

**Berkeley Unified School District  
Office of the Superintendent  
2134 Martin Luther King Jr. Way  
Berkeley, CA 94704-1180  
Phone: (510) 644-6206 Fax: (510) 540-5358**

**BOARD OF EDUCATION – MEETING AGENDA\***

Wednesday, September 21, 2011

Call to Order            The Presiding Officer will call the Meeting to Order at 6:30 p.m., recess to Closed Session, and begin regular Board Meeting agenda by 7:30 p.m.

Roll Call

Members Present:

Beatriz Leyva-Cutler, President  
John T. Selawsky, Vice President/Clerk  
Karen Hemphill, Director  
Leah Wilson, Director  
Josh Daniels, Director  
Maddy Roberts, Student Director

Administration:

Superintendent William Huyett, Secretary  
Javetta Cleveland, Deputy Superintendent  
Neil Smith, Assistant Superintendent of Educational Services  
Delia Ruiz, Assistant Superintendent of Human Resources

The Board will recess into closed session under the authority of the Brown Act (including but not limited to Government Code section 54954.5, 54956.8, 54956.9, 54957, 54957.6, as well as Education Code section 35146). Under Government Code section 54954.3, members of the public may address the board on an item on the closed session agenda, before closed session.

- a)Conference with Legal Counsel – Existing Litigation/Anticipated
- b)Consideration of Student Expulsions
- c) Collective Bargaining
- d)Public Employee Discipline/Dismissal/Release/Evaluation/ Appointment/Reassignment – Classified Employee
- e)Liability Claims
- f)Property Acquisition & Disposal

\* Board agenda posted on District website: [www.berkeley.net](http://www.berkeley.net)

\*\* The Student Director does not attend Closed Session

***The Berkeley Unified School District intends to provide reasonable accommodations in accordance with the Americans with Disabilities Act of 1990. If a special accommodation is desired, please call the Superintendent's Office 48 hours prior to the meeting at 510-644-6206***

**REGULAR MEETING AGENDA**

**CALL TO ORDER**

Report Closed Session actions

Approve Regular Meeting Agenda of September 21, 2011

**RECOGNITION**

Mills Scholars – Teachers Sarah Cline, Michelle Contreras, Kathleen Gadway, Michael Hammond, Tracey Iglehart, Merlyn Katechis

**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.

Union Representatives' Reports  
Board Members' Reports  
Superintendent's Report

**CONSENT CALENDAR**

**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.

**Human Resources**

|                                 |  |          |
|---------------------------------|--|----------|
| 2.1-C<br>Human Resources Report | <u>Staff Recommendation:</u><br>Approve Human Resources Report<br>09-21-11 | <b>9</b> |
|---------------------------------|--|----------|

**Educational Services**

|  |   |           |
|--|---|-----------|
| 3.1-C<br>Revised Board Policy on Uniform<br>Complaints | <u>Staff Recommendation:</u><br>Approve revised Board Policy on<br>Uniform Complaints | <b>19</b> |
|--|---|-----------|

|  |  |           |
|--|--|-----------|
| 3.2-C<br>Approval of Overnight Field Trips and<br>Out of State Travel Requests | <u>Staff Recommendation:</u><br>Approve the overnight field trips and<br>out of state travel requests<br>consistent with District policies and<br>instructional programs | <b>24</b> |
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**Business Services**

|  |  |           |
|--|--|-----------|
| 4.1-C<br>Approval of Contracts/Purchase Orders<br>Services Contracts | <u>Staff Recommendation:</u><br>Authorized the Purchasing Manager<br>or Deputy Superintendent<br>to execute contracts and purchase<br>orders | <b>26</b> |
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|   |  |           |
|---|--|-----------|
| 4.2-C<br>Approval of Master Contracts for<br>Non-Public Schools (non residential) | <u>Staff Recommendation:</u><br>Approve Master Contracts for Non-<br>Public Schools for 11-12 School<br>Year (non residential) | <b>28</b> |
|---|--|-----------|

|   |  |           |
|---|--|-----------|
| 4.3-C<br>Approval of Master Contract for Non-<br>Public Schools (residential) | <u>Staff Recommendation:</u><br>Approve the Master Contract for<br>Non-Public Schools for 11-12<br>School Year (residential) | <b>29</b> |
|---|--|-----------|

|  |  |           |
|--|--|-----------|
| 4.4-C<br>Approval of Master Contract for Non-<br>Public Agencies | <u>Staff Recommendation:</u><br>Approve Master Contract for Non-<br>Public Agencies for 2011-12 School<br>Year | <b>30</b> |
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**CONFERENCE ITEM**

This item is presented for action at this time. It may have been reviewed at a previous meeting

**Human Resources**

|   |   |           |
|---|---|-----------|
| 2.1-CF<br>Job Description for New Classification:<br>Specialist, Interpretation/Translation | <u>Staff Recommendation:</u><br>Approve job description | <b>31</b> |
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**INFORMATION ITEM**

This item is intended to keep the Board informed on various District business matters, which do not require action, by the Board.

**Educational Services:**

|   |  |           |
|---|--|-----------|
| 3.1-I<br>Study Session on Special Education | <u>Staff Recommendation:</u><br>Hold Study Session on Special<br>Education for information | <b>34</b> |
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**ADDITIONAL ACTION ITEM**

Approve Board of Education Minutes - 9-14-11

**EXTENDED PUBLIC TESTIMONY**

**ADJOURNMENT**

**Board of Education Meetings are broadcast live on KPFB/FM 89.3  
Berkeley Government Access Channel 33**

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**) and give it to the Board Secretary. Speakers will be selected by lottery. Your card must be submitted before the Presiding Officer calls for **PUBLIC TESTIMONY**. You will be called to speak by the Presiding Officer. A Speaker has three minutes in which to make his/her remarks.

Any subject related to the District or its educational programs is welcome at the Board of Education Meetings. **However, we respectfully ask that matters pertaining to individual employees of the Berkeley Unified School District be discussed in private. 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.

**BOARD OF EDUCATION MEETING DATES FOR 2011**

October 12  
October 26  
November 9  
November 16\*  
December 14

**Berkeley Unified School District Mission:**

The Mission of the Berkeley Unified School District is to enable and inspire our diverse student body to achieve academic excellence and make positive contributions to our world.

**Berkeley Unified School District Vision:**

**Our Students** are curious and creative learners who succeed through personal initiative and sustained effort to reach high academic goals. They are critical thinkers who seek knowledge and possess technological competence and collaborative skills. Our students embrace diversity, act responsibly, and contribute to our community.

**Our Educators** believe that all students can meet or exceed rigorous academic standards. Teachers, staff, and administrators together form a rich professional learning community where all are supported to hone our professional craft and improve our effectiveness. Through the examination of our instructional practices and data, we adjust our teaching and operational systems in order to continuously improve. We are responsible in the stewardship of our fiscal resources and fair and equitable in their distribution.

**Our Families and Community** are integral to the success of our students and schools. Families are active, engaged partners in their child's education who give valued input and participate in making important decisions about our academic and enrichment programs. Our diverse community is passionate about equitable educational outcomes for all students. Our civic and community organizations partner with us to promote family engagement and the well-being and success of our students.

**Our Schools** are vital centers of community life enriched by the diversity of our city and welcoming to all families. Each classroom offers engaging and culturally relevant curriculum that builds on students' interests and abilities. Student needs, as identified by regular assessment, inform our teaching and guide appropriate and effective intervention services. We offer an enriched learning environment and a comprehensive system of supports to address the needs of the whole child.

**Values and Beliefs of Berkeley Unified School District:**

- Students are our priority.
- We take pride in our diversity.
- We hold high expectations for ourselves and our students.
- We treat each other with respect and act with integrity.

## District Goals 2010 – 2013

**I. Curriculum & Instruction:** Increase the academic achievement of all students through effective instruction, a challenging and engaging curriculum, and aligned assessments.

**A.Pre-K:** Prepare pre-school children for success in elementary school by providing age-appropriate curriculum and instruction that nurture and develop children's academic, social, emotional and physical well-being.

**B.ELA and Math Instruction:** Prepare all students for continued success in English Language Arts and Mathematics by providing high quality instruction geared to student needs including appropriate modifications and accommodations.

**C.English Language Development:** Provide direct instruction in English Language Development to ensure that every English Learner gains at least one English language proficiency level each year.

**D.Evaluation and Assessment:** Use data from multiple measures to monitor student progress, guide instruction and evaluate the effectiveness of our programs, and share this information with the staff, the Board and the community.

**II.Strategies to Promote Student Success:** Implement strategies to engage students in their learning and interventions to eliminate barriers to student success.

**A.Student Engagement:** Address the needs of the whole child by engaging students in the visual and performing arts, physical education and athletics, career and technical education, and gardening and cooking programs.

**B.ULSS / RTI<sup>2</sup>:** Implement a continuum of academic, behavioral, and/or other intervention strategies through the Universal Learning Support System (ULSS), as ULSS is the district's model of Response to Intervention and Instruction (RtI<sup>2</sup>).

**C.Positive Behavior Support:** Develop and utilize a positive behavior system as well as prevention and intervention programs for specific behaviors that impede student success, such as alcohol and drug use and abuse, truancy, expressions of extreme anger, and repeated suspendable offenses.

**D.Disproportionality:** Reduce the disproportionate racial representation of students suspended or expelled and students identified for Special Education services.

**E.Educational Options for Secondary School Students:** Develop engaging and innovative educational options for secondary students, including career technical education.

**F. Extended Learning Opportunities:** Provide students with academic enrichment and supervised activities that complement the classroom curriculum beyond the traditional school day.

**G. Transitions:** Improve transitions for students as they move from pre-school to kindergarten, from elementary to middle school, from middle to high school, and from high school to post-secondary as well as the transitions from Special Education and English Learner status to the mainstream.

**III. Family/Community Engagement:** Establish partnerships with our families and community to increase academic success for all students.

**A. Family Engagement Framework:** Develop greater family involvement in the schools and the community by adopting a framework that offers multiple ways for parents to partner with educators to ensure their children's success in school.

**B. Family Leadership & Advocacy Training:** Strengthen parents' capacity to be effective leaders in their schools and the community and advocates for their children by providing parent trainings and forums in formats that honor the cultures and languages of our community.

**C. Family Advisory Council:** Support the City and the Berkeley Alliance in establishing a representative Family Advisory Council to ensure parent input in the development and evaluation of the 2020 Vision projects.

**D. Communication:** Engage and inform our staff, families, and key partners by developing and implementing a comprehensive communications plan.

**IV. Cultural & Linguistic Relevance:** Ensure that all systems are culturally and linguistically responsive to the needs of our students and their families.

**A. Culture and Climate of District and Schools:** Ensure that all schools and departments welcome and support all our students and their families by prioritizing a focus on equity at each site, ensuring customer friendly service, and providing language access, all supported by district policy.

**B. Recruit and Retain Teachers and Administrators of Color:** Develop and invest in prospective and current teachers and administrators of color by identifying career pathways and establishing networking, mentoring and other support systems.

**C. Professional Development:** Create a culturally and linguistically responsive climate throughout the district through focused professional development.

**V. Resources:** Generate and equitably allocate resources for programs and services that enable every student to succeed.

**A. Efficient Use of Resources:** Improve and streamline District wide systems, services and operations through the use of enhanced tools and technology that will provide additional time and resources to meet current and future student needs.

**B.Parcel Tax and Bond Revenues:** Provide the best possible education for all students by effectively utilizing local parcel tax and bond revenues.

**C.Partnerships:** Maximize public and private resources to support greater student success by strengthening partnerships with the City, the Berkeley Alliance, the Berkeley Public Education Foundation, U.C. Berkeley, and other stakeholders.



# BERKELEY UNIFIED SCHOOL DISTRICT

**TO:** William Huyett, Superintendent  
**FROM:** Delia Ruiz, Assistant Superintendent, Human Resources  
**DATE:** September 21, 2011  
**DISTRICT GOAL:** V A: Efficient Use of Resources  
**SUBJECT:** APPROVAL OF HUMAN RESOURCES REPORT 9.21.11  
 The following is submitted for review and acceptance.

| <b>CERTIFICATED EMPLOYEES</b> |  |                    |            |                   |                        |                      |
|-------------------------------|--|--------------------|------------|-------------------|------------------------|----------------------|
| <b>Name</b>                   | <b>Classification<br/>(Temporary,<br/>Probationary or<br/>Permanent)</b> | <b>Position</b>    | <b>FTE</b> | <b>Location</b>   | <b>Date<br/>(From)</b> | <b>Date<br/>(To)</b> |
| <b><u>SEPARATIONS</u></b>     |  |                    |            |                   |                        |                      |
| Annette Gamper                | Permanent  | Teacher            | 1.0        | Ed. Services      | 8/26/11                |                      |
| Linsay Klim                   | Probationary   | Teacher            | .96        | Washington        | 8/17/11                |                      |
| Jorge Palafox                 | Temporary  | Teacher            | .20        | BHS               | 9/7/11                 |                      |
| Donna Snell                   | Permanent  | Teacher            | 1.0        | Oxford            | 8/15/11                |                      |
| Jean Whittlesey               | Permanent  | Teacher            | 1.0        | BHS               | 8/19/11                |                      |
| <b><u>NEW HIRES</u></b>       |  |                    |            |                   |                        |                      |
| Denise Abbas                  | Temporary  | Teacher            | 1.0        | Longfellow        | 8/26/11                | 6/15/12              |
| Victor Aguilera               | Temporary  | Teacher            | 1.0        | B-Tech            | 8/26/11                | 6/15/12              |
| Gwen Augustin                 | Probationary   | Program Supervisor | 1.0        | Special Education | 8/3/11                 |                      |
| Jeffrey Allen                 | Temporary  | Teacher            | 1.0        | BHS               | 8/26/11                | 6/15/12              |
| Yusef Auletta                 | Temporary  | Teacher            | 1.0        | Le Conte          | 8/26/11                | 6/15/12              |
| Beverly Berning               | Temporary  | Teacher            | .20        | BHS               | 8/26/11                | 6/15/12              |
| Melissa Born                  | Temporary  | Teacher            | 1.0        | Arts Magnet       | 8/26/11                | 6/15/12              |
| Lauren Brollier               | Temporary  | Teacher            | 1.0        | Oxford            | 8/26/11                | 6/15/12              |
| Roland Brown                  | Temporary  | Teacher            | .84        | VAPA              | 8/26/11                | 6/15/12              |
| Elizabeth Buchanan            | Temporary  | Teacher            | 1.0        | Willard           | 8/26/11                | 6/15/12              |
| Cassandra Bull                | Temporary  | Teacher            | 1.0        | Le Conte          | 8/26/11                | 6/15/12              |
| Tracey Burns-Taylor           | Temporary  | Teacher            | 1.0        | BHS               | 8/26/11                | 6/15/12              |
| Mia Caporal                   | Temporary  | Teacher            | .5         | Arts Magnet       | 8/26/11                | 6/15/12              |

**CERTIFICATED EMPLOYEES**

| <b>Name</b>                         | <b>Classification<br/>(Temporary,<br/>Probationary or<br/>Permanent)</b> | <b>Position</b>    | <b>FTE</b> | <b>Location</b>   | <b>Date<br/>(From)</b> | <b>Date<br/>(To)</b> |
|-------------------------------------|--|--------------------|------------|-------------------|------------------------|----------------------|
| <b><u>NEW HIRES (continued)</u></b> |  |                    |            |                   |                        |                      |
| Torina Carter                       | Probationary   | Teacher            | 1.0        | Rosa Parks        | 8/26/11                |                      |
| Debra Clark                         | Temporary  | Counselor          | 1.0        | B-Tech            | 8/26/11                | 6/30/12              |
| Keldon Clegg                        | Temporary  | Teacher            | 1.0        | BHS               | 8/26/11                | 6/15/12              |
| Kathryn Cohen                       | Temporary  | Teacher            | 1.0        | Oxford            | 8/26/11                | 6/15/12              |
| Kenny Contreras                     | Temporary  | Teacher            | 1.0        | Oxford            | 8/26/11                | 6/15/12              |
| Achim Dangerfield                   | Temporary  | Teacher            | 1.0        | B-Tech            | 8/26/11                | 6/15/12              |
| Ana Delgado                         | Temporary  | Teacher            | 1.0        | Arts Magnet       | 8/26/11                | 6/15/12              |
| Neelam Dharod                       | Temporary  | Psych Intern       | .80        | Special Education | 8/26/11                | 6/15/12              |
| Pamela Diebel                       | Temporary  | Teacher            | 1.0        | Le Conte          | 8/26/11                | 6/15/12              |
| Susan D'Orazio                      | Temporary  | Psych Intern       | .80        | Special Education | 8/26/11                | 6/15/12              |
| Nirvana Encisco                     | Temporary  | Teacher            | 1.0        | BHS/Longfellow    | 8/26/11                | 6/15/12              |
| John Fike                           | Temporary  | Teacher            | 1.0        | B-Tech            | 8/26/11                | 6/15/12              |
| Jennifer Foulz                      | Temporary  | Teacher            | 1.0        | B-Tech            | 8/26/11                | 6/15/12              |
| Kate Garfinkel                      | Temporary  | Teacher            | 1.0        | BHS               | 8/26/11                | 6/15/12              |
| William Gow                         | Temporary  | Teacher            | 1.0        | BHS               | 8/26/11                | 6/15/12              |
| Lisa Graham                         | Probationary   | Program Supervisor | 1.0        | Special Education | 7/6/11                 |                      |
| Rosa Guzman                         | Temporary  | Teacher            | 1.0        | BHS               | 8/26/11                | 6/15/12              |
| Cory Henrickson                     | Temporary  | Teacher            | 1.0        | BHS               | 8/26/11                | 6/15/12              |
| Deborah Hughes-Pierson              | Temporary  | Teacher            | 1.0        | King              | 8/26/11                | 6/15/12              |
| James Hyatt                         | Temporary  | Teacher            | 1.0        | Franklin CDC      | 8/26/11                | 6/15/12              |
| Mikel Jackson                       | Temporary  | Teacher            | .60        | BHS               | 8/26/11                | 6/15/12              |
| Jennifer Johnson                    | Temporary  | Teacher            | 1.0        | Longfellow        | 8/26/11                | 6/15/12              |
| Charity Johnston                    | Temporary  | Teacher            | 1.0        | Le Conte          | 8/26/11                | 6/15/12              |

**CERTIFICATED EMPLOYEES**

| <b>Name</b>                         | <b>Classification<br/>(Temporary,<br/>Probationary or<br/>Permanent)</b> | <b>Position</b>  | <b>FTE</b> | <b>Location</b>            | <b>Date<br/>(From)</b> | <b>Date<br/>(To)</b> |
|-------------------------------------|--|------------------|------------|----------------------------|------------------------|----------------------|
| <b><u>NEW HIRES (continued)</u></b> |  |                  |            |                            |                        |                      |
| Laura Jokela                        | Temporary  | Teacher          | .40        | Washington                 | 8/26/11                | 6/15/12              |
| Mayra Joseph                        | Temporary  | Teacher          | .60        | Cragmont                   | 8/26/11                | 6/15/12              |
| April Jourdan-Byrne                 | Temporary  | Psychologist     | .20        | Special Education          | 8/26/11                | 6/30/12              |
| Lisa Kelly                          | Temporary  | Teacher          | 1.0        | Malcolm X                  | 8/26/11                | 6/15/12              |
| Arun Khanna                         | Temporary  | Teacher          | 1.0        | Thousand Oaks              | 8/26/11                | 6/15/12              |
| Stacey Kifer                        | Temporary  | Speech Therapist | 1.0        | Special Education          | 8/26/11                | 6/15/12              |
| Margaret Knutson                    | Temporary  | Teacher          | 1.0        | John Muir                  | 8/26/11                | 6/15/12              |
| Jeremy Krefft                       | Temporary  | Teacher          | 1.0        | BHS                        | 8/31/11                | 6/15/12              |
| Chris Labreche                      | Temporary  | Teacher          | 1.0        | Le Conte                   | 8/26/11                | 6/15/12              |
| Deborah Lenz                        | Temporary  | Teacher          | 1.0        | Willard                    | 8/26/11                | 6/15/12              |
| Amanda Levin                        | Temporary  | Teacher          | 1.0        | BHS                        | 8/26/11                | 6/15/12              |
| Gina Lucariello                     | Temporary  | Teacher          | 1.0        | BHS                        | 8/26/11                | 6/15/12              |
| Lori MacDonald                      | Temporary  | Teacher          | 1.0        | BEA                        | 8/26/11                | 6/15/12              |
| Jasdeet Malhi                       | Temporary  | Counselor        | 1.0        | BHS                        | 8/26/11                | 6/30/12              |
| Kristen Michael                     | Temporary  | Teacher          | .80        | BHS                        | 8/26/11                | 6/15/12              |
| Nora Miller                         | Temporary  | Psych Intern     | .80        | Special Education          | 8/26/11                | 6/15/12              |
| Erik Monrad                         | Temporary  | Teacher          | 1.0        | BHS                        | 8/26/11                | 6/15/12              |
| Tosca Necoechea                     | Temporary  | Teacher          | 1.0        | BHS                        | 8/26/11                | 6/15/12              |
| Theresa Parini                      | Temporary  | Teacher          | .80        | Thousand<br>Oaks/Malcolm X | 8/26/11                | 6/15/12              |
| Rebecca Pollack                     | Temporary  | Teacher          | 1.0        | Willard                    | 8/26/11                | 6/15/12              |
| Natalie Pontino                     | Temporary  | Psych Intern     | .80        | Special Education          | 8/26/11                | 6/15/12              |
| Nicole Poulin                       | Temporary  | Teacher          | .80        | VAPA                       | 8/26/11                | 6/15/12              |
| Sheila Quintana                     | Probationary   | Principal        | 1.0        | B-Tech                     | 7/1/11                 |                      |
| Susanne Reed                        | Temporary  | Teacher          | 1.0        | Jefferson                  | 8/26/11                | 6/15/12              |

**CERTIFICATED EMPLOYEES**

| <b>Name</b>                         | <b>Classification<br/>(Temporary,<br/>Probationary or<br/>Permanent)</b> | <b>Position</b>                   | <b>FTE</b> | <b>Location</b>   | <b>Date<br/>(From)</b> | <b>Date<br/>(To)</b> |
|-------------------------------------|--|-----------------------------------|------------|-------------------|------------------------|----------------------|
| <b><u>NEW HIRES (continued)</u></b> |  |                                   |            |                   |                        |                      |
| Brittany Rysman                     | Temporary  | Psych Intern                      | .80        | Special Education | 8/26/11                | 6/15/12              |
| Alison Sawyer                       | Temporary  | Teacher                           | .84        | VAPA              | 8/26/11                | 6/15/12              |
| Johnetta Sayah                      | Temporary  | Teacher                           | 1.0        | BHS               | 8/26/11                | 6/15/12              |
| Vanessa Sinai                       | Temporary  | Teacher                           | 1.0        | Arts Magnet       | 8/26/11                | 6/15/12              |
| Gilbert Sniderman                   | Temporary  | Teacher                           | 1.0        | B-Tech            | 8/26/11                | 6/15/12              |
| Anna Spiegelman                     | Temporary  | Teacher                           | 1.0        | Malcolm X         | 8/26/11                | 6/15/12              |
| Karen Sukenic                       | Temporary  | Teacher                           | .50        | Jefferson         | 8/26/11                | 6/15/12              |
| John Tobias                         | Temporary  | Teacher                           | .60        | Jefferson         | 8/26/11                | 6/15/12              |
| Veronica Valerio                    | Probationary   | Coordinator,<br>Prof. Development | 1.0        | Ed. Services      | 8/9/11                 |                      |
| Robin Van der Vegt                  | Temporary  | Teacher                           | 1.0        | BHS               | 8/26/11                | 6/15/12              |
| Sarah Vargas                        | Temporary  | Psych Intern                      | .80        | Special Education | 8/26/11                | 6/15/12              |
| Jaclynn Villa-Carlos                | Temporary  | Teacher                           | 1.0        | Arts Magnet       | 8/26/11                | 6/15/12              |
| <b><u>REHIRES</u></b>               |  |                                   |            |                   |                        |                      |
| Margaret Agbowo                     | Probationary   | Teacher                           | .80        | Willard           | 8/26/11                |                      |
| Caitlin Alastra                     | Probationary   | Teacher                           | 1.0        | Willard           | 8/26/11                |                      |
| Matthew Albinson                    | Temporary  | Teacher                           | 1.0        | BHS               | 8/26/11                | 6/15/12              |
| Kevin Anderson                      | Probationary   | Teacher                           | 1.0        | King              | 8/26/11                |                      |
| Elisa Artle                         | Probationary   | Teacher                           | 1.0        | King              | 8/26/11                |                      |
| Julia Beers                         | Temporary  | Teacher                           | 1.0        | Malcolm X         | 8/26/11                | 6/15/12              |
| Lauren Benjamin                     | Probationary   | Teacher                           | .60        | BHS               | 8/26/11                |                      |
| Robert Bryden                       | Temporary  | Teacher                           | .40        | Willard           | 8/26/11                | 6/15/12              |
| Andrea Calderon                     | Probationary   | Teacher                           | 1.0        | Rosa Parks        | 8/26/11                |                      |
| Paula Carpenter                     | Temporary  | Teacher                           | 1.0        | King              | 8/26/11                | 6/15/12              |
| William Cutrell                     | Temporary  | Teacher                           | .40        | BHS               | 8/26/11                | 6/15/12              |
| Jamie Davidson                      | Temporary  | Teacher                           | 1.0        | Washington        | 8/26/11                | 6/15/12              |

**CERTIFICATED EMPLOYEES**

| <b>Name</b>                       | <b>Classification<br/>(Temporary,<br/>Probationary or<br/>Permanent)</b> | <b>Position</b>  | <b>FTE</b> | <b>Location</b>   | <b>Date<br/>(From)</b> | <b>Date<br/>(To)</b> |
|-----------------------------------|--|------------------|------------|-------------------|------------------------|----------------------|
| <b><u>REHIRES (continued)</u></b> |  |                  |            |                   |                        |                      |
| William Edison                    | Probationary   | Teacher          | 1.0        | Thousand Oaks     | 8/26/11                |                      |
| Cara Eisenberg                    | Temporary  | Teacher          | .30        | Thousand Oaks     | 8/26/11                | 6/15/12              |
| Inji El Ghannam                   | Temporary  | Teacher          | 1.0        | Jefferson         | 8/26/11                | 6/15/12              |
| Elana Feder                       | Temporary  | Teacher          | 1.0        | Thousand Oaks     | 8/26/11                | 6/15/12              |
| Louise Fender                     | Temporary  | Speech Therapist | .34        | Special Education | 8/26/11                | 6/15/11              |
| Beatriz Ferrer-Castro             | Probationary   | Teacher          | 1.0        | BHS               | 8/26/11                |                      |
| Denise Fullerton                  | Probationary   | Teacher          | 1.0        | BHS               | 8/26/11                |                      |
| Robert Garrison                   | Temporary  | Teacher          | 1.0        | Thousand Oaks     | 8/26/11                | 6/15/12              |
| Claudia Gonzalez                  | Probationary   | Teacher          | 1.0        | BHS               | 8/26/11                |                      |
| Robin Green                       | Temporary  | Teacher          | 1.0        | BHS               | 8/26/11                | 6/15/12              |
| Paxton Griffin                    | Probationary   | Teacher          | 1.0        | Willard           | 8/26/11                |                      |
| Aimee Gross                       | Temporary  | Teacher          | .88        | VAPA              | 8/26/11                | 6/15/12              |
| Romualdo Gutierrez                | Temporary  | Teacher          | 1.0        | Library Services  | 8/26/11                | 6/15/12              |
| Andrew Henderson                  | Temporary  | Teacher          | 1.0        | Le Conte          | 8/26/11                | 6/15/12              |
| Matthew Hinckley                  | Probationary   | Teacher          | 1.0        | Longfellow        | 8/26/11                |                      |
| Sarah Jados                       | Temporary  | Teacher          | 1.0        | Arts Magnet       | 8/26/11                | 6/15/12              |
| Michelle Johnson                  | Temporary  | Teacher          | 1.0        | Cragmont          | 8/26/11                | 6/15/12              |
| Marie Joiner                      | Temporary  | Counselor        | 1.0        | BEA               | 8/26/11                | 6/30/12              |
| Sarah Kennedy                     | Probationary   | Teacher          | 1.0        | Rosa Parks        | 8/26/11                |                      |
| Frances Kim                       | Probationary   | Teacher          | 1.0        | Arts Magnet       | 8/26/11                |                      |
| Sandra Lane                       | Probationary   | Media Specialist | 1.0        | Longfellow        | 8/26/11                |                      |
| Matthew Laurel                    | Probationary   | Teacher          | 1.0        | BHS               | 8/26/11                |                      |
| Susi Lopez-Platt                  | Probationary   | Teacher          | 1.0        | BHS               | 8/26/11                |                      |
| Ted MacArthur                     | Temporary  | Teacher          | .80        | Special Education | 8/26/11                | 6/15/12              |
| Rachel Manandhar                  | Probationary   | Teacher          | 1.0        | King              | 8/26/11                |                      |
| Karl Mauks-Koepke                 | Temporary  | Teacher          | 1.0        | King              | 8/26/11                | 6/15/12              |

**CERTIFICATED EMPLOYEES**

| <b>Name</b>                       | <b>Classification<br/>(Temporary,<br/>Probationary or<br/>Permanent)</b> | <b>Position</b>  | <b>FTE</b> | <b>Location</b>   | <b>Date<br/>(From)</b> | <b>Date<br/>(To)</b> |
|-----------------------------------|--|------------------|------------|-------------------|------------------------|----------------------|
| <b><u>REHIRES (continued)</u></b> |  |                  |            |                   |                        |                      |
| Jessica Montmorency               | Temporary  | Teacher          | 1.0        | Malcolm X         | 8/26/11                | 6/15/12              |
| Nicolette Moore                   | Temporary  | Teacher          | 1.0        | Cragmont          | 8/26/11                | 6/15/12              |
| Gloria Munoz-Hughes               | Probationary   | Teacher          | 1.0        | Thousand Oaks     | 8/26/11                |                      |
| Angelica Perez                    | Temporary  | Teacher          | 1.0        | Le Conte          | 8/26/11                | 6/15/12              |
| John Poole                        | Temporary  | Teacher          | .25        | Malcolm X         | 8/26/11                | 6/15/12              |
| Jacqueline Rastrullo              | Temporary  | Teacher          | 1.0        | King              | 8/26/11                | 6/15/12              |
| Jennifer Reichert                 | Probationary   | Teacher          | 1.0        | Ed. Services      | 8/26/11                |                      |
| Nicole Reif                       | Temporary  | Teacher          | 1.0        | Hopkins CDC       | 8/26/11                | 6/15/12              |
| Jennifer Roebuck                  | Temporary  | Teacher          | 1.0        | BHS               | 8/26/11                | 6/15/12              |
| Christie Riedell                  | Temporary  | Teacher          | 1.0        | BHS               | 8/26/11                | 6/15/12              |
| Laurie Rodney                     | Temporary  | Teacher          | 1.0        | BHS               | 8/26/11                | 6/15/12              |
| Lizbeth Rosner                    | Temporary  | Teacher          | .80        | Willard           | 8/26/11                | 6/15/12              |
| Samuel Rozen                      | Temporary  | Teacher          | 1.0        | BHS               | 8/26/11                | 6/15/12              |
| Randi Rucker                      | Temporary  | Speech Therapist | .33        | Special Education | 8/26/11                | 6/15/12              |
| Maria Sanchez                     | Probationary   | Teacher          | 1.0        | Willard           | 8/26/11                |                      |
| Erinn Tibbetts                    | Probationary   | Speech Therapist | 1.0        | Special Education | 8/26/11                |                      |
| Janine Tong                       | Probationary   | Teacher          | 1.0        | Cragmont          | 8/26/11                |                      |
| Heather Tugwell                   | Probationary   | Teacher          | 1.0        | Ed. Services      | 8/26/11                |                      |
| Alexandra Tyshler                 | Temporary  | Teacher          | 1.0        | Le Conte          | 8/26/11                | 6/15/12              |
| Andrew Waranoff                   | Temporary  | Teacher          | 1.0        | BHS               | 8/26/11                | 6/15/12              |
| Silver White                      | Temporary  | Teacher          | .50        | Arts Magnet       | 8/26/11                | 6/15/12              |
| Lila Wilkinson                    | Probationary   | Teacher          | 1.0        | Malcolm X         | 8/26/11                |                      |
| Danielle Wilson                   | Probationary   | Teacher          | 1.0        | Willard           | 8/26/11                |                      |
| Megan Wong                        | Probationary   | Teacher          | 1.0        | Malcolm X         | 8/26/11                |                      |
| Lynn Zamarra                      | Temporary  | Teacher          | .40        | Le Conte          | 8/26/11                | 6/15/12              |

**CERTIFICATED EMPLOYEES**

| <b>Name</b>                   | <b>Classification<br/>(Temporary,<br/>Probationary or<br/>Permanent)</b> | <b>Position</b> | <b>FTE</b> | <b>Location</b> | <b>Date<br/>(From)</b> | <b>Date<br/>(To)</b> |
|-------------------------------|--|-----------------|------------|-----------------|------------------------|----------------------|
| <b><u>NEW ASSIGNMENTS</u></b> |  |                 |            |                 |                        |                      |
| Audrey Amos                   | Permanent  | Principal       | 1.0        | John Muir       | 7/1/11                 |                      |
| Jennifer Corn                 | Permanent  | Principal       | 1.0        | Oxford          | 7/1/11                 |                      |
| Janet Levenson                | Permanent  | Principal       | 1.0        | King            | 7/1/11                 |                      |
| Sonya Martin                  | Permanent  | Vice Principal  | 1.0        | Willard         | 7/1/11                 |                      |
| Javier Mendieta               | Permanent  | Vice Principal  | 1.0        | King            | 7/1/11                 |                      |
| Ashley Milton                 | Permanent  | Vice Principal  | 1.0        | BHS             | 7/1/11                 |                      |
| Daniel Roose                  | Permanent  | Dean            | .50        | BHS             | 7/1/11                 |                      |
| <b><u>LEAVES</u></b>          |  |                 |            |                 |                        |                      |
| Marjorie Lee                  | Probationary 0   | Teacher         | 1.0        | Longfellow      | 9/2/11                 |                      |
| Sherene Randle                | Permanent  | Teacher         | 1.0        | BHS             | 9/2/11                 |                      |

**CLASSIFIED EMPLOYEES**

| <b>Name</b>                        | <b>Classification<br/>(Limited Term,<br/>Provisional,<br/>Temporary,<br/>Probationary, or<br/>Permanent)</b> | <b>Position</b>                                | <b>FTE</b> | <b>Location</b>         | <b>Date<br/>(From)</b> | <b>Date<br/>(To)</b> |
|------------------------------------|--|--|------------|-------------------------|------------------------|----------------------|
| <b><u>LEAVES</u></b>               |  |  |            |                         |                        |                      |
| La Ron Ingram II                   | Permanent  | Custodian II                                   | 1.0        | Malcolm X               | 9/2/11                 | 9/21/11              |
| Ken Lewis                          | Permanent  | Instructional Assistant, Special Ed. Attendant | .80        | BHS                     | 8/30/11                | 12/1/11              |
| Samuel Scott, Jr.                  | Permanent  | Maintenance Technician                         | 1.0        | Maintenance             | 9/5/11                 | 9/23/11              |
| <b><u>SEPARATIONS</u></b>          |  |  |            |                         |                        |                      |
| Lashay Durisseau                   | Probationary   | Custodian II                                   | 1.0        | Thousand Oaks           | 8/22/11                |                      |
| Zakiya Green                       | Permanent  | School Bus Driver                              | .80        | Transportation          | 8/24/11                |                      |
| Luis Guerra                        | Permanent  | Instructional Technician                       | .53        | Le Conte                | 8/13/11                |                      |
| Ramona McGary                      | Permanent  | Program Specialist, Parent Outreach            | 1.0        | Family Community Office | 8/22/11                |                      |
| Maxwell Macveety                   | Permanent  | Instructional Assistant, Special Education     | .80        | BHS                     | 8/12/11                |                      |
| Oscar Rojas-Soto                   | Permanent  | Program Coordinator                            | .53        | BHS                     | 8/31/11                |                      |
| Albert Williams                    | Permanent  | Instructional Specialist II                    | .50        | King                    | 8/25/11                |                      |
| Khaledah Wright                    | Permanent  | Instructional Technician                       | .67        | Le Conte                | 8/19/11                |                      |
| <b><u>NEW HIRES OR REHIRES</u></b> |  |  |            |                         |                        |                      |
| Courtney Anderson                  | Probationary   | Instructional Assistant                        | .33        | Oxford                  | 8/30/11                |                      |
| Adam Edell                         | Probationary   | Instructional Assistant, Garden                | .40        | BHS                     | 8/30/11                |                      |
| Lois Jones                         | Permanent  | Instructional Technician                       | .53        | Washington              | 8/26/11                |                      |
| Michelle Payton                    | Permanent  | Clerical Assistant III                         | 1.0        | Franklin CDC            | 8/15/11                |                      |



**CLASSIFIED EMPLOYEES**

| <b>Name</b>                                    | <b>Classification<br/>(Limited Term,<br/>Provisional,<br/>Temporary,<br/>Probationary, or<br/>Permanent)</b> | <b>Position</b>                                       | <b>FTE</b> | <b>Location</b>      | <b>Date<br/>(From)</b> | <b>Date<br/>(To)</b> |
|--|--|---|------------|----------------------|------------------------|----------------------|
| <b><u>NEW HIRES OR REHIRES (continued)</u></b> |  |   |            |                      |                        |                      |
| Raymond Ruiz                                   | Probationary   | Instructional Assistant, Special Education            | .80        | BHS                  | 8/30/11                |                      |
| Stacy Shoals                                   | Probationary   | School Campus Monitor                                 | 1.0        | BHS                  | 8/26/11                |                      |
| Jozef Woroniecki                               | Probationary   | Supervisor, Sous Chef                                 | 1.0        | Nutrition Services   | 8/15/11                |                      |
| <b><u>NEW ASSIGNMENTS</u></b>                  |  |   |            |                      |                        |                      |
| Robert Borton                                  | Probationary   | Instructional Technician                              | .47        | Willard              | 8/26/11                |                      |
| Nicole Jones                                   | Probationary   | Instructional Assistant, Special Education            | .80        | BHS                  | 8/30/11                |                      |
| Maritza Montano                                | Probationary   | Instructional Assistant, Special Ed. Attendant        | .80        | Emerson              | 9/2/11                 |                      |
| Sarah Schaaf                                   | Probationary   | Instructional Assistant, Special Education            | .80        | King                 | 8/30/11                |                      |
| Andrea Taylor                                  | Probationary   | Instructional Assistant                               | .40        | John Muir            | 8/25/11                |                      |
| <b><u>PROVISIONAL AND LIMITED TERM</u></b>     |  |   |            |                      |                        |                      |
| Lolita Aragon                                  | Provisional  | Instructional Assistant, Special Education, Bilingual | Hourly     | Longfellow           | 8/30/11                |                      |
| Rosa Arechiga                                  | Provisional  | Program Assistant, Bilingual                          | Hourly     | BHS                  | 8/22/11                |                      |
| Sharee Barnett                                 | Provisional  | Instruction Assistant, Special Ed. Attendant          | Hourly     | Emerson              | 8/30/11                | 9/1/11               |
| Terrell Boone                                  | Provisional  | Instructional Assistant                               | Hourly     | John Muir            | 8/30/11                |                      |
| Melonie Bradley                                | Limited Term   | Clerical Assistant I                                  | Hourly     | Personnel Commission | 8/18/11                | 8/29/11              |

**CLASSIFIED EMPLOYEES**

| <b>Name</b>      | <b>Classification<br/>(Limited Term,<br/>Provisional,<br/>Temporary,<br/>Probationary, or<br/>Permanent)</b> | <b>Position</b>                                  | <b>FTE</b> | <b>Location</b>   | <b>Date<br/>(From)</b> | <b>Date<br/>(To)</b> |
|------------------|--|--|------------|-------------------|------------------------|----------------------|
| Sharon Dillon    | Limited Term   | Clerical Specialist                              | Hourly     | Admissions        | 8/17/11                | 9/9/11               |
| Erica Johnson    | Provisional  | Secretary III                                    | Hourly     | B-Tech            | 8/15/11                |                      |
| Janet Lopez      | Provisional  | Sr. Records Clerk,<br>Bilingual                  | Hourly     | King              | 8/15/11                |                      |
| Priscilla Munoz  | Limited Term   | Sr. Records Clerk                                | Hourly     | Admissions Office | 8/17/11                | 9/9/11               |
| Angela Price     | Provisional  | Advisor, College<br>and Career                   | Hourly     | BHS               | 8/15/11                | 9/12/11              |
| Miriam Reyes     | Limited Term   | Translator                                       | Hourly     | Thousand Oaks     | 8/30/11                | 6/15/12              |
| Ananda Richmond  | Limited Term   | Instructional<br>Assistant, Special<br>Education | Hourly     | Hopkins CDC       | 8/31/11                | 9/21/11              |
| Curtis Sandeford | Limited Term   | Instructional<br>Assistant, Special<br>Education | Hourly     | Hopkins CDC       | 8/31/11                | 9/21/11              |
| Erin Stafford    | Limited Term   | Program Assistant                                | Hourly     | Transportation    | 8/22/11                | 10/30/11             |

# **BERKELEY UNIFIED SCHOOL DISTRICT**

**TO:** William Huyett, Superintendent  
**FROM:** Neil Smith, Assistant Superintendent, Educational Services  
Susan Craig, Director of Student Services  
**DATE:** September 21, 2011  
**SUBJECT:** Revised Board Policy on Uniform Complaint Procedures

## **BACKGROUND INFORMATION**

In the spring of 2011, the District's Board Policy on Uniform Complaint Procedures (UCP) was reviewed by the California Department of Education (CDE) as a part of the Categorical Program Monitoring (CPM) audit. The District was notified by CDE that the UCP Policy was missing some required components that have now been added to the policy. The revisions appear in bold font.

The revised Board Policy was reviewed by the Board at the meeting on September 14 and is now being presented for approval.

## **DISTRICT GOAL**

None

## **POLICY/CODE**

Board Policy 1312.3

## **FISCAL IMPACT**

None

## **STAFF RECOMMENDATION**

Approve the revised Board Policy on Uniform Complaint Procedures.

# **Berkeley Unified School District**

## **Board Policy**

**BP 1312.3**

### **Community Relations**

#### **UNIFORM COMPLAINT PROCEDURES**

The Governing Board recognizes that the district is primarily responsible for complying with applicable state and federal laws and regulations governing educational programs. The district shall investigate complaints alleging failure to comply with such laws and/or alleging discrimination and shall seek to resolve those complaints in accordance with the procedures set out in Sections 4600-4687 of the Title 5 regulations and in accordance with the district's uniform complaint policies and procedures. (T5 CCR 4620)

The district shall follow uniform complaint procedures when addressing complaints alleging unlawful discrimination against any protected group as identified under Education Code 200 and 220 and Government Code 11135, including actual or perceived sex, sexual orientation, gender, ethnic group identification, race, ancestry, national origin, religion, color, or mental or physical disability, or age, marital or parental status, or the basis of a person's association with a person or group with one or more of these actual or perceived characteristics in any district program or activity that receives or benefits from state financial assistance. (T5 CCR 4610)

Uniform complaint procedures shall also be used when addressing complaints alleging failure to comply with state and/or federal laws in adult education, consolidated categorical aid programs, migrant education, career technical and technical education and training programs, child care and development programs, child nutrition programs and special education programs, and federal school safety planning. (T5 CCR4610)

(cf. [0410](#) - Nondiscrimination in District Programs and Activities)

(cf. [0420.1](#) - School-Based Program Coordination)

(cf. [1312.1](#) - Complaints Concerning District Employees)

(cf. [1312.2](#) - Complaints Concerning Instructional Materials)

(cf. [3553](#) - Free and Reduced Price Meals)

(cf. 4031 - Complaints Concerning Discrimination in Employment)

(cf. 5141.4 - Child Abuse Reporting Procedures)

(cf. [5148](#) - Child Care and Development)

(cf. [6159](#) - Individualized Education Program)

(cf. [6171](#) - Title I Programs)

(cf. [6174](#) - Education for English Language Learners)

(cf. 6175 - Migrant Education Program)

(cf. [6178](#) - Vocational Education)

(cf. [6200](#) - Adult Education)

**Complaints related to sufficiency of textbooks or instructional materials, emergency or urgent facilities conditions that pose a threat to the health or safety of students or staff, teacher vacancies and misassignments, and high school exit examination intensive instruction and services shall be investigated pursuant to the District's Williams uniform complaint procedure. (AR 1312.4)**

(cf. 1312.4 – Williams Uniform Complaint Procedures)

The Board encourages the early, informal resolution of complaints at the site level whenever possible.

The Board acknowledges and respects every individual's right to privacy. Discrimination complaints shall be investigated in a manner that protects the confidentiality of the parties and the facts. This includes keeping the identity of the complainant confidential except to the extent necessary to carry out the investigation or proceedings, as determined by the Superintendent or designee on a case-by-case basis.

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)

(cf. [5125](#) - Student Records)

(cf. 9011 - Disclosure of Confidential/Privileged Information)

The Board prohibits retaliation in any form for the participation in complaint procedures, including but not limited to the filing of a complaint or the reporting of instances of discrimination. Such participation shall not in any way affect the status, grades or work assignments of the complainant.

The Board recognizes that a neutral mediator can often suggest an early compromise that is agreeable to all parties in a dispute. In accordance with uniform complaint procedures, whenever all parties to a complaint agree to try resolving their problem through mediation, the Superintendent or designee shall initiate that process. The Superintendent or designee shall ensure that mediation results are consistent with state and federal laws and regulations.

Legal Reference:

EDUCATION CODE

[200-262.4](#) Prohibition of discrimination

[8200-8498](#) Child care and development programs

[8500-8538](#) Adult basic education

[18100-18203](#) School libraries

[32289](#) School safety plan, uniform complaint procedure

[35186](#) Williams uniform complaint procedure

[41500-41513](#) Categorical education block grants

[48985](#) Notices in language other than English

[49060-49079](#) Student records

[49490-49590](#) Child nutrition programs

[52160-52178](#) Bilingual education programs

[52300-52490](#) Career-technical education

[52500-52616.24](#) Adult schools

[52800-52870](#) School-based coordinated programs

[54000-54028](#) Economic impact aid programs

[54100-54145](#) Miller-Unruh Basic Reading Act

[54400-54425](#) Compensatory education programs

[54440-54445](#) Migrant education

[54460-54529](#) Compensatory education programs

[56000-56867](#) Special education programs

[59000-59300](#) Special schools and centers

[64000-64001](#) Consolidated application process

## PENAL CODE

[422.6](#) Interference with constitutional right or privilege

## CODE OF REGULATIONS, TITLE 5

[3080](#) Application of section

[4600-4687](#) Uniform complaint procedures

[4900-4965](#) Nondiscrimination in elementary and secondary education programs

## UNITED STATES CODE, TITLE 20

[6301-6577](#) Title I basic programs

[6601-6777](#) Title II preparing and recruiting high quality teachers and principals

[6801-6871](#) Title III language instruction for limited English proficient and immigrant students

[7101-7184](#) Safe and Drug-Free Schools and Communities Act

[7201-7283g](#) Title V promoting informed parental choice and innovative programs

[7301-7372](#) Title V rural and low-income school programs

Management Resources:

## WEB SITES

CSBA: <http://www.csba.org>

California Department of Education: <http://www.cde.ca.gov>

U.S. Department of Education, Office for Civil Rights:  
<http://www.ed.gov/about/offices/list/ocr/index.html>

Policy BERKELEY UNIFIED SCHOOL DISTRICT

Adopted: May 21, 2003 Berkeley, California

Revised: February 1, 2006

Revised: September 14, 2011





# BERKELEY UNIFIED SCHOOL DISTRICT

**TO:** William Huyett, Superintendent  
**FROM:** Neil Smith, Assistant Superintendent, Educational Services  
**DATE:** September 21, 2011  
**SUBJECT:** Out of State Travel and Overnight Field Trips

## BACKGROUND INFORMATION

The following out of state travel requests are being made:

### International Baccalaureate Workshops.

Berkeley International High School is requesting to send four teachers to receive specific IB training. These three-day workshops facilitated by IB professionals are intended to strengthen content knowledge as well as understanding of the philosophy and pedagogy of the IB Diploma curriculum. Trainings for all subjects are necessary to provide a comprehensive and complete program for students in the BIHS program. Not all subjects are offered in California, and this necessitates out of state travel for the professional training.

- Amit Singh will attend Environmental Systems and Societies, October 8 – 11, 2011, Houston, TX.
- Ross Parker will attend IB Coordinator Training, Category 2, November 11 – 14, 2011, Portland, OR.
- Robin van der Vegt and Keldon Clegg will attend Diploma 2 / History 2, November 11 – 14, 2011, Portland, OR.

Registration, transportation, lodging and meals for these trainings will be paid from Measure A, Professional Development Funds. Requested by Ashley Milton, BHS Vice-Principal.

The following overnight field trip requests are being made:

### Tilden Park-Wildcat View Campsite, Berkeley, CA October 14 – 15, 2011.

Approve participation of forty-eight (48) fourth grade students, two (2) teachers and ten (10) other adults from Jefferson Elementary School on a two-day, one-night field trip to the Wildcat View Campsite at Tilden Regional Park. The group will depart Jefferson Elementary at 9:30 a.m. on Friday, October 14, 2011. BUSD will provide transportation to the event. Parents will transport their student home after the event on Saturday, October 15, 2011. Students will study the park environment incorporating community building skills. Students and their families will join together in the evening for dinner, stories, and a campfire program. Students will sleep in tents with their families. The total cost of \$350 will be paid by the PTA and parent donations. No student will be denied access based on ability to pay. Requested by Maggie Riddle, Jefferson Principal.

### Tilden Park-Wildcat View Campsite, Berkeley, CA October 13 – 14, 2011.

Approve participation of fifty (50) fifth grade students, two (2) teachers and eight (8) other adults from Jefferson Elementary School on a two-day, one-night field trip to the Wildcat View Campsite at Tilden Regional Park. The group will depart Jefferson Elementary at 9:15 a.m. on Thursday, October 13, and will return at 2:20 p.m. on Friday, October 14, 2011. District buses will provide transportation. Students will study the park environment incorporating team building, leadership and communication skills. Students will sleep tents, grouped by gender. The cost of \$20 per student is being funded by parent donations. No student will be denied access based on ability to pay. Requested by Maggie Riddle, Jefferson Principal.

**DISTRICT GOAL**

II. F. – Extended Learning Opportunities: Provide students with academic enrichment and supervised activities that complement the classroom curriculum beyond the traditional school day.

**POLICY/CODE**

Education Code 35330

Board Policy 6153

**FISCAL IMPACT**

As indicated above.

**STAFF RECOMMENDATION**

Approve the out of state travel and overnight field trips.

# **BERKELEY UNIFIED SCHOOL DISTRICT**

**TO:** William Huyett, Superintendent  
**FROM:** Javetta Cleveland, Deputy Superintendent  
**DATE:** September 21, 2011  
**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. Expenditures are within budget.

1. J&O's Commercial Tire Center to provide repair service as needed for the BUSD vehicles for the 2012SY. The cost will not exceed \$10,000. To be paid from Transportation Budget. Requested by Bernadette Cormier.
2. Viva El Español to provide Spanish classes for Emerson Elementary students for the After-School program for the 2012SY. The cost will not exceed \$17,280. To be paid from Restricted Donations Funds. Requested by Emily Nathan.
3. The Art Room to provide art classes for Emerson Elementary School students for the 2012SY. The cost will not exceed \$13,312. To be paid from Restricted Donations Funds. Requested by Emily Nathan.
4. The Mosaic Project to provide food and lodging for 33 Cragmont Elementary 4th grade students and one teacher from September 20th through September 24th and September 27th , through October 1st , 2011 to Napa, California. The Board approved these trips on August 31, 2011. The cost will not exceed \$11,250. To be paid from Restricted Donations Funds. Requested by Evelyn Tamondong-Bradley.
5. Berkeley Alliance to provide services in key areas identified by the 2020 Vision Task Force to address the achievement gap. The cost will not exceed \$45,000. To be paid from Title 1 Funds. Requested by Christina Faulkner.
6. Berkeley Public Education Foundation to provide AVID tutors to King, Longfellow and Willard Middle Schools. The cost will not exceed \$9,940.80. To be paid from ARRA Title 1 Funds. Requested by Christina Faulkner.

7. i Results to provide consultant services to develop and provide an electronic classroom observation and walk-through tool and any and all hardware needed to utilize the tool for up to 45 district office and school administrators. The cost will not exceed \$30,000. To be paid from Title 1 Basic Grant Funds. Requested by Neil Smith.

**DISTRICT GOAL**

V. Resources: Generate and equitably allocate resources for programs and services that enable every student to succeed.

**POLICY/CODE**

Public Contract Code: 20111

Board Policy 3310

**STAFF RECOMMENDATION**

Approve the contracts with Consultants or Independent Contractors as submitted.

# BERKELEY UNIFIED SCHOOL DISTRICT

**TO:** William Huyett, Superintendent  
**FROM:** A. Kay Altizer, Executive Director of Special Education  
**DATE:** September 21, 2011  
**SUBJECT:** Approval of Master Agreements for Non-public School Placement of Special Education Students

## BACKGROUND INFORMATION

The District contracts with non-public schools for placement of special education students. The District has confirmed the number of students placed in the non-public schools listed below, based on 2011 IEP team decisions. The District requests approval from the Board to enter into a Master Agreement with these non-public schools:

| NON-PUBLIC SCHOOL                                | NUMBER OF STUDENTS | ESTIMATED TOTAL COST |
|--|--------------------|----------------------|
| Bayhill HS                                       | 2                  | \$86,380.00          |
| La Cheim   | 3                  | \$126,630.00         |
| Lincoln Child Center                             | 3                  | \$118,732.00         |
| Marin Academic                                   | 1                  | \$34,615.00          |
| Raskob   | 2                  | \$62,809.00          |
| Spectrum Center                                  | 11                 | \$521,393.00         |
| Center for Early Intervention of Deafness (CEID) | 9                  | \$182,456.50         |
| TOTAL  | 31                 | \$1,133,015.50       |

A Master Agreement has been completed for each non-public school. The District is still in the process of completing all Master Agreements. Rates for non-public schools are established by the California Department of Education (CDE).

## DISTRICT GOAL

V. Resources: Generate and equitably allocate resources for programs and services that enable every student to succeed.

## POLICY/CODE

Education Code 39800

## FISCAL IMPACT

\$1,133,015.50 from the Special Education budget

## STAFF RECOMMENDATION

Approve Master Agreements for the above referenced non-public schools for 2011-12 School Year.

# BERKELEY UNIFIED SCHOOL DISTRICT

**TO:** William Huyett, Superintendent  
**FROM:** A. Kay Altizer, Executive Director of Special Education  
**DATE:** September 21, 2011  
**SUBJECT:** Approval of Master Agreement for 2011-12 Non-Public School Placement of Special Education Student (RESIDENTIAL)

## BACKGROUND INFORMATION

The District contracts with non-public schools for placement of special education students. A number of Berkeley students require residential treatment based on the severity of their mental health impairment. Under the *Individuals With Disabilities Education Act* (IDEA), the District is responsible to provide those *Educationally Related Mental Health Services* (ERMHS) that ensure the student's access to *FAPE*.

On April 1, 2011 costs associated with room and board were shifted from the Department of Social Services to the public schools. The costs associated with mental health counseling were shifted from county mental health agencies to the public schools on July 1, 2011. The District will be reimbursed for all or a portion of the Room and Board costs, and all or a portion of the educationally related mental health services (ERMHS) previously funded by AB3632, but the amount is unknown at this time.

The District requests approval from the Board to enter into a Master Agreement with this non-public school offering residential treatment.

| Residential Non-Public School | # Students | 11-12 Daily Tuition | 11-12 Room & Board | 11-12 Mental Health | 11-12 Transp. | Estimated Total Cost |
|-------------------------------|------------|---------------------|--------------------|---------------------|---------------|----------------------|
| The Help Group                | 1          | \$32,460.20         | \$96,828.00        | \$23,031.50         | \$5,450.00    |                      |
| Total                         |            |                     |                    |                     |               | \$157,679.70         |

## DISTRICT GOAL

V. Resources: Generate and equitably allocate resources for programs and services that enable every student to succeed.

## POLICY/CODE

Education Code 39800

## FISCAL IMPACT

\$157,679.70 from the Special Education Budget

## STAFF RECOMMENDATION

Approve Master Agreement for the above referenced non-public school for 2011-12 School Year.

# **BERKELEY UNIFIED SCHOOL DISTRICT**

**TO:** William Huyett, Superintendent  
**FROM:** A. Kay Altizer, Executive Special Education Director  
**DATE:** September 21, 2011  
**SUBJECT:** Request Approval of Maxim Health Care Services Contract

## **BACKGROUND INFORMATION**

The mandate for special education is to provide those services which allow a student to access his/her education. These services can range from modifying an assignment to providing additional personnel to ensure the safety of student in pursuit of an education.

Maxim Healthcare will provide three distinct services this school year:

- LVN support for two students per their IEP.
- LVN support districtwide. Responsibilities are primarily monitoring of Diabetic Type I students.
- Scoliosis screening for all 7<sup>th</sup> girls and 8<sup>th</sup> boys.

Total cost for LVN services is \$169,500. Total cost for scoliosis is \$2,900.00.

## **DISTRICT GOAL**

V. Resources: Generate and equitably allocate resources for programs and services that enable every student to succeed.

## **POLICY/CODE**

Education Code 49423.5

## **FISCAL IMPACT**

\$169,500, funded from Special Education budget. Scoliosis screening amount of \$2,900 funded from Student Services budget.

## **STAFF RECOMMENDATION**

Approve contract with Maxim HealthCare Services for nursing services for SY 11-12.

# **BERKELEY UNIFIED SCHOOL DISTRICT**

**TO:** William Huyett, Superintendent  
**FROM:** Delia Ruiz, Assistant Superintendent, Human Resources  
**DATE:** September 21, 2011  
**SUBJECT:** New Position: Specialist, Interpretation and Translation

## **BACKGROUND INFORMATION**

In 2008 the Berkeley Unified School District, the City of Berkeley, and University entered into a partnership to eliminate the racial disproportionality in student achievement by the year 2020. This effort is known as the *2020 Vision*.

During the past three years the District has worked closely with our partners to develop systems changes that would eliminate the achievement gap. As the District is making progress in the work to achieve the *2020 Vision*, communication has become more critical to ensure true systems changes. The recent communications study indicates that we need to improve our communication with our families who are non-English proficient if we are to maximize their participation in their children's education.

In addition, Education Code Section 48985 requires that interpretation and translation be provided at the District level when 15 per cent of English Learners enrolled in the District speak a specific primary language, and at the school level when 15 per cent of English Learners enrolled at that school speak a specific primary language.

Staff recognizes the need to identify a single position focused on enhancing interpretation and translation services in the District's major language, as well as coordinating these services for other languages. The complete job description is attached.

If the Board approves this position, funding for this year will come from BSEP Public Information funds and School Library Improvement Program (SLIP) carryover funds. In future years, BSEP will continue to cover half the cost of this position. The other half of the cost will be included on the list of centralized services that are categorically-funded and authorized annually by School Governance Councils.

## **DISTRICT GOAL**

V. Resources: Generate and equitably allocate resources for programs and services that enable every student to succeed.

## **POLICY/CODE**

Education Code Sections 35020 and 48985

## **FISCAL IMPACT**

Approximately \$84,660 annually

## **STAFF RECOMMENDATION**

Approve the new job description and position.





**BERKELEY UNIFIED SCHOOL DISTRICT**  
**Human Resources Department**

**CLASSIFICATION AND**  
**POSITION DESCRIPTION**

|   |   |                            |  |
|---|---|----------------------------|--|
| <b>TITLE:</b>   | <b>Specialist,<br/>Interpretation<br/>and Translation</b> | <b>REPORTS TO:</b>         | <b>Assigned Supervisor</b>   |
| <b>DEPARTMENT/SCHOOL</b><br>:                         | <b>As Assigned</b>  | <b>CLASSIFICATION:</b>     | <b>Classified Office Technical</b>   |
| <b>Fair Labor Standards<br/>Act Classification:</b>   | <b>Non-Exempt</b>   | <b>WORK<br/>YEAR/HOURS</b> | <b>12 months/<br/>7.5 hours per day or<br/>Duty days/hours as assigned</b> |
| <b>APPROVED:</b><br><b>Board</b><br><b>Commission</b> | <b>09/21/11</b><br><b>09/22/11</b>                        | <b>SALARY GRADE:</b>       | <b>BCCE</b><br><b>Range 58</b>   |

**BASIC FUNCTION:** Under the direction of assigned supervisor, perform complex technical duties and work with various departments, districts and agencies to ensure prompt and efficient communication in the District's various languages. Interpret and translate documents in designated language(s) and coordinate the interpretation and translation for other languages.

**REPRESENTATIVE DUTIES:** (Incumbents may perform any combination of the essential functions shown below. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to reflect the principal job elements accurately.)

**E = Essential Functions**

- Provide oral interpretation and written translation of educational, technical, legal and confidential documents/topics for students, families, staff and community. **E**
- Provide interpretation services under various circumstances, large public settings and legally-regulated-processes. **E**
- Ensure accurate and prompt simultaneous interpretation services using simultaneous interpretation equipment. **E**
- Ensure accurate interpretation and translation in the District's major language(s). **E**
- Coordinate translation strategies to provide information in the primary languages to families whose children are English Learners. **E**
- Prioritize and manage requests for interpretation and translation services, including time estimates and costs for completion. **E**
- Revise and disseminate guidelines for interpretation and translation services. **E**
- Review and analyze existing data to improve interpretation and translation services and prepare reports as required. **E**
- Recruit and coordinate District staff to serve as on-call translators and interpreters. **E**
- Provide to the community and staff information about the services and procedures for interpretation and translation services. **E**
- Align interpretation and translation services and practices with District's philosophy. **E**
- Collaborate with the communications team to ensure consistent and coherent approaches to communicating with the various language communities. **E**
- Serve as District liaison to school staff, community members and various agencies and resources. **E**
- Assist other departments in ensuring District compliance with state and federal mandates for accurate and prompt communication for English Learners and their families. **E**
- Develop, implement, and evaluate work plans, systems, procedures, and best practices related to workscope. **E**

- Perform related duties as assigned.

### **MINIMUM QUALIFICATIONS**

**TRAINING, EDUCATION AND EXPERIENCE:** Any combination of education, training and/or experience equivalent to a bachelor's degree in related field and three years of relevant experience.

### **LICENSES AND OTHER REQUIREMENTS:**

- Pass District's target language proficiency test(s).
- Valid California Driver License and access to an insured vehicle to conduct work
- Employment eligibility will include fingerprints, tuberculosis and/or other employment clearance

### **KNOWLEDGE OF:**

- District's educational programs
- Educational terminology in the target language(s)
- Correct oral and written usage of English and the designated language(s)
- Best practices for interpretation and translation
- Efficient strategies for working with sensitive school and community issues
- Strategies and techniques for excellent customer service
- Excellent communication skills and techniques
- Interpersonal skills using tact, patience, and courtesy
- Computer software, hardware, and related technology

### **ABILITY TO:**

- Ensure compliance with District of policies and regulations
- Learn, translate, interpret, apply, and explain applicable laws, rules and regulations
- Communicate effectively orally and in writing in English the designated language
- Analyze situations accurately and adopt effective courses of action
- Meet schedules and timelines
- Understand and follow oral and written directions in English and the designated District's major language(s)
- Maintain accurate and confidential records
- Work cooperatively, accurately, and with discretion
- Ensure excellent communication and relationships with customers
- Enhance communication among students, parents, District staff, and community
- Work weekends and evenings
- Operate personal computer, related software, and other office equipment to ensure accurate, efficient and prompt interpretation and translation.

### **WORKING CONDITIONS**

#### **ENVIRONMENT:**

Primarily office environment that includes fast-paced work and constant interruptions; home visits, evening and weekend work and driving a vehicle to conduct work

#### **PHYSICAL REQUIREMENTS:**

Dexterity of hands and fingers to operate a computer keyboard; sitting or standing for extended periods of time; hearing and speaking to exchange information and make presentations; seeing to read, write and use the computer; kneeling and bending at the waist, reaching overhead, above the shoulders and horizontally; lifting light objects

# **BERKELEY UNIFIED SCHOOL DISTRICT**

**TO:** William Huyett, Superintendent  
**FROM:** A. Kay Altizer, Executive Director of Special Education  
**DATE:** September 21, 2011  
**SUBJECT:** Report on Special Education Services

## **BACKGROUND INFORMATION**

This is a status report on specific issues related to services for children with disabilities:

- Special education demographics and service delivery
- Cost of special education services including nonpublic schools costs
- Impact of Universal Learning Support System (ULSS)
- Significant disproportionate representation

### **1. Special Education Demographics and Service Delivery**

#### *Background*

The District serves children birth through 21 years of age through a continuum of service options that include site based specialized academic instruction with related services and supports, nonpublic schools and agencies, an adult transition program, residential placements, state schools for the deaf or blind, other school districts.

The District serves students in all 13 federal eligibility categories: intellectual disability, hard of hearing, deaf, speech/language impairment, visual impairment, emotional disability, orthopedic impairment, specific learning disability, deaf/blind, multiple disability, autistic-like, and traumatic brain injury.

Based on the annual December Pupil Count the number of students in special education has not fluctuated more than 81 students since 2002. The last December pupil count on 12/1/10 showed 1,101 students, down 32 students from the prior year. This represents 11.73% of the K-12 general education population. The two populations with the greatest increases are children with autism and Pre-K students. The rise in the autism is occurring nationally. The increase in Pre-K students appears to result from budget reductions or closure of other agency service options.

#### *Service Delivery*

Special education at school sites is a system of support services that integrate students into age appropriate general education classrooms, offering specialized supports to any child who needs them. The District allocates special

education teachers per the contract with BFT. Special day classes only exist for very specialized populations: some children with autism or children with emotional disabilities requiring an intensive therapeutic environment. Supplemental supports and services are provided at school sites to prevent removal of students from general education.

**2. Cost of Special Education Services**

Special education is funded by federal, state and local funds. The original federal law- P.L. 94-142 (1975) that later became the Individuals with Disabilities Education Act (IDEA) created the shared fiscal responsibility between federal, state and local levels. However, the federal share was intended to increase up to 40%. The highest funding provided at the federal level is now at about 14%, shifting the remaining funding responsibility to state and local levels. In California, the state deducts the federal funding creating a greater burden on local school districts to fund services.

Total District costs for all special education services including transportation are as follows:

|         | <u>Revenues</u> | <u>Expenditures</u> | <u>Gen. Fund Contribution</u> |
|---------|-----------------|---------------------|-------------------------------|
| 2008-09 | 7,719,552       | 19,836,509          | 12,116,957                    |
| 2009-10 | 8,653,207       | 20,536,256          | 11,883,049                    |
| 2010-11 | 8,587,071       | 21,072,303          | 12,485,232                    |
| 2011-12 | 8,114,941       | 21,162,627          | 13,047,686                    |

Non-public School Services

Non-public schools are required to be made available as part of a school district’s continuum of service options. The District contracts for services to provide appropriate special educational facilities, special education and related services required by a student with a disability if an appropriate public education program is not available. Students enrolled in non-public schools are deemed to be enrolled in public schools.

In some cases, it is not cost effective for a district to provide services, and non-public schools offer a viable option. For example, the District is responsible for providing services to children with low incidence disabilities (deaf, blind, deaf/blind, orthopedically impaired), birth to five years. Currently, services for infant and preschool children who are deaf are contracted out to a specialized nonpublic school as there are not enough children in the District or SELPA to justify operating a program.

Status

The costs for non-public school services for 2011-12 are expected to be consistent with the prior year, 2010-11 as displayed below:

| <u>Year</u> | <u>Budget/Expenditures</u> | <u>#Students</u> |
|-------------|----------------------------|------------------|
| 2008-09     | \$2,860,055                | 74               |
| 2009-10     | \$2,843,949                | 73               |
| 2010-11     | \$3,054,056                | 75               |
| 2011-12     | \$2,969,910                | 67 (as of 9/11)  |

### Counseling Enriched Classes

The counseling enriched classes were established to provide intensive school based therapeutic and behavioral services as an alternative to non-public schools. They continue to meet the needs of many students who would otherwise be candidates for non-public school placements. A second class was opened at Berkeley High for the 2011-12 school-year and one of the two classes at King was moved to Longfellow with a change in focus. It is called the Community of Learning and Counseling (CLC) and is intended to serve students often served by a NPS. The counseling based classrooms can serve the following numbers of students:

| <u>School</u>       | <u># Classes</u> | <u>#Students</u> |
|---------------------|------------------|------------------|
| Berkeley High       | 2                | 20               |
| King Middle School  | 1                | 10               |
| Longfellow          | 1                | 10               |
| Cragmont Elementary | 1                | 10               |

### **3. Impact of Universal Learning Support Systems (ULSS)**

ULSS was implemented in 2007-08 for the purpose of ensuring student success in school. It was designed as an intervention framework similar to the Response to Intervention (RTI2) model. ULSS was based on the assumption that with the right supports in place, all students can meet grade level standards.

The purpose of ULSS is to address more effectively and universally barriers to learning and to provide appropriate learning supports when challenges first become apparent. It allows special education teachers to provide support to students who do not need IEP's. ULSS includes community partnerships with agencies such as Berkeley Mental Health and Berkeley Public Health to provide for the nonacademic needs of students. Prior to the implementation of ULSS, each school designed support systems for struggling students. However, many struggling students fell significantly behind and were referred for special education services as learning disabled students. Special education is often seen as the best way to get help for students. This scenario is not unique to Berkeley.

In the spring of 2010, the Berkeley Alliance evaluated the ULSS model at the District and school site levels. Although there was evidence of some success and progress, a standard model of ULSS had not been implemented uniformly throughout the District. While at individual school sites and for individual students the supports were working, overall, they were not meeting the needs of the target group of struggling students. Students continued to be referred to special education for services.

The following shows the number of students identified as having a specific learning disability from 2007-2010.

|         | <u>Specific Learning Disability (SLD)</u> |                            |
|---------|---|----------------------------|
| 12/1/07 | 443                                       |                            |
| 12/1/08 | 426                                       |                            |
| 12/1/09 | 459*                                      | * -25 student drop = 5.55% |
| 12/1/10 | 434*                                      |                            |

The Alliance report coincided with the report of significant disproportionate (Sig Dis) representation of African-American students in special education. The Sig Dis plan became the vehicle for strengthening the ULSS framework.

#### **4. Significant Disproportionate (Sig Dis) Representation**

The District was identified in 2008-09 as having a disproportionate number of African-American students in special education identified in the categories of specific learning disability and emotional disabilities. In 2009-10, the category of emotional disabilities was no longer found to be in the significant range. The CDE required the District to develop a plan for the 2010-11 school-year to reduce the disproportionate representation of African-American students with specific learning disabilities. The plan was approved and implementation began in late fall of 2010, although some activities were implemented in the prior school year before a plan was required. The Sig Dis Plan became part of the Districts reform efforts to close the achievement gap. The plan addresses 1) systemic issues, and 2) early intervening services to a target group of 2<sup>nd</sup> -3<sup>rd</sup> graders in English/Language Arts. Response to instruction and intervention (RTI2) was the pathway chosen to address systemic issues. The activities include:

- Implementing a literacy framework (Teacher’s College Reading and Writing Program)
- Establishment of a District leadership team and a planning group
- Development of a Tiered RTI2 process to strengthen the ULSS framework
- Development of culturally responsive school climates and systems
- Increased compliance with eligibility requirements for special education, especially for the SLD, ED and Speech/Lang. Impairment (SLI) categories.

- Use of data to show improvements
- Identification of up to 100 target students at grades 2 and 3 who are below basic on the CSTs and require early intervening services

Preliminary special education pupil count results:

*African-American Students:*

|         | <u>SLD</u> | <u>ED</u> | <u>(SLI)</u> |
|---------|------------|-----------|--------------|
| 12/1/09 | 272        | 86        | 114          |
| 12/1/10 | <u>226</u> | <u>82</u> | <u>85</u>    |
|         | -46        | -4        | -29          |

*Total Special Education-African American Students*

|         |            |
|---------|------------|
| 12/1/09 | 564        |
| 12/1/10 | <u>487</u> |
|         | -77        |

The preliminary results of the District’s reform efforts show promise in better serving African-American students and more accurately identifying those who exhibit learning disabilities. The end result of these efforts should be a reduction in the over-identification of individual students as disabled.

**POLICY/CODE**

Ed. Code-Part 30-Special Education Programs

**DISTRICT GOAL**

V. Resources: Generate and equitably allocate resources for programs and services that enable every student to succeed.

**FISCAL IMPACT**

Special Education and General Education Budgets

**STAFF RECOMMENDATION**

Receive the report on the Special Education services.