

**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, December 14, 2011

Call to Order The Presiding Officer will call the Meeting to Order at
5:30 pm, recess to Closed Session, and reconvene in
Public Session by **7:30 p.m.**

Roll Call

Members Present:

Beatriz Leyva-Cutler
John T. Selawsky
Karen Hemphill
Leah Wilson
Josh Daniels
Maddy Roberts – Student Director

Administration:

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

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

- a) Conference with Legal Counsel – Existing Litigation/Anticipated
- b) Consideration of Student Expulsions
Student Case No. 1112-03-060298
Student Case No. 1112-04-111294
- c) Collective Bargaining
- d) Public Employee Discipline/Dismissal /Release/Evaluation
Classified Suspension; Classified Termination; Contract Extensions
- e) Public Employment /Appointment
- f) Liability Claims
Claim No IN1477
- g) 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

YEARLY ORGANIZATIONAL REQUIREMENTS

Election of Officers:

Item 1.1-0 – President

Item 1.2-0 - Vice President

Item 1.3-0 –Clerk

| | PAGE |
|---|-------------|
| Item 1.4-0 Approve 2011 Board of Education Meeting Schedule for 2012 | 11 |
| Item 1.5.0 Board of Education Appointments Approve each Board member's selection to serve on a Community Advisory Committee | 13 |
| Item 1.6-0 Board of Education Appointments Approve each Board member's selection to serve on various Board Committees and Commissions | 16 |
| Item 1.7-0 Board of Education Assignments Approve each Board member's selection for "Adopt-A-School" assignments | 19 |

REGULAR MEETING AGENDA

CALL TO ORDER

Report Closed Session actions

Approve Regular Meeting Agenda of December 14, 2011

RECOGNITION

Beatriz Leyva-Cutler, President, Board of Education, 2010-2011

PUBLIC TESTIMONY

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

REPORTS

- Union Representatives’ Reports
- Board Members’ Reports
- Superintendent’s Report

APPROVE CONSENT CALENDAR

CONSENT ITEMS

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

Human Resources

| | | |
|------------------------------|-----------------------------------|-----------|
| 2.1-C | <u>Staff Recommendation:</u> | 21 |
| Approval of Personnel Report | Approve Personnel Report 12-14-11 | |

Educational Services

| | | |
|--|---|-----------|
| 3.1-C | <u>Staff Recommendation:</u> | 24 |
| Approval of International Field Trip | Approve the field trip consistent with District policies and instructional programs | |
| 3.2-C | <u>Staff Recommendation:</u> | 26 |
| Approval of Overnight Field Trips Business Services | Ratify and approve the overnight field trips consistent with District policies and instructional programs | |

Business Services

| | | |
|---|--|-----------|
| 4.1-C | <u>Staff Recommendation:</u> | 28 |
| Approval of Contracts and Purchase Orders | Authorize the Purchasing Manager or Deputy Superintendent to execute contracts and purchase orders | |
| 4.2-C | <u>Staff Recommendation:</u> | 31 |
| Approval of Listing of Warrants Issued in October and November 2011 | Approve the listing of warrants issued in October and November 2011 | |
| 4.3-C | <u>Staff Recommendation:</u> | 34 |
| Approval of Payroll Warrants Issued in November 2011 | Approve payroll warrants issued in November 2011 | |

| | | |
|---|--|-----------|
| 4.4-C Acceptance of Gifts and Donations | <u>Staff Recommendation:</u> Accept the donations/gifts to the District and request staff to extend letter of appreciation | 36 |
| 4.5-C Memorandum of Understanding between Berkeley Adult School and Boston Reed College | <u>Staff Recommendation:</u> Approve the Memorandum of Understanding between the Berkeley Adult School and Boston Reed College | 39 |
| <u>Facilities</u> | | |
| 5.1-C Modification of Sale/Lease Contract for 2031 Sixth Street Facilities (City of Berkeley/Lifelong Medical) | <u>Staff Recommendation:</u> Approve modification of sale/lease contract for 2031 Sixth Street facility (City of Berkeley/Lifelong Medical) | 48 |
| 5.2-C Authorization to Approve a Change Order at West Campus | <u>Staff Recommendation:</u> Approve authorization to approve a change order at West Campus | 56 |
| 5.3-C Authorization to Approve a Change Order for the Berkeley Community Theatre | <u>Staff Recommendation:</u> Authorization to approve a change order for the Berkeley Community Theatre | 61 |

ACTION ITEMS

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

Human Resources

| | | |
|--|--|-----------|
| 2.1-A Resolution to Authorize Teacher to Teach Out of Credentialed Area | <u>Staff Recommendation:</u> Approve Resolution | 66 |
|--|--|-----------|

Business Services

| | | |
|---|---|-----------|
| 4.1-A Certification of First Interim Report for the Period Ending October 31, 2011 | <u>Staff Recommendation:</u> Accept the positive certification of the First Interim Report | 69 |
|---|---|-----------|

Facilities

9:30 p.m.

Open Public Hearing – Item 5.1-A

Close Public Hearing – Item 5.1-A

| | | |
|---|---|-----------|
| 5.1-A Public Hearing and Adoption of a Resolution to Increase Retention on Certain Construction Projects | <u>Staff Recommendation:</u> Open a public hearing, listen to any comments, close the public hearing, and approve the attached Resolution | 71 |
| 5.2-A Approval of Schematic Design of REALM Charter School at West Campus | <u>Staff Recommendation:</u> Approve schematic design of REALM Charter School at West Campus | 76 |

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

| | | |
|---|--|-----------|
| 3.1-I Interdistrict Permit Report | <u>Staff Recommendation:</u> Accept Interdistrict Permit Report for information | 81 |
| 3.2-I Report on Diversity Make-up of School Governance Councils | <u>Staff Recommendation:</u> Accept report on Diversity Make-up of School Governance Councils for information | 84 |
| 3.3-I Berkeley High School Report on Progress to Achieve WASC Goals | <u>Staff Recommendation:</u> Accept Berkeley High School report on Progress to Achieve WASC Goals for information | 94 |

Facilities

| | | |
|---|---|-----------|
| 5.1-I Maintenance and Measure BB Update | <u>Staff Recommendation:</u> Receive and accept Maintenance and Measure BB Update as information | 95 |
| 5.2-I First Interim FY 2011-2012 BB Financial Update Report | <u>Staff Recommendation:</u> Receive First Interim 2011-12 BB financial report that updates BB expenditures from July 1, 2011 through October 31, 2011 for information | 98 |

5.3-I
Facilities Plan Update

Staff Recommendation:
Receive and accept Facilities Plan
update

101

ADDITIONAL ACTION ITEM

Approve Minutes of November 9, 2011
Approve Minutes of November 16, 2011

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.

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.