

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

August 9, 2005

The Board of Education of the San Leandro Unified School District met in regular session on August 9, 2005 in the San Leandro Unified School District Administration Office, 14735 Juniper Street, San Leandro, California.

The meeting was called to order at 6:03 p.m. by President Pauline Cutter.

BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

Mr. Stephen Cassidy
Mr. Ray Davis, Clerk

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 6:04 p.m., the Board went into closed session for Public Employee Performance Evaluation, Title: Superintendent; and Public Employee Appointment – Title: Assistant Superintendent, Educational Services pursuant to Government Code Section 54957. It was determined there was no need for the closed session on Student Expulsions. The closed session was adjourned at 7:02 p.m.

The Board returned to open session at 7:03 p.m. with the Pledge of Allegiance to the Flag. President Cutter said the Board had been in closed session and on a motion made by Mrs. Hague and seconded by Ms. Perry, the Board appointed Cindy Cathey as Assistant Superintendent of Educational Services by a vote of 5-0. Trustees Cassidy and Davis were absent.

President Cutter noted that Trustee Heystek left at 7:02 due of illness.

APPROVAL OF AGENDA

On a motion made by Ms. Perry and seconded by Mr. Richards, the Board approved the agenda for the regular meeting of August 9, 2005 by a 4-0 vote. Trustees Cassidy, Davis, and Heystek were absent.

PRESENTATIONS

- Assistant Superintendent Leon Glaster, and Business Manager Bruce Colby presented an overview of the Governors Budget – 2005/05 as presented at the School Services of California School Finance Management Conference. He passed out copies of the CD-ROM of the conference to the Board containing the materials presented including user friendly budget software.

Mr. Glaster indicated that the budget information presented by staff a few months ago, following the May Revise, had basically remained the same.

Areas highlighted and the impact on the District included:

- The Broken “Deal”– if the “Deal” had been honored in 2004-05 the District would have received \$268 per ADA with an addition of \$179 per ADA for 2005-06
- Mandated Cost – the state continues to defer payment on state mandates
- Revenue Limit – while the COLA remained the same from the original adopted budget, there was a deficit reduction change of 1.22% which brings in approximately \$100,000 more for the District with about half going to the District and the remaining going towards the final 3.8% cost-of-living increases for employees, in addition to any automatic raises.
- Special Education Update – additional “one-time” funding covering the increases in salaries, transportation, and additional classes
- AB825 – The Block Grant Program becomes operational this year with no changes
- Instructional Material – funding levels at or above the levels as before to pay for our textbook adoptions
- Categorical and Federal programs- a slight increase in Title I, Title II, and IDEA. Mr. Colby added that the only issue with the federal programs is that they don’t get the same COLA as the state so that when we earn high COLA years in the state and are given the increases we don’t get compensation increases in the federal program funds which reduces the overall funds that are available for those programs

- Facilities Programs – Routine Restricted Maintenance is fully funded and requires that 3% of the General Fund go to the Routine Restricted Maintenance Program
- Deferred Maintenance - deferred maintenance is used as a supplement to the District’s capital facilities, bond, and grant programs
- Williams Lawsuit funding - to be determined; however, overall, Mr. Colby felt that the District was in good shape facilities wise, and didn’t see any major emergencies
- AB 2756 – Facilities Oversight – Mr. Glaster said that the new laws are extremely stringent on what the District can and cannot do and staff would be watching this very closely
- Declining Enrollment – it is estimated that 42% of school districts are currently experiencing some level of declining enrollment. Mr. Colby explained that in light of the decline in enrollment at Garfield Elementary, the District is hoping that this is not indicative of the rest of the District, but would be keeping a careful eye on the other sites as they open up school
- The State Budget Outlook - “Be prepared for Volatility in the Budget.”

Mrs. Cutter asked if the student numbers for special education were about the same. Special Education Director Deirdre Lasher said that the numbers were slightly up at the end of last year and that was reflected in the budget. With regards to the California High School Exit Exam (CAHSEE) funding, Mr. Colby explained that while there may not be a lot of money, CAHSEE funding would focus on juniors and seniors who have not passed at least one of the two CAHSEE sections. In the area of the Williams Lawsuit funding, Mr. Glaster said that it was non-competitive, non-matching funding, based on our Decile 1-3 schools, with schools needing to apply, adding that the Office of Public School Construction was in the process of developing the formula bases.

Mrs. Hague asked for an explanation on how the instructional material (IM) flexibility had changed with regards to special latitude. Ms. Wong, Director of Curriculum, said that IM funds are basically for standards-based materials that the state allows you to purchase; supplemental materials come out of another fund. Mr. Colby added that while it is not really a change, the state is giving you a broader use of the fund, in that once you have met certain criteria and have all of your state-adopted texts, then districts have some spending flexibility for teacher training and non standardized instructional material. She also wanted to know if it would help in the area of teacher training in AB 466. Ms. Wong said if money was available; however next year most of the money would be spent on the K-12 history/social science adoption.

Ms. Perry commented that “onetime money”, if received, is always late in the process and suggested being very cautious particularly around special education due to the rising population and increased transportation costs.

Mr. Richards appreciated staff “keeping on top” of this as this will be a very critical year for our District.

Mrs. Cutter appreciated the Finance Committee reviewing the update prior to the presentation.

The Board thanked staff for the presentation.

PUBLIC TESTIMONY ON NON-AGENDA ITEMS

- Jim Athey addressed the Board regarding the location of the Adult School at John Muir Middle School and how disappointed he was that the residents of that area were not consulted or kept abreast of the process, which he feels will add more traffic to that area.

Responding to Mr. Athey, Ms. Perry said that she had forwarded his information to the Superintendent and Assistant Superintendent Leon Glaster. The Superintendent said that after the Facilities Committee met on August 11, she would call him regarding meeting with the Adult School principal, and District staff.

REPORTS

- 1) Correspondence – Clerk Davis was absent, so there was no report.
- 2) Superintendent’s Report – Superintendent Chris Lim recalled telling Cindy Cathey, newly appointed Assistant Superintendent of Educational Services, two years ago as she was embarking on a new position outside the District, “I believe and I hope that our paths will cross again” and how, almost two years later to the month, very pleased she was that Ms. Cathey would be returning to the District.
 - (1) Ms. Lim reviewed a draft of the 2005-06 Family Residence Verification Procedures, and forms that would be sent out to all principals and office managers (who would be attending a training on August 19), stating that the District was not changing any major residency verification procedures only enforcing inconsistencies in the procedures. She briefly highlighted revisions to the procedures and forms which included: the District would no longer be accepting conditional enrollments; two new forms were created: a Family Residence Verification Appeal form for those parents/legal guardians who cannot immediately provide documentation proving residency, and a Landlord Statement for landlords to sign, under penalty of perjury for those parents/legal guardians who cannot provide a rental agreement.

Ms. Lim said that she would be presenting this packet to the District Support Team for their feedback before going to press.

- (2) New Blue Ribbon Attendance Slogans: She passed out ballots to the Board so that they could select their favorite slogan, adding that Garfield principal Jan Huls has arranged for an airplane to fly overhead at the three Back-to-School nights with the slogan. Ms. Lim said that she was writing an article for the San Leandro Times and a letter to parents announcing this program so that they were mindful of the importance of keeping our attendance up. Currently the District is funding the schools at approximately a 95% ADA level with the goal of raising it to 97%, adding that the new Muir principal, Belen Magers participated in a similar program in Newark and their ADA level reached 98%.
- (3) Superintendent Lim asked the Board for their availability to having a Special Board meeting this Thursday, to take action regarding portables for the high school; and also to consider rescheduling the October 4 Board meeting (which is on Rosh Hashanha)

Following the report it was the consensus of Trustees Cutter, Hague, Perry, Richards to schedule the Special Board meeting on Thursday, August 11 at 11:00 a.m.

President Cutter said the Board would discuss rescheduling the October 4 meeting during Board member comments.

3) Board Committee Reports

- Communication – Ms. Perry reported Trustee Cassidy and she met on July 25, continuing to iron out the communications timeline. They are looking to distribute a newsletter to the community focusing on Measure A and other issues. Ms. Perry requested that the Board forward to the Superintendent any names of community people who would be interested in being interviewed and featured in the newsletter and any Back-to-School type stories that the press might be interested in printing. The next meeting will be on August 16 to further look at the overall communications plan, and then meet on Sept. 6 to preview the plan before presenting it to the Board on Sept. 7.

Mrs. Cutter asked when the District would be conducting a community survey. Ms. Perry said that it was Brad Senden's recommendation to wait until after the Special election in November and before Thanksgiving.

- Finance – Mr. Richards reported that the committee met on August 8

and discussed the updated budget which was presented tonight and reviewed the use of facilities rates. He said that the use of facilities rates issue will be referred to the Facilities/Technology Committee for their review and recommendation.

7) Board Representatives' Reports

- Eden Area Regional Occupational Program – Mr. Richards reported that they met on August 4 and discussed and approved the goals for ROP; received a budget update; discussed ADA; did a first reading for a change of policy for nepotism; and approved a contract with Indoor Environmental Services for energy conservation measures which will save about twenty-two percent on their PGE. The Culinary class will be starting soon with completion of the new kitchen scheduled for sometime in September.

Mrs. Hague requested that Consent Item 3.3-C be pulled for clarification.

CONSENT ITEMS

General Services

1.1-C Approval of Board Minutes – July 6, 2005

1.2-C Approval of Board Minute – July 20, 2005

Human Resources

2.1-C Acceptance of Personnel Report

Educational Services

3.1-C Acceptance of Donations

3.2-C Non-Public School Contracts

3.4-C Recommendation for Readmission from Expulsion

3.5-C Recommendation for Termination of Expulsion

3.6-C Recommendation for Continuation of Expulsion

Business, Operations and Facilities

4.1-C Bid Award for Remodel and Renovation of Library Media Center at Roosevelt Elementary School

- 4.2-C Bid Award for Manufacture and Installation of Casework at Jefferson Elementary School
- 4.3-C Notice of Completion – Health & Safety Retrofit Modernizations of Six (6) Elementary Schools
- 4.4-C Change Order #01, AMS.NET Madison Renovation and Technology Project
- 4.5-C Change Order #02, Site Improvements to John Muir Middle School
- 4.6-C New Bank Account for Food Services Department, Installation of Safes at Sites and Cash Receipts Pickups

On a motion made by Ms. Perry and seconded by Mr. Richards, the Board approved the remaining consent items by a 4-0 vote. Trustees Cassidy, Davis, and Heystek were absent.

Educational Services

3.3-C Outdated Instructional Materials

Debbie Wong, Director of Curriculum, clarified for Mrs. Hague that after Board approval, the discarded materials would be sent to the warehouse where community/charitable organizations, such as Book for the Barrios, are welcome to take the materials and anything not taken will be discarded.

On a motion made by Mrs. Hague and seconded by Mr. Richards, the Board approved to discard outdated adopted primary and supplemental instructional materials and non-adopted publisher materials by a 4-0 vote. Trustees Cassidy, Davis, and Heystek were absent.

CONFERENCE ITEMS

Human Resources

2.1-CF Food Services Supervisor Position and Reclassification of Account Technician

The Board discussed and considered approving the Food Services Supervisor position and the reclassification of the Account Technician from a range 38 to 40.

Mr. Martinez, Assistant Superintendent of Human Resources explained that Food Services was requesting a change in the range for the Account Technician from a Range 38 to 40, as well as reorganization of the department to include a food services supervisor due to the dramatic increase in the number of students participating in the Food Services Program over the last five (5) years, needed additional support at the sites, and the “new duties over an extended period time” recommendation for the reclassification, had been met.

Mrs. Hague thought the cashless lines were a great addition to the program. She wanted to know if students would have an I.D. number. Director of Food Services Aulani Cler explained that the District had a computer accountability program, SNAP, where each child is given a bar code number (debit card) which is attached to their account, and those who are free and reduced are processed without any overt identification, adding that the cashless lines are set up to avoid fear that children face of coming forward to get something to eat when they come to school without money.

Mrs. Hague concurred that from personal experience it works very well, eliminating the stigmatism of being “on that list”.

On a motion made by Mrs. Hague and seconded by Ms. Perry, the Board approved the elementary school Food Services Supervisor position and the reclassification of the Account Technician from a range 38 to 40 by a 4-0 vote. Trustees Cassidy, Davis and Heystek were absent.

Business, Operations and Facilities

4.1-CF Williams Lawsuit Facilities Conditions Quarterly Report

The Board discussed and considered approving the Williams Lawsuit Facilities Conditions Quarterly Report from April – June 2005.

On a motion made by Ms. Perry and seconded by Mr. Richards, the Board approved the Williams Lawsuit Facilities Conditions Quarterly Report from April – June 2005 by a 4-0 vote. Trustees Cassidy, Davis, and Heystek were absent.

INFORMATION ITEMS

Business, Operations and Facilities

4.1-I Miscellaneous Receipts

Miscellaneous receipts in the amount of \$891,922.28 have been deposited in the Treasure of Alameda County.

ADDITIONAL SUGGESTIONS AND COMMENTS FROM BOARD MEMBERS

- Mrs. Hague was very surprised to hear from a parent that Muir was going to have two early dismissals each week (Tuesday and Wednesday) this coming year. Childcare issues and the loss of instructional time (particularly in areas of math) as a result of this reconfiguration concerned her. After speaking with the Superintendent, she discovered that the District didn't have a policy addressing when changes in the instructional contact time are made the Board should be informed. She would like the Board to consider changing the policy to reflect that when those decisions happen, the Board is made aware. Superintendent Lim will follow up and report back to the Board.
- Ms. Perry enjoyed Garfield's first day of school and commended the principal and her staff for the well organized process and smooth opening of school.

She attended the summer music concert at Bancroft; it was truly a "Disney spectacular".

Ms Perry said that she alerted the Superintendent regarding a new change in federal law designating September 17 as Constitution Day. Districts will be required to have teachings about the U.C. Constitution on that day, adding that this year it falls on a Saturday so the District will need to decide when and how it will be addressed. This will also require a change in the ceremonies/observances policy.

Responding to Ms. Perry's question around the insufficiency of instructional materials hearing, Ms. Wong said that in addition to the visitation in early September at Garfield and Wilson for instructional materials, there would be another visitation for Garfield, Wilson and Washington regarding facilities.

Trustee Richards and her participated in Johan Klehs' press conference last week. She had a copy of the press release if anyone was interested.

Regarding concerns raised by the Muir neighborhood regarding construction and the location of the Adult School, Ms. Perry suggested scheduling a neighborhood meeting to review the decision-making process followed and to clarify any misconceptions they may have, reiterating the importance of keeping the residents informed regarding any future construction projects.

Alameda County School Boards Association (ACSBA) is working on finalizing the programs; a joint dessert reception with Santa Clara School Boards is scheduled for Wednesday, Sept. 28; Teacher of the Year is November 3.

- Mr. Richards reported that due to Trustee Cassidy's request to be removed from the Finance Committee because of his time commitment to the Communication Committee, he will be working with the Board president to look for another alternate as Trustee Hague is now serving on the committee in the interim.

Planning for the 2nd Annual "*Holidays with Lenny Williams*" is in full swing and will be December 8 at 7:00 p.m. in the San Leandro High School gym. He is currently receiving sponsorships with already approximately \$6600 in the bank. Ticket sales will begin the first of October. Each school site will be given a block of tickets to sell, with the money filtering back to the District Office where there would be a grant process for dispersing the funds after expenses. Responding to concerns raised by Trustees Cutter and Perry, Mr. Richards said that this year the concert would benefit the District's vocal and instrumental music programs, hoping to include all the performing arts next year, adding that Mr. Williams would like to make this an annual District event.

- Mrs. Cutter reiterated that residency verification would be required for all high school students but only "new students" at the elementary and middle school level. In an effort to avoid the chaos at the high school that arises on the first day of school when those students, who haven't picked up their schedule during the four registration days come to pick them up, she suggested placing a message on the automated phone system asking parents to try come in before the first day of school, and possibly having the Landlord Statement on the website so that parents could access and complete it prior to coming to the school as well as asking for volunteers to help with the process. With families with more than one child in the District filling out just one Family Residency Verification Form, Mrs. Cutter wanted to know how each

school site would know if the form had already been completed. Superintendent Lim said lists of individual students and the information would be forwarded to the respective site.

The Board discussed the possibility of rescheduling the October 4 Board meeting to October 5 because of Rosh Hashanah.

President Cutter would prefer to meet on the scheduled October 4 date due to the confusion that arises for the community when the dates are changed from the regular 1st and 3rd Tuesdays.

The Superintendent noted that the City was planning on having the City Council meeting on Monday, October 3; noting that if the Board decided to meet on October 5, the City Council Chambers was available.

Trustees Perry and Richards thought that out of respect the Board meeting should be rescheduled for October 5 with the public meeting beginning at 7:30 p.m. to accommodate the end of the holiday at sundown.

President Cutter said that she would poll Trustees Cassidy, Davis and Heystek, who were absent, for consensus.

ANNOUNCEMENT

Future Board of Education Meetings

- Regular Meeting – August 23, 2005
- Regular Meeting – September 7, 2005
- Regular Meeting – September 20, 2005
- Regular Meeting – October 4, 2005
- Regular Meeting – October 18, 2005
- Regular Meeting – November 1, 2005
- Regular Meeting – November 15, 2005
- Regular Meeting – December 6, 2005
- Regular Meeting – December 13, 2005
- **Regular Meeting – January 9, 2006 (Monday)**
- Regular Meeting – January 17, 2006
- Regular Meeting – February 7, 2006
- **Regular Meeting – February 22, 2006 (Wednesday)**
- Regular Meeting – March 7, 2006
- Regular Meeting – March 21, 2006
- Regular Meeting – April 4, 2006
- Regular Meeting – April 18, 2006
- Regular Meeting – May 2, 2006
- Regular Meeting – May 16, 2006
- Regular Meeting – June 6, 2006
- Regular Meeting – June 20, 2006
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ADJOURNMENT

On a motion made by Mr. Richards and seconded by Ms. Perry, the Board adjourned the meeting at 8:16 p.m. by a 4-0 vote. Trustees Cassidy, Davis, and Heystek were absent.

Respectfully submitted,

Raymond E. Davis III, Clerk