

SAN LEANDRO UNIFIED SCHOOL DISTRICT
SAN LEANDRO, CALIFORNIA
www.sanleandro.k12.ca.us

REGULAR MEETING OF THE BOARD OF EDUCATION - MINUTES

September 7, 2005

The Board of Education of the San Leandro Unified School District met in regular session on September 7, 2005, in the San Leandro City Council Chambers, 835 East 14th Street, San Leandro, California.

The meeting was called to order at 7:02 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 6:04 p.m., the Board went into closed session for Public Employee Performance Evaluation, Title: Superintendent's Evaluation; Public Employee Discipline/Dismissal/Release/Resignation; Conference with Legal Counsel – Anticipated Litigation – Significant exposure to litigation pursuant to Government Code Sections 54957, and 54956.9(b). The closed session was adjourned at 7:10 p.m.

The Board returned to open session at 7:15 p.m. with the Pledge of Allegiance to the Flag led by Michael Murphy, Director of Facilities and Operations. President Cutter said the Board had been in closed session and no action was taken.

APPROVAL OF AGENDA

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

REPORTS Student Representatives' Reports – San Leandro High School student representative, Alison Zhao, updated the Board on the beginning of school activities including a Welcome Back Rally at lunch; school-wide “change” drive for the victims of hurricane Katrina for the next two weeks – a signed poster with decorated band- aids will be sent to New Orleans or Mississippi, then after the initial drive, students are thinking of adopting families who have moved to San Francisco and will send clothing and toiletries; Hello Dance, Sept. 16; freshmen elections; Pirate football and girls' tennis began their season; California Exit Exam (CAHSEE) will be given to all eleventh and twelfth graders that need to pass for graduation. The new activities director, Nancy Boissevain, was introduced.

Regarding donations for the hurricane victims, Mr. Cassidy asked if the District was doing anything whereby Board members could make a donation. Superintendent Lim said that the schools were collecting at each of their sites, with the District setting up a special fund designated for this purpose. She will let the Board know when they can send in their donations.

PRESENTATIONS

- * Certificates of Commendation were presented to the Summer Site Preparation Team: Michael Murphy, Director of Facilities and Operations, Billy Campbell, Summer Lead Custodian, and Dan Herrera, former Vice Principal at San Leandro High School for their outstanding support and achievement in preparing the sites for the new school year.

Superintendent Lim thanked the team for planting the “seeds of a good program that the District will want to implement in the future.”

- * Certificate of Commendation was presented to Chris Miller for all of her work coordinating the San Leandro Scholarship Foundation Awards Night. Although Ms. Miller was unable to be at the Board meeting to

accept the award, President Cutter congratulated her, adding that so many students have benefited because of her leadership.

- * Certificates of Commendation were presented to Claire McKean, Stephanie Jones, Chris Miller, JoEllen Thompson, Maria Carvalho, Helen Cardana, Pam Costales, Nancy Cutter, and Diane Palomino for all of their hard work and preparation during student registration for the 2005-2006 school year.
- * Wendy Ponder, Assistant Director of Categorical Programs and Debbie Wong, Director of Curriculum, presented an overview of the District's English Learner Master Plan. Ms. Ponder noted that Spanish versions of the handout were available as the law requires that districts with 15% or more families speaking another language, materials need to be translated in that language and 25% of our District families are Spanish speaking. She explained that this would be the first of a series of presentations on the English Learners' Program. Tonight's presentation would be an expanded review of the presentation given two years ago; "data" would be presented at the Sept. 20 Board meeting; and later on there would be a presentation focusing on the bilingual program and data, which is a sub section of the EL programs.

Highlights included legal requirements, District profile, initial identification and placement of students, parental exception waivers, instructional programs, reclassification, parent advisory committees, special needs, funding, evaluation and accountability.

Ms. Ponder explained that the District's English Learner Master Plan builds the capacity and understanding to deliver programs for the needs of our English Learners; and addresses the impacts of language and culture on education; in addition to providing the leadership, building the will, and creating the attitudes so that educators welcome and embrace English Learners; creating the structures that support learning for English Learners; and building accountability and ownership for serving English Learners in the life of our schools and districts.

Once the assessment process has been completed, Ms. Ponder said that students are either identified fluent, and receive no services, or identified as English Learners and according to their level are placed in a Structured English Immersion Program for beginners, or English Language Mainstream Program, for intermediate, early advanced, or advanced students; after 30 days, the parents can waive out of those programs, and the students enter a K-5 Alternative Parent Waivered Bilingual Program which is offered at Wilson, Jefferson, and Washington.

The District also provides English Language Development, and access to core curriculum for all English Learners and if students are not receiving full access to the core curriculum, a “catch up plan” must be implemented.

The District has two parent advisory committees: The English Learner Advisory Committee (ELAC) advises the school principal and staff of the school plan for EL’s, along with making parents aware of the importance of regular school attendance; the District English Learner Advisory Committee (DLAC) advises the District and the Board on such matters as the English Learner Master Plan, needs assessment (school by school); District goals and objectives for ELs; parent notification letters; and waiver requests.

Debbie Wong continued, noting that there are many required regulations to operate our English Learners program and in 2003-04, San Leandro High School had a state Coordinate Compliance Review (CCR) and was found to be compliant in all areas except for not establishing a functioning ELAC, which has subsequently been resolved. Another recommendation was that additional SDAIE training was needed at the secondary sites.

Ms. Wong said as part of the continuing journey, additional effort will be made to continue to gather and analyze EL data; make informed program decisions based on data; develop ongoing ELD benchmark assessments; and develop program to serve English Learners in Special Education as well as continuing student achievement coaching at all elementary sites; Sheltered Instruction Observation Protocol (SIOP) training for teachers and principals; implementation of new supplemental ELD adoption; ongoing program meetings with bilingual school principals; and monitoring EL Master Plan program components for compliance.

Ms. Wong said that it’s the hope of the DELAC parents that the adults in the school district be proud of their children for learning two languages at such a young age, and believe that their children can and will meet high academic expectations.

In the words of Cesar Chavez and the catchphrase of the DLAC parents, Ms. Ponder echoed: “*Si se puede. Yes you can.*”

The Board thanked staff for the in depth presentation.

Mrs. Hague asked if new hires are required to be CLAD certified, and what specific strategies had been implemented to assist English Learners in passing the high school exit exam (CAHSEE). Ms. Ponder said that for the past three years, all new hires have had to be CLAD

certified; however, the state recently dropped CLAD and there would be a new test required as part of their induction. For those students who haven't passed the CASHEE, the District provides targeted CASHEE classes; summer school, and an ELD course for English Learners who are then automatically programmed into a CASHEE prep course.

Mr. Cassidy wanted to know if data was available tracking the performance of English Learners in the bilingual programs through the high school level. Due to data limitations, Ms. Ponder said that they would only be able to go back three years.

With regards to his concern regarding disparities between programs school to school, Ms. Ponder said that currently Wilson and Jefferson are following the same program. Washington however, has changed their bilingual program to meet the needs of the SAIT plan.

As part of the data presentation at the next Board meeting, Mr. Cassidy requested aggregate numbers of how many students are placed in Structured English Immersion, English Language Mainstream, and the Bilingual programs and if EL students' performance played a part in the reason why Garfield's test scores dropped more than any other site in the District.

Mr. Cassidy also requested a copy of tonight's report by email so that he could share it with some of teachers and voiced his disappointment that no one from the community attended the meeting to hear the report.

Ms. Perry said that DLAC plays a very important role, where the core parents (who represent every school site) discuss tests i.e. CASHEE, etc. and stress the importance of that test to the parents, and that their students take it seriously, adding that DLAC is a network of very involved, committed group of parents who pass on information to the community.

PUBLIC TESTIMONY ON NON-AGENDA ITEMS

- Mr. Campbell thanked the Board for the Certificate of Commendation, recognizing Leon Glaster and Mike Martinez for all of their efforts in implementing the program; it was a team effort. He also asked that the Board remember Mississippi.

REPORTS

- 1) Correspondence – Clerk Davis reported that he had difficulty in accessing the website, so he will have a report at the next meeting.

- 2) Superintendent's Report – Superintendent Chris Lim welcomed everyone back to 2005-06. She reported that on the first day of school enrollment was 638 under the projected number; however today, day 5, was only 102 below and that Cabinet met and analyzed how to maximize the enrollment and will be presenting to the principals at a meeting tomorrow, Sept. 8 for their input.

Ms. Lim provided the following updates:

Residency verification is impacting the high school the most as every student needs to verify residency before they can register. As a result, 800 students had not fully registered, however following phone calls from staff, only 139 students have not yet been cleared, giving those students until Friday to provide documentation or they will be dropped. Hearings have been scheduled in the hopes to bring families back to the District and of the 116 home visits made so far, 14 students in the District were determined to have falsified their addresses. She complimented the District Office clerical staff who helped service the long lines of parents and considering what was perceived as some major changes in the process, she felt that things were moving along smoothly.

Blue Ribbon Attendance Program – We are analyzing Garfield Year around school (who is their third month) and they are currently at 97% this year, a gain of 1.03% ADA from last year.

Community Workshops: To continue with the community engagement process, tentative dates for the community workshops have been scheduled for October 17 at Bancroft, October 24 at John Muir, with a possibility of a midweek date of October 26, 10 a.m., at the Marina Community Center for senior citizens.

President Cutter reiterated and the Superintendent confirmed that these were community meetings and would not be agendaized meetings, with less than a quorum of Board members attending.

In response to Mr. Davis, Superintendent Lim said that at this time, the total enrollment at the high school was 2473, 23 students below projections, not including the 59 freshmen; 30 sophomores; 34 juniors; and 16 seniors who still need to verify residency.

Requesting identification and students self-registering were issues raised by Mr. Cassidy, after Trustee Hague reported not being asked for I.D. when registering her daughter at the high school, and observing students self-registering. Superintendent Lim confirmed that information, adding that it is about “changing the culture”, and that next year full registration will be required at the two middle schools, and home visits will be conducted as part of the appeals process.

Mr. Cassidy thanked the Superintendent for her efforts in trying to “change the culture” and that tremendous efforts had been made; however, it may be a two-year process, suggesting some refinements to the residency form i.e. a box indicating if I.D. was provided. He also felt that students should not be allowed to self-register.

Mrs. Cutter said that the process could be more “user friendly” and disagreed with Mr. Cassidy regarding students self registering, particularly for seniors who have been in the system.

Ms. Lim reminded that Board that a picture I.D. was for guardian identification only when registering a student, not for residency verification. President Cutter disagreed with that requirement also.

Mrs. Hague felt that while registration dates are scheduled for specific grade levels, it was her observation that the parents were creating their own schedules.

3) Board Committee Reports

- Communication – Prior to Mr. Cassidy’s report, Superintendent Lim distributed the draft of the community newsletter. Because of the timeline, Mr. Cassidy said that any feedback should be sent to Fern Tiger by email no later than Friday morning, September 9. He explained that the newsletter would be approximately 8-pages, including graphics, and photos, with distribution either by Sept. 30 or October 1.

District-wide Parents’ Reception: As a way of including all key communicators in the District, it was proposed (and the Superintendent agreed) to have a District-wide parents’ reception tentatively scheduled for October 7, 3:30 p.m. at the District Office, to thank them for their service to the schools and explain our fiscal issues and goals. He encouraged Board members to attend.

Community Workshops: Two tentative dates have been scheduled, one at Bancroft and one at Muir. Regarding a possible Saturday date, Superintendent Lim said it was Adult School Principal Susanne Wong’s, suggestion that, because seniors usually do not attend weekend or week night events, a midweek meeting on Wednesday, October 26, at 10 a.m. at the Marina Community Center would accommodate those community members.

Mr. Cassidy explained that the purpose of the workshops would be continue the success created last May by having presentations on successes, achievements, and fiscal realities of our District and then break into group sessions. “What would you do if you had more

money” would be an additional component, adding additional feedback for the possibility of a parcel tax next year.

The committee will be meeting to finalize the details, stating that District would be hosting these meeting as it was the recommendation of the committee not to propose a Phase II contract with Fern Tiger Associates due to fiscal realities.

School Construction Memorandum: Feedback was provided to Leon and hopefully will be distributed to parents at the end of the week.

Ms. Perry thought that the purpose of the District-wide parents reception would be a “meet and greet” with flyers announcing upcoming community meetings, and encouraging them to establish networks for better communication with all the associations throughout out schools.

7) Board Representatives’ Reports

- Eden Area Regional Occupational Program – Mr. Richards reported that they met on September 1 and discussed enrollment, where the number of San Leandro High School students was under projections; approved the goals for ROP and the ROP nepotism policy (he provided the Superintendent with a copy of the goals and the approved nepotism policy and AR if this was something our District would want to implement); and reviewed and approved the unaudited expenditures and actuals for this year (a copy was provided to Mr. Glaster for his information).
- San Leandro Collaborative – Mr. Heystek reported that they will be meeting on September 12 continuing to monitor the progress of the Healthy Families for Life Fair on Sept. 24.
- San Leandro Chamber of Commerce Community Partners Committee- Mr. Davis reported that they met on September 7 and provided the following report:
 - Stepping Stone Growth Center would be celebrating their 30th Anniversary on October 9 between 2-5 pm at the Dunsmuir House;
 - The City said that because San Leandro isn’t large enough to facilitate any hurricane Katrina evacuees; the Oakland naval base is available to house victims of that disaster;
 - United Parents is having an ice cream social, September 8, at the high school;
 - Chamber’s Youth Employment Program is continuing to assist between 10-12 individuals each month with resumes, interviews,

- and refer them to potential employers; if they are too young to be employed, they share volunteer opportunities;
- Trade Show San Leandro, sponsored by the San Leandro Chamber, will be held September 15. This is a Chamber effort to encourage local business to use the services of local businesses and he had free tickets if anyone was interested;
 - October 27 will be the next Chamber block party at the Metro Golf Center;
 - Davis Street Center is working with San Leandro High School to host an anti youth violence program tentatively scheduled for November 5.

Mrs. Cutter asked that 4.1-C be removed; and Mr. Davis asked that 1.4-C be removed from the Consent calendar.

CONSENT ITEMS

General Services

- 1.1-C Approval of Board Minutes – August 22, 2005
- 1.2-C Approval of Board Minutes – August 23, 2005
- 1.3-C Resolution #05-39 Board Compensation – Ray Davis

Human Resources

- 2.1-C Acceptance of Personnel Report
- 2.2-C Extension of Contract for Superintendent

Educational Services

- 3.1-C Non-Public School Contracts

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

General Services

1.4-C Resolution #05-40, "Walk and Roll to School Day" on October 5, 2005

Mr. Davis announced the October 5 "Walk and Roll to School Day" at Jefferson Elementary School stating that the Board, City Officials, the San Leandro Police Department and the Bay Area Air Quality Management District have been working with principal Larry Johnson. Students will be receiving backpacks and bracelets. He was interested in how many Board members would be attending. Mr. Martinez added that activities would extend through the morning period and include poster and essay contests, and curriculum emphasizing the importance of safety and physical activity would be available.

Mr. Davis said that this year the program is concentrated at Jefferson, as the pilot school for the program, anticipating expanding the program to additional schools next year.

Mr. Davis said that for those parents who drop off their children, they would be receiving an information sheet as to the proper rules and etiquette for dropping off the students.

Ms. Perry said that a City pamphlet on school safety tips should be included. Mr. Davis said that there would be a number of information items distributed to parents including a map on the safest route to take to school.

On a motion made by Mr. Davis and seconded by Mr. Heystek, the Board approved Resolution #05-40, "Walk and Roll to School Day" on October 5, 2005 by a 7-0 vote.

Business, Operations and Facilities

4.1-C Change Order #16 – Jefferson Elementary School – Increment II

Mrs. Cutter wanted to make sure the community was aware that there are costs associated with having other agencies, i.e. Davis Street Community Center use our facilities. Mr. Cassidy suggested a written explanation could be distributed to a wider audience explaining how we are helping our community beyond the K-12 instruction.

On a motion made by Mr. Davis and seconded by Mr. Richards, the Board approved Change Order #16 for Fedcon General Contractors, Inc. for the Jefferson Elementary School – Increment II, Bid Package

No. 03-01 by a 7-0 vote.

ADDITIONAL SUGGESTIONS AND COMMENTS FROM BOARD MEMBERS

- Mr. Richards was able to visit every school on the first day of school except Roosevelt and Madison and was very proud of the way the school sites look, complimenting staff, custodial, and maintenance for all of their work. In an effort to raise money for the victims of hurricane Katrina, Mr. Richards reported the his wife and him would be co-sponsoring a pancake breakfast, along with the Alameda County Firefighters Association, San Leandro Police Department, and the City on Saturday, October 1 at the Estudillo Fire Station from 8-12 noon; there would be a blood drive the same day at the San Leandro Main Library, including information booths about disaster preparedness and a silent auction with the money raised going to the American Red Cross. He said he will be discussing with the Superintendent the District's involvement. He has already spoken to Activities Director, Nancy Boissevain, at the high school and ways students from the service groups can volunteer their services.
- Mr. Davis said that he has been receiving some very positive unsolicited feedback from stakeholders who have been interviewed by Fern Tiger Associates. He requested clarification regarding Board acceptance of donations, adding that Wilson was the recipient of backpacks donated by Costco and had not seen that on an agenda. He would also like to see Costco rotate their generosity to other sites. President Cutter offered to explain the fundamentals of E-script to him as he has been receiving questions regarding this from parents.
- Mr. Cassidy shared an email he received regarding overcrowding and challenges at the high school during the lunch period, and lack of lockers available for students. Superintendent Lim said she followed-up on the shortage of lockers and would inform the Board in her *Confidentially Speaking*. He also reported sharing an email with the Superintendent regarding a safety issue at Jefferson.

He thought it would be a nice gesture to send Washington Elementary a "Thank You" gift from the Board for their outstanding success this year towards exiting the SAIT program at the end of this year, suggesting that the Board could donate a portion of their monthly stipend, so the principal could use it at her discretion, possibly a catered lunch for teachers and staff.

Board members agreed that recognition would be in order however, felt that other ways, without including a monetary award, would be more appropriate; such as attending a PTA meeting and donating refreshments; meeting with students and teachers during lunch, or adopting book for the school's library. Ms. Perry felt that celebrating successes should be part of the culture, and should be acknowledged by the Board but was not in favor of the monetary approach.

Mrs. Hague agreed that we needed to create a culture celebrating the successes of all District staff, and would consider sending a “treat” i.e. bagels and coffee to the Washington staff.

It was the consensus of the Board for the Superintendent to speak with the principal of Washington to schedule a time for the Board to meet with them. Mr. Cassidy added that he attended Washington’s first PTA meeting and voiced his congratulations for their effort.

In an effort to create visibility for the District, Mr. Cassidy announced the following community events:

- Project Literacy “Trivia Bee” on October 21. He will be sponsoring a team this year, suggesting that the Superintendent consider participating and that the Board or District may want to sponsor a team; sponsorship money goes towards literacy education in our community;
 - Mr. Cassidy said that he was considering planning the Chamber Board planning retreat at the end of the October, and wanted to know if other Board members would be interested in attending;
 - He spoke to the Floresta Homeowners on September 26, along with Trustee Hague; He plans on speaking to the Roosevelt PTA on October 20 and encouraged all members to speak at PTA and homeowners’ association meetings;
 - Regarding his request for a joint school board/San Leandro High School leadership meeting, Mrs. Cutter said that the students are not ready to have such a meeting, but she would continue to follow up;
 - Mr. Cassidy said that he received an invitation to a free leadership academy for public officials sponsored by the Latino Caucus of California on September 23 and 24;
 - In response to Mr. Cassidy, Superintendent Lim said that the STAR test results would be presented at the September 20 Board meeting;
 - Other topics he raised included outdoor lighting at John Muir and when the Voc Ed Advisory Committee would be meeting, adding that they needed to meet before the Voc Ed presentation in October; Superintendent Lim said that in discussions with Associate Principal Linda Granger, she would like things to be a little more settled at the high school before scheduling a meeting.
- Ms. Perry reported on the Muir construction committee meeting. She provided a copy of the presentation to the Board, thanking Mr. Glaster and Ms. Wong for their leadership stating that feedback received indicated that the “District cares”.

She requested that LinkCrew coordinators Cheryl Farley and Sean Tobin be recognized for the success of the program which provides mentors to freshmen students, adding that on orientation day United Parents provided a

small presentation and tours for the parents of the incoming freshmen while they were meeting Link leaders, each other, and their school.

At the sites that she attended, the first day of school went smoothly. She shared her appreciation to staff regarding Constitution Day, reporting that policy changes regarding Constitution Day and the William Lawsuit were up and coming with Mrs. Hague adding that the Williams lawsuit now includes certification that teachers are appropriately placed and there are no vacancies.

- Mrs. Hague attended the first day of school at San Leandro High School and Muir as a parent and felt that both sites had very nice beginnings; adding that currently no freshmen have lockers and her concern about the apparent shortage of lockers. She commended Muir for their fabulous orientation program; it was a wonderful experience and gave her a lot of confidence in the Muir staff and administration.
- Mrs. Cutter announced the Facility meeting, September 8, at 8:30 a.m. at the District Office. Amy Furtado, principal of San Leandro High will be attending with some students so that they are aware that conversations regarding the fence issue have begun. Ms. Furtado plans to meet with faculty on September 9 for further discussion.

ANNOUNCEMENT

Future Board of Education Meetings

- **Special Board Meeting – Sept. 19, 7:00 pm, DO**
- Regular Meeting – September 20, 2005
- **Special Board Meeting – Sept. 26, 6:00 pm, DO**
- **Regular Meeting – October 4, 2005*, 7:30 pm (Wednesday)**
- 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
-

*Rescheduled due to Rosh Hashanah. Open session will begin at 7:30 p.m. to accommodate the end of the holiday.

ADJOURNMENT

On a motion made by Mr. Richards and seconded by Mr. Davis, the Board adjourned the meeting at 9:20 p.m.

Respectfully submitted,

Raymond E. Davis III, Clerk