



Report Closed  
Session Action                      Motion\_\_\_\_\_ Second\_\_\_\_\_ Vote\_\_\_\_\_

Approve Agenda                      Approve the Regular Meeting Agenda of October 9, 2002  
Motion\_\_\_\_\_ Second\_\_\_\_\_ Vote\_\_\_\_\_

Approval of Minutes                      Approval of September 25, 2002 Minutes  
Motion\_\_\_\_\_ Second\_\_\_\_\_ Vote\_\_\_\_\_

Page

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**PUBLIC TESTIMONY**                      Persons wishing to address the Board should fill out a card located on the table by the door and submit the completed card to the Board Recorder. Speakers will be selected by lottery. The Public Testimony is limited to 30 minutes—3 minutes per speaker. Speakers with the same concerns are encouraged to select a spokesperson to address the Board.

**REPORTS**                                      Union Representatives' Report  
Advisory Councils' Reports  
Superintendent's Report  
Board Members' Reports

**CONSENT ITEMS**

These items are considered routine and may be enacted by a single motion. Any items needing discussion may be moved to the appropriate section of the agenda upon the request of any Member of the Board.

General Services

Page

1.1-C                                      Staff Recommendation:  
Acceptance of Gifts/                      Accept the gifts/donations to the District or  
Donations                                      facilities from individuals and/or companies  
as submitted.  
Motion\_\_\_\_\_ Second\_\_\_\_\_ Vote\_\_\_\_\_

9

1.2-C  
Resolution in  
Acknowledgement  
of César Chávez  
Day

Staff Recommendation:  
Approve Resolution in support of making  
March 31<sup>st</sup> César Chávez Day  
Motion\_\_\_\_\_ Second\_\_\_\_\_ Vote\_\_\_\_\_

13

1.3-C  
Resolution for Mock  
Elections

Staff Recommendation:  
Adopt Resolution in support of Mock Elections  
on November 1, 2002  
Motion\_\_\_\_\_ Second\_\_\_\_\_ Vote\_\_\_\_\_

1.4-C  
Proclamation  
Regarding Vista  
Community College  
Groundbreaking  
Ceremony

Staff Recommendation:  
Approve the Proclamation.  
Motion\_\_\_\_\_ Second\_\_\_\_\_ Vote\_\_\_\_\_

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Human Resources

2.1-C  
Acceptance of  
Personnel Report

Staff Recommendation:  
Accept Personnel Report 03-05 as submitted.  
The report includes details, assignments,  
terminations, and employment of personnel.  
Motion\_\_\_\_\_ Second\_\_\_\_\_ Vote\_\_\_\_\_

19

2.2-C  
Payment of  
Brokerage Fee  
for Arthur J.  
Gallagher and  
Company

Staff Recommendation:  
Approve the payment of brokerage fee to  
Arthur J. Gallagher and Company  
Motion\_\_\_\_\_ Second\_\_\_\_\_ Vote\_\_\_\_\_

27

2.3-C  
Liability Claims  
submitted to the  
to the District

Staff Recommendation:  
Deny all claims presented.  
Motion\_\_\_\_\_ Second\_\_\_\_\_ Vote\_\_\_\_\_

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| <u>Educational Services</u>  |   | Page |
|--|---|------|
| 3.1-C<br>Overnight Field Trip<br>Requests  | <u>Staff Recommendation:</u><br>Approve the overnight field trip for students<br>consistent with the District Policies and<br>instructional programs<br>Motion_____ Second_____ Vote_____                 | 29   |
| 3.2-C<br>Program Coordinator<br>Position in California<br>Nutrition Network<br>Program   | <u>Staff Recommendation:</u><br>Approve the creation of a Program Coordinator<br>position in the California Nutrition Network<br>Program effective September 1, 2002<br>Motion_____ Second_____ Vote_____ | 30   |
| <br><u>Business &amp; Operations</u>   |   |      |
| 4.1-C<br>Approval of Contracts/<br>Purchase Orders for<br>Services Contracts             | <u>Staff Recommendation:</u><br>Authorize the Associate Superintendent of Business<br>and Operations or Purchasing Agent to execute<br>Purchase Orders<br>Motion_____ Second_____ Vote_____               | 31   |
| 4.2-C<br>Acceptance of the<br>Roofing Project at<br>Berkeley High<br>School "C" Building | <u>Staff Recommendation:</u><br>Accept the project as complete.<br>Motion_____ Second_____ Vote_____  | 36   |
| 4.3-C<br>Acceptance of the<br>Flooring Project<br>at Cragmont<br>School                  | <u>Staff Recommendation:</u><br>Accept the project as complete<br>Motion_____ Second_____ Vote_____   | 39   |

**INFORMATION**

These items are intended to keep the Board informed on various District business matters, which do not require formal action, by the Board.

General Services

**7:45 p.m.**

|   |  |
|---|--|
| 1.1-I<br>Berkeley High School<br>Presentation | Receive a Berkeley High School Administrative presentation regarding the Safety Plans, Discipline, and Evacuation, and an introduction, to the Board, of the support Staff |
|---|--|

Educational Services

|  |   |                |
|--|---|----------------|
| 3.1-I<br>No Child Left Behind<br>Act of 2001 | Accept an informational summary of the No Child Left Behind Act of 2001 | Page<br><br>41 |
|--|---|----------------|

**EXTENDED PUBLIC TESTIMONY**

Persons wishing to address the Board at this time should fill out a card located on the table by the door and submit the completed card to the Board Recorder. (Public testimony is limited to a maximum of 30 minutes—3 minutes per speaker).

**ANNOUNCEMENT**

**Scheduled Board of Education Meetings for 2002:**

- October 9, 2002
- October 16, 2002
- November 6, 2002
- November 20, 2002
- December 11, 2002

**ADJOURNMENT:**

Time \_\_\_\_\_

**Board of Education Meetings are broadcasted live on KPFB/FM 89.3  
Cable Television Channels 25 and Berkeley’s Government Access Channel 78**

**GUIDELINES FOR SPEAKERS**

You are invited to participate in Meetings of the Board of Education and make your views known at these meetings.

**WHEN YOU WANT TO TALK ABOUT AN AGENDA ITEM OR A NON-AGENDA ITEM:**

Please fill in a **REQUEST TO ADDRESS THE BOARD OF EDUCATION CARD** (located on the side of the Speaker’s Stand) and give it to the Board Recorder. Speakers will be selected by lottery. Your card must be submitted before he Presiding Officer calls for the item—**PUBLIC TESTIMONY**.

You will be called on to speak by the Presiding Officer.

A speaker has three minutes in which to make his/her remarks. (The Presiding Officer will extend the time allocation for those with special speech needs.)

Any subject related to the District or its educational programs maybe discussed at Board of Education Meetings **except matters pertaining to individual employees of the Berkeley Unified School District**. There is an established procedure for making such complaints. You may obtain information about this procedure from a school or from the Superintendent’s Office.



BERKELEY UNIFIED SCHOOL DISTRICT  
MINUTES, REGULAR MEETING  
Wednesday, September 25, 2002  
District Administrative Offices  
Board Meeting Room  
2134 Martin Luther King Jr. Way  
Berkeley, CA 94704-1180

OFFICIAL BUT UNADOPTED MINUTES  
Page 1

## **CALL TO ORDER**

President Shirley Issel called the Regular Board of Education Meeting of September 25, 2002, to order at 6:00 p.m.

## **BOARD ROLL CALL**

**MEMBERS PRESENT:** President Shirley Issel  
Vice President Joaquin J. Rivera  
Director Terry S. Doran  
Director Ted Schultz  
Director John T. Selawsky  
Student Director Andy Turner\*

Administration                      Superintendent Michele Lawrence, Secretary

Prior to Closed Session, as necessary, staff/employee comments are taken per Government Code Section 54957

No one addressed the Board at this time.

Recess to Closed Session (Government Code Sections 3549.1(d), 54956.9, 54956.9(a) and 54957 and Education Code Section 48918(c)

- a) Conference with Legal Counsel—Existing Litigation
- b) Consideration of Student Expulsion
- c) Collective Bargaining
- d) Public Employee Discipline/Dismissal/Release
- e) Public Employment and Appointments
- f) Liability Claims
- g) Property Acquisition

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\*The Student Director does not attend Closed Session.



The Board recessed to Closed Session at 6:00 p.m. and reconvened in Public Session at 7:40 p.m.

**BOARD ROLL CALL**      President Shirley Issel  
                                 Vice President Joaquin J. Rivera  
                                 Director Terry S. Doran  
                                 Director Ted Schultz  
                                 Director John T. Selawsky  
                                 Student Director Andy Turner

Report Closed Session Action

President Issel stated that in Closed Session, the Board dealt with item (c): Collective Bargaining.

Approve Agenda

Motion:        Directors Rivera/Selawsky and approved unanimously on voice vote:

That item 4.1-C: Approval of Contracts/Purchase Orders, be pulled for further clarification. That items 2.1-A: Declaration of Need for Fully Qualified Educators; 3.2-A: BSEP School Enrichment Program Plan for 2003, Longfellow School; and 4.1-A: Resolution 02-36 for Issuance of General Obligation Anticipation Notes, be moved to Consent and voted on as Consent Items.

Approval of Minutes

Motion:        Directors Rivera/Schultz and approved unanimously on voice vote:

That the Minutes of June 12, 2002 and September 11, 2002 are approved.

**PUBLIC TESTIMONY**

At this time, Mr. Robert McKnight, Chairperson, African-American Studies Department, read the following statement:

“The Board of Education and the Superintendent are committed to the maintenance of an African-American Studies Department. The 33-year history of this program will not be affected by the current negotiations. Mr. McKnight will serve as he has for many years as the head, and the identity of the department will remain intact.”

Superintendent Lawrence extended apologies to the students, parents and staff regarding the misunderstanding about the African-American Studies Department.

President Issel apologized on behalf of the Board about the misunderstanding regarding the African-American Studies Department.

Ten speakers addressed the Board in support of retaining the African-American Studies Department.

## **REPORTS**

### **AGENDA REORDER**

#### Superintendent's Report:

##### Berkeley High School Jacket Stadium volunteers

Superintendent Lawrence expressed appreciation to the following volunteers who worked on the Berkeley High School Jacket Stadium:

- Rhonda Bacot, Director Maintenance;
- Matt Bissell, Berkeley High School Head Football Coach;
- Nocolie Bolster-Ott, parent of a Berkeley High School Sophomore and Coordinator of the Stadium Project;
- Jill Davies, Executive Director of Rebuilding Together;
- John Ferguson, President, Berkeley Rotary;
- Lewis Jones, Manager, Facilities Planning;
- Lawrence Lee, former Berkeley High School Executive Vice Principal in charge of construction;
- Judson Owens, former Berkeley High School Facilities Manager;
- Jeff Rosenbloom, Volunteer House Manager, Berkeley High School Bleacher Project; and,
- Glenda Ruebin, Office of Community Affairs, University of California, Berkeley.

At this time, Superintendent Lawrence introduced and welcomed Ms. Shirley Herrera, Principal, Rosa Parks Environmental Science Magnet School.

## **AGENDA REORDER**

### 3.1-I

#### Community-based Academic Mentoring and Tutoring Programs operating in the District

Ms. Julie Sinai, Manager, School-Linked Programs, and five representatives from various academic mentor programs in the District, presented an outline of their programs. The six programs which were highlighted are: Downtown Berkeley YMCA, Stiles Hall, Multi-Cultural Institute, Emerson Mentor Program, Bay Area Community Resources and Berkeley School Volunteers.

Vice President Rivera asked what kind of formal assessment in these programs are in place to ensure the needs of all the students are being met? Ms. Sinai and the representatives responded by describing their compliance reporting procedures and evaluation procedures.

## **AGENDA REORDER**

### **REPORTS** (continued)

#### Union Representatives' Reports

Ms. Carol Isen, Associate Director, International Professional & Technical Engineers, Local 21, reported that Local 21 has been certificated by PERB (Public Employees Relations Board). She stated that Local 21 represents approximately 6,000 employees in the Bay Area.

Ms. Anne Graybeal, President, Council of Classified Employees Union Local 6192, addressed the Board.

Mr. Barry Fike, President, Berkeley Federation of Teachers, addressed the Board regarding the department chair positions at Berkeley High School. He requested that the Board direct its bargaining team to continue at the bargaining table.

#### Advisory Councils' Reports

Ms. Yolanda Huang, representing the Child Nutrition Advisory Committee, addressed the Board.

### Board Members' Reports

Student Director Turner reaffirmed his support for the African-American Studies Department.

Director Doran apologized to the students, parents and community regarding the misunderstanding regarding the African-American Studies Department. Director Doran said this Board never had a discussion about eliminating the African American Studies Department.

Director Seleawsky also apologized to the students, parents and staff regarding the misunderstanding about the African American Studies Department.

Vice President Rivera asked if the English Language Learners (ELL) Department will also remain as a unit? Superintendent Lawrence indicated her need to explore the situation further.

### **CONSENT ITEMS**

Motion: Directors Selawsky/Schultz and approved unanimously on voice vote:

That the Consent Items are approved, as amended. The amendments are that items 4.1-C be pulled for further clarification. That items 2.1-A and 3.2-A, be Consent Items.

- 1.1-C: Acceptance of Gifts/Donations
- 2.1-C: Acceptance of Personnel Report
- 2.2-C: AFT Local #6192 request to Negotiate Contract
- 3.1-C: Overnight Field Trip Requests
- 4.1-C: Approval of Contracts/Purchase Orders  
Please see page 6 of these minutes for action on this item.
  
- 4.2-C: Approve Listing of Warrants issued in August 2002
- 2.1-A: Declaration of Need for Fully Qualified Educators
- 3.2-A: BSEP School Enrichment Program Plan for 2003, Longfellow School

**CONSENT ITEMS** (continued)

4.1-C: Approval of Contracts/Purchase Orders

Vice President Rivera requested that staff investigate the possibility of a more effective, efficient and cost-saving mode for copying services.

Director Doran said we need to have a common philosophy on how we use copying services.

Mr. Jerry Kurr, Associate Superintendent, Business and Operations, stated that item 20, on page 35 of the Board packet, the funding source should be General Funds and not Measure BB.

Motion: Directors Selawsky/Rivera and approved 4(1)-0-1-0 on voice:  
Approval of Contracts/Purchase Orders.

|             |   |
|-------------|---|
| AYES:       | Directors Doran, Issel, Rivera, Selawsky,<br>(Turner) |
| NOES:       | None  |
| NOT SEATED: | Director Schultz                                      |
| ABSENT:     | None  |

**ACTION ITEMS**

1.1-A  
Capacity Analysis for Elementary, Middle, and High School

Superintendent Lawrence said this is the first step in a series of steps in order to investigate ways in which we are using our facilities. She then deferred to Mr. Lew Jones, Manager, Facilities Planning and Ms. Betty Hansen, California Financial Services. Mr. Jones and Ms. Hansen highlighted the study and responded to Board questions.

Motion: Directors Doran/Schultz and approved unanimously on voice vote:

To accept for consideration the first two components of the Facilities Study.

**ACTION ITEMS** (continued)

3.1-A  
2002-2003 Single Plan for Student Achievement

Ms. Christine Lim, Associate Superintendent, Educational Services, said the California Department of Education requires all schools participating in school-based coordinated categorical programs to have a board approved Single Plan for Student Achievement. There are basic legal assurances for all of the categorical programs. Compliance with these assurances are required indicating that the school district and the site will comply with all of the requirements for the program funds included in the school plan.

Motion: Directors Selawsky/Doran and approved unanimously on voice vote:

Approval of the Single Plan for Student Achievement for Berkeley Arts Magnet, Berkeley High School, Emerson, Jefferson, King Middle School, John Muir, LeConte, Malcolm X, Oxford, Rosa Parks, Thousand Oaks and Washington schools.

**INFORMATION**

1.1-I  
No Child Left Behind

Superintendent Lawrence presented this item. She said in light of the recent Federal Regulations cited on the enactment of the No Child Left Behind Act of 2001, it is required that military recruiters have access to the school campus and to the names and addresses of our students. Additionally, another section of this law now allows the Boy Scouts of America to also have access to facilities. Our existing Board Policy on Community Use of Property may not need to be changed in order to comply since the wording allows for changes in the law.

Ms. Christine Lim, Associate Superintendent, Educational Services, said staff is developing a waiver form, which will be included in the Student Handbook and the Red and Gold Berkeley High School booklet and bulk mailed to all high school parents.

Director Doran requested that this item be discussed further at the next Board Meeting.

**INFORAMTION** (continued)

3.2-I  
Update on 2002/03 Student Enrollment

Ms. Christine Lim, Associate Superintendent, Educational Services, provided an update regarding the 2002-2003 student enrollment. She said our schools are presently under enrolled by a total of 380 students. The elementary schools enrollment is down by 137 students. The middle schools are under enrolled by 60 students. Berkeley High School and Berkeley Alternative High School are under enrolled by 129 students.

President Issel asked when will this data be available by ethnicity. Director Selawsky asked why the enrollment numbers are lower than we projected?

**EXTENDED PUBLIC TESTIOMONY**

One speaker addressed the Board.

At 11:25 p.m., the Board recessed to Closed Session. The board returned to Public Session at 1:00 a.m. President Issel stated that there was nothing to report from Closed Session.

**ADJOURNMENT**

President Issel declared the Regular Meeting of September 25, 2002, adjourned at 1:00 a.m.

**APPROVED:**

**ATTEST:**

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President, Board of Education  
Berkeley Unified School District

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Secretary, Board of Education  
Berkeley Unified School District

# **BERKELEY UNIFIED SCHOOL DISTRICT**

**TO:** Michele Lawrence, Superintendent  
**FROM:** Queen Graham, Executive Assistant  
**DATE:** October 9, 2002  
**SUBJECT:** Acceptance of Gifts/Donations

## **BACKGROUND INFORMATION**

The Board may accept and utilize on behalf of the District any bequests or gifts of money or property for a purpose deemed to be suitable by the Board.

The following gifts have been presented to the District:

1. A gift of 20 cases of copy paper, 237 colored markers and 237 glue sticks, to be used in the classrooms at Oxford Elementary School, from Sean Marx, GIVE SOMETHING BACK.
2. A \$20.00 donation on behalf of Uzia Cohen from the Wells Fargo Educational Matching Gift Program.

## **POLICY**

Board Policy DFK/KHE

## **FISCAL IMPACT**

None

## **STAFF RECOMMENDATION**

Accept the donation to the District.



## **BERKELEY UNIFIED SCHOOL DISTRICT**

**TO:** Board of Education  
**FROM:** Terry S. Doran, Director  
Board of Education  
**DATE:** October 9, 2002  
**SUBJECT:** Resolution Making March 31<sup>st</sup> César Chávez Day in the Berkeley Unified School District

### **BACKGROUND INFORMATION**

In 1999 the Berkeley School Board passed a resolution supporting legislation to establish a State Holiday in honor of César Chávez, which would, among other things, support an annual commemoration of César Chávez in public schools, colleges and universities on March 31<sup>st</sup>. This legislation passed and the State declared César Chávez' birthday, March 31<sup>st</sup>, an official State Holiday. The resolution before us would establish March 31<sup>st</sup>, César Estrada Chávez Day in the Berkeley Unified School District and support a school-based recognition, on March 31<sup>st</sup>, of the life and legacy of César E. Chávez as well as explore the feasibility of developing a service learning program in our schools by applying for State grants available in the name of César Chávez for service learning and volunteerism.

### **FISCAL IMPACT**

To be determined.

### **BOARD MEMBER RECOMMENDATION**

Approve resolution Making March 31<sup>st</sup> César Chávez Day in the Berkeley Unified School District.

**BERKELEY UNIFIED SCHOOL DISTRICT  
RESOLUTION MAKING MARCH 31<sup>st</sup> CÉSAR CHÁVEZ DAY IN THE  
BERKELEY UNIFIED SCHOOL DISTRICT**

**OCTOBER 9, 2002**

**WHEREAS**, in 1999 the Berkeley School Board passed a resolution supporting State Senator Richard Polanco's efforts to establish a César Chávez state holiday; and

**WHEREAS**, this Board Resolution included support for an annual commemoration of César Chávez in public schools, colleges and universities on March 31; and

**WHEREAS**, the State of California has declared César Chávez' birthday an official state holiday for state workers (March 31<sup>st</sup>); and

**WHEREAS**, the Berkeley School District and City now honor Martin Luther King, Malcolm X and International Women's Day as school holidays; and

**WHEREAS**, César Chávez Day is not a District holiday in Berkeley.

**THEREFORE, BE IT RESOLVED**, that the District will make March 31<sup>st</sup> César Estrada Chávez Day in the Berkeley Unified School district and put this on all official publications of the District; and

**FURTHER BE IT RESOLVED**, that the District will support a school-based recognition, on March 31<sup>st</sup>, of the life and legacy of César E. Chávez, rather than a school holiday which will include, but be limited to:

- Distribute information on the availability of curricula and resources developed by the state for teachers;
- Encourage teachers, through announcements and publications, to incorporate the curricula into their lesson plans for March 31<sup>st</sup>;
- Encourage each school to have school-wide activities on March 31<sup>st</sup> to honor the legacy of César Chávez;
- Support existing efforts to celebrate César Chávez in the District; and

**FURTHER, BE IT RESOLVED**, that the District explore the feasibility of developing a large District-wide Chávez-based service learning effort for the 2003-2004 and 2004-2005 school years (and apply to the Governor's Office on Service and Volunteerism to carry out such an effort). This will engage students in service to their community minimally on March 31<sup>st</sup>, or on or near that date as specified by the State (the State's recommended way of best honoring the life and legacy of César Chávez).

**PASSED AND ADOPTED**, this 9<sup>th</sup> day of October, 2002.

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Shirley Issel, President  
Board of Education



# **BERKELEY UNIFIED SCHOOL DISTRICT**

**TO:** Board of Education  
**FROM:** Terry S. Doran, Director, Board of Education  
**DATE:** October 9, 2002  
**SUBJECT:** Adopt Resolution for Mock Elections on November 1, 2002

## **BACKGROUND INFORMATION**

The Mock Election Program of the League of Women Voters has, for years, proven to be a great addition to our young people's education because it, increases awareness and participation in the electoral process, and contributes to a partnership between our community and the schools across generational lines. The League of Women Voters has requested, for Board consideration, that a resolution be adopted acknowledging our support and encouragement for participation in this national program by our secondary schools on November 1, 2002.

Our participation in the National Student/Parent Mock Election Program will also help students increase their knowledge of the electoral process while laying a foundation for developing good voting habits the future. There is no cost involved to participate in the Mock Election, which is open to all students in kindergarten through 12<sup>th</sup> grades although the local League will concentrate their efforts in the high schools in our area. The program is designed to encourage children, youth and parents to work together to discuss election-related issues and concerns. California students will have the unique opportunity to study and vote for some of the same candidates and measures that will appear on the November 5, 2002, gubernatorial general election ballot.

The League of Women Voters of California is serving as coordinator for Mock Election 2002 activities. They are working under the co-sponsorship of Bill Jones, Secretary of State, Delaine Eastin, Superintendent of Public Instruction. Our local unit of the League, The League of Women Voters of Berkeley, Albany and Emeryville, is available to assist classroom teachers with duplication of program materials, arranging informational speakers, and assisting at the school site on Mock Election Day. Secretary of State Bill Jones' office in Sacramento has been designated as California's Mock Election Headquarters and will be responsible for tabulating on-site the results of the election. Tabulated results from around the country will be reported live on CNN.

**FISCAL IMPACT**

None

**BOARD MEMBER RECOMMENDATION**

Adopt Resolution for Mock Elections on November 1, 2002.

**BERKELEY UNIFIED SCHOOL DISTRICT  
SUPPORT FOR MOCK ELECTION IN OUR SCHOOLS  
ON NOVEMBER 1, 2002**

**WHEREAS**, the Board of Education of the Berkeley Unified School District recognizes that the National Student/Parent Mock Election is the parent organization to the Mock Election activities held in the 50 states and is a non-profit, non-partisan corporation that provides curriculum materials and teacher guides online; and

**WHEREAS**, the Board of Education recognizes that the Mock Election, to be held this year on November 1, 2002, works through schools to reach students and their families to build awareness of the power of their votes and promotes the importance of educated voters; and

**WHEREAS**, the Mock Election is a legitimate education tool developed by a collaboration of the following: California Secretary of State Bill Jones as the program's Honorary Chair, California Superintendent of Public Instruction Delaine Eastin as the Honorary Co-Chair, and The League of Women Voters of California, whose Education Fund is the California State Coordinator for the 2002 National Mock Election Program; and

**WHEREAS**, the Board of Education recognizes that the Mock Election 2002 will focus on the California gubernatorial race and selected state ballot measures, but will also include local candidates and measures, which will be tallied and announced.

**THEREFORE, BE IT RSOLVED**, that the Board of Education fully supports this program in our secondary schools and applauds and encourages the participation of students and teachers in the Mock Election process.

**PASSED AND ADOPTED** this 9<sup>th</sup> day of October 2002.

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Shirley Issel, President  
Board of Education







# **BERKELEY UNIFIED SCHOOL DISTRICT**

**TO:** Board of Education  
**FROM:** Shirley Issel, President  
**DATE:** October 9, 2002  
**SUBJECT:** Proclamation regarding Vista Community College  
Groundbreaking Ceremony

## **BACKGROUND INFORMATION**

The long-awaited groundbreaking ceremony for Vista Community Colleges Downtown Berkeley campus will take place on October 23, 2002, at 2050 Center Street at 12 noon. The public is invited. The attached proclamation is our formal recognition of this important event in the lives of Berkeley citizens. We extend our special thanks to Susan Duncan and Darryl Moore, Peralta Board Members, for their efforts to bring this dream to fruition.

Dr. John Garmon, President, Vista Community College, will be present at the Board Meeting and will be recognized.

## **FISCAL IMPACT**

None

## **BOARD MEMBER RECOMMENDATION**

Approval of the proclamation.

**BERKELEY UNIFIED SCHOOL DISTRICT  
PROCLAMATION REGARDING VISTA COMMUNITY COLLEGE  
GROUNDBREAKING**

**October 9, 2002**

**WHEREAS**, the Peralta Community College District's Board of Trustees' commitment to all students, now and in future generations, is reflected in the purchase and construction of a permanent facility for Berkeley's Vista Community College; and

**WHEREAS**, the Peralta Community College District's commitment to construction of a permanent Vista Community College facility will enhance the quality of student and community life, and significantly contribute to our community's intellectual growth, social and economic mobility, and economic development; and

**WHEREAS**, Berkeley's Vista Community College embraces the Peralta Community College District's Board of Trustees' mission to serve students of Alameda, Albany, Berkeley, Emeryville, Oakland and Piedmont; and

**WHEREAS**, Vista Community College, over the years, has created innovative curricula in American Sign Language, Business, the Liberal Arts and Sciences, and Multimedia Technology; and

**WHEREAS**, Vista Community College, College of Alameda, and Laney and Merritt Colleges in Oakland, annually serve more than 60,000 students, and are noted for having one of the highest transfer rates to the University of California and California State University systems; and

**WHEREAS**, Vista Community College embraces the Peralta Community College District's commitment to a student-centered culture which fosters academic excellence, professional success and lifelong learning; and

**WHEREAS**, the Peralta Community College District's Board of Trustees and Chancellor Ronald J. Temple cultivate and strongly support faculty, staff and student diversity at all Peralta campuses.

**NOW, THEREFORE, BE IT RSOLVED**, that the Superintendent of Schools and Board of Education of the Berkeley Unified School District congratulates Vista Community College and recognizes Chancellor Ronald J. Temple's and the Peralta Board of Trustees' continuing and significant contributions to education in our community.

**PASSED AND ADOPTED** this 9<sup>th</sup> day of October 2002.

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Shirley Issel, President  
Board of Education

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Michele Lawrence  
Superintendent



TO: Michele Lawrence Superintendent  
 FROM: David A. Gomez, Ph.D.  
 Associate Superintendent, Human Resources  
 DATE: October 9, 2002  
 SUBJECT: ACCEPTANCE OF PERSONNEL REPORT 03-05

Following is Personnel Report 03-05 which reports details of personnel assignments employment and terminations.

**CERTIFICATED EMPLOYEES**

| NAME                                   | POSITION             | LOCATION     | BUDGET    | FTE & SALARY | FROM    | TO      |
|--|----------------------|--------------|-----------|--------------|---------|---------|
| <b><u>APPOINTMENT ADULT SCHOOL</u></b> |                      |              |           |              |         |         |
| Lynette Burris                         | Community Service    | Adult School | Site Fund | \$29.41/hr   | 8/28/02 | 6/30/03 |
| Chimmy Khashitsang                     | Computer Repair      | Adult School | Site Fund | \$29.41/hr   | 6/30/02 | 6/30/03 |
| Alberto Ramon                          | Vocational Education | Adult School | Site Fund | \$29.41/hr   | 8/28/02 | 6/30/03 |

**CLASSIFIED EMPLOYEES**

| <b>NAME</b>                       | <b>POSITION</b>                              | <b>LOCATION</b>               | <b>BUDGET</b>     | <b>CLASS RANGE STEP</b> | <b>FTE &amp; SALARY</b>  | <b>FROM</b> | <b>TO</b> |
|-----------------------------------|--|-------------------------------|-------------------|-------------------------|--------------------------|-------------|-----------|
| <b><u>RESIGNATION</u></b>         |  |                               |                   |                         |                          |             |           |
| Barbara F. Austin                 | Parent Liaison                               | Berkeley High School          |                   |                         |                          | 9/24/02     |           |
| <b><u>RETIREMENT</u></b>          |  |                               |                   |                         |                          |             |           |
| Joyce A. Sutton-Hamilton          | Administrative Coordinator                   | State & Federal Program       |                   |                         |                          | 12/01/02    |           |
| <b><u>END OF ASSIGNMENT</u></b>   |  |                               |                   |                         |                          |             |           |
| Sharmila R. Wallace               | Clerical Assistant                           | Purchasing                    |                   |                         |                          | 9/03/02     |           |
| <b><u>PERMANENT EMPLOYEES</u></b> |  |                               |                   |                         |                          |             |           |
| Cecilia Adams                     | Central Kitchen Supervisor                   | Jefferson                     | Cafeteria Fund    | 45/5                    | 1.0 FTE<br>\$19.93/hr    | 8/26/02     | 6/13/03   |
| Ron Boykin                        | Instructional Assistant<br>Special Education | Berkeley High School          | Special Education | 31/5                    | .80 FTE<br>\$15.56/hr    | 8/28/02     | 6/13/03   |
| Craig Davis                       | Food Service Assistant                       | Jefferson & LeConte           | Cafeteria Fund    | 26/5                    | .87 FTE<br>\$13.76/hr    | 8/26/02     | 6/13/03   |
| Bonita Everfield                  | Food Satellite Operator                      | Cragmont                      | Cafeteria Fund    | 31/3                    | .73 FTE<br>\$14.12/hr    | 9/3/02      | 6/13/03   |
| Vivian Robinson-Jenkins           | Instructional Assistant<br>ECE               | King Child Development Center | Categorical Fund  | 29/5                    | .40 FTE<br>\$13.76/hr    | 9/03/02     | 6/13/03   |
| Alan Lyman                        | Senior Food Service Assistant                | Jefferson                     | Cafeteria Fund    | 35/5                    | 1.0 FTE<br>\$14.12/hr    | 8/26/02     | 6/13/03   |
| Rita McIntyre                     | Secondary Production Supervisor              | Willard                       | Cafeteria Fund    | 40/4                    | .93 FTE<br>\$15.96/hr    | 8/26/02     | 6/13/03   |
| Odell Patton                      | Instructional Assistant<br>Special Education | Berkeley High School          | Special Education | 31/5                    | .80 FTE<br>\$15.56/hr    | 8/28/02     | 6/13/03   |
| Rita Pettit                       | Instructional Specialist                     | Longfellow EDP                | Categorical       | 58/1                    | 7.5 hrs/wk<br>\$24.94/hr | 8/26/02     | 6/13/03   |
| Diana Rodriguez                   | Instructional Assistant<br>ECE               | Franklin Preschool            | Categorical Fund  | 29/3                    | .40 FTE<br>\$13.42/hr    | 8/26/02     | 6/13/03   |
| Melinda Rogers                    | Instructional Assistant<br>Special Education | Berkeley High School          | Special Education | 31/5                    | .80 FTE<br>\$15.56/hr    | 9/14/02     | 6/13/03   |
| Pam Sanford                       | Instructional Assistant<br>(Kindergarten)    | John Muir                     | BSEP              | 29/5                    | .40 FTE<br>\$14.82/hr    | 8/28/02     | 6/13/03   |

| NAME                           | POSITION                                     | LOCATION             | BUDGET            | CLASS RANGE STEP | FTE & SALARY                          | FROM     | TO      |
|--------------------------------|--|----------------------|-------------------|------------------|---------------------------------------|----------|---------|
| Margie Sanberg                 | Interpreter for Deaf                         | John Muir            | Special Education | 45/5             | .80 FTE<br>\$18.06/hr                 | 10/01/02 | 6/13/03 |
| Tonya Warren                   | Instructional Assistant<br>Special Education | Emerson              | Special Education | 31/2             | .80 FTE<br>\$13.42/hr                 | 8/28/02  | 6/13/03 |
| Dan Wood                       | Instructional Assistant<br>Special Education | Berkeley High School | Special Education | 31/5             | .80 FTE<br>\$15.56/hr                 | 8/28/02  | 6/13/03 |
| Rita Pettit                    | Instructional Specialist                     | Longfellow EDP       | Categorical       | 58/1             | 7.5 hrs/wk<br>\$24.94/hr              | 8/26/02  | 6/13/03 |
| Diana Rodriguez                | Instructional Assistant<br>ECE               | Franklin Preschool   | Categorical Fund  | 29/3             | .40 FTE<br>\$13.42/hr                 | 8/26/02  | 6/13/03 |
| Melinda Rogers                 | Instructional Assistant<br>Special Education | Berkeley High School | Special Education | 31/5             | .80 FTE<br>\$15.56/hr                 | 9/14/02  | 6/13/03 |
| Pam Sanford                    | Instructional Assistant<br>(Kindergarten)    | John Muir            | BSEP              | 29/5             | .40 FTE<br>\$14.82/hr                 | 8/28/02  | 6/13/03 |
| Margie Sanberg                 | Interpreter for Deaf                         | John Muir            | Special Education | 45/5             | .80 FTE<br>\$18.06/hr                 | 10/01/02 | 6/13/03 |
| Tonya Warren                   | Instructional Assistant<br>Special Education | Emerson              | Special Education | 31/2             | .80 FTE<br>\$13.42/hr                 | 8/28/02  | 6/13/03 |
| Dan Wood                       | Instructional Assistant<br>Special Education | Berkeley High School | Special Education | 31/5             | .80 FTE<br>\$15.56/hr                 | 8/28/02  | 6/13/03 |
| <b><u>TEMPORARY/HOURLY</u></b> |  |                      |                   |                  |                                       |          |         |
| LiLibeth Allen                 | Food Service Assistant                       | District             | Cafeteria Fund    | 26/1             | 10 hrs/wk<br>\$11.29/hr               | 8/26/02  | 6/13/03 |
| Julie Batel                    | Interpreter for Deaf<br>(Afterschool)        | John Muir            | Site Fund         | 45/5             | .5 hrs/day<br>\$19.93/hr              | 8/26/02  | 6/13/03 |
| Jeronimo Carlos                | Instructional Assistant<br>(Study Hall)      | King                 | Site Fund         | 29/1             | 5 hrs/wk<br>\$12.17/hr                | 8/28/02  | 6/13/03 |
| Julie Dempster                 | Noon Director                                | Berkeley Arts Magnet | Site Fund         | N/A              | 3 hrs wkly<br>\$11.45/hr              | 8/28/02  | 6/13/03 |
| Julie Drucker                  | Instructional Specialist                     | King                 | Categorical Fund  | 51/1             | 9 hrs/wk<br>\$20.96/hr                | 9/03/02  | 6/13/03 |
| Karen Flowers                  | Instructional Technician                     | John Muir            | Site Fund         | 34/1             | Not To Exceed 10 hrs/wk<br>\$13.76/hr | 2/16/02  | 6/13/03 |

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| <b>NAME</b>                | <b>POSITION</b>                    | <b>LOCATION</b>      | <b>BUDGET</b>  | <b>CLASS RANGE STEP</b> | <b>FTE &amp; SALARY</b>               | <b>FROM</b> | <b>TO</b> |
|----------------------------|------------------------------------|----------------------|----------------|-------------------------|---------------------------------------|-------------|-----------|
| Jocelyn Foreman            | Instructional Assistant            | King                 | Site Fund      | 29/1                    | 5 hrs/wk<br>\$12.17/hr                | 8/28/02     | 6/13/03   |
| Michael Freeman            | Student Worker                     | Transportation       | General Fund   | N/A                     | Not To Exceed 10 hrs/wk<br>\$6.75/hr  | 8/01//02    | 6/30/03   |
| Melia Hong                 | Instructional Technician           | Emerson EDP          | Site Fund      | 34/1                    | Not To Exceed 10 hrs/wk<br>\$13.76/hr | 9/01/02     | 10/01/02  |
| Adrian Johnson             | Food Service Assistant             | District             | Cafeteria Fund | 26/1                    | 10 hrs/wk<br>\$11.29/hr               | 8/26/02     | 6/13/03   |
| Margaritta Chalona-Johnson | Instructional Assistant            | King                 | Site Fund      | 29/1                    | 5 hrs/wk<br>\$12.17/hr                | 9/10/02     | 6/13/02   |
| A. Tiah Khan               | Food Service Assistant             | District             | Cafeteria Fund | 26/1                    | 10 hrs/wk<br>\$11.29/hr               | 8/26/02     | 6/13/03   |
| Siobhan Longlois           | Intramural Director (Swimming)     | King                 | Site Fund      | N/A                     | 10 hrs/wk<br>\$11.45/hr               | 9/03/02     | 11/29/02  |
| Lynn Ling                  | Food Service Assistant             | District             | Cafeteria Fund | 26/1                    | 10 hrs/wk<br>\$11.29/hr               | 8/26/02     | 6/13/03   |
| Jesse McKeithen            | Noon Director                      | Emerson              | Site Fund      | N/A                     | 10 hrs/wk<br>\$11.45/hr               | 9/16/02     | 6/13/03   |
| Robin Miller               | Noon Director                      | Berkeley Arts Magnet | Site Fund      | N/A                     | 3 hrs/wk<br>11.45/hr                  | 8/28/02     | 6/13/03   |
| Abdul Mixon                | General Maintenance Worker         | Maintenance          | BB Measure     | 40/1                    | 1.0 FTE<br>\$15.96/hr                 | 9/03/02     | 10/03/02  |
| Sarah Purdy                | Interpreter for Deaf (Afterschool) | John Muir            | Site Fund      | 45/1                    | 3 hrs/wk<br>\$18.06/hr                | 8/26/02     | 6/13/03   |
| Mariyetta Pustilnikova     | Noon Director                      | Berkeley Arts Magnet | Site Fund      | N/A                     | 7.5 hr/wk<br>\$11.45/hr               | 8/28/02     | 6/13/03   |
| Tola Risman                | Tutor Specialty                    | Emerson              | BSEP           | 31/1                    | 20 hrs/wk<br>\$12.77/hr               | 8/26/02     | 6/13/03   |
| Peter Schaaphok            | Painter                            | Maintenance          | BB Measure     | 50/1                    | 1.0 FTE<br>\$20.95/hr                 | 9/03/02     | 10/03/02  |
| Patrick Sewell             | Intramural Director (Swimming)     | King                 | Site Fund      | N/A                     | 10 hrs/wk<br>\$11.45/hr               | 9/03/02     | 11/29/02  |
| Burchelle Stewart          | Food Service Assistant             | Willard & District   | Cafeteria Fund | 26/1                    | 10 hrs/wk<br>\$11.29/hr               | 8/26/02     | 6/13/03   |

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| <b>NAME</b>                | <b>POSITION</b>                                 | <b>LOCATION</b>      | <b>BUDGET</b>     | <b>CLASS RANGE STEP</b> | <b>FTE &amp; SALARY</b>             | <b>FROM</b> | <b>TO</b> |
|----------------------------|---|----------------------|-------------------|-------------------------|-------------------------------------|-------------|-----------|
| Anita Swift                | Food Service Assistant                          | District             | Cafeteria Fund    | 26/1                    | 10 hrs/wk<br>\$11.29/hr             | 8/26/02     | 6/13/03   |
| Corine Sterling-Thompson   | Noon Director                                   | Berkeley Arts Magnet | Site Fund         | N/A                     | 7.5 hrs/wk<br>\$11.29/hr            | 8/28/02     | 6/13/03   |
| Karon Harris-Younger       | Instructional Assistant (Study Hall)            | King                 | Site Fund         | 29/1                    | 5 hrs/wk<br>\$12.17/hr              | 8/28/02     | 6/13/03   |
| Agustin Palacios           | Tutor Speciality (Bilingual)                    | Berkeley High School | Site Fund         | 31/1                    | Not To Exceed \$1,000<br>\$12.77/hr | 9/09/02     | 6/13/03   |
| <b><u>PROBATIONARY</u></b> |   |                      |                   |                         |                                     |             |           |
| Peter Alvarado             | Instructional Assistant Special Education       | Berkeley High School | Special Education | 31/1                    | .80 FTE<br>\$12.77/hr               | 8/28/02     | 2/28/03   |
| Bernice Biggs              | Microcomputer Technician                        | Oregon Street        | BSEP              | 52/1                    | 1.0 FTE<br>\$21.48/hr               | 9/01/02     | 3/01/03   |
| Eleanor Brainerd           | Instructional Assistant Special Education       | Berkeley High School | Special Education | 31/1                    | .80 FTE<br>\$12.77/hr               | 8/28/02     | 2/28/03   |
| Victor Brown               | Instructional Technician (After School Program) | Malcom X             | Categorical       | 34/1                    | .53 FTE<br>\$13.76/hr               | 8/26/02     | 2/26/03   |
| Michael Crystal            | Instructional Technician                        | King                 | Site Fund         | 34/1                    | .40 FTE<br>\$13.76/hr               | 9/03/02     | 3/03/03   |
| Michelle Farria            | Instructional Assistant Special Education       | Hopkins              | Special Education | 33/1                    | .53 FTE<br>\$12.77/hr               | 8/28/02     | 2/28/03   |
| Sarah Flack                | Microcomputer Technician                        | Oregon Street        | BSEP              | 52/1                    | 1.0 FTE<br>\$21.48/hr               | 9/12/02     | 3/12/03   |
| Ouattara Gaoussou          | Instructional Assistant Special Education       | Berkeley High School | Special Education | 31/1                    | .80 FTE<br>\$12.77/hr               | 9/01/02     | 3/01/03   |
| Shawn Haghighi             | Instructional Technician (After School Program) | Emerson              | Categorical       | 34/1                    | .67 FTE<br>\$13.76/hr               | 9/03/02     | 3/03/03   |
| Heather Harris             | Instructional Assistant Special Education       | Berkeley High School | Special Education | 31/1                    | .80 FTE<br>\$12.77/hr.              | 8/28/02     | 6/28/03   |
| Mary Jackson               | Instructional Assistant Special Education       | Rosa Parks Preschool | Special Education | 31/1                    | .40 FTE<br>\$12.77/hr               | 8/28/02     | 2/28/03   |
| Tyree Jackson              | Instructional Technician (After School Program) | Malcolm X            | Categorical       | 34/1                    | .53 FTE<br>\$13.76/hr               | 8/26/02     | 9/30/02   |

| NAME                    | POSITION  | LOCATION             | BUDGET            | CLASS RANGE STEP | FTE & SALARY          | FROM     | TO       |
|-------------------------|---|----------------------|-------------------|------------------|-----------------------|----------|----------|
| Linda Marshall          | Instructional Technician<br>(Afterschool Program) | John Muir            | Categorical       | 34/1             | .37 FTE<br>\$13.76/hr | 10/01/02 | 4/01/03  |
| Saundria McMullen       | Instructional Technician<br>(Afterschool Program) | Malcolm X            | Categorical       | 34/1             | .53 FTE<br>\$13.76hr. | 8/26/02  | 2/26/03  |
| Walter Mitchell         | School Safety Officer                             | Berkeley High School | Site Fund         | 44/1             | .67 FTE<br>\$17.61/hr | 9/16/02  | 3/16/03  |
| Sherene Randle          | Instructional Technician<br>(Afterschool Program) | Malcolm X            | Categorical       | 34/1             | .53 FTE<br>\$13.76/hr | 8/26/02  | 2/26/03  |
| Carlo Mogavero          | Microcomputer Technician                          | Oregon Street        | BSEP              | 52/1             | 1.0 FTE<br>\$21.48/hr | 9/01/02  | 3/01/03  |
| Vivian Robinson-Jenkins | School Safety Officer                             | Adult                | Categorical       | 44/1             | .53 FTE<br>\$17.61/hr | 10/01/02 | 4/01/03  |
| Jesus Rodriquez         | Instructional Assistant<br>Special Education      | LeConte              | Special Education | 31/1             | .40 FTE<br>\$12.77/hr | 9/05/02  | 3/05/03  |
| Sharma Sushil           | Instructional Assistant<br>Special Education      | King                 | Special Education | 31/1             | .60 FTE<br>\$12.77/hr | 8/28/02  | 2/28/03  |
| Leroi Sutherland        | Instructional Assistant<br>Special Education      | Malcolm X            | Special Education | 31/1             | .80 FTE<br>\$12.77/hr | 9/3/02   | 3/3/03   |
| Emily Taufu             | Instructional Assistant<br>Special Education      | Berkeley High School | Special Education | 31/1             | .53 FTE<br>\$12.77/hr | 8/28/02  | 2/28/03  |
| Aaron Grayson           | Instructional Technican                           | Oxford               | Site Fund         | 29/1             | .50 FTE<br>\$12.17/hr | 10/01/02 | 10/01/03 |
| Aaron Grayson           | Instructional Technician                          | Cragmont             | Site Fund         | 29/1             | .50 FTE<br>\$12.17/hr | 10/01/02 | 1/01/03  |
| Geraldine Chavez        | Food Service Satellite Operator                   | John Muir            | Cafeteria Fund    | 31/1             | .47 FTE<br>\$12.77/hr | 8/26/02  | 11/26/02 |
| Gail Cotton             | Food Service Satellite Operator                   | Jefferson            | Cafeteria Fund    | 31/1             | .47 FTE<br>\$12.77/hr | 8/26/02  | 11/26/02 |
| Gail Cotton             | Food Service Satellite Operator                   | Jefferson            | Cafeteria Fund    | 31/1             | .47 FTE<br>\$12.77/hr | 8/26/02  | 11/26/02 |
| Willie Jones            | Food Service Satellite Operator                   | Emerson              | Cafeteria Fund    | 31/1             | .47 FTE<br>\$13.76/hr | 8/26/02  | 11/26/02 |
| Joyce Knezevich         | Instructional Specialist                          | Washington           | Site Fund         | 51/1             | 1.0 FTE<br>\$20.96/hr | 9/01/02  | 12/01/02 |

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| NAME   | POSITION  | LOCATION                         | BUDGET            | CLASS RANGE STEP                           | FTE & SALARY          | FROM     | TO       |
|--|---|----------------------------------|-------------------|--|-----------------------|----------|----------|
| Vanessa King   | Food Service Satellite Operator                   | Nutrition Services               | Cafeteria Fund    | 31/1                                       | .27 FTE<br>\$12.77/hr | 8/30/02  | 11/30/02 |
| <b><u>PROVISIONAL</u></b>  |   |                                  |                   |  |                       |          |          |
| Vanessa King   | Food Service Satellite Operator                   | Berkeley Alternative High School | Cafeteria Fund    | 31/1                                       | .20 FTE<br>\$12.77/hr | 8/26/02  | 11/26/02 |
| Adam Marsh   | Instructional Technician (Yard Games Coordinator) | Cragmont                         | Special Education | 34/1                                       | .53 FTE<br>\$13.76/hr | 10/01/02 | 01/01/03 |
| Sarah Purdy  | Interpreter of Deaf                               | John Muir                        | Special Education | 45/1                                       | .80 FTE<br>\$18.06/hr | 8/28/02  | 11/28/02 |
| Bertha Reed  | Instructional Assistant ECE                       | Washington Extended Day Care     | Categorical       | 31/1                                       | .60 FTE<br>\$12.77/hr | 9/01/02  | 12/01/02 |
| Shannon Singleton-Banks  | Health Educator                                   | Berkeley High School             | Categorical       | 58/1                                       | .50 FTE<br>\$24.94/hr | 9/01/02  | 12/01/02 |
| Rosa Villa   | Instructional Assistant ECE                       | King (Hopkins)                   | Categorical       | 29/1                                       | .80 FTE<br>\$12.17/hr | 9/01/02  | 12/01/02 |
| Hilda Walker   | Administrative Assistant                          | Human Resources                  | General Fund      | 50/1                                       | 1.0 FTE<br>\$20.45/hr | 10/01/02 | 11/01/02 |
| <b><u>WORKING EVENING SHIFT, OUT OF CLASS, OR AS CONFIDENTIAL EMPLOYEE</u></b> |   |                                  |                   |  |                       |          |          |
| Cecelia Adams  | Central Kitchen Spvr.                             | Jefferson                        | Cafeteria Fund    | 5 % differential<br>(.13 FTE + \$1.10/hr)  |                       | 8/26/02  | 6/13/03  |
| Pete Alvarado  | Instructional Assistant Special Education         | Berkeley High School             | Special Education | 10% differential<br>(.80 FTE + \$1.27/hr)  |                       | 8/26/02  | 6/13/03  |
| Ron Boykin   | Instructional Assistant Special Education         | Berkeley High School             | Special Education | 10% differential<br>(.80 FTE + \$1.56/hr ) |                       | 8/28/02  | 2/28/03  |
| Eleanor Brainerd   | Instructional Assistant Special Education         | Berkeley High School             | Special Education | 5% differential<br>(.80 FTE + .64/hr)      |                       | 8/28/02  | 2/28/03  |
| Craig Davis  | Food Service Assistant                            | Jefferson                        | Cafeteria Fund    | 5% differential<br>(.13 FTE + \$.69/hr)    |                       | 8/28/02  | 6/13/03  |
| Ralph Desario  | Plumber   | Maintenance                      | BB Measure        | 5% differential<br>(.40 FTE + \$1.25)      |                       | 8/28/02  | 6/13/03  |
| Michele Farria   | Instructional Assistant Special Education         | Hopkins                          | Special Education | 10% differential<br>(.53 FTE + \$1.27/hr)  |                       | 8/28/02  | 2/28/03  |
| Oattara Gaoussou   | Instructional Assistant Special Education         | Berkeley High School             | Special Education | 5% differential<br>(.80 FTE + \$.64/hr)    |                       | 9/7/02   | 9/30/02  |

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| NAME                   | POSITION                                     | LOCATION              | BUDGET            | CLASS RANGE STEP                           | FTE & SALARY   | FROM    | TO      |
|------------------------|--|-----------------------|-------------------|--|----------------|---------|---------|
| Heather Harris         | Instructional Assistant<br>Special Education | Berkeley High School  | Special Education | 5% differential<br>(.80 FTE + \$.64/hr)    |                | 8/28/02 | 2/28/03 |
| Rita McIntyre          | Secondary Production<br>Supervisor           | Willard               | Cafeteria Fund    | 5% differential<br>(.13 FTE + \$.92/hr)    |                | 8/26/02 | 6/13/03 |
| Mary Jackson           | Instructional Assistant<br>Special Education | Rosa Parks Pre-School | Special Education | 10% differential<br>(.40 FTE + \$1.27/hr)  |                | 8/28/02 | 6/13/03 |
| Alan Lyman             | Senior Food Service<br>Assistant             | Jefferson             | Cafeteria Fund    | 5% differential<br>(.13 FTE + \$.86/hr)    |                | 8/26/02 | 6/13/03 |
| Odell Patton           | Instructional Assistant<br>Special Education | Berkeley High School  | Special Education | 10% differential<br>(.80 FTE + \$1.56/hr)  |                | 8/28/02 | 2/28/03 |
| Pat Robertson          | Storekeeper                                  | Nutrition Services    | Cafeteria Fund    | 5% differential<br>(.13 FTE + \$1.02/hr)   |                | 8/26/02 | 6/13/03 |
| Jesus Rodriguez        | Instructional Assistant<br>Special Education | LeConte               | Special Education | 10% differential<br>(.40 FTE + \$1.27/hr)  |                | 9/05/02 | 3/05/03 |
| Melinda Rogers         | Instructional Assistant<br>Special Education | Berkeley High School  | Special Education | 10% differential<br>(.80 FTE + \$1.56/hr)  |                | 9/14/02 | 6/13/03 |
| Leroi Sutherland       | Instructional Assistant<br>Special Education | Malcolm X             | Special Education | 5% differential<br>(.80 FTE + \$.61/hr)    |                | 9/03/02 | 3/03/03 |
| Tonya Warren           | Instructional Assistant<br>Special Education | Emerson               | Special Education | +10% differential<br>(.80 FTE + \$1.32/hr) |                | 9/13/02 | 6/13/03 |
| Dan Wood               | Instructional Assistant                      | Berkeley High School  | Special Education | 10% differential<br>(.80 FTE + \$1.56/hr)  |                | 9/28/02 | 2/28/02 |
| <b><u>STIPENDS</u></b> |  |                       |                   |  |                |         |         |
| Chaz Butler            | Coach (After School<br>Homework)             | Longfellow EDP        | Categorical       | N/A  | \$500 per team | 9/04/02 | 6/11/03 |
| Arlene Chavez          | Coach (After School)                         | Longfellow EDP        | Categorical       | N/A  | \$500 per team | 9/04/02 | 6/11/03 |
| Laurel Kirby           | Coach (Homework)                             | Longfellow EDP        | Categorical       | N/A  | \$500 per team | 9/04/02 | 6/11/03 |
| Mike McEvoy            | Coach (After School &<br>Homework)           | Longfellow EDP        | Categorical       | N/A  | \$500 per team | 9/04/02 | 6/11/03 |
| Yason Smith            | Coach (After School &<br>Homework)           | Longfellow EDP        | Categorical       | N/A  | \$500 per team | 9/11/02 | 6/11/03 |

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# **BERKELEY UNIFIED SCHOOL DISTRICT**

TO: Michele Lawrence, Superintendent  
FROM: David A. Gomez, Ph.D., Associate Superintendent,  
Human Resources  
DATE: October 9, 2002  
SUBJECT: Payment of Brokerage Fee for Arthur J. Gallagher and Co.

## **BACKGROUND INFORMATION**

Berkeley Unified School District has used Arthur J. Gallagher and Co. since July 1, 1995. During this period Arthur J. Gallagher and Co. has been responsible for marketing, implementation and oversight of the Berkeley Unified School District Property and Liability Insurance Program.

In March of 2002, Neil Cohn, Area Vice President for Arthur J. Gallagher and Co., marketed Berkeley Unified School District to the Association of Schools for Cooperative Insurance (ASCIP). This was done by presenting the District's adverse loss history in prior years in a favorably light.

Arthur J. Gallagher and Co. was not paid its commission when the District chose to join ASCIP. They have determined that their commission would have been 10% of the cost of the District's liability insurance premium of \$396,800. A finder's fee of 5% (\$19,840) was paid by ASCIP. Arthur J. Gallagher and Co. requested a fee of \$39,680 for placing the District's insurance with ASCIP but after complex negotiation we have reduced the payment to \$19,840 for the service of marketing and placing our liability insurance with ASCIP.

## **POLICY/CODE**

Title I, Division 7, Chapter 5, Article I (Section 6500 et seq.)  
Government Code

## **FISCAL IMPACT**

\$19,840

## **STAFF RECOMMENDATIONS**

Payment of brokerage fee to Arthur J. Gallagher and Co.

## **BERKELEY UNIFIED SCHOOL DISTRICT**

**TO:** Michele Lawrence, Superintendent  
**FROM:** David Gomez, Ph.D., Associate Superintendent, Human Resources  
**DATE:** October 9, 2002  
**SUBJECT:** Liability claims submitted to Berkeley Unified School District

### **BACKGROUND INFORMATION:**

The following claims for damages to person or property have been filed against Berkeley Unified School District:

1. Claim filed by a parent for emotional distress and physical injuries suffered by his daughter when she was allegedly hit while attending Berkeley High School.
2. Claim filed by an employee for reimbursement for a bicycle allegedly stolen while being parked inside the Administration Building for Berkeley Unified School District.
3. Claim filed by a parent for reimbursement of medical co-payments required for her daughter to meet with medical staff for alleged emotional distress caused by another student at Washington Elementary School.

### **POLICY/CODE:**

Government Code Section 910

### **FISCAL IMPACT:**

None

### **STAFF RECOMMENDATION:**

Deny all claims presented.

# BERKELEY UNIFIED SCHOOL DISTRICT

**TO:** Michele Lawrence, Superintendent  
**FROM:** Christine Lim, Associate Superintendent, Educational Services  
**DATE:** October 9, 2002  
**SUBJECT:** Overnight Field Trip Requests

## **BACKGROUND INFORMATION:**

The following overnight field trip requests are being made:

1. Ratify participation of 58 fifth grade students from Emerson School, two (2) teachers and nine (9) other adults on an overnight trip to the Coloma Outdoor Discovery School in Coloma, California on October 7-8, 2002. Students participated in small and large group activities that support cooperative learning and team effort. Students studied the Nisenan Native Americans who lived in the region during that time, and the Chinese and others who played an integral role during the gold rush and developing California. Accommodations were gender specific. Transportation was provided by Michael's Transportation. The entire \$7,000.00 cost of the trip was being funded by the 5<sup>th</sup> grade class fundraisers. Requested by Susan Hodge, Principal
2. Approve participation of ten (10) Berkeley Independent Study students, two (2) teachers and one other adult on an overnight camping trip to Point Reyes National Seashore October 25-27, 2002. The purpose of the trip is to study the natural environment and coastal ecology of the Point Reyes Seashore. Additionally, students will be taught the basics of hiking and camping. Students will be camping in gender specific tents at the Wildcat Camp. Transportation will be provided by private vehicle in accordance with District policy. Because this is a weekend trip, students and teachers will not miss any class time. The \$30.00 cost per student will be funded through student donations. No child will be denied access based on ability to pay. Requested by Alex Palau, Principal, Berkeley Alternative High School.

## **POLICY/CODE:**

Education Code, Section 35330 - Excursions and Field Trips  
Board policy 6153 – School Sponsored Trips

## **FISCAL IMPACT:**

As indicated above.



**STAFF RECOMMENDATION:**

Approve the overnight field trip for students consistent with the District Policies and instructional programs.

## **BERKELEY UNIFIED SCHOOL DISTRICT**

**TO:** Michele Lawrence, Superintendent  
**FROM:** Christine Lim, Associate Superintendent, Educational Services  
**DATE:** October 9, 2002  
**SUBJECT:** Program Coordinator Position in California Nutrition Network Program

### **BACKGROUND INFORMATION:**

In 2000, the District expanded the garden-based nutrition education program to 10 schools, the preschools and the after schools with funding from the California Nutrition Network program. The Instructional Specialist, Garden-Based Resource Team Leader was established to coordinate between the school gardens. After expanding this program over the last two years it has become evident that the Instructional Specialist position has evolved into the role of a Program Coordinator, working with both the garden instructors and cooking instructors, all as part of the Nutrition Network program. The Nutrition Network program now requires a position with duties and responsibilities that match the Program Coordinator job description and not that of an Instructional Specialist. The Instructional Specialist salary range is \$ 3417 - \$ 4162 and that of a Program Coordinator is \$ 3501 - \$ 4266. For the above reasons, the current Instructional Specialist position earmarked for the Nutrition Network program should be replaced by a Program Coordinator position. Upon approval of the Program Coordinator position the Instructional Specialist will be eliminated. The funds for Program Coordinator Position are drawn solely from the California Nutrition Network Program.

### **POLICY/CODE:**

Education Code 45109

### **FISCAL IMPACT**

Approximately \$55,000 in restricted funds.

### **STAFF RECOMMENDATION:**

Approve the creation of a Program Coordinator position in the California Nutrition Network Program effective September 1, 2002.

## **BERKELEY UNIFIED SCHOOL DISTRICT**

**TO:** Michele Lawrence, Superintendent  
**FROM:** Jerry J. Kurr  
Associate Superintendent of Business and Operations  
**DATE:** October 9, 2002  
**SUBJECT:** Approval of Contracts/Purchase Orders for Services  
Contracts

### **BACKGROUND INFORMATION**

The District contracts with consultants or independent contractors who can provide valuable and necessary specialized services not normally required on a continuing basis.

The following contract services are requested.

1. East Bay Performing Arts to provide one Theater Instructor, World Percussion Instructor and one Mexican Music & Dance Instructor the period October 1, 2002 through June 30, 2003. The cost will not to exceed \$20,000. To be paid from School Improvement Program (SIP). King Middle School Budget. Requested by Kit Pappenheimer.
2. U C Berkeley Work Study to provide clerical staff as needed for the period October 1, 2002 through June 30, 2003. The cost will not exceed \$4,920. To be paid from After School Program. Requested by Rebecca Cheng.
3. Ratification of contract for Center for Ecoliteracy to Coordinate the Nutrition based field trips to Farming Market and Farms during the 2001/2002. The cost will not exceed \$10,198. To be paid from California Nutrition Network Program. Requested by Julie Sinai.
4. Global Directories to provide classified listing in the 2002/03 Yellow Pages R2 under 1st heading: Theatres-Live for the Berkeley Community Theater. The cost will not exceed \$287. To be paid from General Fund Community Theater Budget. Requested by Jerry Kurr.
5. Ratification of contract for California Department of Education, School Facilities Planning Division's billing for review of plans and specifications for the Martin Luther King Jr. Middle School Project. The cost will not exceed \$10,483.20. To be paid from Measure A Bond Fund. Requested by Lew Jones.

6. Ratification of contract for California Department of Education, School Facilities Planning Division's billing for review of plans and specification for Longfellow Middle School and New Columbus Elementary School Projects. The cost will not exceed \$7,330.34. To be paid from the Measure A Bond Fund. Requested by Lew Jones.
7. Federal Express to provide packaging services as needed for the period July 1, 2002 through June 30, 2003. The cost will not exceed \$400. To be paid from the General Fund Human Resource Budget. Requested by David Gomez.
8. Food Prepared with Love by Annette R. Valentine-Bennett to provide refreshments for various meetings for the period July 1, 2002 through June 30, 2003. The cost will not exceed \$4,000. To be paid from the General Fund Superintendent Budget. Requested by Michele Lawrence.
9. Natalie Studer, graduate student at the UC Berkeley School of Public Health, to conduct evaluation required by the California Department of Health for the District's garden-based nutrition education program administered through the California Nutrition Network for Healthy, Active Families. Evaluation will be conducted from October 1, 2002 through September 20, 2003 for programs at Malcolm X, Rosa Parks, Thousand Oaks, and Washington Elementary Schools, and will include data entry and analysis of preliminary student questionnaires, and additional data collection as appropriate. The cost, not to exceed \$20 per hour for up to 173 hours or \$3,460, will be paid from California Nutrition Network Program Budget. Requested by Julie Sinai.
10. Hardison Komatsu Ivelich and Tucker (HKIT) to provide analysis of the Berkeley High School low voltage systems and to design an addition to the existing system to integrate the phone system with an added public address system to be used campus-wide. Total cost will not exceed \$25,000. To be paid from BSEP Maintenance and Security Fund. Requested by Lew Jones.
11. Moore Iacofano and Goltsman, (MIG) Inc., to provide design services to improve the Jefferson play yard. Total cost will not exceed \$30,000. To be paid from BSEP Maintenance and Security Fund. Requested by Lew Jones.
12. Kinko's to provide copy services for the period July 1, 2002 through June 30, 2003. The cost will not exceed \$500. To be paid from the General Fund Student Services Budget. Requested by Gerald Herrick.

13. Larry D. Banks, O.D. to provide professional vision screening services required by the State of California for the period July 1, 2002 through June 30, 2003. The cost will not exceed \$12,990. To be paid from General Fund Special Education Budget. Requested by Ken Jacopetti.
14. Ratification of contract for Craig Pratt & Associates to provide professional investigation services. This contract shall commence on July 26, 2002 and terminate upon completion of the investigation and delivery of the report, where required. The cost not to exceed \$10,000. Investigators at a rate of \$190/hour and Clerical and Transcription Assistants at a rate of \$45/hour. To be paid from the Human Resources Budget. Requested by David Gomez.
15. Michael's Transportation to provide bus service as needed for the 2002/2003 school year for the Berkeley High School Athletics Department. The cost will not exceed \$25,000. To be paid from General Fund Athletics Budget. Requested by Gabriel Mc Curtis.
16. Continental Athletic Supply to provide services for inspection, reconditioning, and repair of Berkeley High School football protective equipment and uniforms for the 2002/2003 season to include shoulder pads at \$8/unit, helmets at \$17.55/unit, girdles at \$2.50/unit, pants at \$3.00/unit, and jerseys at \$2.50/unit. Total cost will not exceed \$6,256.55. To be paid from General Fund Athletics Budget. Requested by Gabriel Mc Curtis.
17. Single Cylinder Repair to provide labor and materials to repair maintenance equipment as needed for the period October 1, 2002 through June 30, 2003. The cost will not exceed \$2000. To be paid from Measure BB Funds. Requested by Rhonda Bacot.
18. Janet Green Babb to provide Individualized Educational Program (IEP) required physical therapy for student for the 2002/2003 school year. The cost will not exceed \$7,000. To be paid from General Fund Special Education Budget. Requested by Ken Jacopetti.

19. Stiles Hall to provide work-study tutors for after school English Language Learners (ELL) tutorial, for the 2002/03 school year. The cost will not exceed \$1,920. To be paid from King Middle School BSEP Budget. Requested by Kit Pappenheimer.
20. U C Berkeley Work Study to provide work-study tutor for the 2002/03 school year. The cost will not exceed \$2,000. To be paid from King Middle School After school Program. Requested by Kit Pappenheimer.
21. Ratification of contract for J & J Health Management to provide CPR and First Aid Class for Child Development Staff. The cost will not exceed \$1,200, 16 staff members at a rate of \$75 each. To be paid from Early Childhood Education Budget. Requested by John Santoro.
22. Tennant Company to furnish labor and materials to service and repair Tennant sweeper at Berkeley High School for the period July 1, 2002 through June 30, 2003. The cost will not exceed \$2,000. To be paid from General Fund Custodial Budget. Requested by Rhonda Bacot.
23. West Contra Costa County to provide Individualized Educational Program required inter district transfer for student who lives in Berkeley but attend school in West Contra Costa County for the 2002/2003 school year. The cost will not exceed \$32,904. To be paid from General Fund Special Education Budget. Requested by Ken Jacopetti.
24. Ratification of contract for Roto-Rooter to repair sewer line back-up at Berkeley Adult School. The cost will not exceed \$440.25. To be paid from Measure BB Budget. Requested by Rhonda Bacot.
25. Ratification of contract for Kinko's to provide copying services. The cost will not exceed \$187.10. To be paid from Washington School General Fund Budget. Requested by Rita Kimbal.
26. De Jani Construction to provide labor and materials for installation of automatic door operators at Berkeley High School Little Theater. The cost will not exceed \$9,813. To be paid from Measure A Budget. Requested by Lew Jones.

27. California State University to provide teaching experience through practice teaching to students enrolled in teacher training curricula of such institutions. The supervising teacher will receive compensation from the university for and recognition of services performed at \$25 per semester unit of supervision once all required materials and recommended grades have been submitted to the University. This agreement is for the period July 1, 2002 through June 30, 2005. Requested by David Gomez.

**FISCAL IMPACT**

As indicated

**POLICY/CODE**

Public Contract Code: 20111

Board Policy: DJED

**STAFF RECOMMENDATION**

Approve the contracts with Consultants or Independent Contractors as submitted.

# **BERKELEY UNIFIED SCHOOL DISTRICT**

**TO:** Michele Lawrence, Superintendent  
**FROM:** Lew Jones, Facilities Manager  
**DATE:** October 9, 2002  
**SUBJECT:** Acceptance of the Roofing Project at Berkeley High School  
"C" Building

## **BACKGROUND INFORMATION**

State Roofing Systems, Inc. was the company that replaced the roof at Berkeley High School "C" building. The contractor has successfully completed all his work.

Approval of the project will permit the posting of a Notice of Completion and will allow the contractor to be paid the final ten percent of the project and will limit the rights of any subcontractors to file liens on the District for this project.

## **POLICY/CODE**

California Public Contract Code 20110 - 20118.

## **FISCAL IMPACT**

There are no new fiscal impacts. The project was funded in the deferred maintenance budget.

## **STAFF RECOMMENDATION**

Accept the project as complete.



**RESOLUTION NO. 02-37**

**AUTHORIZATION TO ACCEPT COMPLETION of the BERKELEY HIGH SCHOOL "C" BUILDING RE-ROOFING PROJECT**

WHEREAS, **STATE ROOFING SYSTEMS, INC.**, a contractor licensed and Existing under and by virtue of the laws of the State of California, and having offices at 15444 Hesperian Blvd, San Leandro, California, entered into a contract dated **10th day of May, 2002**, with Berkeley Unified School District of Alameda County, State of California to secure all labor, materials, mechanical workership, transportation, equipment and services necessary for the Berkeley High School Re-Roofing Project and

WHEREAS, Project Construction manager employed by this Board to prepare plans and specifications and to supervise the work has certified in writing to the Board that said contractor has completed the work of said contract in workerlike and satisfactory manner as of **October 9, 2002** and that warrant period begin on this date for this work.

NOW, THEREFORE, BE IT RESOLVED that said written certification of said Supervisor's recommending the acceptance of the work listed above of said contract be and the same is hereby approved and adopted and said work of said contract be same is hereby accepted.

PASSED AND ADOPTED by Board of Education of the Berkeley Unified School District this 9th day of October, 2002.

AYES:

NOES:

ABSENT:

ABSTAIN:

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Michele Lawrence, Superintendent  
Secretary of the Board of Education  
Of the City of Berkeley and of  
Berkeley Unified School District of  
Alameda County, State of California

Public Contract Code: 20111  
Education Code: 39657  
Board Policy: DJED

# **BERKELEY UNIFIED SCHOOL DISTRICT**

**TO:** Michele Lawrence, Superintendent  
**FROM:** Lew Jones, Facilities Manager  
**DATE:** October 9, 2002  
**SUBJECT:** Acceptance of the Flooring Project at Cragmont School

## **BACKGROUND INFORMATION**

De Jani Construction was the Company that replaced the floor at Cragmont School. The contractor has completed all his work.

Approval of the project will permit the posting of a Notice of Completion and will allow the contractor to be paid the final ten percent of the project and will limit the rights of any subcontractors to file liens on the District for this project.

## **POLICY/CODE**

California Public Contract Code 20110 - 20118.

## **FISCAL IMPACT**

There are no new fiscal impacts. The project was funded in the bond budget.

## **STAFF RECOMMENDATION**

Accept the project as complete.

**RESOLUTION NO. 02-38**

AUTHORIZATION TO ACCEPT COMPLETION of the CRAGMONT FLOOR  
REPLACEMENT PROJECT

WHEREAS, **De JANI CONSTRUCTION**, a contractor licensed and  
Exiting under and by virtue of the laws of the State of California, and  
having offices at 1310 Fulton Street, San Francisco, California, entered  
into a contract dated **2<sup>nd</sup> day of July, 2002**, with Berkeley Unified  
School District of Alameda County, State of California to secure all labor,  
materials, mechanical workmanship, transportation, equipment and  
services necessary for the Cragmont Floor Replacement Project and

WHEREAS, Project Construction manager employed by this Board  
To prepare plans and specifications and to supervise the work has  
certified in writing to the Board that said contractor has completed the  
work of said contract in workerlike and satisfactory manner as of  
**October 9, 2002** and that warrant period begin o this date for this work.

NOW, THEREFORE, BE IT RESOLVED that said written  
certification of said Supervisor's recommending the acceptance of the  
work listed above of said contract be and the same is hereby approved  
and adopted and said work of said contract be same is hereby accepted.

PASSED AND ADOPTED by the Board of Education of the Berkeley  
Unified School District this 9<sup>th</sup> day of October, 2002.

AYES:

NOES:

ABSENT:

ABSTAIN:

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Michele Lawrence, Superintendent  
Secretary of the Board of Education  
Of the City of Berkeley and of  
Berkeley Unified School District of  
Alameda County, State of California

Public Contract Code: 20111  
Education Code: 39657  
Board Policy: DJED



## **BERKELEY UNIFIED SCHOOL DISTRICT**

**TO:** Michele Lawrence, Superintendent  
**FROM:** Chris Lim, Associate Superintendent, Educational Services  
**DATE:** October 9, 2002  
**SUBJECT:** Informational presentation on the No Child Left Behind Act of 2001

### **BACKGROUND INFORMATION**

No Child Left Behind Act of 2001 (Public Law 107-110), the reauthorization of the Elementary and Secondary Schools Act is based on four basic principles:

- Increased accountability for states, schools districts and schools,
- Expanded options for parents, particularly those with children attending low performing schools,
- Increase flexibility for states and districts in the use of federal education dollars, and
- An emphasis on teaching methods that have been proven to work.

The NCLB institutes significant reforms in federal education programs and establishes new requirements for districts receiving federal funds. This evening staff will give a brief overview of the law and its effects on District programs.