

**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, June 8, 2011

Call to Order The Presiding Officer will call the Meeting to Order at 6:00 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
Lias Djili - 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
Student Case No. 1011-35-072495
- c) Collective Bargaining
- d)Public Employee
Discipline/Dismissal/Release/Evaluation/Appointment/Reassignment
- e)Liability Claims
Claim No. IN1423
Claim No. IN1422
Claim No. IN1401
Claim No. IN1424
Claim No. IN0041
Claim No. IN0067
Claim No. IN0420
Claim No. IN0651

f)Property Acquisition & Disposal

* Board agenda posted on District website: www.berkeley.k12.ca.us

** 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 June 8, 2011

RECOGNITION

Carla Scott and Dru Howard, Berkeley Arts Magnet

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

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.

General Services

| | | |
|---|---|-----------|
| 1.1-C Resolution No. 11-63 Honoring Outgoing Student Director | <u>Board Member Recommendation:</u> Approve Resolution No. 11-63 honoring outgoing Student Director Lias Djili | 13 |
|---|---|-----------|

Human Resources

| | | |
|------------------------------------|--|-----------|
| 2.1-C Personnel Recommendations | <u>Staff Recommendation:</u> Accept Personnel Report No. 6-8- 11 | 15 |
|------------------------------------|--|-----------|

Educational Services

| | | |
|---|---|-----------|
| 3.1-C Approval of BSEP/Measure A Plan for the Parent Outreach Program for 2011-12 | <u>Staff Recommendation:</u> Approve BSEP/Measure A Plan for the Parent Outreach Program for 2011-12 | 17 |
|---|---|-----------|

| | | |
|--|---|-----------|
| 3.2-C Approval of BSEP/Measure A Plan for Public Information and Translation Services for 2011-12 | <u>Staff Recommendation:</u> Approve BSEP/Measure A Plan for Public Information and Translation Services for 2011-12 | 20 |
|--|---|-----------|

| | | |
|--|--|-----------|
| 3.3-C Approval of Overnight Field Trips | <u>Staff Recommendation:</u> Approve the overnight field trips consistent with District policies and instructional programs | 24 |
|--|--|-----------|

Business Services

| | | |
|---|---|-----------|
| 4.1-C Approval of Contracts/Purchase Orders for S Contracts | <u>Staff Recommendation:</u> Authorize the Purchasing Manager or Deputy Superintendent to execute contracts and purchase orders | 26 |
|---|---|-----------|

| | | |
|--|---|-----------|
| 4.2-C Acceptance of Gifts/Donations | <u>Staff Recommendation:</u> Accept the donations/gifts to the District and request staff to extend letter of appreciation | 27 |
|--|---|-----------|

| | | |
|---|--|------------------|
| <p>4.3-C Resolution # RES 11-61 to establish the 2011-2012 tax rate for the Schools Special tax, “ Berkeley Public Schools Educational Excellence Act of 2006: (Measure A)</p> | <p><u>Staff Recommendation:</u> Approve Resolution Number RES 11-61 for the establishment of the tax rate for the School Special Tax, “Berkeley Public Schools Educational Excellence Act of 2006: (Measure A) for Fiscal Year 2011-2012</p> | <p>28</p> |
| <p>4.4-C Resolution # RES 11-62 to establish the 2011-2012 tax rate for the Schools Special tax, “ Berkeley Schools Facilities Safety and Maintenance Act of 2000”: (Measure BB)</p> | <p><u>Staff Recommendation:</u> Approve Resolution Number RES 11-62 for the establishment of the tax rate for the School Special Tax, “ Berkeley Schools Facilities Safety and Maintenance Act of 2000: (Measure BB) for Fiscal Year 2011-2012</p> | <p>30</p> |
| <p>4.5-C Approval of Contract with First 5 Alameda County for Fiscal Years 2011 – 13</p> | <p><u>Staff Recommendation:</u> Approve Contract with First 5 Alameda County for Fiscal Years 2011 – 13</p> | <p>32</p> |
| <p><u>Facilities</u></p> | | |
| <p>5.1-C Approve a Contract With Dannis, Woliver, And Kelley to Provide Legal Services for the Bond Program</p> | <p><u>Staff Recommendation:</u> Approve Contract With Dannis, Woliver, and Kelley to Provide Legal Services for the Bond Program</p> | <p>33</p> |
| <p>5.2-C Approve a Contract With Sentry Alarms to Provide Burglar Alarm Monitoring, Fire Alarm Monitoring, Elevator Monitoring and Burglar Alarm Repair Services</p> | <p><u>Staff Recommendation:</u> Approve a Contract With Sentry Alarms to Provide Burglar Alarm Monitoring, Fire Alarm Monitoring, Elevator Monitoring and Burglar Alarm Repair Services</p> | <p>34</p> |
| <p>5.3-C Approval to Enter into an Agreement With Grainger Industrial Supply to Purchase Maintenance Supplies as a Part of a Piggyback Bid With Western States Contracting Alliance</p> | <p><u>Staff Recommendation:</u> Approve Agreement With Grainger Industrial Supply to Purchase Maintenance Supplies as a Part of a Piggyback Bid With Western States Contracting Alliance</p> | <p>35</p> |
| <p>5.4-C Approve a Contract with Ecolab to Provide Pest Management Services</p> | <p><u>Staff Recommendation:</u> Approve Contract with Ecolab to Provide Pest Management Services</p> | <p>36</p> |

| | | |
|---|--|-----------|
| 5.5-C | <u>Staff Recommendation:</u> | 37 |
| Approve a Contract With ENV Environmental International, Inc to Hazardous Waste Disposal and Consulting Services to Maintenance and Operations | Approve Contract With ENV Environmental International, Inc to Hazardous Waste Disposal and Consulting Services to Maintenance and Operations | |
| 5.6-C | <u>Staff Recommendation:</u> | 38 |
| Approval to Enter Into an Agreement With Clean Source to Continue to Purchase Custodial Supplies as A Part of a Piggyback Bid With Sacramento Unified School District | Approve a Contract With Clean Source to Continue to purchase custodial supplies | |
| 5.7-C | <u>Staff Recommendation:</u> | 39 |
| Approve a Contract with One Source Engineering to provide Boiler Maintenance at all sites | Approve Contract with One Source Engineering To provide Boiler Maintenance at all sites | |
| 5.8-C | <u>Staff Recommendation:</u> | 40 |
| Approval to award the Flooring Replacement Project at Oxford Elementary School | Approve award of the Flooring Replacement Project at Oxford Elementary School | |
| 5.9-C | <u>Staff Recommendation:</u> | 42 |
| Approval to award the Installation of Solar Panels at Emerson Elementary School | Approve the award of the install of Solar Panels At Emerson Elementary School | |
| 5.10-C | <u>Staff Recommendation:</u> | 44 |
| Approval to award the King Science Building Boiler Replacement Project | Approve award of the King Science Building Boiler Replacement Project | |
| 5.11-C | <u>Staff Recommendation:</u> | 46 |
| Approval to award the King Science Building Boiler Replacement Project | Approve award to Replace the Heating System Controls at Leconte and Rosa Parks Elementary Schools | |
| 5.12-C | <u>Staff Recommendation:</u> | 48 |
| Approval to award the Contract to Provide a coating on top of existing asphalt at four sites (Emerson, Longfellow, John Muir and LeConte) | Approve award to provide coating on existing asphalt at four site (Emerson, Longfellow, John Muir and LeConte). | |
| 5.13-C | <u>Staff Recommendation:</u> | 50 |
| Authorization to Reject all Bids for the Turf Replacement Projects at King and Longfellow Middle Schools | Reject all Bids for the Turf Replacement Projects At King and Longfellow Middle Schools | |

| | | |
|---|---|-----------|
| 5.14-C | <u>Staff Recommendation:</u> | 53 |
| Approval of a Confirming Order for Roebbers, Inc. for the Emergency Repair of the Water and Fire Sprinkler Line at Washington Elementary School | Approve Confirming Order for Roebbers, Inc. for the Emergency Repair of the Water and Fire Sprinkler Line at Washington Elementary School | |
| | | 54 |
| 5.15-C | <u>Staff Recommendation:</u> | |
| Approval of WLC Architects for the Derby Street Field Project | Approve WLC Architects for the Derby Street Field Project | |

ACTION ITEMS

These items are presented for action at this time. They may have been reviewed at a previous meeting

Educational Services

| | | |
|---|--|-----------|
| 3.1-A | <u>Staff Recommendation:</u> | 55 |
| Approval of School Site Plans for 2011-12 | Approve School Site Plans for 2011-12 | |
| 3.2-A | <u>Staff Recommendation:</u> | 58 |
| Proposal to Continue the Current Pre School Program | Approve proposal to continue the current preschool program | |
| 3.3-A | <u>Staff Recommendation:</u> | 60 |
| Approval of Proposal to Collaborate with the City and Community Based Organizations to Support the Lifelines Program | Approval proposal to collaborate with the City and community based organizations to support the Lifelines Program | |
| 3.4-A | <u>Staff Recommendation:</u> | 62 |
| Approval of Request to Fund Pilot Attendance Improvement Project and Support for Long-Term English Learners at Berkeley High School | Approval request to fund pilot attendance improvement project and support for long-term English learners at Berkeley High School | |

INFORMATION ITEMS

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

Educational Services

9:15 PM

OPEN PUBLIC HEARING – 3.1-I

CLOSE PUBLIC HEARING

| | | |
|---|---|-----------|
| 3.1-I | <u>Staff Recommendation:</u> | 64 |
| Integrity Educational Center Charter School | Integrity Educational Center Charter School | |

3.2-I Staff Recommendation: **66**
Accept *Holt Algebra Readiness* for adoption
consideration *Accept Holt Algebra Readiness* as a
First Reading for textbook adoption
consideration

3.3-I Staff Recommendation: **67**
Progress Report on Steps to Eliminate
Weapons at Berkeley High School
Accept progress report on steps to
eliminate weapons at Berkeley High
School for information

Facilities

5.1-I Staff Recommendation: **69**
Maintenance and Measure BB Update
Receive and accept Maintenance
and Measure BB Update as
information

ADDITIONAL ACTION ITEMS

Approve Minutes of May 11, 2011
Approve Minutes of May 25, 2011
Approve Minutes of June 1, 2011

SUPERINTENDENT AND BOARD MEMBER COMMENTS

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

| | |
|---------------------|--------------|
| June 22 | September 21 |
| June 29 – tentative | October 12 |
| August 24 | October 26 |
| September 14* | 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 / RTI²: 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 (RtI²).

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: Board of Education
FROM: William Huyett, Superintendent
DATE: June 8, 2011
SUBJECT: Resolution No. 11-63 Honoring Student Director Lias Djili

BACKGROUND INFORMATION

Lias Djili was appointed as Student Director for the Board of Education in 2010. His term ends June 8, 2011. This Resolution is to commend and acknowledge his year of service on the Board, and his commitment to the fair representation of Berkeley High School students.

DISTRICT GOAL

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

POLICY/CODE

None

FISCAL IMPACT

None

STAFF RECOMMENDATION

Approve Resolution No. 11-63 honoring Student Director Lias Djili

**RESOLUTION NO. 11-63 IN HONOR OF
STUDENT DIRECTOR**

WHEREAS, Lias was elected by his Berkeley High School peers to be Student Director on the Board of Education; and

WHEREAS, Lias joined the Board of Education in August 2010; and

WHEREAS, Lias served the students and citizens of the Berkeley Unified School District with distinction, dedication, integrity and conviction; and

WHEREAS, Lias joined the other members of the Board of Education in dealing with the varied and difficult issues which we faced with an unusual ability to analyze complex situations with maturity, and with an appreciation for the complexity of these issues; and

WHEREAS, Lias clearly and consistently expressed his concerns and opinions and those of the students he represented articulating with a strong, clear and sophisticated manner a true advocate for the students of Berkeley on the Board of Education; and

WHEREAS, Lias could always be counted on to fulfill all the major responsibilities of a School Board Director, with consistent attendance and participation, and has been accessible to the student body of Berkeley High; and

NOW, THEREFORE, BE IT RESOLVED, that on this 8th day of June, 2011, the Members of the Board of Education and the Superintendent of the Berkeley Unified School District give sincere thanks and commendation to Lias Djili for his outstanding service as Student Director and wish him well in his future career and life as a leader and advocate for students and his community.

Beatriz Leyva-Culter, President
Board of Education

John T. Selawsky, Clerk
Board of Education

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Delia Ruiz, Assistant Superintendent, Human Resources
DATE: June 8, 2011
DISTRICT GOAL: V A: Efficient Use of Resources
SUBJECT: APPROVAL OF HUMAN RESOURCES REPORT 6.8.11
 The following is submitted for review and acceptance.

| CERTIFICATED EMPLOYEES | | | | | | |
|--------------------------------|--|----------------|-----|-------------------------|----------------|--------------|
| Name | Classification (Temporary, Probationary or Permanent) | Position | FTE | Location | Date (From) | Date (To) |
| <u>SEPARATIONS</u> | | | | | | |
| Rebecca Cheung | Permanent | Director | 1.0 | Evaluation & Assessment | 5/31/11 | |
| Amy Fry | Permanent | Vice Principal | 1.0 | Berkeley High | 6/24/11 | |
| Elizabeth Hooper | Permanent | Teacher | 1.0 | Arts Magnet | 6/17/11 | |
| <u>LEAVES</u> | | | | | | |
| Patricia Coe | Permanent | Teacher | .20 | Longfellow | 8/26/11 | 6/15/12 |
| Lara Collins | Permanent | Teacher | .20 | King | 8/26/11 | 6/15/12 |
| Kathleen Gadway | Permanent | Teacher | .20 | Rosa Parks | 8/26/11 | 6/15/12 |
| Sacha Moustakas | Permanent | Teacher | .50 | Washington | 8/26/11 | 6/15/12 |
| Lila Wilkinson | Probationary | Teacher | 1.0 | Rosa Parks | 8/26/11 | 1/20/12 |
| <u>REDUCED WORKLOAD</u> | | | | | | |
| Joy Osborne | Permanent | Teacher | .20 | King | 8/26/11 | |

| CLASSIFIED EMPLOYEES | | | | | | |
|----------------------|--|---------------------------------------|-----|-------------|----------------|--------------|
| Name | Classification (Limited Term, Provisional, Temporary, Probationary, or Permanent) | Position | FTE | Location | Date (From) | Date (To) |
| <u>LEAVES</u> | | | | | | |
| Carolyn Henderson | Permanent | Snack Bar Operator | .93 | Longfellow | 5/17/11 | 6/17/11 |
| Belinda Williams | Permanent | Instructional Tech. | .53 | Washington | 4/25/11 | 5/20/11 |
| Karon Harris-Younger | Permanent | Instructional Assistant (Special Ed.) | .80 | Arts Magnet | 5/2/11 | 5/24/11 |

CLASSIFIED EMPLOYEES (continued)**LEAVES (continued)**

| | | | | | | |
|----------------|-----------|---|-----|-------------|---------|---------|
| Mary Jackson | Permanent | Instructional Assistant (Special Ed./ECE) | .90 | Washington | 5/9/11 | 8/29/11 |
| Sam Scott, Jr. | Permanent | Maintenance Tech. | 1.0 | Maintenance | 5/17/11 | 5/30/11 |

SEPARATIONS

| | | | | | | |
|---------------|-----------|---------------------------------|-----|------------|---------|--|
| Casie Cameron | Permanent | Instructional Tech. | .60 | Willard | 5/20/11 | |
| Willie Jones | Permanent | Food Service Satellite Operator | .67 | B-Tech | 2/18/11 | |
| Mai Sou | Permanent | Instructional Tech. | .53 | Washington | 5/31/11 | |

NEW HIRES OR REHIRES

| | | | | | | |
|--------------------|--------------|---------------------------------------|-----|---------------|---------|---------|
| Maribel Coss-Perez | Provisional | Instructional Tech. | .47 | Thousand Oaks | 5/10/11 | 6/17/11 |
| Nicole Jones | Provisional | Instructional Tech. | .47 | Willard | 5/10/11 | 6/17/11 |
| Rachel Larson | Provisional | Instructional Assistant (Special Ed.) | .80 | Berkeley High | 5/16/11 | 6/17/11 |
| Irene Leja | Provisional | Instructional Tech. | .47 | Le Conte | 5/20/11 | 6/17/11 |
| Miguel Garcia | Limited Term | Grounds Gardener | 1.0 | Maintenance | 5/9/11 | 11/4/11 |
| Salvador Ruiz | Limited Term | Grounds Gardener | 1.0 | Maintenance | 5/9/11 | 11/4/11 |
| Eddie Sanchez | Limited Term | Grounds Gardener | 1.0 | Maintenance | 5/9/11 | 11/4/11 |

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Neil Smith, Assistant Superintendent for Educational Services, and
Maya Hernandez, Manager, Office of Family and Community
Partnerships
DATE: June 8, 2011
SUBJECT: Recommendation for the Annual Plan for the expenditure of
BSEP/Measure A funds for the Parent Outreach Program in FY
2011-12

BACKGROUND INFORMATION

The *Berkeley Public Schools Educational Excellence Act of 2006* (Measure A of 2006) allocates 1.25% of the available revenues annually:

“For a variety of services to support the families of Berkeley’s public school students by providing parent education and promoting greater parent involvement in their children’s education.” (Section 3.B.ii.c)

To fulfill this function, the Office of Family and Community Partnerships (OFCP) was established in the fall of 2005. The Office of Family and Community Partnerships works to build school, home and community partnerships to establish inclusive and culturally informed support networks for parents, encourage parent advocacy, and promote parental involvement in their children’s education.

The Office of Family and Community Partnership’s work in 2011-12 will continue to be focused on the *2020 Vision’s Goal 3: Create a system of meaningful family partnerships with schools and city services that promotes student success.**

This recommendation for the expenditure of BSEP/Measure A funds to support parent education and involvement in 2011-12 was presented to the BSEP Planning and Oversight Committee on May 10, 2011, and approved by the Committee on May 24, 2011.

BUDGET RECOMMENDATION FOR 2011-12.*

The revenue projected from BSEP/Measure A of 2006 for the 2011-12 school year for the Parent Outreach Program is **\$283,700**. The projected Carryover is \$57,300 for a total available for expenditure of \$341,000.

The Parent Outreach Program budget for 2011-12 is being impacted by budget cuts in State and Federal categorical funding. In previous years, State and

* It should be noted that the conclusions of the BUSD Communications Study, which is currently underway, may impact the priorities and work of the OFCP. For that reason, this Plan may be brought back to the P&O Committee for revision during 2011-12

Federal sources provided supplementary funding, which helped to cover the cost of the two Parent Outreach Program specialists. Lacking this support in FY 2011-12, an additional .15 FTE will need to be absorbed by the BSEP budget in order to maintain the same level of staffing.

Staffing **\$228,000**

The majority of the Parent Outreach budget for 2011-12 is allocated to staff, as follows:

- Program Specialists – Parent Outreach Office – 2.0 FTE
- Berkeley High School Parent Liaison - .27 FTE (out of 1.0 FTE)
(.27 FTE from BSEP Parent Outreach, .53 FTE from BHS BSEP School Discretionary Funds, .20 FTE from federal Economic Impact Aid - EIA/SCE = 1.0 FTE)
- Manager, Office of Family and Community Partnerships – .25 FTE (out of 1.0 FTE)
(.25 FTE from BSEP Parent Outreach, .75 FTE from General Fund)

Total = 2.52 FTE classified staff

Meeting Support (Hourly) **\$4,700**

Funds support evening and weekend meetings with childcare, custodial services, and other support.

Teacher Hourly for Workshop Development and Facilitation **\$6,500**

Teachers will develop and offer workshops on academic topics (such as the new Language Arts curriculum-TCRWP, everyday math, ELD) to familiarize parents with the curriculum and to provide strategies for homework support and reinforcing learning at home.

Consultant Contracts **\$21,000**

To continue to provide high quality parent education and support, the Office of Family and Community Partnerships will contract with experts in specialized subject areas to offer parent workshops on critical topics such as drug/alcohol awareness, sexuality, cyber bullying, and gangs. Proposed consultants for 2011-12 include Parent Leadership Action Network (PLAN), a consultant to facilitate the Grandparents as Caretakers support group, Dr. Joseph Marshall of Omega Boys Club/Street Soldiers and Dr. Will Walker.

Staff Development & Mileage **\$4,000**

Funds are needed for seminar, coaching, and conference participation to support the quality and Parent Outreach Program offerings, and to cover the travel expenses of parent outreach staff traveling between schools.

Office Expenditures**\$7,000**

Funds are needed to maintain the Parent Outreach Office, to duplicate literature, for postage and other miscellaneous supplies and program needs.

Parent Outreach Budget Plan

| | |
|--|----------------|
| BSEP/Measure A Allocation for 2011/12 | 283,700 |
| Projected 2010/11 Carryover | <u>57,000</u> |
| Total Resources Available | 340,700 |

Expenditures

| | |
|---|----------------|
| Parent Outreach Staff - 2.52 FTE | 228,000 |
| Meeting Support - Hourly | 4,700 |
| Teacher Hourly for Parents - Academic Workshops | 6,500 |
| Consultant Contracts | 21,000 |
| Staff Development and Mileage | 4,000 |
| Office and Program Materials and Supplies | 7,000 |
| Reserve for Personnel Variance | 11,400 |
| Indirect Cost @ 6.7% | <u>18,900</u> |
| Total Expenditures | 301,500 |

| | |
|----------------|---------------|
| Balance | 39,200 |
|----------------|---------------|

*All budget figures rounded to the nearest hundred.

POLICY/CODE

Berkeley Public Schools Educational Excellence Act of 2006 (Measure A) Section 3Bii(c)

DISTRICT GOAL

III-A-D. Establish partnerships with our families and community to increase academic success for all students.

FISCAL IMPACT

Projected expenditures of \$283,700 from the BSEP/Measure A Parent Outreach fund and up to \$57,000 of monies carried over from FY 2010-11.

STAFF RECOMMENDATION

Approve the recommendation for the expenditure of BSEP/Measure A funds from the Parent Outreach fund in FY 2011-12.

BERKELEY UNIFIED SCHOOL DISTRICT

TO: Board of Education
FROM: William Huyett, Superintendent
DATE: June 8, 2011
SUBJECT: Recommendation for the Annual Plan for the expenditure of BSEP/Measure A funds for Public Information and Translation services in 2011-12

BACKGROUND INFORMATION

The *Berkeley Public Schools Educational Excellence Act of 2006* (Measure A of 2006) states:

"... two percent (2%) of Special Tax revenues [shall be provided] for public information, translation services for District families and support of the Planning and Oversight Committee" (Section 6-A)

This section of the Measure is intended to meet the following objectives:

- Provide timely, informative, and meaningful communication to the Berkeley community about District and school programs and activities.
- Support the BSEP Planning and Oversight Committee to plan and oversee the BSEP/Measure A Special Tax funds, including providing reports on revenues and expenditures and program implementation.
- Train and support School Governance Councils, including principals, teachers, support staff and parents, to develop the annual *Single Plan for Student Achievement*, and enhance collaboration among parents and staff on School Governance Councils.
- Train and support the Berkeley High School BSEP Site Committee, comprised of the principal, teachers, support staff, parents, and students, to develop the BHS BSEP Annual Plan.
- Develop guidelines and an implementation plan for providing information to the District's non-English speaking families.
- Educate BUSD administrative staff in the legal and operational parameters of the *Berkeley Public Schools Educational Excellence Act of 2006* (Measure A of 2006) so that there will be administrative knowledge and support to administer the Act throughout its ten year duration in the District.

This recommendation was presented to the BSEP Planning and Oversight Committee on May 10, 2011, and adopted by the Committee on May 24, 2011.

REVENUE PROJECTED IN FY 2011-12

New revenue for the Public Information portion of the BSEP Measure in FY 2011-2012 is projected to be **\$463,200**; a projected unallocated reserve from FY 2010-11 is approximately **\$202,000**. (A significant portion of this reserve is from FY 2008 when Measure A was first implemented and no A+ News was produced.) This reserve is being used for one-time projects, such as website re-design.

PROPOSED EXPENDITURE BUDGET

Monthly & Hourly Staff **\$340,000**

The recommendation is to continue funding the following positions:

- Public Information Officer – 1.0 FTE
- BSEP Program Manager – 1.0 FTE
- BSEP Administrative Coordinator – 1.0 FTE
- Hourly support staff

These positions are the same as those in FY 2010-11.

The Public Information Officer (PIO) is responsible for managing public information and public relations for the District. The District PIO directs written and verbal communications to target audiences, including parents, teachers, staff, and community organizations, through written publications, an ongoing broadcast on Berkeley Community Media Channel 33, on the BUSD website, at community meetings, and through ongoing relations with the media.

The BSEP Program Manager and the BSEP Administrative Coordinator continue to provide support and information to the Planning and Oversight Committee and training and support to the School Governance Councils and Principals in collaboration with the Educational Services Department. Duties also include operational and technical functions required to implement the Measure in the district's financial systems.

The BSEP Manager also supports the district with public information and has played a significant role on the Communications Working Group.

Among other functions, hourly staff assists with the production of the A+ News, with P&O Committee meetings and operations, and with conversion of district public information records into digital form.

Communications Working Group

In the winter and spring of 2011, BUSD contracted with a communications consultant, the Madera Group, to assist in the creation of a Communications Plan for the District. Phase One, the Communications Study, is near completion. Phase Two, the detailed Action Plan, will be completed during

the spring and summer of 2011 and will be used as the basis for in setting priorities for District Public Information, Technology, and Parent Outreach resources. The Communications Working Group is committed to providing information to families, staff and community about the district's programs and activities and about the use of the BSEP/Measure A tax dollars, using a variety of channels and languages, to ensure equity of access to all members of our community.

As the Communications Plan and BSEP Budget cycles don't completely mesh, and many of the anticipated recommendations will want to be actualized in the 2011-12 school year, it is expected that staff will come to the P&O Committee in early September with a revised proposal to accommodate any changes.

Printing & Mailing **\$10,000**

This portion of the budget provides printing and distribution of various communications in hard copy, including the *A+ News*, SCG training materials, BSEP Planning & Oversight Committee meeting information, BSEP Annual Plan documents, financial reports and other documents related to the BSEP/Measure A Programs.

Translation **\$50,000**

Over 15% of BUSD's enrollment is now comprised of Spanish-speaking English Learners, which is the threshold that triggers the State mandate to provide translation of District materials or meetings. With the growing number of English Language Learners, it is imperative that BUSD employ one or more strategies to fulfill the needs of its families. One recommendation to arise from the Communications Study is to hire a part-time Spanish language translator. Language Line, a telephone services, has also been employed on a pilot basis, to aid communicate between District Staff and families who speak any other language.

In 2011-12 it is the District's intent to expand language translation services via the "Language Line" service, and to create a part-time Spanish Language translator position.

Contracted Services **\$ 45,000**

In the past three years, the district has contracted with individuals to assist the Superintendent and other district staff to write documents for the *A+ News*, the BUSD Website, and other district documents.

A *Berkeley Schools Community Email* system through the web-based "Constant Contact" messaging service has also been employed to improve our outreach to parents and community through digital as well as traditional hard copy communication tools.

Expectations for information continue to rise while funding stays relatively static. BUSD must improve and streamline its communications in an attempt to keep pace. Re-designing the District Website to be used as a tool to provide up-to-date information and consistent messaging with translation capability is an essential component to the new strategy for communication.

Office and meeting supplies **\$ 10,000**

Postage and mailing supplies, document production (BSEP Annual Plan, budget reports, etc.)

SUMMARY OF REVENUE AND EXPENDITURES

| | |
|--|----------------|
| BSEP/Measure A Allocation for 2011/12 | 463,200 |
| Projected 2010/11 Carryover | <u>202,000</u> |
| Total Resources Available | 665,200 |
| | |
| Expenditures | |
| Paid Staff & Hourly | 340,000 |
| Printing & Mailing | 10,000 |
| Translation | 50,000 |
| Contracted Services | 45,000 |
| Office Supplies | 10,000 |
| Reserve for Personnel Variance | <u>10,200</u> |
| Total Expenditures | 465,200 |
| | |
| Balance | 200,000 |

POLICY/CODE

Berkeley Public Schools Educational Excellence Act of 2006 (Measure A)
(Para. 6A.)

DISTRICT GOAL

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

FISCAL IMPACT

Projected expenditures of \$463,200 from the BSEP/Measure A of 2006 and up to \$202,000 of monies carried over from FY 2010-11.

STAFF RECOMMENDATION

Approve the recommendation for the expenditure of BSEP/Measure A funds for Public Information, Translation, and support of the Planning and Oversight Committee in FY 2011-12.

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Neil Smith, Assistant Superintendent, Educational Services
DATE: June 8, 2011
SUBJECT: Overnight Field Trip Requests

BACKGROUND INFORMATION

The following overnight field trip is being presented for ratification:

C.I.F. State Championship Track Event, Clovis, CA, June 2 -4, 2011.

Ratify approval of one (1) athlete, one (1) coach, and (1) other adult from Berkeley High School on a three-day, two-night field trip to the C.I.F. State Championship Track Event in Clovis. This student was invited to compete at the State Championship. The parent provided transportation to and from the event and supervised accommodations. The cost for this trip was paid from Berkeley Athletic Department funds. Requested by Pasquale Scuderi, Principal, Berkeley High School.

The following overnight field trip requests are being made:

Berkeley Toulumne Camp, Stanislaus National Forrest, June 10 – 12, 2011.

Approve Participation of forty (40) B.E.A.R.S. (Berkeley Excellent Academic Road to Success) students, one (1) teacher, and twenty-five (25) other adults from the B.E.A.R.S. after school program on a three-day, two-night field trip to the City of Berkeley Toulumne Camp in the Stanislaus National Forrest. Students will depart from Rosa Parks Elementary at 11:00 a.m. on Friday, June 10, and return at 6:00 p.m. on Sunday, June 12, 2011. The BUSD Transportation Department has approved a certified Charter Bus Service for this trip. Students will have the opportunity to experience camping in the great outdoors, nature walks and community building activities. Students will sleep in gender specific tent cabins. The cost of food and lodging for this trip is being paid for by the City of Berkeley. The transportation cost of \$1,300 is being paid from Early Childhood Development Funds. No student will be denied access based on inability to pay. Requested by Zachary Pless, Extended Learning Supervisor.

Anthony Chabot Recreational Park, Oakland, CA, June 9 – 10, 2011.

Approve participation of sixty (60) third grade students, one (1) teacher, and fifteen (15) other adults from LeConte Elementary School on a two-day, one-night field trip to the Lost Ridge Group Camp, Anthony Chabot Recreational Park. The group will depart LeConte at 11:30 a.m. on Thursday, June 9, and return on Friday, June 10, at 1:30 p.m. BUSD will provide transportation. Students will learn about the vegetation, birds, and insects that are native to

this California region. Students will sleep in gender specific tents, supervised by parents. The cost for the trip is being paid for by the LeConte PTA and Parent donations. No student will be denied access based on inability to pay. Requested by Cheryl Wilson, LeConte Principal.

POLICY/CODE

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

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

FISCAL IMPACT

As indicated above.

STAFF RECOMMENDATION

Approve the overnight field trips consistent with the District Policies and instructional programs.

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Javetta Cleveland, Deputy Superintendent
DATE: June 8, 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. Increase in contract, PO 110937, to Lifelong Medical Care to provide family resource center counseling services at Rosa Parks School for the 2011SY. The Board approved \$10,000 on September 15, 2010. The additional contract amount will increase the cost by \$5,000 for a total amount of \$15,000. To be paid from Donations. Requested by Susan Craig.

DISTRICT GOAL

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: Javetta Cleveland, Deputy Superintendent
DATE: June 8, 2011
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 suited by the Board.

The following donations have been presented to the District:

1. King PTA donated \$472 to pay for teachers substitute coverage for King Middle School.
2. Berkeley Association of Realtors donated \$2,000 to fund instructional specialist for dance and drama program at Malcolm X Middle School.
3. Gary M. Walker donated \$209 through the Wells Fargo Community Support Campaign to be utilized as needed for Malcolm X Middle School.
4. Brian Jones donated \$54 through the Wells Fargo Community Support Campaign to be utilized as needed for Washington Elementary School.
5. Rikki Moreno donated \$40, Kate Mountain donated \$150 for a total donation of \$190 through the Kaiser Permanente Community Giving Campaign to be utilized as needed for Rosa Parks Elementary School.
6. Berkeley Community Media donated \$500 to be utilized as needed for the Berkeley Unified School District Music Program.
7. Box Tops for Education donated \$106 to be utilized as needed for Thousand Oaks Elementary School.

GOAL

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

BOARD POLICY

BP 3290

FISCAL IMPACT

The District received a total of \$3,531 in donations.

STAFF RECOMMENDATION

Accept the donations/gifts to the District and request staff to extend letter of appreciation.

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Javetta Cleveland, Deputy Superintendent
DATE: June 8, 2011
REGARDING: RESOLUTION **11-61** to establish the 2011-12 tax rate for the *Berkeley Public Schools Educational Excellence Act of 2006* (Measure A of 2006)

BACKGROUND INFORMATION:

The legislation establishing the *Berkeley Public Schools Educational Excellence Act of 2006* (Measure A of 2006) permits an annual cost-of-living increase in the rate to maintain the programs and accomplish the goals of the Measure as stipulated in Paragraph 4C of the Measure:

Each year, commencing with the 2007-08 tax year. . . the rates imposed by this Special Tax may be increased by a cost-of-living adjustment equal to the annual percentage increase of the State of California statutory inflation adjustment as defined in Education Code Section 42238.1(b).

The statutory cost-of-living adjustment (COLA), based on the *District and County Office Financial Projection Dashboard* produced by the School Services of California in May, 2011 has been determined to be **2.24** percent.

Since the BSEP/Measure A budgets have already been developed using the slightly lower COLA projected in January, 2011 (1.67%), if the Board adopts the 2.24% COLA rate, the increased revenue of the Measure will be held for later determination of expenditure plans for the different Purposes of the Measure.

DISTRICT GOAL

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

POLICY/CODE

The *Berkeley Public Schools Educational Excellence Act of 2006*, (Para. 4C)

FISCAL IMPACT

With a COLA rate of 2.24 percent, the gross tax revenues are projected to be approximately \$23,660,000, an increase of approximately \$518,000 from FY 2010-11.

STAFF RECOMMENDATION:

Approve the recommendation.

**RESOLUTION 11-61: To Establish the 2010-2011 Tax Rate for the Schools
Special Tax: "Berkeley Public Schools Educational Excellence Act of
2006" (Measure A of 2006)**

WHEREAS, in November 2004, the voters of the City of Berkeley adopted legislation, "Berkeley Public Schools Educational Excellence Act of 2006" (Measure A of 2006) which levies a special tax for particular uses by the Berkeley Unified School District, namely, reducing class sizes, maintaining school libraries and music programs, providing professional development, educational program evaluation, technology, public information and parent outreach, and diverse academic programs at each school,

WHEREAS, Article 4C of the Act states:

Each year, commencing with the 2007-08 tax year. . . the rates imposed by this Special Tax may be increased by a cost-of-living adjustment equal to the annual percentage increase of the State of California statutory inflation adjustment as defined in Education Code Section 42238. . .

WHEREAS, according to information posted in the *District and County Office Financial Projection Dartboard* of May 16, 2011, produced by School Services of California, the statutory cost-of-living adjustment (COLA) allowed for 2011-12 is **2.24%**, and,

WHEREAS, the rates authorized in Measure A of 2006 for 2010-2011 were established at \$0.2607 cents/square foot for residential buildings, \$0.3929 cents/square foot for commercial/industrial/institutional buildings, and \$57.18 for unimproved parcels,

NOW, THEREFORE, BE IT RESOLVED, that an authorized COLA of **2.24%** be applied to these rates of FY 2010-2011, therefore a tax rate of **\$0.2665** per square foot for Residential Building Improvements, and **\$0.4017** per square foot for Commercial, Industrial, and Institutional Buildings Improvements, and **\$58.46** for unimproved parcels shall be authorized for the *Berkeley Public Schools Educational Excellence Act of 2006* in FY 2011-2012.

APPROVED AND ADOPTED by the Board of Education on the 8th day of June, 2011 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

John T. Selawsky
Clerk, Board of Education
Berkeley Unified School District
Alameda County, State of California

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Javetta Cleveland, Deputy Superintendent
DATE: June 8, 2011
REGARDING: **RESOLUTION 11-62** to establish the 2011-12 tax rate for the Special Tax: *Berkeley Schools Facilities Safety and Maintenance Act of 2000* [Measure BB of 2000]

BACKGROUND INFORMATION:

The legislation establishing the Berkeley Schools Facilities Safety and Maintenance Act of 2000 (Measure BB) permits an annual cost-of-living increase in the rate to accomplish the purposes of the Measure, that is, “to provide school safety and essential maintenance of the District’s buildings and grounds, thereby protecting the health, safety and security of children and staff and creating an environment that supports students and staff success.”

The annual COLA increase allowed is based on the inflation increase applied by the State as defined in Education Code Section 42238.1(b). (Para. 3B).

The statutory cost-of-living adjustment (COLA) based on the *District and County Office Financial Projection Dartboard* produced by the School Services of California in May, 2010, was determined to be **-0.39** percent (The index used in determining the COLA rate for Measure BB is the rate established in May of the prior fiscal year.)

The District may, but is not required to, adopt a COLA annually. Since the allowable COLA for FY 2010-11 is negative, the recommendation is to adopt no COLA increase for FY 2011-12

POLICY/CODE:

Berkeley Schools Facilities and Safety and Maintenance Act of 2000 [Measure BB, 2000, Para. 3B]

FISCAL IMPACT:

The projected revenue for *Berkeley Schools Facilities Safety and Maintenance Act of 2000* of approximately \$5,515,000 for FY 2011-12 is based on no increase in the tax rates of Measure BB of 2000.

STAFF RECOMMENDATION:

Approve the recommendation.

**BERKELEY UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 11-62**

**TO ESTABLISH THE 2011-12 TAX RATE FOR THE “BERKELEY SCHOOLS
FACILITIES SAFETY AND MAINTENANCE ACT OF 2000”
(Measure BB of 2000)**

WHEREAS, in November 2000, the voters of the City of Berkeley adopted the “Berkeley Schools Facilities Safety and Maintenance Act of 2000” (Measure BB) which levies a special tax for particular uses by the Berkeley Unified School District, namely, “to provide school safety and essential maintenance of the District’s buildings and grounds, thereby protecting the health, safety and security of children and staff and creating an environment that supports student and staff success” [Para. 2]; and,

WHEREAS, Article 3B of the Act states: “Each year the rate imposed by this special tax may be increased by a percentage equal to the inflation increase applied by the State to average revenue limit as defined in Education Code Section 42238.1(b) as follows:

The percentage change in the annual average value of the Implicit Price Deflator for State and Local government Purchases of Goods and Services for the United States, as published by the United States Department of Commerce for the 12-month period ending in the third quarter of the prior fiscal year. This percentage change shall be determined using the latest data available as of May 10 of the preceding fiscal year compared with the annual average value of the same deflator for the 12-month period ending in the third quarter of the second preceding fiscal year.

WHEREAS, the annual Statutory COLA as reported in the School Services of California “Financial Projection Dartboard, May, 2010, was determined to be -.039% and,

WHEREAS, the tax levy for the 2010-11 fiscal year was at a rate \$0.0631 for Residential Buildings and Improvements, and at a rate of \$0.0946 for all Commercial, Industrial and Institutional Buildings and Improvements;

NOW, THEREFORE, BE IT RESOLVED: that no COLA shall be applied to these rates of FY 2010-11, therefore a tax rate of **\$0.0631** be levied on Residential Buildings and Improvements, and a tax rate of **\$0.0946** be levied on all Commercial, Industrial and Institutional Buildings and Improvements shall be authorized for Measure BB of 2000.

PASSED AND ADOPTED by the Board of Education of the Berkeley Unified School District this 8th day of June, 2011 by the following called vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

William Huyett, Superintendent
Secretary, Board of Education

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Neil Smith, Assistant Superintendent, Educational Services
DATE: June 8th, 2011
SUBJECT: Authorize the Contract with First 5 Alameda County ("First 5") for 2011-20113

BACKGROUND INFORMATION

For the past six years, the District has entered into a contract with First 5 for funding for a Kindergarten Bridge program and services. Funding is based on the number of staff hired to serve one class with eighteen students in the summer. Based on the funding generated by the District in previous years, the current allocation is \$22,000.

Staff is requesting the approval from the Board to enter into this contract with First 5 Department to continue these services for the next two summers.

GOAL

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

POLICY/CODE

Child Development Division
California Ed. Code Title 5

FISCAL IMPACT

\$22,000 in potential revenue for BUSD Kindergarten Bridge Program.

STAFF RECOMMENDATION

Approve the Contract with First 5 for 2011-2013.

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Lew Jones, Director of Facilities
DATE: June 8, 2011
SUBJECT: Approve a Contract With Dannis Woliver Kelley to Provide Legal Services for the Construction Program

BACKGROUND INFORMATION

The law firm of Dannis Woliver Kelley (DWK) has provided legal services for the construction program since July, 2003. Staff is recommending that we continue to utilize their services in the next Fiscal Year. They provide legal advice, have represented the District in CEQA matters, have provided litigation support, have provided review of District construction contracts and conducted negotiations with construction bond insurance companies. It is hard to accurately predict the exact cost for such services as it is often reactive.

The requested approval of \$150,000 is consistent with the past four years. That figure should be adequate to handle our needs unless the District has a major lawsuit.

DISTRICT GOAL

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

POLICY/CODE

Board Policy 3310.

FISCAL IMPACT

Cost to be paid from the Bond Funds. Some costs will be in Measure AA and some in Measure I.

STAFF RECOMMENDATION

Approve Dannis Woliver Kelly for a not to exceed amount of \$150,000.

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Lew Jones, Director of Facilities
DATE: June 8, 2011
SUBJECT: Approve a Contract With Sentry Alarms to Provide Burglar Alarm Monitoring, Fire Alarm Monitoring, Elevator Monitoring and Burglar Alarm Repair Services

BACKGROUND INFORMATION

Sentry Alarms have provided burglar alarm monitoring, monitoring of District fire alarms and monitoring of District elevator ring down phones for many years. They also have been contracted to fix these systems when needed. Staff is recommending that we continue to utilize their services in the next Fiscal Year. The BB Annual Plan includes funds to the replace old systems. As the systems are replaced, we have saved some General Fund money.

The estimated cost for Fiscal Year 2012 is \$60,000 from the General Fund and \$2,500 from the Adult School Fund. The cost is less than the past three years.

DISTRICT GOAL

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

POLICY/CODE

Board Policy 3310.

FISCAL IMPACT

Cost to be paid from the General Fund (\$60,000) and the Adult Fund (\$2,500).

STAFF RECOMMENDATION

Approve Sentry Alarm for a total contract of \$62,500.

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Lew Jones, Director of Facilities
DATE: June 8, 2011
SUBJECT: Approval to Enter Into an Agreement With Grainger Industrial Supply to Continue to Purchase Maintenance Supplies in Conjunction with the Western State Contracting Alliance Bid

BACKGROUND INFORMATION

BUSD has utilized Grainger Industrial Supply under a Western States Contracting Alliance (WSCA) bid for the past three years to purchase a significant portion of our maintenance supplies. A new bid was recently received by WSCA to be utilized for the period March 1, 2011 through February 2014. Grainger is once again the low bidder. Staff is requesting the authority to utilize this more recent bid to purchase maintenance supplies. The Board approved a not-to-exceed amount of \$170,000 with Grainger for Fiscal Year 2011. This year we had an unusually high cost as we replaced a significant number of fixtures in our multi-purpose rooms. We are requesting a not-to-exceed authority of \$150,000 for Fiscal Year 2012.

DISTRICT GOAL

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

POLICY/CODE

Board Policy 3310

FISCAL IMPACT

Cost to be paid from Measure BB.

STAFF RECOMMENDATION

Approve Grainger Industrial Supply for maintenance supplies for an amount not to exceed \$150,000.

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Lew Jones, Director of Facilities
DATE: June 8, 2011
SUBJECT: Approve a Contract With Ecolab to Provide Pest Management Services

BACKGROUND INFORMATION

Ecolab has provided pest management services to the District for at least ten years. Staff is recommending that we continue to utilize their services in the next Fiscal Year. The estimated cost for Fiscal Year 2012 is \$52,000, the same amount as last year.

DISTRICT GOAL

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

POLICY/CODE

Board Policy 3310.

FISCAL IMPACT

Cost to be paid from the General Fund

STAFF RECOMMENDATION

Approve Ecolab for a contract of \$52,000.

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Lew Jones, Director of Facilities
DATE: June 8, 2011
SUBJECT: Approve a Contract With ENV Environmental International, Incorporated to Provide Hazardous Material Removal and Consulting Services

BACKGROUND INFORMATION

ENV has provided the District hazardous material removal and consulting services for the past two years. Services are charged to both the General Fund and Measure BB, depending on the type of services. Those charged to the General Fund are:

1. Creation of the Hazardous Communication Plan;
2. Creation of the Hazardous Business Management Plans for sites which have more than 55 gallons of hazardous materials (BHS, Maintenance and Transportation);
3. Removal of Science Chemical and other site chemicals;
4. Disposal of florescent tubes not part of the planned replacement of ballasts.

One of the Measure BB projects is the replacement of light ballasts every 6-7 years. When the ballasts are replaced, the florescent tubes are also replaced. The disposal of the ballasts and tubes as a part of this planned replacement is charged to Measure BB and is included as an expense in the Annual Plan. The total cost is consistent with past years.

DISTRICT GOAL

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

POLICY/CODE

Board Policy 3310.

FISCAL IMPACT

Cost to be paid from the General Fund (\$30,000) and from Measure BB (\$30,000).

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Lew Jones, Director of Facilities
DATE: June 8, 2011
SUBJECT: Approval to Enter Into an Agreement With Clean Source to Continue to Purchase Custodial Supplies as A Part of a Piggyback Bid With Sacramento Unified School District

BACKGROUND INFORMATION

Clean Source has been a District vendor for the past three years. The District has purchased custodial supplies, had equipment repaired and purchased custodial equipment from that vendor. We spent \$178,800 for custodial supplies and to repair custodial equipment with this vendor last year. This year we plan to spend \$192,000. We have been notified of inflation in product costs, particularly paper costs, of approximately 6% and predict that we need to provide additional cleaning products to clean both the new West Campus building and the current administration building for part of the year.

DISTRICT GOAL

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

POLICY/CODE

Board Policy 3310

FISCAL IMPACT

Cost to be paid from the General Fund.

STAFF RECOMMENDATION

Approve Clean Source for custodial supplies and equipment repair not to exceed \$192,000.

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Lew Jones, Director of Facilities
DATE: June 8, 2011
SUBJECT: Approve a Contract With One Source Engineering to Provide Annual Maintenance Service and Repair of District Boilers

BACKGROUND INFORMATION

Two years ago, the Board bid and awarded a project to provide annual service to our boiler. The Board can continue to rely on this bid for one more year, provided the cost does not go up by more than 10% during that time period

The bid included a cost for the base service and unit price alternates. The unit prices cover repairs that may come from the annual service. The District is under no obligation to use these unit prices, but the prices are in keeping with the industry standards. The alternates are:

1. Hourly rate for a boiler mechanic;
2. Overtime rate for a boiler mechanic;
3. Hourly rate for a mechanic assistant; and,
4. Overtime rate for a mechanic assistant.

The recommended amount for this Fiscal Year includes the base bid, 150 hours of a mechanic's time, 50 hours of an assistant's time and \$7,000 in materials. The total recommended award is \$66,450. This figure is consistent with our expenditure this year.

DISTRICT GOAL

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

POLICY/CODE

Public Contract Code 20110 – 20118.

FISCAL IMPACT

Cost to be paid from the Measure BB.

STAFF RECOMMENDATION

Approve One Source Engineering to provide annual maintenance and service of the District's boilers in an amount not to exceed \$66,450.

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Lew Jones, Director of Facilities
DATE: June 8, 2011
SUBJECT: Approve a Contract With Anderson Carpet to Replace Flooring at Oxford School

BACKGROUND INFORMATION

The Board approved a project to replace the second floor classroom flooring at Oxford on September 22, 2010. The project was bid according to the Cost Accounting requirements. Three bids were received on May 17th. We are recommending award to the low bidder. The low bidder is a little more than \$30,000 under the budget.

DISTRICT GOAL

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

POLICY/CODE

Public Contract Code 20110 – 20118.

FISCAL IMPACT

Cost to be paid from Measure AA Funds. The total project budget will decrease by approximately \$39,000.

STAFF RECOMMENDATION

Approve Anderson Carpet to replace the second floor classroom flooring at Oxford in the amount of \$71,950.

BERKELEY UNIFIED SCHOOL DISTRICT

RESOLUTION No.11-64

Authorization to Award Contract for Oxford Flooring Project 819.1101

WHEREAS, in accordance with Uniform Public Construction Cost Accounting procedures, bids were solicited for Oxford Flooring Project 819.1101. Bids were opened on May 17, 2011 at 1:00pm, and the following 3 bids were received and deemed qualified:

| CONTRACTOR | BASE BID |
|--|-----------------|
| Linoleum Sales Co. Inc., dba Anderson Carpet | \$71,950 |
| FloorTec, Inc. | \$86,634 |
| ERA Construction, Inc. | \$99,775 |

WHEREAS, Linoleum Sales Co. Inc., dba Anderson Carpet is the lowest bidder and is deemed to be responsive, responsible and qualified to complete the work according to the specifications in project number 819.1101 documents;

NOW, THEREFORE, BE IT RESOLVED that the bid of Linoleum Sales Co. Inc., dba Anderson Carpet, for the Base Bid in the amount of \$71,950 be accepted; and the Deputy Superintendent and/or Purchasing Agent of this Board are hereby authorized to enter into a contract with said bidder for said amount in accordance with law.

PASSED AND ADOPTED by the Board of Education of the Berkeley Unified School District this 8th day of June, 2011.

AYES:

NOES:

ABSENT:

ABSTAIN:

John T. Selawsky
Clerk, Board of Education
Berkeley Unified School District

Public Contract Code: 20111
Board Policy: 3310

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Lew Jones, Director of Facilities
DATE: June 8, 2011
SUBJECT: Approve a Contract With AAA Solar to Add a Solar System to Emerson School

BACKGROUND INFORMATION

The Board approved the advertisement of a project to install a solar system at Emerson School on February 23, 2011. Bids were received on May 24, 2011. Five bids were submitted. We are recommending award to the low bidder. The base bid of the low bidder is approximately \$6,000 over the budget. A deductive alternate was bid in order to keep the project within budget. That alternate would have reduced the number of solar panels. Staff recommends the award of the base bid.

DISTRICT GOAL

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

POLICY/CODE

Public Contract Code 20110 – 20118.

FISCAL IMPACT

Cost to be paid from Measure AA Funds. The total project budget will increase by approximately \$10,000. However, that adjustment was already envisioned in the Inflation budget (planned inflation from January 1 – May 1, 2011), therefore there will be no reduction to the available balance.

STAFF RECOMMENDATION

Approve AAA Solar to install a solar system at Emerson School in the amount of \$585,725.20.

BERKELEY UNIFIED SCHOOL DISTRICT

RESOLUTION No. 11-67

Authorization to Award Contract for Emerson SolarProject 813.1101

WHEREAS, in accordance with Uniform Public Construction Cost Accounting procedures, bids were solicited for Emerson Solar Project 813.1101. Bids were opened on May 24, 2011 at 1:00pm, and the following 5 bids were received and deemed qualified:

| CONTRACTOR | BASE BID |
|----------------------------------|-----------------|
| AAA Solar Electric, Inc. | \$585,725.20 |
| Omni Construction Services, Inc. | \$687,000.00 |
| Angotti & Reilly, Inc. | \$733,000.00 |
| Sun Light and Power | \$759,294.00 |
| Cupertino Electric, Inc | \$831,725.00 |

WHEREAS, AAA Solar Electric, Inc. is the lowest bidder and is deemed to be responsive, responsible and qualified to complete the work according to the specifications in project number 813.1101 documents;

NOW, THEREFORE, BE IT RESOLVED that the bid of AAA Solar Electric, Inc., for the Base Bid in the amount of \$585,725.20 be accepted; and the Deputy Superintendent and/or Purchasing Agent of this Board are hereby authorized to enter into a contract with said bidder for said amount in accordance with law.

PASSED AND ADOPTED by the Board of Education of the Berkeley Unified School District this 8th day of June, 2011.

AYES:

NOES:

ABSENT:

ABSTAIN:

John T. Selawsky
Clerk, Board of Education
Berkeley Unified School District

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Lew Jones, Director of Facilities
DATE: June 8, 2011
SUBJECT: Approve a Contract With Omni Construction, Incorporated to
Replace the Boiler at the King Science Building

BACKGROUND INFORMATION

The Board approved the advertisement of a project to replace the boiler at the King Science Building on February 23, 2011. Bids were received on May 17, 2011. Four bids were submitted. We are recommending award to the low bidder. The low bidder is almost \$150,000 below both the estimate prepared by Parsons and the estimated prepared by Baker Vilar. The mechanical sub-contractors are bidding very low prices at this time.

DISTRICT GOAL

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

POLICY/CODE

Public Contract Code 20110 – 20118.

FISCAL IMPACT

Cost to be paid from Measure AA Funds. The total project budget will decrease by approximately \$150,000.

STAFF RECOMMENDATION

Approve Omni Construction, Inc. to replace the boiler at the King Science Building in the amount of \$243,000.

BERKELEY UNIFIED SCHOOL DISTRICT

RESOLUTION No. 11-65

Authorization to Award Contract for MLK Science Building Boiler Room Project 832.1102

WHEREAS, in accordance with Uniform Public Construction Cost Accounting procedures, bids were solicited for MLK Science Building Boiler Room Project 832.1102. Bids were opened on May 17, 2011 at 2:00pm, and the following 4 bids were received and deemed qualified:

| CONTRACTOR | BASE BID |
|---------------------------------|-----------------|
| Omni Construction Services, Inc | \$243,000 |
| Bay Construction, Inc. | \$285,000 |
| Heathorn&Assocdba American Air | \$458,623 |
| Bell Products, Inc. | \$476,574 |

WHEREAS, Omni Construction Services, Inc is the lowest bidder and is deemed to be responsive, responsible and qualified to complete the work according to the specifications in project number 832.1102 documents;

NOW, THEREFORE, BE IT RESOLVED that the bid of Omni Construction Services, Inc, for the Base Bid in the amount of \$243,000 be accepted; and the Deputy Superintendent and/or Purchasing Agent of this Board are hereby authorized to enter into a contract with said bidder for said amount in accordance with law.

PASSED AND ADOPTED by the Board of Education of the Berkeley Unified School District this 8th day of June, 2011.

AYES:

NOES:

ABSENT:

ABSTAIN:

John T. Selawsky
Clerk, Board of Education
Berkeley Unified School District

Public Contract Code: 20111
Board Policy: 3310

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Lew Jones, Director of Facilities
DATE: June 8, 2011
SUBJECT: Approve a Contract With Johnson Controls Incorporated to
Replace Heating Controls at LeConte and Rosa Parks Schools

BACKGROUND INFORMATION

The Board advertised to replace the heating controls at LeConte and Rosa Parks Schools on March 23, 2011. On May 25th, three bids were received. The low bid is approximately \$75,000 under the original budget. Mechanical contractors have been providing very low prices lately. Staff is recommending award of the bid to the low bidder. The project is contained in the BB Annual Plan.

DISTRICT GOAL

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

POLICY/CODE

Public Contract Code 20110 – 20118.

FISCAL IMPACT

Cost to be paid from Measure BB Funds.

STAFF RECOMMENDATION

Approve Johnson Controls to replace the heating controls at LeConte and Rosa Parks Schools in the amount of \$140,723.

BERKELEY UNIFIED SCHOOL DISTRICT

RESOLUTION No. 11-68

Authorization to Award Contract for Multi Site Heating Controls Project 901.1102

WHEREAS, in accordance with Uniform Public Construction Cost Accounting procedures, bids were solicited for Multi Site Heating Controls Project 901.1102. Bids were opened on May 24, 2011 at 2:00pm, and the following 3 bids were received and deemed qualified:

| CONTRACTOR | BASE BID |
|---------------------------|-----------------|
| Johnson Controls | \$140,723 |
| Syserco, Inc. | \$157,942 |
| American Mechanical, Inc. | \$202,500 |

WHEREAS, Johnson Controls is the lowest bidder and is deemed to be responsive, responsible and qualified to complete the work according to the specifications in project number 901.1102 documents;

NOW, THEREFORE, BE IT RESOLVED that the bid of Johnson Controls, for the Base Bid in the amount of \$140,723 be accepted; and the Deputy Superintendent and/or Purchasing Agent of this Board are hereby authorized to enter into a contract with said bidder for said amount in accordance with law.

PASSED AND ADOPTED by the Board of Education of the Berkeley Unified School District this 8th day of June, 2011.

AYES:

NOES:

ABSENT:

ABSTAIN:

John T. Selawsky
Clerk, Board of Education
Berkeley Unified School District

Public Contract Code: 20111
Board Policy: 3310

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Lew Jones, Director of Facilities
DATE: June 8, 2011
SUBJECT: Approve a Contract With DRT Grading and Paving Incorporated to Patch, Slurry and Stripe Four Asphalt Play Areas

BACKGROUND INFORMATION

The BB Annual Plan includes a project to provide a new slurry coating on top of existing asphalt at four sites (Emerson, Longfellow, John Muir and LeConte). The Board advertised this project on March 23, 2011. On May 19th, three bids were received. The project was never estimated, but the low bid is significantly below the original budget. The initial budget was set too high and bid prices are currently very low. Staff is recommending award of the bid to the low bidder.

DISTRICT GOAL

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

POLICY/CODE

Public Contract Code 20110 – 20118.

FISCAL IMPACT

Cost to be paid from Measure BB Funds.

STAFF RECOMMENDATION

Approve DRT Grading and Paving Incorporated to provide a new slurry coating on top of existing asphalt at four sites in the amount of \$31,750.

BERKELEY UNIFIED SCHOOL DISTRICT

RESOLUTION No. 11-66

Authorization to Award Contract for Multi Site Blacktop Slurry Project 901.1103

WHEREAS, in accordance with Uniform Public Construction Cost Accounting procedures, bids were solicited for Multi Site Blacktop Slurry Project 901.1103. Bids were opened on May 25, 2011 at 3:00pm, and the following 3 bids were received and deemed qualified:

| CONTRACTOR | BASE BID |
|---------------------------------------|-----------------|
| DRT Grading & Paving, Inc. | \$31,750 |
| American Asphalt Repair & Resurfacing | \$35,817 |
| Dryco Construction, Inc. | \$52,745 |

WHEREAS, DRT Grading & Paving, Inc. is the lowest bidder and is deemed to be responsive, responsible and qualified to complete the work according to the specifications in project number 901.1103 documents;

NOW, THEREFORE, BE IT RESOLVED that the bid of DRT Grading & Paving, Inc., for the Base Bid in the amount of \$31,750 be accepted; and the Deputy Superintendent and/or Purchasing Agent of this Board are hereby authorized to enter into a contract with said bidder for said amount in accordance with law.

PASSED AND ADOPTED by the Board of Education of the Berkeley Unified School District this 8th day of June, 2011.

AYES:

NOES:

ABSENT:

ABSTAIN:

John T. Selawsky
Clerk, Board of Education
Berkeley Unified School District

Public Contract Code: 20111
Board Policy: 3310

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Lew Jones, Director of Facilities
DATE: May 26, 2010
SUBJECT: Approve Bid Relief of Blossom Valley Construction Inc. and Reject All Bids for the Turf Replacement Project at King and Longfellow Schools

BACKGROUND INFORMATION

On March 23, 2011, the Board advertised to replace the turf at King softball and at Longfellow fields. The project included new grass at both sites, replacement of the irrigation at King and replacement of irrigation heads and the controller at Longfellow, replacement of benches at both sites, some fence replacement at King, minor grading at King and dressing the infields at both sites.

On May 16th, three bids were received. The low bid is slightly over the budget. On May 18th and May 20th, the apparent low bidder, submitted letters stating that he made an error in compiling his bid. Per Public Contract Code, sections 5100 – 5110, the awarding authority cannot relieve a bidder from his bid unless the authority prepares a report which documents the existence of each element contained in Section 5103. That report must be available for inspection as a public record.

BUSD staff has prepared such a report. It establishes that:

1. A mistake was made;
2. Written notice was provided within five working days;
3. The mistake made the bid materially different than was intended; and,
4. The mistake was made in filling out the bid and not due to an error in judgment or carelessness or reading the plans and specification.

The contractor neglected to include the cost to dress up the infields of both sites and this omission materially affected his price. The contractor complied with all other requirements of Section 5103. The report is available in the Public Information office, the Facilities Department and the Purchasing Office.

Staff is not recommending award of this project to any bidders. The submitted bids are higher than what staff thinks are good prices for the scope of work. Staff will recommend improvement of these fields next summer and will recommend that the Board bid the project early next spring. The project is contained in the BB Annual Plan.

DISTRICT GOAL

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

POLICY/CODE

Public Contract Code 20110 – 20118 and 5100-5110.

FISCAL IMPACT

Cost will be paid from Measure BB Funds.

STAFF RECOMMENDATION

Approve bid relief to Blossom Valley Construction Inc. and reject all bids and do not re-advertise the project for bids at this time.

BERKELEY UNIFIED SCHOOL DISTRICT

RESOLUTION No. 11-69

Authorization to Reject Bids for Multi Site Turf Replacement Project 901.1101

WHEREAS, this Board on March 23, 2011 adopted Resolution No. 11-39 for a Multi Site Turf Replacement Project as more fully described in the specification of Project No.901.1101; and

WHEREAS, the Notice to Contractors was formally advertised and specified a bid opening date of May 16, 2011 at 2:00pm and 3 bids were received; and

WHEREAS, the lowest bidder requested and is granted relief in accordance with Public Contract Code Sections 5100-5110; and

WHEREAS, the 2 remaining bids received do not represent a good value to the District and are therefore rejected by the Board;

NOW, THEREFORE, BE IT RESOLVED, that the Board authorizes and the Deputy Superintendent and/or Purchasing Agent of this Board are hereby authorized to reject all bids received.

PASSED AND ADOPTED by the Board of Education of the Berkeley Unified School District this 8th day of June, 2011 by the following called vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

John T. Selawsky
Clerk, Board of Education
Berkeley Unified School District

Public Contract Code: 20111
Board Policy: 3310

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Lew Jones, Director of Facilities
DATE: June 8, 2011
SUBJECT: Ratify a Contract With Roebbers Incorporated to Replace the Domestic and Fire Lines at Washington School

BACKGROUND INFORMATION

On April 20, 2011, the domestic water line at Washington began to leak. District staff isolated the leak but do not have the equipment or the expertise to repair the line. The District has utilized Roebbers Incorporated to fix broken water lines for the past few years. Roebbers was contacted and dispatched forces to the site the next day. A repair was attempted, but when the water was turned back on, a new leak appeared. In the opinion of both the Maintenance Manager and the Director of Facilities, the water line needed to be replaced immediately to minimize disruption of the school. When the line was fully exposed, it was apparent that the fire sprinkler line needed to be replaced soon as well, and that it was best to replace this line while the trench was open. The contractor worked with District staff to complete the project while minimizing the effect on the Washington program. This included doing some of the work in off-hours to not disrupt testing. The two lines have now been replaced, the soil was compacted, a new backflow prevention device installed, and the blacktop has been replaced. The project is now complete. The total contractor invoice for this project is \$67,605.

Generally projects of this magnitude are placed for bid, but the emergency nature of this project precluded that option. The public contract code 20111 defines maximum dollar limits of maintenance projects before public bidding is required. The dollar amounts are adjusted annually by the California Superintendent of Schools. The current maximum is \$78,900. The cost of this project is below that maximum threshold.

DISTRICT GOAL

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

POLICY/CODE

Public Contract Code 20110 – 20118.

FISCAL IMPACT

Cost to be paid from Measure BB Funds.

STAFF RECOMMENDATION

Ratify a contract with Roebbers Incorporated to replace two water lines at Washington School. Accept the project as complete so a Notice of Completion can be filed.

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Lew Jones, Director of Facilities
DATE: June 8, 2011
SUBJECT: Approve a Contract With WLC Architects to Provide Design Services for the Derby Field Project

BACKGROUND INFORMATION

On April 27, 2011, the Board approved a construction project plan. On May 11, 2011, the Board approved a pre-qualified list of architectural firms. One of the highest priority projects for the Board was the Derby field project.

On May 19, 2011, an interview was held with two architectural firms from the pre-qualified list. The interview was attended by a number of interested stakeholders. The opinion of that group was considered as a part of the selection process, but that opinion was advisory and not determinative. Based on the strength of the entire team, staff is recommending WLC Architects to design the Derby field project.

DISTRICT GOAL

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

POLICY/CODE

Board Policy 3310.

FISCAL IMPACT

Cost to be paid from the Measure I Bond Fund.

STAFF RECOMMENDATION

Approve WLC Architects for a contract of \$250,000 to design the Derby field project.

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Neil Smith, Assistant Superintendent, Educational Services
DATE: June 8, 2011
SUBJECT: 2011-2012 Consolidated School Plans for Student Achievement

BACKGROUND INFORMATION

The California Department of Education requires every school participating in school based categorical programs to have a Board approved Site Plan for Student Achievement that must be revised annually based on current student data. The *Berkeley Public Schools Educational Excellence Act of 2006* (Measure A of 2006) allocates 10.25% of the available revenues annually for School Discretionary Funds, stating that

“The School Governance Council shall develop recommendations to allocate these revenues for the personnel, services and materials required to deliver effective activities leading to improved student performance.” (Section 2.B.i)

The Principal at each site led the staff and parent leaders in developing a comprehensive plan for the school, beginning with a review of student data from previous years with assistance from the Office of Evaluation and Assessment. (The conclusions from the analyses of the K-8 student data were presented to the Board on February 9, 2011; an overview of the Berkeley High data was presented to the Board on June 1, 2011.)

After reviewing the District’s goals, each Pre-K-8 School Governance Council (SGC) then developed an action plan and identified strategies to address school needs, using State and Federal categorical funds, BSEP Site Discretionary funds, and other resources. It is worth noting that these site budgets are now providing substantial support for such essential school programs as Literacy coaching, ULSS/RtI coordination, mental health counseling, and more. BSEP, and even PTA funds, which have often provided enrichment, such as field trips and assemblies, are increasingly being used for important academic and social-emotional support programs.

At Berkeley High School the BSEP Committee, comprised of the principal, teachers, parents, students, and classified staff, developed the BSEP Plan for 2011-12; the BHS English Language Advisory Committee (ELAC) developed the Plan for EIA-LEP funds in 2011-12. Both Plans were presented to and approved by the Berkeley High School Site Council.

Each of the School Plans, with the exception of BHS which follows a different format, includes the following components:

- A cover page listing all members of the School Governance Council and signed assurances that all regulations have been followed
- Planned Improvements in Student Performance, including goals, action steps, and budgets
- Appendix A - Program Summary
- Appendix B – Budget Summary
- Appendix C - BSEP & State and Federal School Site budgets

Following the individual School Plans is a summary of the BSEP-funded programs, by site, and a summary of the state and federal centralized services budget for 2011-12.

The School Plans comply with the basic legal assurances for all of the categorical programs as well as BSEP/Measure A. The Plans have been reviewed by the Office of State and Federal Programs and the BSEP Office. The staff believes that each site has an understanding and ownership of its plan and has identified strategies to increase the performance all students while accelerating the achievement of those who have not been succeeding in school.

The complete 2011-12 Consolidated School Plan for Student Achievement for each school, including the schools' Mission and Vision, School Profile, and Student Performance Data, is available in the Superintendent's Conference Room for public viewing. A copy of each site's cover page, assurances, action plan and budgets has been submitted under separate cover.

DISTRICT GOALS

- I. Curriculum & Instruction: Increase the academic achievement of all students through effective instruction, a challenging and engaging curriculum, and aligned assessments.
- II. Strategies to Promote Student Success: Implement strategies to engage students in their learning and interventions to eliminate barriers to student success.
- III. Family and Community Engagement: Establish partnerships with our families and community to increase academic success for all students.
- IV. Cultural and Linguistic Relevance: Ensure that all systems are culturally and linguistically responsive to the needs of our students and their families.
- V. Resources: Generate and equitably allocate resources for programs and services that enable every student to succeed.

POLICY/CODE

Education Code 52850-52863

Berkeley Public Schools Educational Excellence Act of 2006 (Measure A) Section 2.B.

FISCAL IMPACT

Approximately \$3,400,000 in BSEP, Title I and EIA site funds

STAFF RECOMMENDATION

Approve the 2011-12 Consolidated School Plans for Student Achievement.

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Neil Smith, Assistant Superintendent, Educational Services
DATE: June 8, 2011
SUBJECT: Proposal to Continue the Current Pre-School Program

BACKGROUND INFORMATION

Staff is proposing to continue the District's current pre-school program through the end of December during which time staff can assess the impact of recent legislation. The Governor is recommending less financial support from the state for this program and stricter requirements to enable families to qualify. In order to make up for this potential loss of revenue, the Board is being asked to use the General Fund to subsidize the programs for six months.

Although the California Department of Education has not yet set the amount of funding for these District programs, staff is expecting the amount to decrease significantly for three reasons.

1. The State of California has already approved a 15% reduction in funding for pre-school programs which will reduce the total contracted amount for BUSD. The District's Pre-K program will be reduced by \$478,719 from \$3,191,460 to \$2,712,741.
2. In addition to this cut, there is a proposed cut of 10% to the daily reimbursement rate. This will result in a reduction of income per day from \$41.37 per student per day to \$37.23 per day for a full time student (6.5 hours). While this reduction has not been approved by the legislature, the District has been directed by the CDE to budget based on this reduction.
3. Finally, the state has also proposed a change in the qualification requirements for eligible students, making it more difficult for students to qualify for full day pre-school. Half-day (3 hour) programs will continue to serve students, including those who have parents who are not seeking employment or attending school.

In addition to these financial issues, the Board should be aware that the pre-school program has not been able to earn sufficient income to meet its expenditures during the past few years. The pre-school program has relied on excess earnings in the BEARS program to meet its financial obligations. BEARS, while continuing to fully earn its contract, will not be able to subsidize

the Pre-K program to the extent it could when reimbursement rates were higher.

To help the Board and the public understand the financial problem, the chart below outlines the types of classroom programs and the annual earnings and costs for each type of program. Costs include teacher and staff salaries, food, paper products, substitutes for non-work days for staff, professional development days and all projected expenditures.

| Classroom Type | Hours per Day | Days per year | Number of Classes | Total Earnings | Total Costs | Balance +/- |
|-----------------------|----------------------|----------------------|--------------------------|-----------------------|--------------------|--------------------|
| State Pre-K | 3 | 190 | 6 | \$602,490 | \$601,200 | \$1,290 |
| Full Day Pre-K | 6.5 | 240 | 7 | \$1,438,563 | \$1,472,828 | -\$34,265 |
| Extended Day Pre-K | 9.5 | 240 | 4 | \$822,036 | \$1,085,668 | -\$263,632 |

With the potential reduction in funding from the State, the Board is being asked to subsidize the cost of the pre-school program for six months with funding from the General Fund. The chart indicates a total projected deficit of \$296,607 for the year, so the cost for six months is anticipated to be \$148,304.

During this time, District staff intends to work with the unions and the City to explore offering a 3-hour LEARNS program in conjunction with additional 6.5 hour programs, effectively restructuring the current 9.5 hour day in order to meet the needs of all pre-school families including those who need the extended day program.

DISTRICT GOAL

I. 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.

POLICY/CODE

Education Code 8235 et seq.

FISCAL IMPACT

\$148,304 from the General Fund for July 1 through December 31, 2011

STAFF RECOMMENDATION

Approve the proposal to continue the current pre-school program.

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Neil Smith, Assistant Superintendent, Educational Services
Susan Craig, Ed.D., Director, Student Services
DATE: June 8, 2011
SUBJECT: Proposal to Participate in the Lifelines to Healing Initiative

BACKGROUND INFORMATION

On May 25, 2011, members of Berkeley Organizing Congregations for Action (BOCA) presented information to the Board regarding the proposed Lifelines to Healing Initiative, a multi-agency initiative to prevent and reduce violence in Berkeley. The Lifelines Initiative calls for collaboration between the Berkeley Unified School District, the City of Berkeley, the Berkeley Police Department, and community partners including BOCA, Lifelong, and Berkeley Youth Alternatives. Key strategies include a data analysis to define the problem, partnerships among agencies, training sessions with Dr. Joseph Marshall, a street outreach program, a truancy center, and opportunities for identified youth, such as jobs, training programs, case management, etc. The initiative is a restorative justice program designed to prevent students from entering the juvenile justice system as well as to mentor youth who have already been involved with the legal system.

Immediate requests from BOCA to BUSD are as follows:

1. Assist with funding Dr. Marshall's Alive and Free Training in August 2011, paying \$5,000 of the cost, and identify staff members to attend with representatives from the other agencies listed above
2. Authorize Safe Community Partnership to collect data from BPD to analyze crime/gun violence in Berkeley and provide a report to the City and the District
3. Join with BOCA and the City of Berkeley to commit \$10,000 each for a total of \$30,000 to initiate data and technical assistance with the Safe Community Partnership.

Staff is recommending that the District participate in the Lifelines to Healing Initiative and allocate \$5,000 towards Dr. Marshall's training, as this funding will allow ten BUSD staff members to attend the training with Dr. Marshall to be held August 15-17 at B-Tech. Staff is also supporting the allocation of \$10,000 for the work of Safe Community Partnership.

DISTRICT GOAL

- II. C. Positive Behavior Support
- II. D. Disproportionality

POLICY/CODE

Board Policy 1020

FISCAL IMPACT:

\$15,000 from School Safety funds

STAFF RECOMMENDATION

Approve the proposal to participate in the Lifelines to Healing Initiative.

BERKELEY UNIFIED SCHOOL DISTRICT

TO: Board of Education
FROM: William Huyett, Superintendent
DATE: June 8, 2011
SUBJECT: Request to Fund Pilot Attendance Improvement Project and Support for Long-Term English Learners at Berkeley High School

BACKGROUND INFORMATION

The Board of Education is asked to give direction to staff to fund in the 2011-12 budget, on a pilot basis, staff at Berkeley High School to improve student attendance and support long-term English learners. The pilot high school attendance improvement project would fund a 0.5 FTE dean of attendance and a 1.0 FTE program assistant to augment existing staff and implement strategies to improve student attendance outlined at the Board study session on June 1, 2011. The dean would be responsible for implementing a staged system of interventions and for creating and monitoring attendance terms in all of the small schools and programs at BHS. A staged system of intervention would include all teachers, counselors, administrators and several other support staff at this school and district office.

The support for long-term English learners (LTEL) would provide 0.2 FTE of a teacher on special assignment to provide LTEL students with academic learning plans, and professional development for teachers.

The funding source for this pilot program will be generated by an increase of ADA of 1% or \$155,613. The costs of the program are listed below:

| | |
|---------------------------------------|------------------|
| 0.5 FTE Dean of Attendance | \$ 56,110 |
| 1.0 FTE Program Assistant | \$ 58,923 |
| 0.2 FTE Teacher on Special Assignment | \$ 17,000 |
| TOTAL COST | \$132,033 |

The school district office of student services will monitor on a month-to-month basis the improvement in student attendance rates to determine the cost effectiveness of this pilot program.

DISTRICT GOALS

1. 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.

II.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.

FISCAL IMPACT

The cost of staff is estimated to be \$132,033 from the General Fund one time carry over. It is the goal of the project to improve ADA by at least 1% or \$155,613 which if achieved would cover all costs and provide a surplus of \$23,580 to the General Fund.

STAFF RECOMMENDATION

Approve request to fund pilot attendance improvement project and support for long-term English learners at Berkeley High School

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Neil Smith, Assistant Superintendent, Educational Services
DATE: June 8, 2011
SUBJECT: Public Hearing on a Charter School Proposal

BACKGROUND INFORMATION:

Integrity Educational Center has submitted a petition to operate a high school charter school in the Berkeley Unified School District.

In accordance with Ed. Code 47605b, the Berkeley Unified School District must hold a public hearing on the provisions of the charter and consider the level of support for the petition by teachers employed by the district, other employees of the district and parents. However, the Board is not expected to take any action at this meeting. The Board is scheduled to vote on whether or not to grant the requested charter at its meeting on June 29, 2011.

At that time, the Board must approve or deny the petition based on state guidelines, which are defined in the Education Code. The evaluation of the proposals must include an examination of the sixteen required elements and four conditions which are listed below.

The Charter School Petition must contain reasonably comprehensive descriptions of these sixteen elements:

| | |
|---------------------------|---------------------------------|
| Educational Program | Measurable Pupil Outcomes |
| Outcome Measurement | Governance Structure |
| Employee Qualifications | Health and Safety of Pupils |
| Racial and Ethnic Balance | Admission Requirements |
| Annual Audit | Student Discipline |
| STRS or Social Security | Student Attendance Alternatives |
| Return Rights to District | Employee Dispute Resolution |
| Collective Bargaining | Procedures for Closing |

In addition, the petition must verify that the charter school will meet the following four conditions.

- A charter school shall be nonsectarian in its programs, admission policies, employment practices, and all other operations.
- A charter school shall not charge tuition.
- A charter school shall not discriminate against any pupil on the basis of ethnicity, national origin, gender, or disability.
- A charter school shall admit all students who reside in

California who wish to attend (up to the school's capacity based upon space, staff, or charter school policy).

The Board may not deny a charter unless it makes factual findings, specific to the particular petition, that:

1. The charter school presents an unsound education program for the pupils to be enrolled in the charter school.
2. The petitioners are demonstrably unlikely to successfully implement the program set forth in the petition.
3. The petition does not contain the number of signatures required.
4. The petition does not contain an affirmation of each of the four conditions listed above.
5. The petition does not contain reasonable comprehensive descriptions of the required sixteen elements.

The staff and the District's legal counsel will review the charter petitions and report their findings at the Board meeting on June 29, 2011.

Copies of the proposal have been provided under separate cover. Additional copies of the proposed charter are available for review in the Superintendent's Conference Room.

POLICY/CODE

Ed Code 47605b
Board Policy 0424.4

FISCAL IMPACT

None

STAFF RECOMMENDATION

Hold a Public Hearing on a Charter School Proposal.

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Neil Smith, Assistant Superintendent, Educational Services
DATE: June 8, 2011
SUBJECT: Accept *Holt Algebra Readiness* for adoption consideration

BACKGROUND INFORMATION:

In the spring of 2008, the Board approved the Holt Middle School Mathematics program, adopting the textbooks for Course 1, Course 2 and Algebra. All three middle schools have been using these textbooks, and teachers have developed pacing guides and utilized aligned assessments to support the implementation of the program.

Recently, middle school math teachers and administrators have identified the need to provide a more appropriate curriculum for the students entering eighth grade who need an additional year of preparation before enrolling in Algebra. *Algebra Readiness* is a California state approved text that will support this option for eighth graders. Teachers who will be teaching this course have reviewed the text and its content to ensure it will meet the needs of students.

Algebra Readiness is a component of the existing Holt program and is an appropriate textbook for eighth graders who have completed Course 2 but are not ready for Algebra. The curriculum is designed to prepare these students to succeed in Algebra in ninth grade.

The recommended book and related materials are on display in the Superintendent's Conference Room. The books are being presented at this meeting for consideration and will be brought to the Board meeting on June 22nd for adoption.

POLICY/CODE

Board Policy 6161.1
Education Code Section 60002, 60040-60048, 60200

FISCAL IMPACT

Approximately \$15,000 from State Instructional Materials funds to purchase these materials

STAFF RECOMMENDATION

Accept *Holt Algebra Readiness* for adoption consideration.

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Neil Smith, Assistant Superintendent, Educational Services
Susan Craig, Ed.D., Director, Student Services
DATE: June 8, 2011
SUBJECT: Update Regarding Responses to Weapons Found on the
Berkeley High School Campus

BACKGROUND INFORMATION

Staff is presenting a progress report on the steps being taken to address the recent incidents involving Berkeley High School and B-Tech students in possession of firearms in order to update the Board and the community. Ensuring the safety of BUSD students and staff continues to be of paramount importance.

The following steps have been implemented recently in response to the issue of weapons at school.

Safety Committee

The Superintendent's Ad Hoc Safety Committee has continued to meet every other Wednesday and will meet two additional times in June. Most members have been attending regularly and have been fully participating in reviewing these topics: uniforms for security staff, gun/violence prevention education, electronic devices, procedures for visitors to campus, security staffing, identification badges, student dress codes, and limited open campus.

External Safety Assessment

School safety consultant, Al Bahn of EduSafe Associates, who completed campus walk-throughs at Berkeley High School and at B-Tech, attended the Ad Hoc Safety Committee meeting on May 25 to review his preliminary findings with the committee. As part of the safety assessment, the company has provided a safety survey which has now been distributed to the high school staff. Students will also participate in this survey.

Student Education and Input

Focus groups with students to ask why students are bringing guns and weapons into campus have been completed. The results of the focus groups will be presented to the Ad Hoc Safety Committee on June 8.

Gang Awareness Training for BUSD Staff by Berkeley Police

The Berkeley Police Department has agreed to provide a gang awareness training in August to BUSD Secondary Administrators and Safety Officers.

Enhanced Procedures for Building Security

Presently, there are only five entrances at BHS open in the morning and at lunch. The entrances are at the front office and the adjacent gate, Kittredge and Milvia, the portable building area, the gym, and between the G and H buildings on Martin Luther King. A Safety Officer is stationed in the portable area for continual monitoring. An additional Safety Officer monitors the G and H building area. The entrances at Milvia and Kittredge and between the G and H building are locked at 9AM and after lunch except to allow the entrance of students returning from Washington. Specific Safety Officers have been assigned to monitor each entrance and exit before school, at the end of lunch, and after school.

Programs to Prevent and Reduce Bullying and Violence

A representative from the Safe School Ambassadors program will present this program to the Ad Hoc Safety Committee for consideration on June 8. In addition, staff has submitted a proposal to the Board to implement the Lifelines to Healing program in the fall of 2011.

DISTRICT GOAL

II. C. Positive Behavior Support

POLICY/CODE

Board Policy 5131.7

FISCAL IMPACT

None

STAFF RECOMMENDATION

Receive the Update regarding Responses to Weapons for information.

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Lew Jones, Director of Facilities
DATE: June 8, 2011
SUBJECT: Maintenance and BB Third Quarter FY 2011 Report

SUMMARY AND DISCUSSION

This report is an update of the Maintenance Department for the third quarter of the 2011 Fiscal Year. The reporting period covers January 25, 2011 through April 30, 2011. The stated goals of the Annual Plan are not listed in this report, but certain areas of these goals will be referred to as we evaluate progress in these areas. We will also continue to report on specific areas of previously approved Plans as we make progress on those goals.

COMMUNICATION/REPORTING

The Committee received the Second Quarter 2011 Report. The Committee received the Second Interim Fiscal Year 2011 Financial Report.

COMMITTEE MEMBER COMMENTS

The Committee had no comments at this time.

MAINTENANCE

The evening shift visited 16 schools since the last report.

The fire marshal sent three new reports. The Department has addressed two of the three and is working on the third.

The consultant has submitted final standards. Four of the five standards were received by the Board on May 11th.

Fencing was installed at LeConte, the accessible pathway at Jefferson from the Rose Street side was repaired, the safety matting under one of the John Muir play structures was recoated, and we replaced the window coverings at BAM. The maintenance of the BHS Community Theater electrical panel was completed over the spring break. There may be some follow up work which will be scheduled later this year. A pad was set and an earthquake container was added to Cragmont. The Community Theater stage light project was awarded. Maintenance had to react to an emergency project at Washington. The main water line and fire line needed to be replaced. The cost will exceed the dollar limits when we inform the Committee ahead of time, but it does fall under the emergency exception.

TRAINING

Maintenance and custodial staff received training in customer service (WeCare).

GROUNDS

Three grounds staff were trained in tree pruning. The three six month gardeners reported to work on May 9th.

VEHICLES AND EQUIPMENT

We do not plan to purchase any new vehicles this year.

STAFFING

| | |
|-----------------------------|--|
| Managers | 1.64 permanent |
| Supervisors | 2 permanent |
| Administrative Coordinators | 2.15 permanent |
| Trade Leads | 3 permanent |
| Security Engineer | 1 permanent |
| Maintenance Engineers | 9 permanent |
| Trade Specific | 3 permanent |
| Maintenance Technician | 5 permanent |
| General Maintenance | 2 permanent |
| Grounds Lead Worker | 2 permanent |
| Grounds | 8 permanent |
| Vehicle Mechanics | 0.45 permanent |
| Security Personnel | 1 permanent (0.5 FTE of two positions) |
| Total | 40.24 FTE |

We do not detail the 5% of head custodians charged to the Measure BB Fund in the chart above.

BUDGET

The Measure BB Financial Update for the second interim was presented to the Committee and the Board.

CUSTODIAL

The head custodians are preparing their written plans to clean their sites during the summer. Staff is working with HR to create a custodial list (over 10% of the slots are currently being covered with subs).

UTILITY REDUCTION AND MONITORING

The Board directed that some bond money be spent on a solar project at Emerson. That project is out to bid. Maintenance is working to modify lighting controls at several sites to reduce energy use.

PROPERTY MANAGEMENT

Staff has processed 100 permits from January 25th – April 30th. The gross revenue received in this time period was \$100,472. Berkeley High is still compiling the number of permits and the gross revenue from this same time period.

WASTE MANAGEMENT

Things are going well. We did add one small dumpster to Willard to alleviate a concern. We will reduce our pick up schedule during the summer.

HAZARDOUS MATERIALS

We are preparing our yearly Hazardous Material Business Plans required for a few of our sites. We are initiating our federally required three year asbestos inspection.