that student voting has a “trickle up” effect, increasing voter turnout of parents, guardians and older household members; and

WHEREAS: At age 16, young people are embedded in their communities of origin, where they know and care about local issues, are enrolled in history and civics classes at school, and have the opportunity to have conversations at home and at school that support informed voting choices; and

WHEREAS: High schools are the ideal places to become acquainted with the history of struggle and responsibilities associated with the right to vote; and

WHEREAS: Lowering the voting age would give students an opportunity to more deeply engage with the civics and history curriculum offered in SFUSD high schools; and

WHEREAS: Most high school seniors will not turn 18 in time to participate in the November election; and

WHEREAS: Age 18 is a year of intense transitions for most young people, making it a challenging time to establish new voting habits, resulting in many young people postponing voting until their late twenties; and

WHEREAS: Giving students the chance to vote for the first time before leaving high school will make a major impact on how likely those students are to vote in the future and has the potential to shift the tide of low participation rates among young voters; and

WHEREAS: Research consistently demonstrates that 16 and 17 year olds have reached the level of intellectual development needed to vote and are as prepared to vote as adults; and

WHEREAS: 16 and 17 year olds can work without limitations on hours, drive cars, pay taxes, use public services, and are affected by government decisions; and

WHEREAS: The prospect of 16 and 17 year old voting has garnered wide support, including that of the SFUSD Student Advisory Council in the spring semester of 2015; and
WHEREAS: Assemblymember Lorena Gonzales introduced a state constitutional amendment this month that would allow 16 and 17 year old voting, beginning a conversation about the enfranchisement of 16 and 17 year olds on a state-level; and

WHEREAS: Efforts to include 16 and 17 year olds in municipal elections are underway in Berkeley, California, Richmond, California, and Washington D.C.; and

WHEREAS: 16 and 17 year old voting would further one of the goals of public education, which is the nurturing of informed and engaged citizens; and

WHEREAS: This body has an extraordinary impact on the lives of young people and ought to consider itself particularly accountable to their needs and concerns as constituents; and

WHEREAS: San Francisco’s immigrant communities deserve full inclusion in civic life, including the rights to participate in municipal elections; and

WHEREAS: The barring of non-citizen San Franciscans from voting poses administrative and ethical challenges to the school district’s goal of registering students to vote; and

WHEREAS: In a period of increasing attacks on voting rights nationwide, particularly directed at communities of color and young people, the act of lowering San Francisco’s voting age would be an important symbolic and practical intervention in the national conversation about political enfranchisement; and

WHEREAS: San Francisco has an historic opportunity to build on its long-standing commitment to participatory democracy by being the first major U.S. city to expand voting rights to 16 and 17 year olds.

THEREFORE BE IT RESOLVED: That the San Francisco Unified School District (SFUSD) supports the proposed Board of Supervisors legislation (Charter Amendment #:150267) which sets forth a proposal to voters to authorize 16 and 17-year olds to vote in municipal elections, including elections for the San Francisco Board of Education; and

FURTHER BE IT RESOLVED: That SFUSD commits to considering its role in the registration, education, and preparation of young voters, should the charter amendment be passed; and

BE IT FURTHER RESOLVED: That SFUSD urges the San Francisco Board of Supervisors to consider an amendment to Charter Amendment 150267 to include non-citizen 16 and 17 year olds in municipal elections.

2/23/16
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
Quarterly Report on Williams Uniform Complaints
California Education Code § 35186
2016

Form completed by: Kiki Williams  
Title: Director, Office of Equity

Quarterly Report Submission Date:  
☐ November (August – October)  
☒ February (November – January)  
☐ May (February – April)  
☐ August (May – July)

Date for information to be publicly reported at a governing board meeting: February 23, 2016

☐ No complaints were filed with any school in the district during the quarter indicated above.

☒ Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

<table>
<thead>
<tr>
<th>General Subject Area</th>
<th>Total # of Complaints</th>
<th># Resolved</th>
<th># Unresolved</th>
</tr>
</thead>
<tbody>
<tr>
<td>Textbooks and Instructional Materials</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Teacher Vacancy or Misassignment</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Facilities Conditions</td>
<td>63</td>
<td>62</td>
<td>1</td>
</tr>
<tr>
<td>TOTALS</td>
<td>63</td>
<td>62</td>
<td>1</td>
</tr>
</tbody>
</table>

Richard A. Carranza  
Superintendent of Schools
Field Trip Request Form

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

For Board Meeting of: February 23, 2016

Subject: Approval of Student Travel

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

<table>
<thead>
<tr>
<th>School: Yu, Alice Fong</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dates of the Educational Trip: March 18, 2016 - March 31, 2016</td>
</tr>
<tr>
<td>Educational Purpose of Trip: To provide our students a true &quot;immersion&quot; experience in China.</td>
</tr>
<tr>
<td>No. of Students Participating: 61</td>
</tr>
<tr>
<td>Length of Trip: 14 days</td>
</tr>
<tr>
<td>Destination(s): China</td>
</tr>
<tr>
<td>Names of SFUSD Employees Accompanying Students: Liana Szeto (Principal), Jessie Li (Teacher), Suzy Tom (Teacher), Karen Lee (Teacher), Raymond Jackson (Para Professional)</td>
</tr>
<tr>
<td>Source of Funding: students and parents AFY/PA and funds from fundraising activities</td>
</tr>
<tr>
<td>Student Selection Process: Satisfactory academic progress</td>
</tr>
<tr>
<td>Cost of Trip: $3000</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. (162-2311)
Field Trip Request Form
For Board Approval of Out-of-State and Foreign Country Travel

For Board Meeting of: February 23, 2016

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

School: Lincoln, Abraham High School

Dates of the Educational Trip: March 24-28, 2016

Oregon Shakespeare Festival provides drama students at ALHS an opportunity to explore the art of acting in a world renowned setting. They will reflect upon their own acting experiences through discussion & workshops.

Educational Purpose of Trip:

No. of Students Participating: 13
Length of Trip: 5 days

Destination(s): Oregon Shakespeare Festival, Ashland, Oregon

Names of SFUSD Employees: Ian Enriquez, Morgan Wallace, Scott Cox and Elaine Walenta

Accompanying Students:

Source of Funding: Drama Club fund-raising and PTSA grant

Cost of Trip: $8,000

Volunteer

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:

Susan Alcman
Site Administrator

Richard A. Caranza
Superintendent of Schools

Approved by:

[Signature]
Assistant Superintendent

Agenda Item
1b. (162-2312)
Field Trip Request Form

For Board Meeting of: February 23, 2016

Subject: Approval of Student Travel

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

<table>
<thead>
<tr>
<th>School: Lowell High School</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dates of the Educational Trip: March 26, 2016 - April 3, 2016</td>
</tr>
<tr>
<td>Educational Purpose of Trip: International Verona Choral Competition, Italy. Lowell Advanced Choir will get to perform for a panel of European adjudicators in a historical venue for an international audience.</td>
</tr>
<tr>
<td>No. of Students Participating: 39</td>
</tr>
<tr>
<td>Length of Trip: 9 Days</td>
</tr>
<tr>
<td>Destination(s): Verona, Italy</td>
</tr>
<tr>
<td>Names of SFUSD Employees Accompanying Students: Jason Chan, Carolyn Nickels</td>
</tr>
<tr>
<td>Source of Funding: Families, fundraisers, Lowell Alumni Association, PTSA</td>
</tr>
<tr>
<td>Student Selection Process: Advanced Choir students</td>
</tr>
<tr>
<td>Cost of Trip: $2560 per person</td>
</tr>
<tr>
<td>Cost to District: 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]

Assistant Superintendent

[Signature]

Superintendent of Schools

45
SUBJECT: BUDGET TRANSFERS FOR FISCAL YEAR 2015-2016

REQUESTED ACTION:
The Superintendent recommends changes to the FY 2015-16 Budget as adopted by the Board of Education on June 23, 2015. The budget is revised periodically as new information is received or when the assumptions on which the adopted budget was developed change. Administration recommends the following budget revisions as presented:

### UNRESTRICTED GENERAL FUNDS

<table>
<thead>
<tr>
<th>FUND: 01</th>
<th>RESOURCE: 00000</th>
<th>SCH / ORG: 150</th>
<th>PROGRAM MANAGER: Thomas Graven</th>
</tr>
</thead>
<tbody>
<tr>
<td>SCH/DEPT NAME:</td>
<td>SFCSD: Office of Pupil Services</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PROGRAM TITLE:</td>
<td>Unrestricted Resources</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FROM:</td>
<td>2910 - Other Classified</td>
<td>$36,251.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>3x02s - Classified Benefits</td>
<td>$13,861.12</td>
<td></td>
</tr>
<tr>
<td>TO:</td>
<td>4313 - Supplies</td>
<td>$112.12</td>
<td></td>
</tr>
<tr>
<td></td>
<td>5803 - Consultant Fees</td>
<td>$50,000.00</td>
<td></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 R10 position since an employee retired. Funds will be used to fund consultant fees to mail truancy notices to the parents/guardians of truant students. Funds will also be used to purchase supplies.

### RESTRICTED GENERAL FUNDS

<table>
<thead>
<tr>
<th>FUND: 01</th>
<th>RESOURCE: 41243</th>
<th>SCH / ORG: 153</th>
<th>PROGRAM MANAGER: Mele Lau Smith</th>
</tr>
</thead>
<tbody>
<tr>
<td>SCH/DEPT NAME:</td>
<td>Student, Family and Community Support Department</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PROGRAM TITLE:</td>
<td>21st Century Family Literacy</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FROM:</td>
<td>4313 - Supplies</td>
<td>$6,536.47</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6490 - Capitalized Equipment</td>
<td>$9,799.59</td>
<td></td>
</tr>
<tr>
<td>TO:</td>
<td>5803 - Consultant Fees</td>
<td>$16,336.00</td>
<td></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 surplus in supplies and capitalized equipment. Funds will be used to support the OFACE Program.
<table>
<thead>
<tr>
<th>FUND: 01</th>
<th>RESOURCE: 58172</th>
<th>SCH / ORG: 152</th>
<th>PROGRAM MANAGER: Andi Hilinski</th>
</tr>
</thead>
<tbody>
<tr>
<td>SCH/DEPT NAME:</td>
<td>School Health Program</td>
<td>PROGRAM TITLE:</td>
<td>Student, Family and Community Support Department: Project Prevent</td>
</tr>
<tr>
<td>FROM:</td>
<td>1309 - Other Certificated Administrative Salaries</td>
<td>$11,730.54</td>
<td></td>
</tr>
<tr>
<td></td>
<td>3x01s - Certificated Benefits</td>
<td>$2,812.95</td>
<td></td>
</tr>
<tr>
<td></td>
<td>5202 - Travel &amp; Conferences</td>
<td>$942.03</td>
<td></td>
</tr>
<tr>
<td></td>
<td>5803 - Consultant Fees</td>
<td>$24,501.00</td>
<td></td>
</tr>
<tr>
<td>TO:</td>
<td>1105 - Certificated Hourly</td>
<td>$4,252.40</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1108 - Other Duties Stipend</td>
<td>$28,000.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>3x01s - Certificated Benefits</td>
<td>$7,734.12</td>
<td></td>
</tr>
<tr>
<td>EXPLANATION:</td>
<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 surplus in an unfilled Program Administrator position. Funds will be used for certificated hourly and other duties stipends.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FUND: 01</th>
<th>RESOURCE: 90531</th>
<th>SCH / ORG: 190</th>
<th>PROGRAM MANAGER: James Ryan</th>
</tr>
</thead>
<tbody>
<tr>
<td>SCH/DEPT NAME:</td>
<td>C &amp; I: STEM</td>
<td>PROGRAM TITLE:</td>
<td>PEEF: Science, Technology, Engineering and Mathematics Equity Fund</td>
</tr>
<tr>
<td>FROM:</td>
<td>1102 - Substitute Teachers Salaries</td>
<td>$54,500.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>3x01s - Certificated Benefits</td>
<td>$26,708.75</td>
<td></td>
</tr>
<tr>
<td>TO:</td>
<td>5803 - Consultant Fees</td>
<td>$24,300.08</td>
<td></td>
</tr>
<tr>
<td>EXPLANATION:</td>
<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 surplus in a substitute teacher salary. Funds will be used for consultant fees with The California Academy of Sciences.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FUND: 01</th>
<th>RESOURCE: 90536</th>
<th>SCH / ORG: 190</th>
<th>PROGRAM MANAGER: James Ryan</th>
</tr>
</thead>
<tbody>
<tr>
<td>SCH/DEPT NAME:</td>
<td>C &amp; I: STEM</td>
<td>PROGRAM TITLE:</td>
<td>PEEF: Science, Technology, Engineering and Mathematics Academic Support</td>
</tr>
<tr>
<td>FROM:</td>
<td>5850 - Printing/Engraving-Outside Vendor</td>
<td>$49,999.99</td>
<td></td>
</tr>
<tr>
<td>TO:</td>
<td>1102 - Substitute Teachers Salaries</td>
<td>$40,329.08</td>
<td></td>
</tr>
<tr>
<td></td>
<td>3x01s - Certificated Benefits</td>
<td>$9,670.91</td>
<td></td>
</tr>
<tr>
<td>EXPLANATION:</td>
<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 surplus in printing/engraving. Funds will be used for Science, Math and Ed Tech substitutes needed for professional development.</td>
</tr>
</tbody>
</table>

Agenda Item
2a. (162-23B1)
<table>
<thead>
<tr>
<th>Fund</th>
<th>Resource</th>
<th>SCH/ORG</th>
<th>Program Manager</th>
<th>Description</th>
</tr>
</thead>
</table>
| 01   | 90591    | 195     | Daisy Santos   | **5**
|      |          |         |                | SCH/DEPT NAME: C & I: Humanities
|      |          |         |                | PROGRAM TITLE: PEEF: Academic Support and Coaching
|      |          |         |                | FROM: 5890 - Other Services & Other Expense $43,000.00
|      |          |         |                | TO: 4490 - Non Capitalized Equipment $43,000.00
|      |          |         |                | EXPLANATION:
The transfer of these accounts is needed in order to implement and/or realign program needs. Availability of funds is due to an anticipated surplus in other services and other expenses. Funds will be used to purchase technical equipment for Ethnic Studies classes. |
| 01   | 93005    | 838     | Wendy Cheung   | **6**
|      |          |         |                | SCH/DEPT NAME: Star King Elementary
|      |          |         |                | PROGRAM TITLE: Discretionary Funds
|      |          |         |                | FROM: 4399 - Materials & Supplies - Gross $43,766.58
|      |          |         |                | TO: 2101 - Inst'rtional Aides - Permanent $30,425.75
|      |          |         |                | 3002s - Classified Benefits $13,340.81
|      |          |         |                | EXPLANATION:
The transfer of these accounts is needed in order to implement and/or realign program needs. Availability of funds is due to an anticipated surplus in materials and supplies. Funds will be used to pay for a 0.8125 FTE instructional aide position. |
| 01   | 93006    | 569     | William Vroegh | **7**
|      |          |         |                | SCH/DEPT NAME: George Peabody Elementary
|      |          |         |                | PROGRAM TITLE: PTA Trust
|      |          |         |                | FROM: 5803 - Consultant Fees $15,791.00
|      |          |         |                | TO: 1102 - Substitute Teachers Salaries $12,736.73
|      |          |         |                | 3001s - Certificated Benefits $3,054.27
|      |          |         |                | EXPLANATION:
The transfer of these accounts is needed in order to implement and/or realign program needs. Availability of funds is due to an anticipated surplus in consultant fees. Funds will be used for substitute teachers salaries. |
### 8. FUND: 05 RESOURCE: 33120 SCH / ORG: 056 PROGRAM MANAGER: Sherry Jackson

<table>
<thead>
<tr>
<th>SCH/DEPT NAME:</th>
<th>Special Education Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>PROGRAM TITLE:</td>
<td>Special Education - Idea Local Assisst EIS</td>
</tr>
<tr>
<td>FROM:</td>
<td>1101 - Classroom Teachers Salaries $35,330.41</td>
</tr>
<tr>
<td></td>
<td>3x01s - Certificated Benefits $13,039.73</td>
</tr>
<tr>
<td>TO:</td>
<td>2402 - Tech, Clerk, Office Salary $21,500.00</td>
</tr>
<tr>
<td></td>
<td>3x02s - Classified Benefits $7,948.49</td>
</tr>
<tr>
<td></td>
<td>5803 - Consultant Fees $16,212.14</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 surplus in a closed classroom teachers salary position. Funds will be used to cover a shortage of funds in a senior clerk and senior statistician position for the remainder of fiscal year 2015-2016.

---


<table>
<thead>
<tr>
<th>SCH/DEPT NAME:</th>
<th>Early Education Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>PROGRAM TITLE:</td>
<td>Early Education Department NOFA 609 Award</td>
</tr>
<tr>
<td>FROM:</td>
<td>1102 - Substitute Teachers Salaries $10,000.00</td>
</tr>
<tr>
<td></td>
<td>3x01s - Certificated Benefits $2,998.00</td>
</tr>
<tr>
<td></td>
<td>4313 - Supplies $136,602.00</td>
</tr>
<tr>
<td></td>
<td>5803 - Consultant Fees $50,000.00</td>
</tr>
<tr>
<td>TO:</td>
<td>Various Object Codes $199,000.00</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 surplus in substitute teacher salary, supplies and consultant fees. Funds will be allocated to sites thru an application process. The object codes will vary depending on what the sites identify what the funding will be used for. It could be used to purchase instructional supplies, supplies, equipment, hire consultant, release staff to attend Professional Development and attend conferences.

---

Submitted by: Thu Quang  
Executive Director of Budget Services

Approved by: Reeta Madhavan  
Chief Financial Officer
SUBJECT: APPROVAL OF THE SAN FRANCISCO UNIFIED SCHOOL DISTRICT MEMORANDA OF UNDERSTANDING (MOU) WITH COMMUNITY BASED ORGANIZATIONS

ON BEHALF OF: STUDENT, FAMILY AND COMMUNITY SUPPORT DEPARTMENT

REQUESTED ACTION:

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

BACKGROUND:

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

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

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

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

Submitted by:

Kevin Truitt
Chief, Student, Family, and Community Support Division

Approved by:

Richard A. Carranza
Superintendent of Schools
<table>
<thead>
<tr>
<th>Ref. #</th>
<th>Community Organization, Agency or Service Provider</th>
<th>Program Name (if applicable)</th>
<th>Description of Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Access Institute</td>
<td></td>
<td>Provide psychotherapy and consultation services to students, families and staff at participating sites, during the day and after school.</td>
</tr>
<tr>
<td>2</td>
<td>City Surf Project</td>
<td></td>
<td>Provide swimming and surfing instruction, as well as science instruction on surfing, waves and weather, to participating high school students.</td>
</tr>
</tbody>
</table>
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

Regular Board Meeting of February 23, 2016

Subject: Authorization to Enter Into an Affiliation Agreement/Memorandum of Understanding between the Marriage and Family Therapy Interns (registered with the California Board of Behavioral Sciences) listed below and the San Francisco Unified School District

Requested Action:

That the Board of Education of the San Francisco Unified School District (SFUSD) authorizes the Superintendent and/or his designee to enter into an Affiliation Agreement/MOU with each of the Marriage and Family Therapist Interns listed below, who provide school-based mental health services in SFUSD under the supervision of credentialed and licensed social workers employees.

There is no fiscal impact on the District from this agreement. This agreement is for fiscal years 2015-2016.

Akin, Brad
Ali, Sharif
Bruett, Tom
Dinh, Yen
Hansen, Vivi-Ann
Hendren, Christian
Hendrick, Lauren
Hong, Mimi
Horowitz, Lisa
Ison, Saskia
Kuhn, Roger
Liu, Karen
Low, Selina
McLafferty, Mike
Martin, Nilay
Pong-Der, Kelly
Steinmetz, Liana
Van Auken, Peter
Virgo, Jodee
Warda, Anne

Background:

Post-graduate Marriage and Family Therapy Interns are required by the California Board of Behavioral Sciences to provide supervised mental health services to children as a prerequisite for licensure.

SFUSD’s Student Intervention Team consists of 4 licensed clinicians who coordinate and supervise all SFUSD mental health interns providing services at schools in collaboration with school-based SFUSD social workers.

Marriage and Family Therapy Interns (listed above) will provide the following school-based mental health services (with appropriate consents): 1) individual counseling; 2) group counseling; 3) teacher consultation; 4) case management.

Submitted by:
Kim Coates
Executive Director
School Health Programs

Approved by:
Richard A. Carranza
Superintendent of Schools

Agenda Item
2c. (162-23B3)
MONTHLY REPORT TO THE BOARD OF EDUCATION

(For Board Meeting of February 23, 2016)

SUBJECT: AUTHORIZATION TO DECLARE OBSOLETE COMPUTER MONITORS, OTHER COMPUTER RELATED ACCESSORIES, FURNITURE, FIXTURES, EQUIPMENT INCLUDING CAFETERIA EQUIPMENT, INSTRUCTIONAL MATERIALS AND OTHER MISCELLANEOUS ITEMS AS SURPLUS PROPERTY

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

BACKGROUND:
Site Administrators have identified furniture, fixtures, equipment and instructional materials that are either surplus or broken and unusable items and have requested the District Warehouse to remove them from their individual locations.

District Warehouse staff will transport all functional furniture and equipment from the various sites to the District Warehouse at Selby Street. All furniture and equipment determined to be in suitable condition will be reused in other classrooms to provide a consistency of desks and seating when replacing school furniture and equipment.

The attached listing of estimated furniture, fixtures, equipment and instructional materials are deemed to be surplus items. All items determined to no longer hold any value for replacement parts and/or is beyond economic repair will be disposed of in accordance with Education Code provisions and in the most cost effective manner.

The Board of Education has the authority under Sections 17545-17555 and Section 60510-60530 of the Education Code to sell, auction, donate or otherwise dispose of the District furniture, fixtures, equipment and instructional materials that are unusable, obsolete or no longer needed for District use.

Submitted by:  
Susan Chan for Rod Sarmiento  
Director, Purchasing & Warehouse

Approved by:  
Reeta Madhavan  
Chief Financial Officer
## San Francisco Unified School District
### PURCHASING DEPARTMENT
#### ESTIMATE OF SURPLUS INVENTORY
##### FEBRUARY 23, 2016
###### BOARD MEETING

<table>
<thead>
<tr>
<th>SCHOOL/SITE NAME</th>
<th>ITEM DESCRIPTION</th>
<th>ESTIMATED QUANTITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chinese Education Center</td>
<td>Cabinets</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Drawer</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Facsimile Machine</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Typewriter</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Speaker</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Remote Controls</td>
<td>1 Box</td>
</tr>
<tr>
<td></td>
<td>Computer Cables</td>
<td>1 Box</td>
</tr>
<tr>
<td></td>
<td>Headphones</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td>CD Player</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Computers</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>Recharging Cart</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Chairs</td>
<td>10</td>
</tr>
<tr>
<td>Chinese Immersion School</td>
<td>Textbooks - no longer adopted</td>
<td>30 Boxes</td>
</tr>
<tr>
<td>(Approved by Textbooks Office)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Civic Center Secondary School</td>
<td>File Cabinets</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Chairs</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>Laminator</td>
<td>1</td>
</tr>
<tr>
<td>Early Education Department</td>
<td>Computers</td>
<td>3</td>
</tr>
<tr>
<td>Francisco Middle School</td>
<td>Textbooks - no longer adopted</td>
<td>4 Boxes</td>
</tr>
<tr>
<td>(Approved by Textbooks Office)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Herbert Hoover Middle School</td>
<td>Pallets</td>
<td>11</td>
</tr>
<tr>
<td></td>
<td>Chair</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>TV Monitor</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Chairs</td>
<td>6</td>
</tr>
<tr>
<td>Human Resources</td>
<td>File Cabinets</td>
<td>8</td>
</tr>
<tr>
<td></td>
<td>Cabinet</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Table</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Office Chairs</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>Facsimile Machine</td>
<td>1</td>
</tr>
<tr>
<td>June Jordan School for Equity</td>
<td>Printers</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Facsimile Machine</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Computer Speakers</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>Computers</td>
<td>5</td>
</tr>
<tr>
<td></td>
<td>Keyboards</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Chairs</td>
<td>2</td>
</tr>
<tr>
<td>Gordon J. Lau Elementary School</td>
<td>Computers</td>
<td>14</td>
</tr>
<tr>
<td></td>
<td>Monitors</td>
<td>5</td>
</tr>
<tr>
<td></td>
<td>Document Camera</td>
<td>1</td>
</tr>
</tbody>
</table>

Agenda Item
2d. (162-23B4)

Surplus Inventory Estimates for February 23, 2016 Board Meeting
### Gordon J. Lau Elementary School (continued)

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Projectors</td>
<td>2</td>
</tr>
<tr>
<td>Printers</td>
<td>3</td>
</tr>
<tr>
<td>Scanner</td>
<td>1</td>
</tr>
<tr>
<td>Facsimile Machine</td>
<td>1</td>
</tr>
<tr>
<td>Base Station</td>
<td>1</td>
</tr>
</tbody>
</table>

### James Lick Middle School

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tables</td>
<td>5</td>
</tr>
<tr>
<td>Display Case</td>
<td>1</td>
</tr>
<tr>
<td>Student Chairs</td>
<td>12</td>
</tr>
<tr>
<td>Desk/Chairs</td>
<td>5</td>
</tr>
<tr>
<td>Piano</td>
<td>1</td>
</tr>
</tbody>
</table>

(Approved by Textbooks Office) Textbooks - no longer adopted 11 Boxes

### Abraham Lincoln High School

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Desks</td>
<td>10</td>
</tr>
<tr>
<td>Chairs</td>
<td>30</td>
</tr>
<tr>
<td>Teacher's Desks</td>
<td>5</td>
</tr>
<tr>
<td>Cabinets</td>
<td>10</td>
</tr>
<tr>
<td>Stools</td>
<td>40</td>
</tr>
</tbody>
</table>

### Mission High School

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Projectors</td>
<td>5</td>
</tr>
<tr>
<td>Speaker</td>
<td>1</td>
</tr>
<tr>
<td>Television</td>
<td>1</td>
</tr>
<tr>
<td>Printer</td>
<td>1</td>
</tr>
<tr>
<td>Typewriter</td>
<td>1</td>
</tr>
<tr>
<td>Computer</td>
<td>1</td>
</tr>
<tr>
<td>Desk/Chairs</td>
<td>35</td>
</tr>
<tr>
<td>File Cabinets</td>
<td>4</td>
</tr>
<tr>
<td>Chairs</td>
<td>11</td>
</tr>
<tr>
<td>Tables</td>
<td>35</td>
</tr>
<tr>
<td>Desks</td>
<td>3</td>
</tr>
</tbody>
</table>

### Office of Professional Learning & Leadership

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Computers</td>
<td>2</td>
</tr>
<tr>
<td>Facsimile Machine</td>
<td>1</td>
</tr>
</tbody>
</table>

### Rosa Parks Elementary School

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Computers</td>
<td>18</td>
</tr>
<tr>
<td>Printers</td>
<td>4</td>
</tr>
<tr>
<td>Speakers</td>
<td>17</td>
</tr>
<tr>
<td>Scanner</td>
<td>1</td>
</tr>
<tr>
<td>Stereo</td>
<td>1</td>
</tr>
<tr>
<td>Assorted Wires, Cables, audio phones</td>
<td>1 Box</td>
</tr>
</tbody>
</table>

### Public Outreach & Communications

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monitor</td>
<td>1</td>
</tr>
</tbody>
</table>

### Purchasing Department

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Printer</td>
<td>1</td>
</tr>
</tbody>
</table>

### Robert L Stevenson Elementary School

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Chairs</td>
<td>25</td>
</tr>
</tbody>
</table>
San Francisco Unified School District  
PURCHASING DEPARTMENT  
ESTIMATE OF SURPLUS INVENTORY  
FEBRUARY 23, 2016  
BOARD MEETING

<table>
<thead>
<tr>
<th>School</th>
<th>Computers</th>
<th>Printers</th>
<th>Televisions</th>
<th>Headphones</th>
<th>Overhead Projector</th>
<th>Cassette Recorder</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sutro Elementary</td>
<td>9</td>
<td>3</td>
<td>3</td>
<td>20</td>
<td>1</td>
<td>1</td>
</tr>
</tbody>
</table>
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California
Board Meeting of February 23, 2016

SUBJECT: Authorization for the award of bids, purchase of and encumbrance for supplies, equipment and/or services over $87,800 or the statutory limit specified in Public Contract Code Section 20111.

REQUESTED ACTION: That the Board of Education authorize the procurement of supplies, equipment, and/or services summarized below.

<table>
<thead>
<tr>
<th>NUMBER</th>
<th>SCHOOL/DEPARTMENT</th>
<th>DESCRIPTION</th>
<th>VENDOR/MBE/WBE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transportation Department 01-07230-2016-0000-3600-5810-172 (Transportation-Home To School Funds)</td>
<td>Second amendment to modify and increase the encumbrance amount to the contract from original $26,688,405 to $27,838,993 for the transportation of students.</td>
<td>First Student, Inc. Publicly Held Corp. (Existing Contract)</td>
<td>$27,838,993</td>
<td></td>
</tr>
</tbody>
</table>

Term of Multi-Year Contract: 8/1/15 - 7/31/16 with possible extensions for a period or periods ending no later than July 31, 2020 enacted by written amendment to the contract pursuant to the terms set forth therein.

Approved Board Resolution: 2k. (156-23C2) & 21. (156-23B9)
Original Board Approval: 6/23/15

Original Encumbrance Amount: $26,688,405
Increase Encumbrance Amount: $1,150,588
Revised Total Amount: $27,838,993
**REQUISITION FOR PURCHASE ORDER**

<table>
<thead>
<tr>
<th>NUMBER</th>
<th>SCHOOL/DEPARTMENT</th>
<th>DESCRIPTION</th>
<th>VENDOR/MBE/WBE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>220-02-188</td>
<td>Information Technology Department</td>
<td>To pay for the purchase of Palo Alto Networks, Inc. (&quot;PAN&quot;) products and</td>
<td>Digital Scepter</td>
<td>$990,859</td>
</tr>
<tr>
<td></td>
<td></td>
<td>services through authorized reseller, Digital Scepter. Digital Scepter will</td>
<td>Non-MBE Non-WBE</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>provide SFUSD with PAN network hardware components and license subscriptions</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>including security threat prevention, content filtering, PAN &quot;Wildfire&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>service, and support. Digital Scepter will also provide managed services,</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>training, and will assist SFUSD during installation and configuration of</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>the firewall. This purchase is made per Public Contract Code section 10299,</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>under which school districts may, without further competitive bidding, use</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>contracts, master agreements, multiple award schedules, cooperative</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>agreements, or other types of agreements established by the State Dept.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>of General Services for use by school districts for the acquisition of</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>information technology, goods, and services. (Public Contract Code 10299)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>California Participating Addendum</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>(Contract) Number: 7-14-70-11, Palo Alto Networks, Inc. through Authorized</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Reseller Digital Scepter</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Utah WSCA-NASPO Master Price</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Agreement No. AR626</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Term: 02/24/2016 thru 02/23/2019</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Submitted by:  
Susan Chan for Rod Sarmiento  
Director of Purchasing & Warehouse

Approved by:  
Reeta Madhavan  
Chief Financial Officer

Agenda Item  
2e. (162-23C2)
MEMORANDUM

TO: Esther V. Casco
   Executive Assistant

FROM: Rod Sarmiento
   Director of Purchasing & Warehouse

SUBJECT: Representation of Minority and Woman Business
Enterprises (MBE/WBE) on purchases over $ 87,800.00
or the statutory limit specified in Public Contract Code Section 20111

A Minority Business Enterprise (MBE) is an independent and continuing business for profit, which performs a commercially useful function and which is owned and controlled by one or more minority persons residing in the United States or its territories. A Women-Owned Business Enterprise (WBE) is an independent and continuing business for profit, which performs a commercially useful function and which is owned and controlled by one or more women residing in the United States or its territories.

The MBE/WBE as they appear on the February 23, 2016 Board Agenda are as follows:

<table>
<thead>
<tr>
<th>NUMBER</th>
<th>VENDOR</th>
<th>TOTAL AMOUNT</th>
<th>MBE STATUS</th>
<th>WBE STATUS</th>
<th>STATUS</th>
</tr>
</thead>
<tbody>
<tr>
<td>220-02-188</td>
<td>First Student, Inc.</td>
<td>$27,838,993</td>
<td>N/A</td>
<td>N/A</td>
<td>Publicly Held Corp.</td>
</tr>
<tr>
<td></td>
<td>Digital Scepter</td>
<td>$990,859</td>
<td>Non-MBE</td>
<td>Non-WBE</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>TOTAL AMOUNT</th>
<th>*NON MBE/WBE</th>
<th>MBE/ WBE AMOUNT</th>
<th>MBE/ WBE %</th>
<th>MBE %</th>
<th>WBE %</th>
</tr>
</thead>
<tbody>
<tr>
<td>$28,829,852</td>
<td>$28,829,852</td>
<td>$0</td>
<td>0%</td>
<td>0%</td>
<td>0%</td>
</tr>
</tbody>
</table>

Purchases from government entities, publicly held corporations and sole sources are not included in this total.

Agenda Item
2e. (162-23C2)
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 Sensible Environmental Solutions, Inc. and the San Francisco Unified School District and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the modification on behalf of the District and encumber sufficient funds from the 2011 School Facility Safety Special Tax Fund.

2011 SCHOOL FACILITY SAFETY SPECIAL TAX FUND:
Appropriation 21-90362-2016-0000-8500-6212-11770 – Environmental Fees-Change Order

MODIFICATION OF CONTRACT:

<table>
<thead>
<tr>
<th>MOD. NO.</th>
<th>DESCRIPTION</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>JAMES DENMAN MIDDLE SCHOOL modify the existing contract with Sensible Environmental Solutions, Inc.</td>
<td>$54,895</td>
</tr>
</tbody>
</table>

BACKGROUND:
This contract was for environmental services for window replacement at James Denman MS. The scope of work included pre-design services for hazardous material abatement removal, working drawings review, survey data and site visits.

This modification is for additional services to provide construction support services for hazardous material abatement removal including submittal review, meetings, construction monitoring, and final report.

| Original contract amount (Resolution #159-29W14, September 29, 2015) | $14,290.00 |
| Previous approved modifications | $0 |
| Contract to be increased by this Modification #1 (amount not-to-exceed) | $54,895.00 |
| New Total Contract amount as modified | $69,185.00 |

Submitted by:
Yonko Radonov, Director
Facilities Design & Construction

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

Agenda Item
3a. 1 (162-23W1)
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 Arntz Builders, Inc. and the San Francisco Unified School District and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the modification on behalf of the District and encumber sufficient funds from the Capital Facilities Fund.

CAPITAL FACILITIES FUND:
Appropriation 25-00000-2016-0000-8500-6279-11655 – Construction-Change Order

MODIFICATION OF CONTRACT:

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>LOWELL HIGH SCHOOL</td>
<td>$85,362.08</td>
</tr>
</tbody>
</table>

modify the existing contract with Arntz Builders, Inc.

BACKGROUND:
This contract was for the new 12 classroom and 2 classroom buildings to replace the existing portable classrooms at Lowell HS. The scope of work included demolition of existing portable classrooms, associated site work to reconfigure the existing parking lot and landscaping including exterior lighting, improved circulation, underground utilities upgrade, and ADA access.

This modification is an added value to the project including unforeseen conditions such as the underground cement block removal, new water lines due to insufficient size, step footings to accommodate elevation changes, and concrete pump for solar light footing. Also, there are design changes including additional casework in classrooms, change tempered to laminated glass at exterior windows, change rebars at the retaining walls, new paper towel dispensers in classrooms sink units, additional bathroom cleanouts, credit for hazardous material abatement work not needed, and changes in distech controllers to meet energy codes.

Original contract amount (Resolution 153-10W16, March 10, 2015) $7,503,771.00
Previous approved modifications $177,273.79
Contract to be increased by this Modification #2 (amount not-to-exceed) $85,362.08
New Total Contract amount as modified $7,766,406.87

Submitted by:

Yonko Radonov, Director
Facilities Design & Construction

Recommended by:

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

Agenda Item
3a. 2 (162-23W2)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

Board Meeting 2/23/16

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

REQUESTED ACTION:
That the Board of Education approve this contract modification between Alten Construction, Inc. and the San Francisco Unified School District for an amount not to exceed $94,708.00 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of this contract modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:
Appropriation #21-90392-2016-0000-8500-6279-11504 – Phillip and Sala Burton High School Modernization

CONTRACT:

<table>
<thead>
<tr>
<th>Contract</th>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mod #17</td>
<td>Phillip and Sala Burton HS</td>
<td>$94,708.00</td>
</tr>
<tr>
<td>No. # 1773</td>
<td>Building Construction – Prop A 2011 Bond Program</td>
<td></td>
</tr>
</tbody>
</table>

BACKGROUND:
This contract is the modernization project at Burton High School as required by San Francisco Unified School District’s Proposition A 2011 Bond Program. The project will include work described as Base Bid and Additive Alternates 2a and 2b, and Allowances 1. Additive Alternate 1 and 3 will not be taken.

The base scope of work includes: hazardous materials abatement, exterior access ramps, new fire alarm system, new restrooms, seismic upgrades, new lighting, new flooring, new painting, new hardware, new elevator and other miscellaneous improvements.

This modification is for additional carpentry, mechanical, electrical, structural, and site work.

Original Contract: $25,602,000.00
Previous Approved Modifications (1-16): $2,880,299.00
This Modification #17: $94,708.00
Total contract as modified: $28,577,007.00
Total % of modification amounts to original contract amount: 11.62%

Submitted by:
Maureen Shelton
Director of Construction Management

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

Agenda Item
3a. 3 (162-23W3)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT  
San Francisco, California  
Board Meeting 02/23/16

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

REQUESTED ACTION:  
That the Board of Education approve this contract modification between Thompson Builders Corp (formerly West Bay Builders) and the San Francisco Unified School District for an amount not to exceed $50,700.00 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:  
Appropriation 21-90392-2016-0000-8500-6279-11499 – Daniel Webster ES

<table>
<thead>
<tr>
<th>CONTRACT</th>
<th>DESCRIPTION</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mod No. 4 to No. 1941</td>
<td>Daniel Webster ES Modernization</td>
<td>$50,700.00</td>
</tr>
</tbody>
</table>

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

Scope of work includes modernization of the existing building, building expansions, elevator, hazardous material abatement, site work and other miscellaneous improvements.

This modification includes demolition and PG&E work.

| Original contract amount | $10,089,000.00 |
| Previous Approved Modification(s) (No. 1-3) | $258,893.00 |
| Contract to be Increased by Modification No. 4 | $50,700.00 |
| New Total Contract Amount as Modified | $10,398,593.00 |

Total % of modification amounts to original contract amount 3.07%

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 Taber Construction and the San Francisco Unified School District for an amount not to exceed $145,239.00 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:

Appropriation 21-90392-2016-0000-8500-6279-11517 – Visitacion Valley MS Modernization

CONTRACT:

<table>
<thead>
<tr>
<th>Mod. #</th>
<th>DESCRIPTION</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>Visitacion Valley Middle School Modernization</td>
<td>$145,239.00</td>
</tr>
<tr>
<td></td>
<td>Building Construction – Prop A 2011 Bond Program</td>
<td></td>
</tr>
</tbody>
</table>

BACKGROUND:

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

The base scope of work includes modernization of the existing building, hazardous material abatement, site work and other miscellaneous improvements.

This modification includes costs for additional duct insulation, epoxy sinks in Science labs, installation of mechanical roof curbs, power for motorized shades and computer equipment and other miscellaneous changes.

<table>
<thead>
<tr>
<th>Original Contract Amount</th>
<th>$15,125,000.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Previous Approved Modifications (1-3)</td>
<td>$267,208.00</td>
</tr>
<tr>
<td>This Modification (4)</td>
<td>$145,239.00</td>
</tr>
<tr>
<td><strong>Total Contract Amount as Modified</strong></td>
<td><strong>$15,537,447.00</strong></td>
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<tr>
<td><strong>% of Modification</strong></td>
<td><strong>2.73%</strong></td>
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</tbody>
</table>

Submitted by:

Maureen Shelton
Director of Construction Management

Recommended by:

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

Agenda Item
3a. 5 (162-23W5)
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 JUV Inc. and the San Francisco Unified School District for an amount not to exceed $94,818.00 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:

Appropriation #21-90392-2016-0000-8500-6279-11510 – Ida B. Wells High School

CONTRACT:

<table>
<thead>
<tr>
<th>Mod. No.</th>
<th>DESCRIPTION</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>7 to 1865</td>
<td>Ida B Wells High School</td>
<td>$94,818.00</td>
</tr>
</tbody>
</table>

BACKGROUND:

This contract modification is for the various improvements scope of work at Ida B. Wells High School as required by San Francisco Unified School District's Proposition A 2011 Bond Program.

Scope of work includes seismic strengthening, fire-life safety improvements, hazardous material abatement, new lighting, accessible ramps and other miscellaneous improvements.

This modification includes costs for additional framing at ductwork, masonry repair at steel beam, additional repair costs for loose terra cotta molding, additional framing around columns and miscellaneous materials.

| Original Contract Amount | $11,888,000.00 |
| Previous Approved Modifications (#1-6) | $810,829.00 |
| This Modification (# 7) | $94,818.00 |
| **Total Contract Amount as Modified** | **$12,793,647.00** |
| % of Modification | 7.62% |

Submitted by:

Maureen Shelton
Director of Construction Management

Recommended by:

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

Agenda Item
3a. 6 (162-23W6)
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 (Arntz) and the San Francisco Unified School District for an amount not to exceed $242,660.00 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:

Appropriation 21-90392-2016-0000-8500-6279-11522 – McAtre Campus

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. Scope of work includes modernization of the existing building, ADA access, fire life safety, accessible ramps, hazardous material abatement, new lighting, site work and other miscellaneous improvements.

This modification includes additional plumbing, guardrail, mechanical, equipment tuning, abatement, electrical and carpentry, for a total of $254,761.00 and a credit of ($12,101.00) for ceiling revisions, resulting in a net total modification of $242,660.00.

<table>
<thead>
<tr>
<th>CONTRACT</th>
<th>DESCRIPTION</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mod No.6 to No. 1874</td>
<td>McAteer Campus Building Construction – Prop A 2011 Bond Program</td>
<td>$242,660.00</td>
</tr>
</tbody>
</table>

Original contract amount $26,845,211.00
Previous Approved Modification(s)(1-5) $1,037,202.00
Contract to be Increased by Modification #6 $242,660.00
New Total Contract Amount as Modified $28,125,073.00
Total % of modification amounts to original contract amount 4.77%

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 Arntz Builders, Inc. and the San Francisco Unified School District for an amount not to exceed $150,269.00 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:
Appropriation #21-90392-2016-0000-8500-6279-11503 – Gordon J. Lau ES

CONTRACT:
Mod 15 to No. # 1783
Gordon J. Lau ES/ Com. Stockton EES
Building Construction – Prop A 2011 Bond Program

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

This modification is for changes required for structural upgrades due to unforeseen conditions and additional ceilings and finishes.

<table>
<thead>
<tr>
<th>Original contract amount</th>
<th>Gordon J Lau</th>
<th>Con. Stockton</th>
<th>Total Contract</th>
</tr>
</thead>
<tbody>
<tr>
<td>$13,016,574.00</td>
<td>$600,00.00</td>
<td>$13,616,574.00</td>
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<tr>
<td>Previous Modifications (#1-14)</td>
<td>$2,198,785.00</td>
<td>$124,843.00</td>
<td>$2,323,628.00</td>
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<td>This modification # 15</td>
<td>$150,269.00</td>
<td>$724,843.00</td>
<td>$150,269.00</td>
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<tr>
<td><strong>Total contract as modified</strong></td>
<td><strong>$15,365,628.00</strong></td>
<td><strong>$16,090,471.00</strong></td>
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<td>Total % of modification to original contract</td>
<td>18%</td>
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</table>

Submitted by:
Maureen Shelton
Director of Construction Management

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

Agenda Item
3a. 8 (162-23W8)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

Board Meeting 02/23/2016

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 T.B. Penick & Sons, Inc. and the San Francisco Unified School District for an amount not to exceed $94,573.00 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:
Appropriation #21-90392-2016-0000-8500-6279-11524 – Visitacion Valley Elementary School

<table>
<thead>
<tr>
<th>CONTRACT:</th>
<th>DESCRIPTION</th>
<th>COST</th>
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<tbody>
<tr>
<td>Mod No.5 to No.1920</td>
<td>Visitacion Valley ES School Modernization Project</td>
<td>$94,573.00</td>
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<tr>
<td></td>
<td>Building Construction – Prop A 2011 Bond Program</td>
<td></td>
</tr>
</tbody>
</table>

BACKGROUND:
This contract is for the various improvement scope of work at Visitacion Valley Elementary School as required by San Francisco Unified School District's Proposition A 2011 Bond Program. The project will include work described as Base Bid, leading to the contract award of $8,138,300.00.

The Project will include modernization of the school building. Scope of work includes abatement of hazardous materials, ADA access and Fire Life Safety upgrades, new flooring, new interior and exterior painting, replacement of doors and frames, relocate janitorial closets and trash area, relocation of food service area and library, replacement of window shades, removal of existing portables, renovations to classrooms and office spaces, installation of surveillance cameras and motion detectors.

This modification is for changes due to unforeseen conditions and additional scope as requested by site.

| Original contract amount | $ 8,138,300.00 |
| Previous Approved Modification (#1-4) | $ 93,666.00 |
| Contract to be Increased by Modification No. 5 | $ 94,573.00 |
| New Total Contract Amount as Modified | $ 8,326,539.00 |
| Total % of modification amounts to original contract amount | 2.31% |

Submitted by: Maureen Shelton
Director of Construction Management

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

Agenda Item 3a. 9 (162-23W9)
SUBJECT:

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

REQUESTED ACTION:

That the Board of Education approve this modification to the Master Agreement between Sensible Environmental Solutions ("SES") and the San Francisco Unified School District for an amount not to exceed $22,377.50 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the Master Agreement modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:

Appropriation #21-90391-2016-0000-6500-6212-11050 – George Washington Carver ES

BACKGROUND:

This Master Agreement is for hazardous abatement design and monitoring services for various building improvement projects related to the passage of San Francisco Unified School District's Proposition A 2006 Bond Program. Individual service agreements are assigned to define scope, schedule, deliverables and exact cost for each project contract as needed for the duration of the Master Agreement, and originally included Lilienthal ES, Chinese Ed Center, Jefferson CDC, Rooftop ES, Mission ED Center/Kate Kennedy, and Jefferson ES. Subsequent modifications to the Master Agreement included hazmat material abatement design and monitoring services at Raphael Weill CDC, Sutro ES, Carver ES, San Miguel CDC, Burbank ES, Aptos MS, Downtown HS, Sunset ES, Sanchez ES, Stockton CDC, Lakeshore ES, Alice Fong Yu ES, Spring Valley ES, Burnett CDC, School Health Program, Wallenberg HS, Junipero Serra Annex and Mission CDC and pre-design inspection and development of hazardous materials abatement documents for boiler replacement at Lakeshore ES; and Hazardous Material Inspection, Design and Monitoring Services to support the Destructive Testing Project at Mission/Kate Kennedy; additional industrial hygienist services to provide Hazardous Materials Design + Monitoring at Sutro ES Window Replacement Project, and Monitoring at Lakeshore ES Window Replacement Project, and construction support services and analytical service to facilitate the Destructive Testing Project at Mission/Kate Kennedy.

This modification is for additional industrial hygienist services to provide Hazardous Materials Pre-Construction Meeting and Submittal Review, Inspection & Abatement Monitoring and Project Closeout for G.W. Carver ES Window Replacement Project.

<table>
<thead>
<tr>
<th>CONTRACT:</th>
<th>DESCRIPTION</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mod. No. 43 to Contract #01162</td>
<td>George Washington Carver ES Environmental IH Services – Prop A 2006 Bond Program</td>
<td>$22,377.50</td>
</tr>
</tbody>
</table>

| Original Contract Amount | $15,315.00 |
| Previous Approved Modifications (No. 1-42) | $2,743,742.40 |
| This Modification No. 43 (not-to-exceed) | $22,377.50 |
| Total Contract Value as modified | $2,781,434.90 |

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 02/23/16

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

REQUESTED ACTION:

That the Board of Education approve this modification between AECOM Technical Services Inc and the San Francisco Unified School District for an amount not to exceed $185,580.00 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. This is also to extend the duration of Contract through December 31, 2017.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:

| Appropriation #21-90392-2016-0000-8500-5803-11492 | $48,180.00 |
| Appropriation #21-90392-2016-0000-8500-5803-11575 | $79,000.00 |
| Appropriation #21-90392-2016-0000-8500-6216-311 | $58,400.00 |

CONTRACT:

No. 01466  
Mod #10  
Program Management support—Proposition A 2011 Bond Program  

$185,580.00

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 modification is for additional Project Management support services for Junipero Serra ES Phase 2 and El Dorado ES Modernization project. Additionally, planning and site assessment of additional forty (40) sites, and ongoing Procedures and Standards updates will be conducted under this Contract Amendment.

| Original Contract Amount | $4,265,835.00 |
| Previous Approved Modifications # 1- # 9 | $586,915.00 |
| Total Amount of Contract Through Modification # 9 | $4,852,750.00 |
| Contract to be increased by Modification # 10 | $185,580.00 |
| New Total Contract Amount as Modified | $5,038,330.00 |

Submitted by:  
Vaziuddin Chowdhury  
Director of Project Management

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

Agenda Item  
3a. 11 (162-23W11)
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 Ninyo & Moore and the San Francisco Unified School District for an amount not to exceed $ 53,850.00 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the Master Agreement modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:

<table>
<thead>
<tr>
<th>Appropriation</th>
<th>School</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>21-90392-2016-0000-8500-6280-11518</td>
<td>McCoppin Elementary School</td>
<td>$43,850.00</td>
</tr>
<tr>
<td>21-90392-2016-0000-8500-6280-11505</td>
<td>Roosevelt Middle School</td>
<td>$10,000.00</td>
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</table>

CONTRACT:

<table>
<thead>
<tr>
<th>Mod # 14 No. 1615</th>
<th>DESCRIPTION</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>MCCOPPIN ES MODERNIZATION AND ROOSEVELT MS BOILER REPLACEMENT</td>
<td>MATERIALS TESTING AND INSPECTION – PROP A 2011 BOND PROGRAM</td>
<td>$53,850.00</td>
</tr>
</tbody>
</table>

BACKGROUND:

This contract is for materials testing and inspection 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.

The consultant was selected pursuant to the District’s Request for Proposals process. Consolidated Engineering Laboratories, Construction Testing Services, Engeo Incorporated and Ninyo and Moore submitted proposals and all were deemed acceptable based on qualifications and experience.

This modification was for materials testing and inspection services at McCoppin Elementary School Modernization and Roosevelt Middle School Boiler Replacement projects to ensure compliance with plans & specifications and DSA requirements.

| Original Contract Amount | $ 6,482.00 |
| Previous Approved Modifications (1-13) | $ 302,581.61 |
| Contract to be increased by Modification # 14 | $ 53,850.00 |
| Total Contract Value as modified | $ 362,913.61 |

Submitted by: Waziuddin Chowdhury
Director of Project Management

Recommended by: David L. Gotchin, A.I.A.
Chief Facilities Officer
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

Board Meeting 2/23/16

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

REQUESTED ACTION:
That the Board of Education approve this contract between 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 LG SFP for Modernization Fund.

LG SFP FOR MODERNIZATION FUND:
Appropriation 35-77101-2016-0000-8500-6219-11756 – Architectural/Engineering Fees-Change Order

MODIFICATION OF CONTRACT:

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>GALILEO HIGH SCHOOL</td>
<td>$88,960</td>
</tr>
</tbody>
</table>

modify the existing contract with Bartos Architecture

BACKGROUND:
This contract was for architectural services for window replacement at the Gym G101, Gym G218 and Dance Studio G219 at Galileo HS. The scope of work involves assessment of existing window conditions, appropriate selection of new window system and design development drawings.

This modification is for additional architectural services to include the windows in the first floor of the Academic Building, rooms 101 to 106, facing Van Ness Avenue; deletion of old radiators; lighting installation in the gym. This modification will be incorporated in the construction documents, DSA permit and closeout.

Original contract amount (Resolution #151-27W10, January 27, 2015) $51,913.00
Previous approved modifications $33,462.00
Contract to be increased by this Modification #2 (amount not-to-exceed) $88,960.00
New Total Contract amount as modified $174,335.00

Submitted by:
Yonko Radonov, Director
Facilities Design & Construction

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

Agenda Item
3a. 13 (162-23W13)
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 Aloha Builders and the San Francisco Unified School District and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract on behalf of the District and encumber sufficient funds from the Leroy Greene SFP for Modernization Fund. Should the District be unable to enter into a contract with Aloha Builders, the contract will be awarded to the next lowest, responsive and responsible bidder.

LEROY GREENE SFP FOR MODERNIZATION FUND:
Appropriation 35-77101-2016-0000-8500-6270-11727 – Construction

CONTRACT:

<table>
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<tr>
<th>No. 02045</th>
<th>DESCRIPTION</th>
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<tbody>
<tr>
<td>555 FRANKLIN STREET ADMINISTRATION BUILDING</td>
<td>General Contractor Services</td>
<td>$96,500</td>
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</table>

BIDDERS

<table>
<thead>
<tr>
<th>BIDS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aloha Builders</td>
</tr>
<tr>
<td>Hoi's Construction</td>
</tr>
<tr>
<td>Eternal Construction</td>
</tr>
</tbody>
</table>

BACKGROUND:
This contract is for the 3rd floor carpet replacement at 555 Franklin Street administration building. The scope of work consists of electrical and data work which includes removal, relocation, lay out of existing electrical and data conduits, and wiring to accommodate new office cubicles.

Submitted by:
Yonko Radonov, Director
Facilities Design & Construction

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

Agenda Item
3a. 14 (162-23W14)
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 All Trusty Builders and the San Francisco Unified School District and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract on behalf of the District and encumber sufficient funds from the 2011 School Facility Safety Special Tax Fund. Should the District be unable to enter into a contract with All Trusty Builders, the contract will be awarded to the next lowest, responsive and responsible bidder.

2011 SCHOOL FACILITY SAFETY SPECIAL TAX FUND:
Appropriation 21-90362-2016-0000-8500-6270-11782 – Construction

CONTRACT:
No. 02044
JEAN PARKER ELEMENTARY SCHOOL
General Contractor Services

<table>
<thead>
<tr>
<th>BIDDERS</th>
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<tbody>
<tr>
<td>All Trusty Builders</td>
<td>$71,800</td>
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</tr>
<tr>
<td>Pionic Unit Construction</td>
<td>$74,780</td>
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<tr>
<td>Eternal Construction</td>
<td>$79,186</td>
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<tr>
<td>Hoi's Construction</td>
<td>$79,300</td>
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<tr>
<td>Zolman construction</td>
<td>$96,000</td>
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<tr>
<td>Pinguelo Construction</td>
<td>Non-Responsive</td>
<td></td>
</tr>
</tbody>
</table>

BACKGROUND:
This contract is for the façade column Replacement and repair at Jean Parker ES for the safety of the students and staff. The scope of work consists of selective demolition of existing terra cotta façade columns that have shown stress cracks and the replacement and repair of these columns with glass fiber reinforced concrete replicas. Other work includes miscellaneous concrete and stucco patching, painting, and steel fabrications.

Submitted by:
Yonko Radonov, Director
Facilities Design & Construction

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

Agenda Item
3a. 15 (162-23W15)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California
Board Meeting 2/23/16

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

REQUESTED ACTION:
That the Board of Education approve a contract between 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 contract on behalf of the District and encumber sufficient funds from the Capital Facilities Fund. Should the District be unable to enter into a contract with Hoi’s Construction, the contract will be awarded to the next lowest, responsive and responsible bidder.

CAPITAL FACILITIES FUND:
Appropriation 25-00000-2016-0000-8500-6270-11786 – Construction

CONTRACT:
No. 02043

BIDDERS
Hoi’s Construction
Eternal Construction
Alpha Bay Builders

BACKGROUND:
This contract is for Room 15 renovations at the Chinese Immersion School at De Avila as part of the school’s academic program expansion. The scope of work consists of installation a custom sink and all plumbing and electrical work to connect the sink and the point-of-use water heater.

Submitted by:
Yonko Radonov, Director
Facilities Design & Construction

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

Agenda Item
3a. 16 (162-23W16)
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 Sensible Environmental Solutions, Inc. and the San Francisco Unified School District and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the modification on behalf of the District and encumber sufficient funds from the 2011 School Facility Safety Special Tax Fund.

2011 SCHOOL FACILITY SAFETY SPECIAL TAX FUND:
Appropriation 21-90362-2016-0000-8500-6212-11769 – Environmental Fees-Change Order

MODIFICATION OF CONTRACT:

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>CLAIRE LILIENTHAL ELEMENTARY SCHOOL (SCOTT CAMPUS)</td>
<td>$25,542</td>
</tr>
</tbody>
</table>

BACKGROUND:
This contract was for environmental services for window replacement at Claire Lilienthal ES (Scott Campus). The scope of work included pre-design services for hazardous material abatement removal, working drawings review, survey data and site visits.

This modification is for additional services to provide construction support services including submittal review, meetings, construction monitoring and final report.

| Original contract amount (Resolution #159-29W15, September 29, 2015) | $14,180.00 |
| Previous approved modifications | $0 |
| Contract to be increased by this Modification #1 (amount not-to-exceed) | $25,542.00 |
| New Total Contract amount as modified | $39,702.00 |

Submitted by:
Yonko Radonov, Director
Facilities Design & Construction

Recommended by:
David L. Goldin A.I.A.
Chief Facilities Officer
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California
Board Meeting 2/23/16

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

REQUESTED ACTION:
That the Board of Education approve a contract between Guttmann & Blaevoet Consulting Engineers and the San Francisco Unified School District and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract on behalf of the District and encumber sufficient funds from the 2011 School Facility Safety Special Tax Fund.

2011 SCHOOL FACILITY SAFETY SPECIAL TAX FUND:
Appropriation 21-90362-2016-0000-8500-6210-11823 - Architectural/Engineering Fees

<table>
<thead>
<tr>
<th>CONTRACT</th>
<th>DESCRIPTION</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>No. 02046</td>
<td>CLAIRE LILIENHAL ES (SCOTT AND MADISON CAMPUSES)</td>
<td>$30,700</td>
</tr>
</tbody>
</table>

BACKGROUND:
This contract is for security improvements at Claire Lilienthal ES at the Scott and Madison campuses. The scope of work includes electrical and low voltage engineering and construction administration services for video entry intercom system and cabling infrastructure to support camera systems at the Claire Lilienthal ES Madison campus; low voltage design CCTV surveillance, video intercom system and interior infrastructure for camera and cabling at the Claire Lilienthal Scott campus.

Performable by District Civil Service Classification: No

District Classification: None

Reason for Contracting Out: Specialized skill requirements renders project unsuitable for in-house staffing.

A Request for Proposal (RFP) was issued, and seven (7) engineering consulting firms have responded. Guttmann & Blaevoet Consulting Engineers is one of five engineering consultants approved by the Board on August 13, 2013 (138-13W30) 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
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 DSK Architects and the San Francisco Unified School District for an amount not to exceed $181,450.00 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the contract on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:
Appropriation 21-90392-2016-0000-8500-6210-11503 – Gordon J Lau Elementary School

CONTRACT:
No. 2042
DESCRIPTION
Gordon J. Lau Elementary School
Architectural/Engineering Design & Construction Services – Prop A 2011 Bond Program $181,450.00

BACKGROUND:
This contract is for Architectural and Engineering design and construction administration services for Visitacion Valley 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 design and construction modernization of individual District sites and facilities 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 accessibility improvements in all buildings and throughout the campus, fire-life safety improvements, modernization of the primary classroom building, modification of existing spaces for occupancy and miscellaneous other improvements.

This contract is for A/E services to provide, construction documents and construction administration for the replacement of windows and roof at Building B at Gordon J Lau Elementary School.

Performable by District Civil Service Classification: Yes
District Classification: Multiple
Reason for Contracting Out: The volume of architectural and engineer work, the extensive experience and specialized expertise in school design and construction required and the strict time frames required to perform the work preclude performing these services in-house.

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 02/23/16

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

REQUESTED ACTION:

That the Board of Education approve this contract between Zolman Construction & Development, Inc. and the San Francisco Unified School District for an amount not to exceed $94,000.00 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund. In the event the District is not able to enter into a contract with Zolman Construction & Development, Inc. it will award to the next lowest, most responsive and responsible bidder, or the District may elect to re-bid the project.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:
Appropriation #21-90392-2016-0000-8500-6270-11497 – Cesar Chavez Elementary School

CONTRACT: No. # 2047
DESCRIPTION: Cesar Chavez Elementary School Window Shades Replacement Project
BUILDING CONSTRUCTION – Prop A 2011 Bond Program
COST: $94,000.00

CONTRACTOR: Zolman Construction & Development, Inc.  Aloha Builders
BID AMOUNT:
Zolman Construction & Development, Inc. $94,000.00
Aloha Builders $98,200.00

BACKGROUND:

This contract is for the replacement of window shades at Cesar Chavez Elementary School as required by San Francisco Unified School District’s Proposition A 2011 Bond Program. The project will include work described as Base Bid only.

The Project will include demolition of existing window shades and installation of new window shades.

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 02/23/2016

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 contract between DSK Architects and the San Francisco Unified School District for an amount not to exceed $2,120.00 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the modification of the contract on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:
Appropriation 21-90392-2016-0000-8500-6219-11524 – Visitacion Valley Elementary School

 CONTRACT: DESCRIPTION COST
Mod # 4 Visitacion Valley Elementary School Architectural/Engineering Design & Construction Services – Prop A 2011 Bond Program $2,120.00
No. 1776

BACKGROUND:
This contract is for Architectural and Engineering design and construction administration services for Visitacion Valley 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 design and construction modernization of individual District sites and facilities 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 accessibility improvements in all buildings and throughout the campus, fire-life safety improvements, modernization of the primary classroom building, modification of existing spaces for occupancy and miscellaneous other improvements.

This modification is for design of backflow preventer installation.

Original contract amount $ 626,150.00
Previous Approved Modifications (Mod#3) 56,600.00
Contract to be Increased by Modification No.4 $ 2,120.00
New Total Contract Amount as Modified $ 684,870.00

Submitted by: Waziuddin Chowdhury
Director of Project Management

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

Agenda Item 3b. 1 (162-23W21)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California
Board Meeting 02/23/16

SUBJECT:

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

REQUESTED ACTION:

That the Board of Education approve this contract modification between K2A Architecture + Interiors and the San Francisco Unified School District for an amount not to exceed $1,660.00 and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of the contract modification on behalf of the District and to encumber sufficient funds from Proposition 39 School Repair Program Fund.

PROPOSITION 39 SCHOOL REPAIR PROGRAM FUND:

Appropriation 21-90392-2016-0000-8500-6219-11514 – Presidio Middle School

CONTRACT:

<table>
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<tr>
<th>DESCRIPTION</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>Presidio Middle School</td>
<td>$1,660.00</td>
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<tr>
<td>Mod 4 to No. 1709</td>
<td></td>
</tr>
<tr>
<td>Architectural/Engineering Services – Prop A 2011 Bond Program</td>
<td></td>
</tr>
</tbody>
</table>

BACKGROUND:

This contract is for Architectural and Engineering services for Presidio Middle 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 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 one additional design services to review and design an underpinning system for existing column footing discovered near the new elevator pit.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
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<tbody>
<tr>
<td>Original Contract Amount</td>
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<tr>
<td>Previous Approved Modifications</td>
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<tr>
<td>Contract to be Increased by Modification #4</td>
<td>$1,660.00</td>
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<tr>
<td>New Total Contract Amount as Modified</td>
<td>$1,270,829.00</td>
</tr>
</tbody>
</table>

Submitted by:

Waziuddin 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 2/23/16

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

REQUESTED ACTION:
That the Board of Education approve a time extension modification of an additional three years to the Master Contracts of the geotechnical consulting firms under SFUSD’s Proposition A 2011 Bond Program: Alan Kropp Associates, AMEC Earth & Environmental, Inc. Cornerstone Earth Group, ENGEIO, Fugro Consultants Inc., Ninyo & Moore, Treadwell & Rollo/Langan Company and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of these master agreement modifications on behalf of the District:

BACKGROUND:
The District selected geotechnical engineering firms Alan Kropp Associates, AMEC Earth & Environmental, Inc. Cornerstone Earth Group, ENGEIO, Fugro Consultants Inc., Ninyo & Moore, Treadwell & Rollo/Langan Company, to enter into Master Agreements for as needed geotechnical services for each of the individual school sites of the 2011 Proposition A Bond Program. The duration of the contracts was set for three (3) years, starting in 2012.

This modification will extend existing geotechnical engineering contract terms by an additional three (3) years to provide services for the duration of the design and construction period for projects under the Proposition A 2011 Bond Program. The contracts new expiration date will be December 31, 2018.

Submitted by:

Waziuddin Chowdhury
Director of Project Management

Recommended by:

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

Agenda Item
3c. 1 (162-23W23)
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California

Board Meeting 2/23/16

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

REQUESTED ACTION:
That the Board of Education approve a time extension modification of an additional three (3) years to the Master Contracts of the two selected industrial hygiene firms under SFUSD’s Proposition A 2011 Bond Program: Millennium Consulting Associates and Sensible Environmental Solutions and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of these master agreement modifications on behalf of the District.

BACKGROUND:
The District selected industrial hygiene firms Millennium Consulting Associates and Sensible Environmental Solutions, and entered into Master Agreements with each for as needed inspector of record services for the individual school sites of the Proposition A 2011 Bond Program. The duration of the contracts was set for three (3) years, starting in 2012.

This modification will extend existing industrial hygiene Master Agreement contract terms by an additional three (3) years to provide services for the duration of the design and construction period of projects under the Proposition A 2011 Bond Program. The contracts new expiration date will be December 31, 2018.

Submitted by:
Maureen A. Shelton
Director of Construction

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

Board Meeting 2/23/16

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

REQUESTED ACTION:
That the Board of Education approve a time extension modification of an additional three (3) years to the Master Contracts of the four selected testing and inspection firms under SFUSD's Proposition A 2011 Bond Program: Consolidated Engineering Laboratories, Construction Testing Services, ENGEIO Incorporated and Ninyo & Moore and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of these master agreement modifications on behalf of the District:

BACKGROUND:
The District selected testing and inspection firms under SFUSD's Proposition A 2011 Bond Program: Consolidated Engineering Laboratories, Construction Testing Services, ENGEIO Incorporated and Ninyo & Moore, and entered into Master Agreements with each for as needed testing and inspection services for the individual school sites of the Proposition A 2011 Bond Program. The duration of the contracts was set for three (3) years, starting in 2012.

This modification will extend existing industrial hygiene Master Agreement contract terms by an additional three (3) years to provide services for the duration of the design and construction period of projects under the Proposition A 2011 Bond Program. The contracts' new expiration date will be December 31, 2018.

Submitted by:

Maureen A. Shelton
Director of Construction

Recommended by:

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

Agenda Item
3c. 3 (162-23W25)
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 time extension modification of an additional three (3) years to the Master Contracts of the four selected professional construction cleaning firms under SFUSD’s Proposition A 2011 Bond Program: Aim to Please Janitorial Services, Customized Performance, Inc., Impec Group and Summit Building Services and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of these master agreement modifications on behalf of the District:

BACKGROUND:  
The District selected professional construction cleaning firms under SFUSD’s Proposition A 2011 Bond Program: Aim to Please Janitorial Services, Customized Performance, Inc., Impec Group and Summit Building Services, and entered into Master Agreements with each for as needed professional cleaning services for the individual school sites of the Proposition A 2011 Bond Program. The duration of the contracts was set for three (3) years, starting in 2012.

This modification will extend existing professional cleaning Master Agreement contract terms by an additional three (3) years to provide services for the duration of the design and construction period of projects under the Proposition A 2011 Bond Program. The contracts new expiration date will be December 31, 2018.

Submitted by:  
Maureen A. Shelton  
Director of Construction

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

Board Meeting 2/23/16

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

REQUESTED ACTION:
That the Board of Education approve a time extension modification of an additional three (3) years to the Master Contracts of the five selected Inspector of Record firms under SFUSD's Proposition A 2011 Bond Program: KCI, Elmast Construction and Inspections, CIS, Inc., Clarke Inspection Group, 4leaf, Inc. and GBMI, Inc and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of these master agreement modifications on behalf of the District:

BACKGROUND:
The District selected construction management firms KCI, Elmast Construction and Inspections, CIS, Inc., Clarke Inspection Group, 4leaf, Inc. and GBMI, Inc and entered into Master Agreements with each for as needed inspector of record services for the individual school sites of the Proposition A 2011 Bond Program. The duration of the contracts was set for three (3) years, starting in 2012.

This modification will extend existing inspector of record Master Agreement contract terms by an additional three (3) years to provide services for the duration of the design and construction period of projects under the Proposition A 2011 Bond Program. The contracts new expiration date will be December 31, 2018.

Submitted by:
Maureen A. Shelton
Director of Construction

Recommended by:
David L. Goldin A.I.A.
Chief Facilities Officer
SAN FRANCISCO UNIFIED SCHOOL DISTRICT
San Francisco, California
Board Meeting 2/23/16

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

REQUESTED ACTION:
That the Board of Education approve a time extension modification of an additional three (3) years to the Master Contracts of the four selected construction management firms under SFUSD's Proposition A 2011 Bond Program: AECOM Technical Services Inc., Vanir Construction Management Inc., Kitchell CEM and Swinerton Management and Consulting and instruct the Chief Facilities Officer or designee to sign all documents necessary for the execution of these master agreement modifications on behalf of the District:

BACKGROUND:
The District selected four (4) construction management firms: AECOM Technical Services Inc., Vanir Construction Management Inc., Kitchell CEM and Swinerton Management and Consulting, entering into Master Agreements with each for services as needed for the individual school sites of the Proposition A 2011 Bond Program. The duration of the contracts were set for three (3) years, starting in 2012.

This modification will extend existing construction management Master Agreement contract terms by an additional three (3) years to provide services for the duration of the design and construction period for projects under the Proposition A 2011 Bond Program. The contracts new expiration date will be December 31, 2018.

Submitted by:
Maureen A. Shelton
Director of Construction

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

Agenda Item
3c. 6 (162-23W28)
MEMORANDUM

DATE: February 11, 2016
TO: Esther Casco, Executive Assistant
FROM: Leonard Tom, Director of Finance & Administration, SFUSD Bond Program
THROUGH: David Goldin, Chief Facilities Office

RE: Errata Sheet – 3rd Quarter FY 2015-16

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

Revisions are in bold type.

<table>
<thead>
<tr>
<th>Board Meeting Date</th>
<th>Resolution</th>
<th>Correction to</th>
</tr>
</thead>
<tbody>
<tr>
<td>12/8/15</td>
<td>#1512-8W40</td>
<td>Modification 10 to Contract #941 – AECOM Technical Services</td>
</tr>
</tbody>
</table>

Replace appropriation line #1: 21-90391-2016-0000-8500-6216-311 (Bond Program-wide) for the amount of $241,668.00 with:

#21-90391-2016-0000-8500-6216-11058 (Lakeshore ES) for the amount of $129,528.00

and

#21-90391-2016-0000-8500-6216-11037 (Sutro ES) for the amount of $112,140.00
February 11, 2016

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 February 23, 2016 Board Agenda:

<table>
<thead>
<tr>
<th>Document</th>
<th>Vendor</th>
<th>Total Amount</th>
<th>DVBE Status</th>
<th>MBE/WBE Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>CONTRACT</td>
<td>Aloha Builders</td>
<td>96,500.00</td>
<td>Non-DVBE</td>
<td>Asian/Non-WBE</td>
</tr>
<tr>
<td>CONTRACT</td>
<td>All Trusty Builders</td>
<td>71,600.00</td>
<td>Non-DVBE</td>
<td>Asian/Non-WBE</td>
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<td>CONTRACT</td>
<td>Ho's Construction</td>
<td>24,300.00</td>
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<td>MODIFICATION</td>
<td>Sensible Environmental Solutions</td>
<td>25,542.00</td>
<td>Non-DVBE</td>
<td>Non-MBE/Non-WBE</td>
</tr>
<tr>
<td>MODIFICATION</td>
<td>Sensible Environmental Solutions</td>
<td>54,895.00</td>
<td>Non-DVBE</td>
<td>Non-MBE/Non-WBE</td>
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<tr>
<td>MODIFICATION</td>
<td>Bartos Architecture</td>
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<td>Non-DVBE</td>
<td>Non-MBE/Non-WBE</td>
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<tr>
<td>MODIFICATION</td>
<td>Arntz Builders</td>
<td>85,382.08</td>
<td>Non-DVBE</td>
<td>Non-MBE/Non-WBE</td>
</tr>
<tr>
<td>CONTRACT</td>
<td>Guttmann &amp; Blaevot</td>
<td>30,700.00</td>
<td>Non-DVBE</td>
<td>Non-MBE/Non-WBE</td>
</tr>
</tbody>
</table>

TOTAL: $478,059.08
San Francisco Unified School District
MEMORANDUM

TO: Esther Casco, Executive Assistant
FROM: David Goldin
---

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 February 23, 2016 Board Agenda:

<table>
<thead>
<tr>
<th>Document</th>
<th>Vendor</th>
<th>Total Amount</th>
<th>DVBE Status</th>
<th>MBE/WBE/Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>MODIFICATION</td>
<td>Alten Construction, Inc.</td>
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<td>Thompson Builders Corp.</td>
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<td>Non-MBE/Non-WBE</td>
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<td>Taber Construction</td>
<td>$145,239.00</td>
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<td>MODIFICATION</td>
<td>JUV, Inc.</td>
<td>$94,818.00</td>
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<td>Non-MBE/Non-WBE</td>
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<tr>
<td>MODIFICATION</td>
<td>Arntz Builders, Inc.</td>
<td>$242,660.00</td>
<td>Non-DVBE</td>
<td>Non-MBE/Non-WBE</td>
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<tr>
<td>MODIFICATION</td>
<td>Arntz Builders, Inc.</td>
<td>$150,269.00</td>
<td>Non-DVBE</td>
<td>Non-MBE/Non-WBE</td>
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<td>MODIFICATION</td>
<td>T.B. Penick &amp; Sons, Inc.</td>
<td>$94,573.00</td>
<td>Non-DVBE</td>
<td>Non-MBE/Non-WBE</td>
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<tr>
<td>MODIFICATION</td>
<td>DSK Architects</td>
<td>$2,120.00</td>
<td>Non-DVBE</td>
<td>MBE/Non-WBE</td>
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<td>MODIFICATION</td>
<td>Sensible Environmental Solutions</td>
<td>$22,377.50</td>
<td>Non-DVBE</td>
<td>Non-MBE/Non-WBE</td>
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<td>$185,580.00</td>
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<td>Non-MBE/Non-WBE</td>
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<tr>
<td>CONTRACT</td>
<td>DSK Architects</td>
<td>$181,450.00</td>
<td>Non-DVBE</td>
<td>MBE/Non-WBE</td>
</tr>
<tr>
<td>MODIFICATION</td>
<td>Ninyo &amp; Moore</td>
<td>$53,850.00</td>
<td>Non-DVBE</td>
<td>Non-MBE/Non-WBE</td>
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<tr>
<td>MODIFICATION</td>
<td>K2A Architecture + Interiors</td>
<td>$1,660.00</td>
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<td>Non-MBE/Non-WBE</td>
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<tr>
<td>CONTRACT</td>
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<td>$94,000.00</td>
<td>Non-DVBE</td>
<td>MBE/Non-WBE</td>
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</tbody>
</table>

TOTAL: $1,414,004.50

Enclosure(s)

(Resolution Number 162-23F1-F14) Certificated Personnel Actions

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

### PROBATIONARY APPOINTMENTS
162-23F1

<table>
<thead>
<tr>
<th>NAME</th>
<th>SCHOOL</th>
<th>SUBJECT</th>
<th>FTE</th>
<th>EFF. DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lee, Heather Sophie Marie</td>
<td>Commodore Sloat E.S.</td>
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### TEMPORARY APPOINTMENTS
162-23F2

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### EMERGENCY APPOINTMENTS
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**CATEGORICAL APPOINTMENT**  
162-23F5

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**HEAD COUNSELOR APPOINTMENT**  
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**HOURLY AS NEEDED APPOINTMENTS**  
162-23F7

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**PROVISIONAL INTERN PERMITS**  
162-23F8

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Agenda Item  
4a. (162-23F1-F14)
## LEAVE OF ABSENCE

162-23F9

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## REDUCED WORK/PARTNERSHIP TEACHING

162-23F10

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## SEPARATION
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The following individuals are being recommended for non-reelection without cause for the 2016-2017 school year:

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Certificated Personnel Action
Prepared by

Monica V. Vasquez
Chief Human Resources Officer
GENDER / ETHNICITY / RACE COMPOSITION
PROBATIONARY APPOINTEES
APPEARING IN THE AGENDA OF
February 23, 2016

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# Gender / Ethnicity / Race Composition

**Emergency Appointees Appearing in the Agenda of**

February 23, 2016

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| **Ethnicity**                   |            |            |
| Decline                         | 0          | 0.00%      |
| Hispanic/Latino                 | 4          | 66.67%     |
| Non-Hispanic or Latino          | 2          | 33.33%     |
| **Total**                       | 6          | 100%       |

<p>| <strong>Race</strong>                        |            |            |
| African American                | 0          | 0.00%      |
| American Indian or Alaskan Native | 2        | 33.33%     |
| Asian Indian                    | 0          | 0.00%      |
| Cambodian                       | 0          | 0.00%      |
| Chinese                         | 0          | 0.00%      |
| Decline to State                | 2          | 33.33%     |
| Filipino                        | 0          | 0.00%      |
| Guamanian                       | 0          | 0.00%      |
| Hawaiian                        | 0          | 0.00%      |
| Hmong                           | 0          | 0.00%      |
| Japanese                        | 0          | 0.00%      |
| Korean                          | 0          | 0.00%      |
| Laotian                         | 0          | 0.00%      |
| Other Asian                     | 0          | 0.00%      |
| Other Pacific Islander          | 0          | 0.00%      |
| Samoan                          | 0          | 0.00%      |
| Tahitian                        | 0          | 0.00%      |
| Tahitian                        | 0          | 0.00%      |
| Vietnamese                      | 0          | 0.00%      |
| White/Caucasian                 | 2          | 33.33%     |
| <strong>Total</strong>                       | 6          | 100.00%    |</p>
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**Ethnicity**

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GENDER / ETHNICITY / RACE COMPOSITION
INTERN APPOINTEES
APPEARING IN THE AGENDA OF
February 23, 2016

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GENDER / ETHNICITY / RACE COMPOSITION
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APPEARING IN THE AGENDA OF
February 23, 2016

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### GENDER / ETHNICITY / RACE COMPOSITION

**HOURLY AS NEEDED APPOINTEES**

**APPEARING IN THE AGENDA OF**

February 23, 2016

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(Resolution Number 162-23G1-G9) **Classified Personnel Actions**

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

**UNITED SUPPORT PERSONNEL**  
**APPOINTMENTS**

**ELEMENTARY SCHOOLS**  
162-23G1

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**MIDDLE SCHOOLS**  
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**HIGH SCHOOLS**  
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### CIVIL SERVICE APPOINTMENTS
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### CIVIL SERVICE RETIREMENTS

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### CIVIL SERVICE SEPARATIONS

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Monica V. Vasquez  
Chief Human Resources Officer
SUBJECT: Consultant Services  Individual  Organization

DATE OF BOARD MEETING: February 23, 2016

Is this a retroactive resolution?  Yes  No

If yes, please explain. Information not finalized in time for Meeting.

or other comments:

SERVICE/PROGRAM DESCRIPTION:

162-23K1 Provide production services for the KALW program "Kamau Right Now"

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: February 15, 2016 - June 30, 2016

Total Cost: $5,000.00

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

SACS Code(s):
63-00000-2016-0000-6000-5803-221

Name of Consultant: Phil Surkis  $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:

Mr. Surkis has extensive experience in live event production, both as a venue operator and as a producer of live comedy and storytelling events.

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

FOR BOARD OFFICE USE ONLY  ☒ Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: February 23, 2016

Is this a retroactive resolution?  ☐ Yes  ☒ No

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

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

162-23K2 The service being requested will support teacher planning release time and technology instruction to K-5th grade students.

Category: Tutoring & After School Activities  Code: 26

School Site / Department: Sherman Elementary School

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

K-5th grade students

Dates of Service: 2/24/2016 - 5/26/2016

Total Cost: $10,000.00

Funding Source(s)/Program Title:

School Site Based WSF Allocation
NCLB: Title I, Part A, SES Tutoring

SACS Code(s):
01-00000-2016-1110-2100-5803-823  $7,000.00
01-30103-2016-1110-2100-5803-823  $3,000.00

Name of Consultant: Bay Area Community Resources  $10,000.00

Evaluation:  $0

Total Cost:  $10,000.00
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:

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

PREPARED AND SUBMITTED BY: Lisa Levin

SCHOOL SITE AND OR DEPARTMENT: Sherman Elementary School
DATE OF BOARD MEETING: February 23, 2016

Is this a retroactive resolution? ☐ Yes ☑ No

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

SERVICE/PROGRAM DESCRIPTION:

162-23K3

ODC Dance school will provide artists in residence through their "Making Moves" program in the TK classes. The program will be integrated with the teachers' curriculum and provide the children with an opportunity for guided creative movement. All students, and particularly young students, need opportunities for movement, as they are all working on controlling their bodies and using them to express their feelings in a positive and productive way. This program will also provide an excellent opportunity for curriculum integration and modeling for TK teachers on techniques for using creative movement with their students in the future.

Alphabet Rockers will provide a program with exploration of shapes and then letters as an introduction to creative movement. This model incorporates rhythm, group learning, music and dance and building self-confidence and self-expression in each student. The final week will include a performance for understanding for the principal, a buddy class, or families.

SF Arts Education Program will provide visual artists in residence for TK classes. The program will be integrated with the teachers' curriculum and provide the children with an opportunity for making art. All students need opportunities for creative expression, and using it to express their feelings, and show what they are learning in a positive and productive way. This program will also provide an excellent opportunity for curriculum integration and modeling for TK teachers on techniques for using visual art with their students in the future.

Category: (Leave Blank) Code: (Leave Blank)

School Site / Department: For VAPA at various TK Schools

Participants: (Those students, sites, or personnel who will be directly served by this consultant) Teachers and Students at various TK Schools

Dates of Service: March 1, 2016 thru May 29, 2016

Total Cost: $16,130.00

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

SACS Code(s):
01-90552-2016-1110-2100-5803-104

Name of Consultant: OCD-Oberlin Dance School - $10,880 School Time Music LLC dba Alphabet Rockers - $ 2,850 San Francisco Arts Education Project - $ 2,400
Evaluation: $0.00
Total Cost: $16,130.00

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 "Making Moves" program at ODC Dance School is selected for it will provide creative movement activities which are specifically tailored to the needs of young children. It is also aligned with our goal of providing a quality arts education to all students as well as the social development goals of the Early Childhood Department. Alphabet Rockers is selected for their literacy focus that incorporates creative movement.

SF Arts Ed is a well respected arts provider. We select them for their excellent reputation, their ability to provide age appropriate curriculum, and plan with the classroom teachers to provide integration with the existing curriculum.

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

PREPARED BY: Lisa Lui
SUBMITTED BY: Robert Daniels
SCHOOL SITE/and or DEPARTMENT: Visual and Performing Arts
SUBJECT: Consultant Services  □ Individual  □ Organization

DATE OF BOARD MEETING: February 23, 2016
Is this a retroactive resolution? □ Yes  □ No

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

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

162-23K4 Community Works will develop and present trainings to staff to orient them to support the needs of students with incarcerated family members. Community Works will also develop online and other resources (posters & pamphlets) for all school sites as part of the scope of work.

Category: Professional Development  Code: 14

School Site / Department: SFCSD - Office of Pupil Services

Participants: (Those students, sites, or personnel who will be directly served by this consultant) BAT teams, Assistant Principals, Wellness Coordinators, Deans, Counselors, and School Resource Officers.

Dates of Service: 2/24/2016 - 5/26/2016

Total Cost: $33,500.00

Funding Source(s)/Program Title:
PEEF: PROP H - Violence Prevention Program

SACS Code(s):
01-90559-2016-1110-2100-5803-150

Name of Consultant: Community Works West  $33,500.00

Evaluation: $0

Total Cost: $33,500.00
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:

Community Works had successfully contracted with SFUSD last year to provide training and support for students with incarcerated family members, and we want to expand the training to all district staff this semester.

DEGREE OF STUDENT CONTACT:

☐ Limited Contact ☐ More Than Limited Contact ☑ No Student Contact

PREPARED BY: Eddie Chung

SUBMITTED BY: Thomas Graven

SCHOOL SITE/and or DEPARTMENT: SFCSD - Office of Pupil Services
K Resolution

DATE OF BOARD MEETING: February 23, 2016

Is this a retroactive resolution? □ Yes  □ No

If yes, please explain. Choose from list below

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

162-23K5

1. $130,000 to launch a new Aim High campus at Willie Brown Jr. Middle School SFUSD does not have the resources to offer its middle school students meaningful, engaging and academically rigorous summertime enrichment. District summer school is primarily for high school students, and is focused on credit recovery. In contrast, Aim High targets middle schoolers and focuses on enrichment and accelerated learning. Aim High will be the premier summer program provider for Willie Brown students, a decision made for the ways in which Aim High aligns with Willie Brown's philosophy and focus. Aim High emphasizes science exploration and provides 25 days of rigorous, standards-based math and science that is fully aligned to SFUSD curriculum and standards.

2. $40,000 to grow four of Aim High’s existing campuses by an average of 25%. Four of Aim High’s existing campuses (at MLK Middle School, City Arts and Technology, Gateway High School and Mission High School) will add 25% more students, allowing Aim High to serve 120 additional SFUSD middle schoolers in Summer 2016.

3. $20,000 to build capacity with the creation of a new position, Regional Program Manager

4. $10,000 to improve Aim High’s data-sharing and improve student/alumni tracking

Aim High serves students in grades six through nine, and leverages partners to continue supporting its alumni during high school.

Category: Tutoring & After School Activities    Code: 26
School Site / Department: Middle Grades
Participants: (Those students, sites, or personnel who will be directly served by this consultant) Participating Middle Grades Students
Dates of Service: 03/01/2016 - 6/30/2016
Total Cost: $200,000.00

Funding Source(s)/Program Title:
Middle School Leadership Initiative in Partnership with the Mayor’s Office and salesforce.com

SACS Code(s):
01-90795-2016-1110-2100-5803-137

Name of Consultant: Aim High
Evaluation: $0
Total Cost: $200,000.00

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:

Aim High is a trusted provider of summer enrichment and academic programs for Middle Grades SFUSD students

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

PREPARED AND SUBMITTED BY: Kristen Howell

SCHOOL SITE/department: SFUSD Fund & Development 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: February 23, 2016

AMENDMENT TO RESOLUTION(s): 156-9K13
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Choose from list below:
or other comments: Additional services requested of this contractor during the fiscal year.

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

162-23K6 Monitor KALW broadcast transmission and be on call to repair and maintain KALW's broadcasting and transmitting facilities. Also provides information technology services for KALW. Additionally during 2016 coordinate KALW's move to renovated studios.

Category: Administrative Code: 1
School Site/and or Department: KALW Radio Station
Participants: (Those students, sites, or personnel who will be directly served by this consultant) n/a

Original Dates of Service: 07/01/2015 - 06/30/2016
Amended Dates of Service: n/a

Cost of this Amendment Request: $5,000.00

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

SACS Code(s):
63-00000-2016-0000-6000-5803-221

a) Name of Consultant: Philip Hartman

b) Evaluation: (if applicable)

Cost of this Request $5,000.00
$0
Background

c) Original Cost Adopted $30,000.00
d) Previous Amendment(s) if any $0

Total Program Cost To Date $35,000.00
(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.
- [x] Goal 3: Accountability – Keep our promises to students and families.

EVALUATION:
- [x] Level I: Complete Task
- [ ] Level II: Complete Task, Provide Feedback and/or Produce Product
- [ ] Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- [ ] Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:
The consultant is well-known and respected throughout the Bay Area broadcast engineering community and has been KALW's contract engineer for more than ten years. He is very familiar with KALW's broadcast facilities.

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

PREPARED BY: Bill Helgeson

SUBMITTED BY: Matt Martin

SCHOOL SITE/and or DEPARTMENT: KALW Radio Station
SUBJECT: Consultant Services

DATE OF BOARD MEETING: February 23, 2016

AMENDMENT TO RESOLUTION(s): 1510-27K5
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Change in funding source.

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

In project schools our work includes a sequence of 10-25 school-based staff development days, spaced throughout the year, that spotlight reading, writing, and content area literacy. Our school professional development focus is in reading comprehension, specifically implementing the reading workshop model during our ELA instructional block. Staff developers divide their time between:
- leading demonstration teaching within classrooms;
- coaching teachers, providing feedback and next-step goals;
- helping teachers use and learn from systems of assessment (including performance assessments);
- preparing teachers to teach units of study in reading and/or writing;
- helping teachers support students with particular needs.
Other options for site-based staff development include day-long workshops devoted to the implementation of Units of Study in Opinion/Argument, Information, and Narrative Writing, K-8, Units of Study in Reading, 3-5, content area literacy, response to intervention, English language learners, supporting students with IEPs, data analysis, quality reviews, integrating media and technology into classroom practices, and author visits.

Category: Professional Development

School Site/and or Department:
691 Longfellow ES

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

Amended Dates of Service: Same

Cost of this Amendment Request: $0

Funding Source(s)/Program Title:
School Site Based WSF Allocation
Cowell Foundation: Long Term English Learner Initiative

SACS Code(s):
01-00000-2016-1110-2100-5803-691 ($12,000) Credit
01-90732-2016-1110-2100-5803-691 $12,000
a) Name of Consultant: The Reading and Writing Project Network, LLC

b) Evaluation: (if applicable)

Background

c) Original Cost Adopted $27,000.00

d) Previous Amendment(s) if any $N/A

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 Transfer of Skills and Capacity Building

SELECTION PROCESS:

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

PREPARED AND SUBMITTED BY: Carrie Betti

SCHOOL SITE/AND OR DEPARTMENT: 691 Longfellow ES
SUBJECT: Consultant Services  

DATE OF BOARD MEETING: February 23, 2016

AMENDMENT TO RESOLUTION(s): 1512-8K12
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of name(s) / Org.'s.
or other comments: To request a waiver of Policy P3850

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

162-23K8

New Teacher Center (NTC) will provide one year of site-based coaching support to build the capacity of adults and sustainability of professional learning structures and systems to increase student achievement at a critical time of leadership transition. New Teacher Center will:

- Provide one-on-one coaching for the Charles Drew ES Literacy Coaches and Instructional Reform Facilitator (IRF)
- Co-facilitate and participate in bi-weekly site coaching meetings
- Guide coaches around the implementation of the NTC's Formative Assessment and Support system (FAS), researched-based tools and protocols that provide the foundation for accelerating the development of teacher practice
- Support the adult learning system of Grade Level Collaboration (GLC) to analyze student performance, plan instruction with focal students, reflect on instructional practice and facilitate peer observations and lesson study
- Participant in site leadership systems, ILT meetings, and district related meetings.

This resolution is requesting a waiver of Board of Education Policy P 3850 as NTC has two ex-SFUSD employees on their staff.

Category: Professional Development  
Code: 14

School Site/and or Department:
Dr. Charles Drew ES

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

Original Dates of Service: December 10, 2015 - June 30, 2016

Amended Dates of Service: n/a

Cost of this Amendment Request: $0

Funding Source(s)/Program Title:
Walter & Elise HAAS Foundation

SACS Code(s):
01-90641-2016-1110-2100-5803-133
a) Name of Consultant: New Teacher Center (NTC)
b) Evaluation: (if applicable)

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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:
The New Teacher Center (NTC) is a national organization dedicated to improving student learning by accelerating the effectiveness of teachers and school leaders. NTC works with schools districts, and educators across the country to develop and implement induction programs aligned with district learning goals.

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 Support
To: Board of Education

From: New Teacher Center

Date: February 2, 2016

Re: Request of Waiver of Board Policy P3850

New Teacher Center is requesting a waiver to Board of Education Policy P3850 to contract with New Teacher Center, which is the current employee of Emily Grossberg and Kat Florita. Ms. Grossberg was employed as an Assistant Principal and Ms. Florita as a teacher with SFUSD. They both resigned from their positions at SFUSD in 2014 and will not be involved in the execution of the contract involving with Drew Elementary.

Sincerely,

James Hancock
Contracts Manager
SUBJECT: Consultant Services  □ Individual  □ Organization

FOR BOARD OFFICE USE ONLY □ Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING:  February 23, 2016

AMENDMENT TO RESOLUTION(s): 1511-10K9; 161-12K32
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of services to students.
or other comments: Modify service and payment.

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

162-23K9  El Sistema coach to support instrumental music teachers at Tier III elementary & K-8 schools with effective strategies to increase achievement in the arts for students of lower socio-economic status.

Category: Visual & Performing Arts Enrichment  Code: 27

School Site/ and or Department:  For VAPA Department Tier III elementary and K-8 schools.

Participants: (Those students, sites, or personnel who will be directly served by this consultant) Teachers and students Tier III elementary and K-8 schools.

Amended Dates of Service:  11/11/2015 through 6/30/2016

Cost of this Amendment Request:  $(4,000.00) Credit

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

SACS Code(s):  01-90552-2016-1110-2100-5803-104

a) Name of Consultant:  Ricki Nelson  

b) Evaluation: (if applicable)  $0

Cost of this Request:  $(4,000.00) Credit
### Background

| c) Original Cost Adopted | $37,000.00  
| d) Previous Amendment(s) if any | $29,365.00  
| Total Program Cost To Date | **$62,356.00**  

(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, Produce Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

### SELECTION PROCESS:
Ricki Nelson has previously worked successfully with the school community of Malcolm X and is a Sistema fellow from the New England Conservatory, with extensive experience engaging students. Daniel Barash is selected based on his qualifications as well as his good standing performances.

### DEGREE OF STUDENT CONTACT:
- [ ] Limited Contact  
- [x] More Than Limited Contact  
- [ ] No Student Contact

**PREPARED BY:** Lisa Lui

**SUBMITTED BY:** Robert Daniels

**SCHOOL SITE/and or DEPARTMENT:** Visual and Performing Arts Department
Visual and Performing Arts Department
Attachment to the Board K-Reso and K-reso Amendments

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<td>$12,000.00</td>
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<tr>
<td>Ami Molinelli</td>
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<tr>
<td>Daniel Barash</td>
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<tr>
<th>Ricki Nelson</th>
<th>($4,000.00)</th>
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SUBJECT: Consultant Services  □ Individual  □ Organization

FOR BOARD OFFICE USE ONLY  □ Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: February 23, 2016

AMENDMENT TO RESOLUTION(s): 155-12K71; 1510-27K39; 1512-8K49
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Change in funding source.

or other comments: To correct Total Program Cost To Date on 1512-8K49 (page 2) it should have been reported as $242,951 it should have been reported as $300,451

SERVICE/PROGRAM DESCRIPTION: Lafayette Elementary School ExCEL After School Program is seeking partnership with Richmond District Neighborhood Center (Contractor) to serve as the lead agency for implementation of the After School Education and Safety and Department of Children, Youth and Their Families grants to provide a comprehensive after school program. As Lead Agency, Contractor will provide overall management and operation of the after school program, including programmatic and fiscal accountability in accordance with grant guidelines. Total amount to be paid to Contractor includes reimbursement for staffing costs and related program expenses including supplies, materials and subcontracting (if necessary).

Category: Tutoring & After School Activities  Code: 26

School Site/ and or Department: Student, Family & Community Support Dept.

Participants: (Those students, sites, or personnel who will be directly served by this consultant) Students of Lafayette Elementary School

Original Dates of Service: July 1, 2015 - June 30, 2016
Amended Dates of Service: NA

Cost of this Amendment Request: $0

Funding Source(s)/Program Title: DCYF: ExCEL After School Support

SACS Code(s): 01-90461-2016-1110-2100-5100-153

Cost of this Request

a) Name of Consultant: Richmond District Neighborhood Center

b) Evaluation: (if applicable) $0

129
Background

c) Original Cost Adopted $136,937.00
d) Previous Amendment(s) if any $163,514.00
Total Program Cost To Date $300,451.00
(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:
Richmond District Neighborhood Center is an approved ExCEL Provider through the Request for Qualifications process. Richmond District Neighborhood Center was chosen by the school community to provide overall support to the after school program.

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

PREPARED BY: Jovanna Badger

SUBMITTED BY: Kevin Truitt

SCHOOL SITE and/or DEPARTMENT: Student, Family & Community Support Dept
DATE OF BOARD MEETING: February 23, 2016

AMENDMENT TO RESOLUTION(s): 146-24K26 & 154-14K29
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Additions/deletions of services to students.
or other comments: The invoice was not encumbered before the fiscal year closed. The invoice will
be paid with ExCEL Central budget NCLB: Title IV, Part B, 21st Century Community Learning
Centers Program After School Support.

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

162-23K11
Sanchez Elementary ExCEL After School Program is seeking partnership with
Reading Partners (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: 27

School Site/ and or Department:
Participants: (Those students, sites, or personnel who will be
directly served by this consultant)
Students of Sanchez Elementary School

Original Dates of Service: August 18, 2014 - May 28, 2015
Amended Dates of Service: NA

Cost of this Amendment Request: $0

Funding Source(s)/Program Title:
NCLB: Title IV, Part B, 21st Century Community Learning Centers Program

SACS Code(s):
01-41249-2015-1110-2100-5803-153 ($8,000.00) Credit
01-41246-2016-1110-2100-5803-153 $8,000.00

Cost of this Request

a) Name of Consultant: Reading Partners $0
b) Evaluation: (if applicable) $0
Background

c) Original Cost Adopted  $8,000.00

d) Previous Amendment(s) if any  $8,000.00

Total Program Cost To Date  $16,000.00
(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:

Reading Partners is an approved ExCEL Provider through the Request for Qualifications process. Reading Partners was chosen by the school community to provide overall support to the after school program.

DEGREE OF STUDENT CONTACT:

- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED BY: Jovanna Badger

SUBMITTED BY: Kevin Truitt

SCHOOL SITE/and or DEPARTMENT: Student, Family & 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: February 23, 2016

AMENDMENT TO RESOLUTION(s): 155-12K41, 1510-13K39; 1512-8K48
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: To correct Total Program Cost To Date (on page 2) the dollar amount was recorded as $314,725, it should have been $276,775.

SERVICE/PROGRAM DESCRIPTION:

162-23K12
Aptos Middle School ExCEL After School Program is seeking partnership with Stonestown Family YMCA (Contractor) to serve as the lead agency for implementation of the After School Education and Safety and Department of Children, Youth and Their Families grants to provide a comprehensive after school program. As Lead Agency, Contractor will provide overall management and operation of the after school program, including programmatic and fiscal accountability in accordance with grant guidelines. Total amount to be paid to Contractor includes reimbursement for staffing costs and related program expenses including supplies, materials and subcontracting (if necessary).

Category: Tutoring & After School Activities  Code: 26

School Site/ and or Department: Student, Family and Community Support Dept.

Participants: (Those students, sites, or personnel who will be directly served by this consultant) Students of Aptos Middle School

Original Dates of Service: July 1, 2015 - June 30, 2016
Amended Dates of Service: 

Cost of this Amendment Request: $(37,950.00) Credit

Funding Source(s)/Program Title:
DCYF: ExCEL After School Support

SACS Code(s):
01-90461-2016-1110-2100-5100-153

Cost of this Request

a) Name of Consultant: Stonestown Family YMCA  $(37,950.00) Credit

b) Evaluation: (if applicable) $0
Background

c) Original Cost Adopted $261,825.00
d) Previous Amendment(s) if any $ 52,900.00

Total Program Cost To Date $276,775.00
(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:

Stonestown YMCA is an approved ExCEL Provider through the Request for Qualifications process. Stonestown YMCA was chosen by the school community to provide overall support to the after school program.

DEGREE OF STUDENT CONTACT:

- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED BY: Jovanna Badger

SUBMITTED BY: Kevin Truitt

SCHOOL SITE/and or DEPARTMENT: Student, Family and Community Support Dept.
AMENDMENT TO RESOLUTION(s): 156-23K36, 159-8K37, 1512-8K43, 161-12K35, 162-9K7
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: To increase funding for process payment.

Authorization to enter into school year 2015-16 contracts with non-public agencies/schools (NPA/NPS), certified by California State Department of Education to provide services to special education students, when no appropriate public education services are available to serve the individual needs of students with disabilities that cannot otherwise access such said services through SFUSD at present time. Provision of these services ensure the process of a free and appropriate public education according to each student's individual needs as determined through assessment, data collection and progress toward IEP goals. Services will be rendered at the non-public agencies/schools and onsite at SFUSD schools.

Category: Teaching Non-Public Schools
Code: 24

School Site/ Special Education Services
and or Department:

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

Original Dates of Service: 07/01/2015 - 06/30/2016
Amended Dates of Service: N/A

Cost of this Amendment Request: $702,156.06

Funding Source(s)/Program Title:
AB114: Special Education - Mental Health Services
Special Education - IDEA Mental Health Allocation Plan
Special Education Services
AB114: Special Education - Early Education Individuals with Exceptional Needs
**K Resolution Amendment**

162-23K13 Cont. Page 2

**SACS Code(s):**
- 05-65120-2016-5750-1180-5100-056
- 05-65120-2016-5750-1180-5100-066
- 05-33270-2016-5750-3120-5100-056
- 05-65000-2016-5750-1180-5100-066
- 05-65000-2016-5730-1180-5100-069
- 05-65000-2016-5770-1180-5100-064
- 05-65000-2016-5750-1180-5100-064
- 05-65100-2016-5710-1180-5100-056

**Cost of this Request**
- $2,156.06
- $700,000.00

**a) Name of Consultant:** Various NPA/NPS

**b) Evaluation: (if applicable)**

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<td><strong>d) Previous Amendment(s) if any</strong></td>
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**Total Program Cost To Date**
- $17,513,274.09

**DISTRICT GOALS AND EVALUATION:**

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

**EVALUATION:**
- Level I: Complete Task
- Level II: Complete Task, Provide Feedback and/or Produce Product
- Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

**SELECTION PROCESS:**

The California Education Code mandates the provision of a free appropriate, public education for all special education students. When an appropriate public education program/service is unavailable for particular students, the District must contract with non-public agencies and non-public schools certified by California State Department of Education to provide the services.

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

**PREPARED BY:** Sharis Yau

**SUBMITTED BY:** Elizabeth Blanco

**SCHOOL SITE/and or DEPARTMENT:** Special Education Services
LIST OF NON PUBLIC AGENCIES
2015 – 2016
As of February 9, 2016

1. Alpha Vista Services, Inc.
2. Anova Education & Behavior Consultations, Inc
3. Augmentative Communication & Technology Services – ACTS
4. Bay Area Communication Access (BACA)
5. Behavioral Intervention Association
6. Bright Path Therapists
7. Cathy Hansen
8. Community Options for Families and Youth, Inc. (COFY)
9. EBS Healthcare Service Inc.
10. Gateway Learning Group, Inc.
11. Hearing and Speech Center of Northern CA
12. Junior Blind of America
13. Lindamood-Bell Learning Processes – San Francisco
14. Maxim Healthcare Services, Inc. DBA Maxim Staffing Solutions
15. MyTherapy Company, Inc.
16. Pacific Autism Learning Services
17. Professional Tutors of America, Inc.
18. Progressus Therapy, LLC
19. Seneca Family of Agencies
20. Starfish Physical Therapy Inc (CHANGE)
21. Steps Therapy, Inc
22. Sunbelt Staffing, LLC
LIST OF NON PUBLIC SCHOOL
2015 – 2016
As of February 9, 2016

1. A Better Chance School (ABC)
2. Anova Education & Behavior Consultation, Inc. (Center for Education)
3. Charis Youth Center
4. Cinnamon Hills Youth Crisis Center
5. Copper Hills Youth Center
6. Coryell Autism Center
7. Devereux Cleo Wallace - Colorado
8. Devereux Foundation - Florida
9. Devereux Georgia Treatment Network
10. Edgewood Center for Children and Families
11. Hertspring, Inc.
12. Hergl School
13. Heritage Schools, Inc.
14. Intermountain Deaconess Children's Services DBA Intermountain
15. Jasper Mountain
16. La Europa Academy, LLC
17. Lakemary Center, Inc. - Paola, KS
18. Logan River Academy, LLC - Logan, UT
19. Mingus Mountain Estate Residential Center Inc.
20. Monarch Center for Autism at Bellefaire JCB - Cleveland, OH
21. Oak Hill School
22. Oakes Children's Center, Inc.
23. OakGrove School, Inc.
24. Pacific Autism Center for Education (PACE)
25. Provo Canyon School
26. Red Rock Canyon School
27. RISE Institute
28. Seneca Family of Agencies: James Baldwin Academy, Catalyst Academy, Pathfinder Academy, Olivera School, Building Blocks
29. Spectrum Center, Inc: Mission Valley Campus, Peninsula Campus, Tara Hills Campus
30. Star Academy
31. Stars High School, Inc.
32. Summitview Child & Family Services, Inc.: Summitview Academy
33. Syracuse RTC LLC dba Elevations RTC
34. The Bay School
35. The Bridge School
36. The Devereux Foundation and Devereux Texas Treatment Center
37. The Help Group: THG West, Summit View Westside/Westview, Bridgeport, Sunrise, Village Glen, Young Learners, North Hills Prep, Parkhill, Summit View, STEM3 Academy, Bridgeport Vocational Center
38. The Phillips Academy (TPA)
39. Timothy Murphy School
40. TLC Child and Family Services: Journey High School
41. Victor Treatment Centers/North Valley School – Santa Rosa and Redding
42. Wings Learning Center
43. Yellowstone Boys and Girls Ranch - Billings, MT
K Resolution Amendment

DATE OF BOARD MEETING: February 23, 2016

AMENDMENT TO RESOLUTION(s): 1512-8K21
List original and all previous amendment resolution numbers.

EXPLAIN WHY THE AMENDMENT IS NEEDED: Change of year.

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

162-23K14

BaySci will provide technical assistance and consulting through advising and planning for systemic science implementation, and feedback on current science programmatic implementation and practices. This will include: a.) Facilitate planning on design of an Elementary Science/NGSS Implementation Plan and Timeline with the goals of increasing science leadership capacity throughout the district and school sites, and improving the quality and quantity of K-5 science instruction district including selection and rollout/distribution of NGSS curriculum K-5. b.) Facilitate planning on design of a Secondary Science/NGSS Implementation Plan and Timeline. c.) Facilitate planning on design of a District Communication Plan for Science that includes multiple mechanisms of communication and messages in support of K-12 science education throughout the district.

Category: Technology Services Code: 25

School Site/ and or Department:

C&I STEM Department

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

Science Program Administrator

Original Dates of Service: January 30th, 2016 - May 31, 2016

Amended Dates of Service: January 30th, 2016 - May 31, 2016

Cost of this Amendment Request: $0

Funding Source(s)/Program Title: Common Core State Standards (CCSS) Funding

SACS Code(s):
01-07405-2015-1110-2100-5803-190 ($30,000) Credit
01-07405-2016-1110-2100-5803-190 $30,000

Cost of this Request

a) Name of Consultant: The Regents of the University of California, Lawrence Hall of Science $0

b) Evaluation: (if applicable) $0
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<th>c) Original Cost Adopted</th>
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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:**

BaySci is designed to strengthen inquiry-based K-12 science instruction in California through a concerted partnership and supportive network of school districts and county offices of education, district leadership, schools, and teachers with the Lawrence Hall of Science. A key feature of BaySci is that it addresses the specific individual needs expressed by the district by taking strategic advantage of top-level district and school site leaders’ participation for the purpose of prioritizing high-quality science instruction within the district and building leadership capacity at various ranks in the district administration.

**DEGREE OF STUDENT CONTACT:**

- Limited Contact
- More Than Limited Contact
- No Student Contact

**PREPARED BY:** Luz Navarro

**SUBMITTED BY:** Sarah Delaney

**SCHOOL SITE/and or DEPARTMENT:** Division of Curriculum & Instruction/STEM
SUBJECT: Consultant Services  □ Individual  ☑ Organization

FOR BOARD OFFICE USE ONLY  ☐ Vendor has multiple contracts for the current fiscal school year.

DATE OF BOARD MEETING: February 23, 2016

AMENDMENT TO RESOLUTION(s): 155-12K19
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Choose from list below:
or other comments: Additional funding source and addition 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)

162-23K15 Contractor will serve as a liaison between City College of San Francisco (CCSF) and San Francisco Unified School District (SFUSD) on the Adult Education Block Grant (AEBG) as well as the Dual Enrollment Project. They will provide support services to SFUSD students while enrolled in CCSF classes; track and record student data; work with SFUSD and CCSF staffs to do student outreach and orientation; download reports from CCSF’s data system (BANNER), assist students with college admission and class registration; manage course materials; and other duties as assigned by the program staff.

Category: Program Management  Code: 16

School Site/and or Department: C and I - College and Career Readiness

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

Original Dates of Service: July 1, 2015 through June 30, 2016
Amended Dates of Service: no change

Cost of this Amendment Request: $29,468.00

Funding Source(s)/Program Title: CCSF Adult Education Block Grant

SACS Code(s): 01-90737-2016-1110-2100-5803-151

Cost of this Request $29,468.00

a) Name of Consultant: San Francisco Community College District
b) Evaluation: (if applicable) $0
Background

c) Original Cost Adopted $47,700.00
d) Previous Amendment(s) if any $0

Total Program Cost To Date $77,168.00
(Add Items a to d)

DISTRICT GOALS AND EVALUATION:

DISTRICT GOALS:

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

EVALUATION:

- Level I: Complete Task
- Level II: Complete Task, Provide Feedback and/or Produce Product
- Level III: Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful
- Level IV: Complete Task, Provide Feedback and/or Produce Product, Show Evidence that Services are Successful, and Show Evidence of Transference of Skills and Capacity Building

SELECTION PROCESS:

The consultant was chosen for their expertise in post-secondary education and their work with SFUSD as a local partner.

DEGREE OF STUDENT CONTACT:

- Limited Contact
- More Than Limited Contact
- No Student Contact

PREPARED BY: Kathryn J Doherty

SUBMITTED BY: Jen Fong

SCHOOL SITE/and or DEPARTMENT: Division of Curriculum and Instruction
DATE OF BOARD MEETING: February 23, 2016

AMENDMENT TO RESOLUTION(s): 15-140KA, 1512-8K59, 161-26K5
List original and all previous amendment resolution numbers.

Explain why the amendment is needed: Increase the Contract Amount to extend consultant services from Taos Mountain until the end of the fiscal year.

SERVICE/PROGRAM DESCRIPTION: Taos Mountain, LLC will provide personnel on-site to SFUSD Information Technology Department to provide critical services to maintain, troubleshoot, and improve the SFUSD core network. This consultant will provide day-to-day support to technical issues as instructed; review, respond and provide solutions to customer report incidents when instructed; plan, develop and implement technical solutions as needed; engineer and design solutions for complex technology infrastructure challenges when needed; analyze, recommend solutions/procedures and best practices when needed; direct and monitor technical support activities related to complex large networks; troubleshoot the network in order to maintain the network’s integrity and reliability; support the network in order to maintain the network’s integrity and reliability; and, contact software and hardware vendors when necessary.

Taos Mountain, LLC’s services are an interim solution due to recent vacancies in the Information Technology Department’s staffing. These services will occur on an ongoing basis until the Information Technology Department hires a full-time employee to assume these responsibilities. This K-Resolution will allow our consultant to provide services until the end of the fiscal year.

Category: Technology Services  Code: 25

School Site/ and or Department: Information Technology Department

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

Original Dates of Service: 10/15/15 - 11/15/15
Amended Dates of Service: 10/15/15 - 6/30/16

Cost of this Amendment Request: $64,000.00

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

SACS Code(s): 01-00000-2016-0000-7700-5803-220

a) Name of Consultant: Taos Mountain, LLC

Cost of this Request $64,000.00
b) Evaluation: (if applicable) $0

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<td>c) Original Cost Adopted $ 24,000.00</td>
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<td>d) Previous Amendment(s) if any $ 62,000.00</td>
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<td>Total Program Cost To Date $150,000.00</td>
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DISTRICT GOALS AND EVALUATION:

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EVALUATION:

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<td>I</td>
<td>Complete Task</td>
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<tr>
<td>II</td>
<td>Complete Task, Provide Feedback and/or Produce Product</td>
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<td>III</td>
<td>Complete Task, Provide Feedback and/or Produce Product, and Show Evidence that Services are Successful</td>
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<tr>
<td>IV</td>
<td>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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SELECTION PROCESS:

The District evaluated several vendors who provide high-quality network support services and who have access to experienced personnel to provide day-to-day support as well as knowledge transfer for when SFUSD's IT Department identifies permanent staff to assume these responsibilities. Taos Mountain, LLC's industry reputation and ability to fulfill our network team needs made them the best vendor.

DEGREE OF STUDENT CONTACT:

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<th>Contact Level</th>
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PREPARED AND SUBMITTED BY: Jared Joiner

SCHOOL SITE/and DEPARTMENT: Information Technology Department