

SAN LEANDRO UNIFIED SCHOOL DISTRICT
SAN LEANDRO, CALIFORNIA
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REGULAR MEETING OF THE BOARD OF EDUCATION - MINUTES

March 15, 2005

The Board of Education of the San Leandro Unified School District met in regular session on March 15, 2005, in the San Leandro Unified School District Administrative Office located at 14735 Juniper Street, San Leandro, CA.

The meeting was called to order at 6:08 p.m. by President Pauline Cutter.

BOARD MEMBERS PRESENT

Mr. Stephen Cassidy
Mrs. Lisa Hague
Mr. Louis Heystek
Ms. Linda Perry
Mr. Ray Davis, Clerk
Mr. T.W. "Rick" Richards, Vice President
Mrs. Pauline Cutter, President

DISTRICT STAFF PRESENT

Christine Lim, Superintendent
Leon Glaster, Assistant Superintendent
Michael Martinez, Assistant Superintendent
Linda Pollard, Administrative Assistant

PUBLIC COMMENTS REGARDING CLOSED SESSION AGENDA

There were no public comments concerning items on the closed session agenda.

CLOSED SESSION

At 6:09 p.m., the Board went into closed session for Student Expulsions; Public Employee Performance Evaluation, Title: Superintendent; Public Employee Discipline/Dismissal/Release; and Conference with Real Property Negotiator pursuant to Education Code Sections 35146 and 48918(c); and Government Code Sections 54956.8, and 54957. The closed session was adjourned at 7:08 p.m.

The Board returned to open session at 7:10 p.m. with the Pledge of Allegiance to the Flag. President Cutter said the Board had been in closed session and no action was taken.

APPROVAL OF AGENDA

On a motion made by Mr. Davis and seconded by Ms. Perry, the Board approved the agenda for the regular meeting of March 15, 2005 by a 7-0 vote.

REPORTS Student Representatives' Reports - There was no report.

PRESENTATIONS

- * President Cutter and Linda Granger, Associate Principal at San Leandro High School presented Certificates of Appreciation to Mary Styner, San Leandro High School Academy of Business and Finance teacher, and Deborah Maynard, DECA Coordinator.
- * President Cutter requested that Mr. Richards present:
 - Certificates of Appreciation to the following ROP Students of the Month for March 2005:
 - Natalie Orozco – Dental Assistant Program
 - Catherine Paschen, Academy for Business and Finance Program
 - Certificates of Accomplishment to the following SkillsUSA/VICA Regional Competition Secondary Division Winners:
 - Rahman Berrada-Computer Technology – Gold Medal Winner
 - Jeff Hoag – Collision Repair Technology – Silver Medal Winner
 - Luis Jimenez – Collision Repair Technology – Silver Medal Winner
 - Joseph Mayer – Welding Manufacturing – Gold Medal Winner
 - Brion Garside – Welding Manufacturing – Silver Medal Winner
- * President Cutter presented Certificates of Accomplishment to the following California State DECA Competition Winners:
 - DECA
 - Alicia Ach, 1st Place
 - Danielle Masarweh, 2nd Place
 - NFTE
 - Edwin Rodriguez, Entrepreneur of the Year
- * Steve Wescoatt from Perry Smith, LLP presented the 2003/2004 Annual Audit Report highlighting the auditor's responsibility under generally accepted auditing standards; audit adjustments; accounting policies and alternative treatments; and other information in documents containing audited financial statements such as disagreements with management; consultations with other

accounts; major issues discussed with management prior to retention; and difficulties encountered in performing the audit.

With regards to the Findings and Recommendations, Mr. Wescoatt stated that while some of these findings had small financial implications to the District, in his opinion none seemed to be critical or systemic problems but rather small isolated incidents and not entirely uncommon in school districts.

He updated the Board on the status of the prior year findings, corrective action plans implemented, and the schedule of financial trends and analysis (summary over the last three years).

Mr. Heystek asked about the “qualified” opinion on Compliance of State Programs and Mr. Wescoatt explained that a “qualified” opinion is given when a district has at least one compliance finding.

Mr. Richards appreciated the explanations. In response to Mr. Richards’ question, Mr. Wescoatt said that prior findings are revisited to be sure that they have been implemented, particularly if it is in the area of a state compliance.

Ms. Perry noted that all the previous Findings and Recommendations were implemented except minor ADA discrepancies and ASB Student Body Funds.

The Board thanked Mr. Wescoatt and District staff for all of their work.

PUBLIC TESTIMONY ON NON-AGENDA ITEMS

- Billy Campbell addressed the Board on the condition of the grounds (broken glass and beer bottles) at the District Office and Madison school over the weekend. As Shop Steward of Teamsters Local 856, he stressed his concern regarding the safety issue of students picking up trash/glass, which he believes is union work. He suggested looking into this issue and the job description of the head custodians.

President Cutter added that in the Washington School area, neighbors will call the City and they will send a person to clean up, because many times it is the community using the grounds. She suggested looking into that as a joint use agreement.

REPORTS

- 1) Correspondence – Clerk Davis reported receiving emails from the following people: Jeni Engler, encouraging parent involvement in schools; Mary Styner, DECA Competition; Laura Sans, Wilson Elementary teacher wish list; Lance Gunnerson, PowerPoint presentation on the state of our nation’s need for the trades; Sylvia Colt, salary schedule; Starla Mason,

Mary Styner, and Ruby Smart regarding teachers' salaries; and Dan Martin and Anna Katherine Bascacci, regarding the teachers' contract.

2) Superintendent's Report – Superintendent Chris Lim reported that she:

- Attended the African American Achievement Awards night last month;
- Participated in “*Reading Across America*” at McKinley;
- Attended the San Leandro High School Scholarship Dinner where she had a sneak preview of the spring musical “Bat Boy”;
- Met with Friends of Washington regarding Dual Immersion, recognizing their hard work with the proposal. She shared her experience with Dual Language Immersion during her tenure with Berkeley USD. She said that Washington is looking at the summer of 2006 as a planning year providing the school is no longer in SAIT. In the meantime, Ms. Lim made a commitment to look for grants to support this effort, and wanted to fold it into the evaluation of the whole issue of bilingual education in San Leandro;
- Met with Jefferson staff, along with Mr. Glaster, and Linda Perry, to discuss the dedication. It was decided that Jefferson would have its own Open House/Dedication; tentatively scheduled for May 26 beginning at 2:00 p.m. with a program from District Office and site staff, followed by a slide show, 5:00 p.m. barbeque, then community tours of the facility;
- Announced that the Superintendents of Alameda County would be attending a “media event” regarding the Governor’s budget on April 6 at 9:30 a.m.;
- Barry Chersky would begin training staff on sexual orientation and gender equity issues: Elementary staff on March 16; Bancroft, May 4, Muir, May 25, and San Leandro High School on May 11.
- She spoke to the press today regarding the API Base Report that was released indicating that our elementary schools, compared to similar schools ranking, were quite low; our middle schools were right within the ranking and the high school was below the ranking.
- Ms. Lim distributed the Site Wish List as requested by Mr. Davis to the Board.

Mrs. Hague asked for confirmation of the date of the Scholarship Tea.

Mr. Cassidy was interested in who made the summer 2006 timeline for Dual Immersion decision; and if a comment around open enrollment was made at the Friends of Washington meeting. Ms. Lim said that it was the school principal and staff who suggested the 2006 timeline but that it would be brought back to the group for further discussion. Superintendent Lim and Ms. Perry did not recollect any comments being made regarding open enrollment. Ms. Lim added that the next Friends of Washington Dual Immersion Study Group meeting would be April 14 at 6:30 at the

San Leandro library.

3) Board Committee Reports

- Curriculum – Mrs. Hague reported that the committee met on March 7, had a very productive meeting, and was bringing forward the proposed new courses for San Leandro High to the Board tonight. The next meeting will be March 21 at 5:00 p.m.
- Facilities/Technology – Mrs. Cutter said they discussed the upcoming Facilities Workshop on March 21.
- Finance - Mr. Richards reported that the committee met March 14 and discussed the 2nd Interim Report (which is on the agenda for approval tonight); Budget Calendar, which they will eventually bring to the Board for approval; and Defining & Development a Budget 101 Workshop (it was decided to put the Budget 101 workshop on hold). The committee also discussed the process of individual Board members bringing forward discussion items. Future topics for the committee included district salaries and job titles (information was provided to the committee per Mr. Cassidy's request); and Certificates of Participation (COP).

Mr. Cassidy added that the recommendation was not to hold a special Budget 101 workshop but incorporate some discussion regarding budgetary review into the March 21 Facilities Workshop.

Mr. Heystek added that the COPs discussion would focus specifically on how those funds (Capital Facilities Fund) could be used for projects currently in the district.

7) Board Representatives' Reports

- Eden Area Regional Occupational Program - Mr. Richards reported that they met on March 3 and welcomed new Business Manager, Debbie Scanlon. They discussed new recertification of programs; building a kitchen for a culinary program; SkillsUSA/VICA Winners; and approved their 2nd Interim Budget.

CONSENT ITEMS

General Services

Ms. Perry asked to remove 3.1-CF for clarification. Mr. Heystek submitted suggested clerical corrections for 1.1-C and 1.2-C; and Mr. Cassidy also had a correction for 1.2-C.

1.3-C Approval of Board Minutes – March 7, 2005

Human Resources

2.1-C Acceptance of Personal Report

2.2-C Resolution #05-20, Variable Term Waiver Request

Business, Operations and Facilities

4.1-C Ratification of Payroll

4.2-C Approval of Warrants

4.3-C Three-Year Lease Agreement for Laptop Computers for the New Jefferson Elementary School

On a motion made by Mr. Davis and seconded by Mr. Richards, the Board approved the remaining consent items by a 7-0 vote.

General Services

1.1-C Approval of Board Minutes – CSBA Single District Governance Team Workshop – February 23, 24, 2005

On a motion made by Mr. Davis and seconded by Mr. Heystek, the Board approved the Board minutes – CSBA Single District Governance Team Workshop – February 23, 24, 2005 as amended by a 7-0 vote.

1.2-C Approval of Board Minutes – March 1, 2005

On a motion made by Mr. Davis and seconded Mrs. Hague, the Board approved the Board minutes of the March 1, 2005 as amended by a 7-0 vote.

Educational Services

3.1-C Acceptance of Donations

Ms. Perry had concerns regarding the donations of automobiles and not receiving the proper documentation i.e. pink slips. Mr. Murphy said that he has been quite adamant that the pink slips for vehicles are filed.

It was the consensus of the Board to have the Policy Committee review the procedures and documentation needed with such a donation and then report back to the Board.

On a motion made by Ms. Perry and seconded by Mr. Davis, the Board approved to accept the donations as discussed by a 7-0 vote.

ACTION ITEMS

General Services

1.1-A Recommendation from Administrative Panel for Expulsion

On a motion made by Mr. Richards and seconded by Mr. Davis, the Board approved the recommendation from the Administrative Panel for expulsion of student E15-04/05 by a 7-0 vote.

1.2-A Recommendation from Administrative Panel for Expulsion

On a motion made by Mr. Richards and seconded by Mr. Davis, the Board approved the recommendation from the Administrative Panel for expulsion of student E16-04/05 by a 7-0 vote.

3.3-A Recommendation from Administrative Panel for Expulsion

On a motion made by Mr. Richards and seconded by Mrs. Hague, the Board approved the recommendation from the Administrative Panel for expulsion of student E17-04/05 by a 7-0 vote.

Business, Operations and Facilities

4.1-A Change Order #13-Health & Safety Retrofit Modernization of Bancroft and John Muir Middle Schools

On a motion made by Mr. Davis and seconded by Mr. Richards, the Board approved Change Order #13 to Arntz Builders Inc. for the Health & Safety Retrofit Modernization of Bancroft and John Muir Middle Schools Project; Bid Package #03-04 by a 7-0 vote.

4.2-A 2003/2004 Fiscal Year Independent Audit Report

On a motion made by Ms. Perry and seconded by Mr. Richards, the Board accepted the Annual Audit Report for the 2003/2004 fiscal year as prepared by the firm of Perry-Smith, LLP by a 7-0 vote.

CONFERENCE ITEMS

General Services

1.1-CF Communication Committee

The Board discussed and considered restoring the Communication Committee.

Mrs. Cutter and Mr. Richards explained that the original charge of Communications Committee was a public relations vehicle to educate the community on school related issues and that following the recommendation from the Superintendent, the Board decided to delete the Communication Committee from the Board policy, however it was still included on the Policy on the Web site. Superintendent Lim said she would have that corrected.

Mr. Cassidy would like to see the committee restored and combined with the Advocacy Committee because he felt there was some overlapping between the two adding that there was a need to improve the communication vehicles currently in the District, i.e. Web Site, restoring the District newsletter, etc. It was Mr. Cassidy's opinion that if the District didn't start communicating the "good" things, he didn't see "passing a bond" occurring.

Ms. Perry asked for clarification on the process and reiterated the reasons why the Advocacy Committee needed to be a separate entity.

Board members agreed on the importance of communication and the need to restore the Communications Committee but had concerns regarding the charge.

Mr. Richards suggested establishing a Communication Ad Hoc Committee or having the Policy Committee discuss and bring back to the Board a recommendation outlining the reestablished Communication Committee's charge for Board approval.

Mr. Davis supported Mr. Richards' suggestion but was confused about the argument regarding combining the committee with the

Advocacy committee as he thought it would be a logical fit.

Mrs. Hague would like to see the Web Site adjusted and updated more often indicating that the last time she looked there was still links to former Board member Kimberly Wilson.

Mrs. Cutter appointed Ms. Perry, Mr. Cassidy, and Mr. Heystek as chair, of a Communication Ad Hoc Committee to draft an initial charge and bring it to the April 5 Board meeting for Board consideration.

Ms. Perry said that in the meantime the Policy Committee would look at amending the Board bylaw to include the restored committee.

1.2-CF San Leandro Unified School District Organizational Audit

The Board discussed and considered obtaining an independent review of the non-academic & educational service delivery systems of the District.

Mr. Richards said that his intension was only to give some preliminary thoughts of what the scope and objectives might be of the audit tonight, and then refer the discussion to the Finance Committee.

Ms. Perry was concerned about the effect the audit would have on staff time and that firms considered needed to have school experience. She also wasn't convinced that this was an area she wanted to allocate money.

Mrs. Cutter asked Assistant Superintendent Glaster to lend his expertise to the discussion at the Finance Committee.

It was the desire of the Board to have the Finance Committee discuss, define, and develop the scope and objectives of an organizational audit and bring a recommendation back to the Board.

The Board took a break at 8:55 p.m. The meeting was reconvened at 9:01 p.m.

Educational Services

3.1-CF Proposed New Courses for San Leandro High School

The Board discussed and considered approving the following five courses for San Leandro High School to be implemented in the fall of 2005:

- ❑ Industrial Technology Design
- ❑ Entrepreneurship for the Graphic Artist
- ❑ Cell Biology (CP)
- ❑ Advanced Placement (AP) Biology
- ❑ The American Poet's Experience

Ms. Wong explained that these courses had been reviewed and recommended by the site's Departments, Curriculum Council, District Curriculum Committee (DCC) and the Board Curriculum (BCC).

San Leandro High School teacher, Elizabeth Huffmaster, was available to answer questions the Board had regarding the two biology courses.

Mr. Heystek thanked staff and Ms. Huffmaster for bringing such a detailed biology course syllabus and proposal forward.

Mrs. Hague was interested in how much of the funding for the AP Biology courses comes from the general fund.

Ms. Wong said that most of that funding would go towards an on-going stipend for as long as the course was available.

With respect to the Industrial Design class, Mr. Cassidy would be interested in seeing the District develop a strategic plan focusing on the direction of Vocational Education and Career Technology Education. He also asked if there was a strategic plan regarding the school's mission and if so, he would like to be informed and receive a copy of it. Ms. Granger said that folded into the WASC review is the single two-year school plan which would be coming to the Board for review sometime in June.

On a motion made by Ms. Perry and seconded by Mrs. Hague, the Board approved the proposed new courses for San Leandro High School by a 7-0 vote.

3.2-CF Health Supplemental Adoption Materials

The Board discussed and considered adopting Project TND: Towards No Drug Abuse as supplemental health materials for San Leandro High School and Lincoln High School.

Ms. Wong explained that the District is required by the state to provide scientifically-based health materials for our Health and Safety programs that will meet the needs of the Local Education

Agency Plan (LEAP), Tobacco Use Prevention Education (TUPE) Grant, including the components of drugs, alcohol, tobacco, and violence prevention education and that these materials would meet those needs.

On a motion made by Mr. Davis and seconded by Mr. Heystek, the Board adopted Project TND: Towards No Drug Abuse as supplemental health materials for San Leandro High School and Lincoln High School by a 7-0 vote.

3.3-CF Supplemental Adoption for English Learners

The Board discussed and considered adopting the following supplemental materials for English Learners:

- Elementary – Avenues – Hampton Brown
- Middle School – Access Math, Access Newcomers, - Write Source Science and Social Studies Theme Sets – National Geographic
- High School- Dictionaries of American English – Longman, Literature Sets – Saddleback Publishing

Mr. Cassidy was concerned about the needs not being addressed if funding wasn't received for the new materials and the bilingual materials in the libraries at the elementary school level. Ms. Ponder explained that EIA funds would be used to purchase the basic classroom package and, if funding was not received, the remainder of materials would come from EIA funds in the fall. Ms. Ponder said she would follow-up on the inventory of bilingual materials in the elementary school libraries, adding that the bilingual schools probably had substantial inventory.

Mrs. Cutter thought that establishing a list of books needed would be great addition to the "wish List".

On a motion made by Mrs. Hague and seconded by Mr. Heystek, the Board adopted the supplemental materials for English Learners by a 7-0 vote.

Business, Operations and Facilities

4.1-CF Second Interim Report – Fiscal Year 2004/2005

The Board discussed and considered approving the Second Interim Report – Fiscal Year 2004/2005.

Business Manager Bruce Colby presented the Seconded Interim

Budget Report for 2004-2005. The report showed the financial position of the District including documentation that the District could maintain a 3% reserve for a three year period (multi-year projects). He added that the Second Interim Budget updates the financial position of the District as reported in the First Interim Budget report.

Board members thanked Mr. Colby for his presentation.

On a motion made by Mr. Richards and seconded by Mr. Davis, the Board approved the Second Interim Report – Fiscal Year 2004/2005 by a 7-0 vote.

4.2-CF Roosevelt Proposition 55 Library Renovation Project

The Board discussed and considered approving staff's recommendation for VBM Architect to be the architect of record for the Roosevelt Proposition 55 Library Renovation Project.

Mr. Glaster said that a formal contract would be brought forward under the Consent Calendar once the scope of the project had been defined.

On a motion made by Mr. Davis and seconded by Mr. Richards, the Board approved staff's recommendation for VBM Architect to be the architect of record for the Roosevelt Proposition 55 Library Renovation Project by a 7-0 vote.

4.3-CF San Leandro High School Growth Recommendation

The Board discussed and considered approving the portable purchase plan and classroom renovation proposal to accommodate the projected growth at San Leandro High School.

Mr. Glaster reviewed the costs estimates, cautioning the Board that the cost of the pool house could be higher than originally estimated.

Discussion focused on the pool house renovation. Mr. Cassidy had concerns regarding spending money on a building that may eventually need to be demolished.

Mrs. Hague shared Mr. Cassidy's concerns however felt it was important to do what it takes to keep the high school pool because the District no longer had the Muir pool.

Mrs. Cutter said that it was important to have the bathrooms near the shops and weight room, with Ms. Perry adding that it was a

concern of the site to have all the activities together at one end of the school for both student safety and supervision.

Mr. Heystek was hesitant about approving the project without identifying the funds to support the recommendation. He asked to have a schematic map of the high school so the Board could get a better sense of how this would impact the entire footprint and the common facilities.

Mr. Cassidy asked if the District was looking at the PGE property.

Mr. Glaster said that he would update the Board at the facilities workshop.

On a motion made by Mr. Davis and seconded by Mr. Richards, the Board approved the portable purchase plan and classroom renovation proposal to accommodate the projected growth at San Leandro High School by a 7-0 vote.

INFORMATION ITEMS

Business, Operations and Facilities

4.1-I Miscellaneous Receipts

Miscellaneous receipts in the amount of \$1,023,316.51 have been deposited in the Treasury of Alameda County.

4.2-I Port of Oakland Noise Abatement Project Design and Construction Timelines

Assistant Superintendent Leon Glaster shared information regarding the Port of Oakland Noise Abatement project design and construction timelines for Garfield, Wilson, Monroe Elementary schools, and Muir Middle school. He said because of disruption and displacement of student's and staff, construction would not begin until the summer of 2006.

ADDITIONAL SUGGESTIONS AND COMMENTS FROM BOARD MEMBERS

Ms. Perry reported that she was invited to participate in the press conference regarding the pink slip campaign in Sacramento today, along with CSBA, and Education Coalition, however was not able to attend because of the Board meeting; she would report on the DATE and the BTSA Advisory Council meetings at the next Board meeting; Ms. Perry informed the Board that the charter school

was approved in Hayward by the State of California and she would keep the Board updated on the potential effect on our SELPA; She met with Assemblymember Johan Klehs regarding AB 58 Speakers Bill (state-wide bond in 2006) and Bancroft Joint Field proposal and added that Mr. Klehs was still interested in meeting with the Board around budget issues. Ms. Perry also attended the Dual Immersion meeting with the Friends of Washington and the Jefferson dedication meeting.

On a motion made by Mr. Cassidy and seconded by Mrs. Hague, the Board extended the meeting to 10:50 p.m. by a 6-1 vote. Mr. Davis voting no.

Mr. Cassidy raised the following issues:

- Was the District going to respond to a letter to the editor regarding “No Soap” for students at Bancroft. Mr. Glaster said that Mr. Murphy did follow-up and per site staff the letter was inaccurate. Mr. Cassidy felt that there should be some kind of response to inaccurate communications.

Other Board members were glad that there was an investigation and accusations were inaccurate but felt responding to newspaper comments was not efficient; however if the comments were directed specifically to the Board or Superintendent, then certainly out of courtesy, respect, and clarification of information a response to the person would be warranted.

- Please let him know if Board members and site administration were interested in attending Brian Copeland’s one year anniversary of his play “Not a Genuine Black Man” on April 1 in San Francisco so that we could take advantage of the two-for-one special. He will email the Board and site administration with details.
- Why the 9th grade CSR memo attached to the March 4 *Confidentially Speaking* was listed as confidential and requested to have legal authority explaining the reason.

Mrs. Cutter said that only the facts regarding 9th grade CSR should have been reported and not Ms. Granger’s recommendation. Ms. Lim said it was Ms. Granger’s recommendation that made it confidential. Mr. Cassidy requested a redacted version of the memo.

Mrs. Hague requested a breakdown of CSR costs of grades K-3 and grade 9. Mrs. Cutter said that the information could be attached as non-confidential with the *Confidentially Speaking*.

- Requested an update on the analysis of the EL program as the last presentation was March 2004. Ms. Lim explained that it had to be put on hold because of the freezing of the Assistant Superintendent of Educational Services position services until July at which time they would reevaluate. He

said there was still a need for an analysis as to whether or not the bilingual program was working and it was an important part of Ms. Lim's goal of reducing the achievement gap. He suggested that, based on the Board's decision to freeze that position, the Superintendent needed to come up with some creative ways to address the problems she sees on the API scores of the English learners.

- Interested in having a presentation focusing specifically on what was coming up for the District in the next couple of years regarding No Child Left Behind because he sees the District facing some problems with the statute and doesn't see how every student will be proficient by 2014.
- Mr. Cassidy would like to know what the procedures are for Board members addressing issues raised by school sites for example.
- He passed out the flyer announcing the meeting of the Dual Immersion group.

ANNOUNCEMENT

Future Board of Education Meetings

- Special Closed Session – March 17, 2005
- Regular Meeting – April 5, 2005
- Regular Meeting – April 19, 2005
- Regular Meeting – May 3, 2005
- Regular Meeting – May 17, 2005
- Regular Meeting – June 7, 2005
- Regular Meeting – June 21, 2005

ADJOURNMENT

The Board meeting was adjourned at 10:50 p.m., the agreed upon time of the extension of the regular meeting.

Respectfully submitted,

Raymond E. Davis III, Clerk