

**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, October 22, 2008**

Call to Order The Presiding Officer will call the Meeting to Order at **6:00 pm**, recess to Closed Session at **6:05 p.m.** and reconvene in Public Session by **7:30 p.m.**

Roll Call

Members Present:

John T. Selawsky, President
Nancy Riddle, Vice President
Joaquin J. Rivera, Director – **excused absence**
Karen Hemphill, Director
Shirley Issel, Director
Eve Shames ** - Student Director

Administration:

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

Prior to Closed Session, as necessary, staff/employee comments are taken per Government Code Section 54957. Recess to Closed Session (Government Code Sections 3549, 1(d), 54956.9(a) and 54957) and Education Code Section 49819(c)

- a) Conference with Legal Counsel – Existing Litigation/Anticipated
- b) Consideration of Student Expulsions
Student Case No. 0809-02-052792
Student Case No. 0809-03-100294
Student Case No. 0809-04-072293
- c) Collective Bargaining
- d) Public Employee Discipline/Dismissal /Release/Evaluation
- e) Public Employment /Appointment
- f) Liability Claims
Claim No. 08-30
Claim No. 09-09
Claim No. 2005042119
- g) Property Acquisition & Disposal
- h) Case Review/Planning

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

** The Student Director does not attend Closed Session

The Berkeley Unified School District intends to provide reasonable accommodations in accordance with the Americans with Disabilities Act of 1990. If a special accommodation is desired, please call the Superintendent's Office 48 hours prior to the meeting at 510-644-6206

REGULAR MEETING AGENDA

CALL TO ORDER

Report Closed Session actions

Approve Regular Meeting Agenda of October 22, 2008

RECOGNITION

Queen Graham, President, In Dulci Jubilo

TEACHING AND LEARNING PRESENTATION

Rita Kimball, Principal, Washington Elementary: Support for English Learners at Washington School

PUBLIC TESTIMONY

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

Union Representatives' Reports
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.

General Services

1.1-C
Approval of Resolution No. 09-19
In Support of Library Bond Measure

Staff Recommendation:
Approve Resolution No. 09-19 in
support of Library Bond Measure

8

Personnel Services

2.1-C Approval of Personnel Recommendations	<u>Staff Recommendation</u> Approve Personnel Report No. 08-17 which tracks personnel changes throughout the District	11
2.2-C Approval of Memorandum of Understanding	<u>Staff Recommendation:</u> Approve Memorandum of Understanding between BUSD and ACOE	22

Educational Services

3.1-C Approval of Out of State Travel	<u>Staff Recommendation:</u> Approve out of state travel consistent with District policies	27
3.2-C Approval of National Civic Education Program Grant	<u>Staff Recommendation:</u> Approve the submission of the National Civics Education Program application for Berkeley Adult School	28

Business Services

4.1-C Approval of Contracts and Purchase Orders	<u>Staff Recommendation:</u> Authorize the Purchasing Manager and/or Deputy Superintendent to execute contracts and purchase orders	29
4.2-C Approval of Listing of Warrants	<u>Staff Recommendation:</u> Approve listing of warrants issued in September 2008	31
4.3-C Approval of Payroll Warrants	<u>Staff Recommendation:</u> Approve listing of payroll warrants issued in September 2008	34
4.4-C Acceptance of Gifts and Donations	<u>Staff Recommendation:</u> Accept the donations and gifts to the district and request staff to extend letter of appreciation	37
4.5-C Approval of Resolution No. 09-14 Authorization for BUSD to Apply for Funds from Bay Area Quality Management District	<u>Staff Recommendation:</u> Approve Resolution No. 09-14 authorizing BUSD to apply for funds from the Bay Area Air Quality Management District (BAAQMD) for Diesel Emissions Reduction Retrofits on District buses	38

4.6-C Approval of Resolution No. 09-15 Temporary Borrowing between Funds Borrowing	<u>Staff Recommendation:</u> Approve Resolution No. 09-15 for the temporary borrowing between funds	40
4.7-C Approval of Resolution No.09-16 Tax Sheltered Annuities	<u>Staff Recommendation:</u> Approve Resolution No. 09-16 for 403(b) Plan Adoption Agreement and 403(b) Written Plan Procedure	42
4.8-C Approval of BayCES Independent Contract	<u>Staff Recommendation:</u> Approve independent contract agreement between BayCES and King Middle School for 2008-09	74
4.9-C Approval of Berkeley-Albany YMCA Contract	<u>Staff Recommendation:</u> Approve Berkeley-Albany YMCA Head Start Enhancement Services Contract for 2008-09	80
4.10-C Approval of Supplemental Services MOU's	<u>Staff Recommendation:</u> Approve the Supplemental Educational Services (SES) Contract for 2008-09	101

Facilities

5.1-C Approval to accept the C Building Fire Alarm Project at Berkeley High School	<u>Staff Recommendation:</u> Approve acceptance of the C Building Fire Alarm Project at Berkeley High School	112
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ACTION ITEMS

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

Educational Services

3.1-A Public Hearing on CELDT Apportionment Waiver	<u>Staff Recommendation:</u> Conduct a public hearing and approve the waiver request for the CELDT apportionment	114
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Business Services

4.1-A
Approval of Resolution No. 09-17
2008 TRANS

Staff Recommendation:
Approve Resolution No. 09-17
authorizing the issue of Tax
Revenue Anticipation Notes
(TRANS) in the amount of \$12.7
million for cash flow purposes

116

CONFERENCE ITEM

These items are submitted for advance planning and to assist the Board in establishing future agenda items. The Board may, however, take action.

Educational Services

3.1-CF
Approval of National External Diploma
Program

Staff Recommendation:
Approve the National External
Diploma Program at Berkeley Adult
School as a pilot for 2008-09

127

INFORMATION ITEMS

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

General Services

1.1-I
Updated Administrative Regulations

Staff Recommendation:
Receive updated Administrative
Regulations 6164.2, 6178 and
6179 as information

129

Educational Services

3.1-I
Report on Annual Measurable
Achievement Objectives for English
Learners

Staff Recommendation:
Receive report on Annual
Measurable Achievement
Objectives for English
Learners as information

140

Business Services

4.1-I
45-Day Revise to the California State
Budget

Staff Recommendation:
Receive information relating to the
45-day revision to the District's
Budget

144

Facilities

5.1-I
Facilities Construction Financial Update

Staff Recommendation:
Receive and accept Facilities
Construction Financial
Update

147

ADDITIONAL ACTION ITEMS

Approve Minutes of September 10, 2008
Approve Minutes of September 24, 2008

EXTENDED PUBLIC TESTIMONY

2008 Board of Education Meeting Dates

<p>October 29 November 12 December 10 - organizational</p>

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.

MISSION AND GOALS OF THE BERKELEY UNIFIED SCHOOL DISTRICT

MISSION STATEMENT

The mission of the Berkeley Unified School District, a diverse community deeply committed to public education, is to ensure that all students discover and develop their special talents, achieve their educational and career goals, become life long learners, and succeed in a rapidly changing society by:

- empowering students, parents and staff,
- providing a strong standards based curriculum, and
- offering alternative learning experiences in a racially integrated, multilingual environment.

VISION

Berkeley Unified School District creates a system that enables every student, including those with diverse needs, to meet or exceed rigorous standards for academic performance. All students will develop the attitudes, skills and habits of mind needed to succeed in and beyond the classroom. The members of this school community share a vision of educational excellence, an appreciation for the partnerships with local government agencies, community based organizations, businesses, institutions of higher education and will work collaboratively to realize this vision.

PERFORMANCE GOALS

- 1. Increase the academic achievement of all students through effective instruction and a challenging and engaging curriculum**
- 2. Implement interventions that address barriers to student learning in order to meet the needs of the whole child**
- 3. Establish and maintain the culture and governance necessary to support an environment conducive to learning**

BERKELEY UNIFIED SCHOOL DISTRICT

TO: Board of Education
FROM: John Selawsky, President and Nancy Riddle, Vice President, Board of Education
DATE: October 22, 2008
SUBJECT: Resolution No. 09-19 in Support of Measure FF, Branch Library Upgrades and Renovations in the City of Berkeley, November 4 2008

BACKGROUND INFORMATION

Because of the incontestable link between library services and reading and language-arts development and skills with our primary and elementary students, as well as the additional and enhanced research and study skills and opportunities for our middle and high school students at Berkeley's Central Library and all four branch libraries (Claremont, South, West, North), we take this opportunity to affirm the importance and essential role that our public libraries play in the lives and positive development of our youth.

POLICY/CODE

None

FISCAL IMPACT

None

BOARD MEMBERS' RECOMMENDATION

Adopt Resolution endorsing Measure FF, the \$26 million bond measure to provide safe and secure neighborhood branch library facilities in the city of Berkeley

Resolution No. 09-19 in Support of Measure FF, Branch Library Upgrades and Renovations in the City of Berkeley, November 4, 2008

Whereas, the Berkeley Public Library (BPL) provides free library services, builds community, knowledge, talent, inspiration and equality of access to the community of Berkeley at its Central Library downtown and at four neighborhood locations; and

Whereas, in fiscal year 2007-2008, over 1.7 million items were checked out by 84,500 registered borrowers, an 8.4% jump, and each resident, on average, checked out over 16 items – more than three times the most recent statewide mean; and

Whereas, the activities and services taking place at Berkeley's four neighborhood branch libraries are vital elements of the contact that the Berkeley Unified School District students have with passionate, professional librarians, helping to build learning ability and reading skills; and

Whereas, the Berkeley Public Library held over 1,500 programs, of which 685 public events for children took place during the fiscal year 2007-2008, attended by 17,443 children, encouraging excellent reading habits and promoting lifelong library use among younger community members; and

Whereas, BPL librarians spoke to over 7,200 schoolchildren and more than 100 classes and 2,000 more students came to the library – the equivalent of more than 125 full school buses of new readers and avid learners having direct contact with a library and encouragement for lifelong love of learning, in total, over 29,500 children attended library programs; and

Whereas, with the cooperation of the Berkeley Unified School District's Middle Schools, BPL librarians embarked on a series of "Lunchtime Surprises," visiting Middle School libraries each week; and

Whereas, targeting the "tween" patrons, the Library continued its Middle School Book Group for the Fiscal year 2007-2008. Culminating in an author visit by Gene Luen Yang, author of the ALA Printz award-winning graphic novel *American Born Chinese*; and

Whereas, 1,335 school-aged children participated in the Summer Reading Program, with its theme of "Catch the Reading Bug"; and

Whereas, the Young Adult Library Services Association (YALSA) awarded a grant to the BPL teen librarians, in partnership with the Berkeley High School Vera Casey Parenting Program, to assist with book discussions and scrapbook programs for young parents; and Whereas,, in collaboration with Berkeley High School, the BPL Teen Services staff sponsored inspiring three-dimensional murals as part of the National Endowment for the Arts “Big Read” program during Fall 2007, now installed at the West Branch Library’s Teen Room;

Whereas, in fiscal year 2007-2008, over 1.5 million visits were made to the Central Library, and just under 900,00 visits were made to the North Branch, the Claremont Branch, the South Branch and the West Branch - an increase of 19% at the four neighborhood library branches; and

Whereas, the City of Berkeley has placed a bond measure on the ballot for the November 2008 General Election to fund \$26 million in seismic, life safety, Americans with Disabilities Act (ADA) compliance and space improvements to Berkeley’s four neighborhood branches;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Berkeley Unified School District endorses Measure FF, the \$26 million bond measure to provide safe and secure neighborhood branch library facilities in the city of Berkeley.

ADOPTED by the Berkeley Unified School District Board of Education on October 22, 2008.

John T. Selawsky, President

William Huyett, Secretary

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Lisa Udell, Ed.D. Assistant Superintendent, Human Resources
DATE: October 22, 2008
SUBJECT: APPROVAL OF HUMAN RESOURCES REPORT 08-17
 Following is Human Resources Report 08-17 which reports details of personnel assignments, employment, and terminations.

CERTIFICATED EMPLOYEES						
NAME	POSITION	LOCATION	BUDGET	FTE & SALARY	FROM	TO
<u>RESIGNATION</u>						
Cathy Dao	Teacher	BHS	General Fund	1.00 FTE	8/19/08	
Gwen Martin	Teacher	Jefferson	General Fund	1.00 FTE	10/1/08	
Frank McNulty	Teacher	Adult School	General Fund	N/A	9/18/08	
<u>MEDICAL LEAVE WITHOUT PAY</u>						
Tim Mollering	Teacher	BHS	General Fund	.60 FTE	9/22/08	1/23/09
<u>PATERNITY LEAVE WITH PAY</u>						
Myong-Jae Kim	Teacher	Willard	General Fund	1.00 FTE	9/5/08	9/19/08
Thomas Sinsheimer	Teacher	King	General Fund	1.00 FTE	12/1/08	4/30/09
Charles Wolff	Teacher	BHS	General Fund	1.00 FTE	11/3/08	12/12/08
<u>PROBATIONARY 2 TEACHER</u>						
Richard Cobeen	Teacher	Washington	General Fund	1.00/II-03	8/25/08	
Meres-Sia Gabriel	Teacher	B-Tech	General Fund	1.00/VII-05	8/25/08	
Alison Kelly	Teacher	Oxford	General Fund	1.00/VII-14	8/25/08	
<u>TEMPORARY TEACHER</u>						
Jesse Anthony	Teacher	District	BSEP	.12/VII-23	8/25/08	6/12/09
Karen Carter	Teacher	King	General Fund	1.00/III-12	9/18/08	6/12/09
Wafa Faris	Teacher	BHS	General Fund	1.00/I-02	9/24/08	6/12/09

NAME	POSITION	LOCATION	BUDGET	FTE & SALARY	FROM	TO
Louise Fender	Teacher	Special Education	General Fund	.40/VII-23	9/22/08	6/12/09
Jeff Fillingim-Selk	Teacher	King	General Fund	1.00/VII-04	8/25/08	6/12/09
Josie Gerst	Teacher	District	General Fund	.20/VII-23	8/25/08	6/12/09
Lawrence Lee	Teacher	King	General Fund	1.00/VII-23	8/25/08	12/19/08
Paula Loeffler	Teacher	BHS	General Fund	1.00/III-04	9/17/08	6/12/09
Jorge Melgoza	Teacher	BSEP	General Fund	1.00/VII-12	9/15/08	6/12/09
Jeff Morino	Teacher	BHS	ROP	.20/I-03	8/25/08	6/12/09
Andrea Prichett	Teacher	Willard	General Fund	1.00/V-04	8/27/08	6/12/09
Alexandra Provence	Teacher	BHS	General Fund	1.00/VII-12	8/25/08	6/12/09
Alex Redd	Counselor	BHS	General Fund	1.00/VI-04	8/25/08	6/12/09
Catherine Ritti	Teacher	BHS	General Fund	1.00/II-01	8/25/08	6/12/09
Daniel Roose	Teacher	BHS	General Fund	1.00/VI-08	8/25/08	6/12/09
Carolyn Ruiz	Counselor	Willard	General Fund	1.00/V-01	9/15/08	6/12/09
Dorota Sawick	Teacher	BHS	General Fund	1.00/VII-04	8/25/08	6/12/09
Hillary Scott	Teacher	B-Tech	General Fund	1.00/VII-03	8/25/08	6/12/09
Michael Smith	Teacher	BHS	General Fund	1.00/VII-06	8/25/08	6/12/09
Bruce Johnson	Teacher	King	General Fund	1.00/VI-11	8/25/08	6/12/09
Sarah Swenson	Psychologist	Special Education	General Fund	1.00/I-02	8/25/08	6/12/09

NAME	POSITION	LOCATION	BUDGET	FTE & SALARY	FROM	TO
Steven Tivol	Teacher	Willard	General Fund	1.00/VI-12	8/25/08	6/12/09
Daniel Torres	Teacher	BHS	General Fund	1.00/V-09	8/25/08	6/12/09
Wendy Velasquez	Teacher	B-Tech	General Fund	1.00/I-02	9/2/08	6/12/09
Jammy Young	Teacher	King	General Fund	1.00/IV-07	8/25/08	6/12/09
<u>ADULT SCHOOL TEACHER</u>						
Richard Eckhaus	Teacher	Adult	Adult	\$33.65/Hourly	9/1/08	6/30/09
Khalilah Hicks	Teacher	Adult	Adult	\$33.65/Hourly	9/8/08	6/30/09
Robbin Miller	Teacher	Adult	Adult	\$33.65/Hourly	8/1/08	6/30/09
Oladapo Sowole	Teacher	Adult	Adult	\$33.65/Hourly	8/1/08	6/30/09
<u>EXTRA DUTY – STIPENDS</u>						
Rebecca Burke (Dept. Leader)	Teacher	King	General Fund	NTE \$709.00	8/25/08	6/12/09
Jacob Dalton (Newspaper)	Teacher	King	General Fund	NTE \$699.00	8/25/08	5/31/09
Victoria Edwards (Dept. Leader)	Teacher	King	General Fund	NTE \$709.00	8/25/08	6/12/09
William Gaebler	Teacher	BHS	General Fund	NTE \$2680.00	8/18/08	11/15/08
Dave Goodrich	Teacher	BHS	General Fund	NTE \$1340.00	8/18/08	11/15/08
Maria Grunwaldt-Keys (Teacher in Charge)	Teacher	Thousand Oaks	General Fund	NTE \$2,129.00	8/25/08	6/12/09
Akemi Hamai (Dept. Leader)	Teacher	King	General Fund	NTE \$709.00	8/25/08	6/12/09
Carla Inniss (Teacher in Charge)	Teacher	Oxford	General Fund	NTE \$2,129.00	8/25/08	6/12/09
Barbara Lind (Dept. Leader)	Teacher	King	General Fund	NTE \$709.00	8/25/08	6/12/09
Anthony Mason	Teacher	King	General Fund	NTE \$709.00	8/25/08	6/12/09
Richard Silberg (Drama Production)	Teacher	King	General Fund	NTE \$825.00	8/25/08	5/31/09

CLASSIFIED EMPLOYEES

NAME	POSITION	LOCATION	BUDGET	CLASS RANGE STEP	FTE & SALARY	FROM	TO
<u>RESIGNATION</u>							
Ayrika Jordan	Instructional Assistant (Special Education)					8/29/08	
<u>MEDICAL LEAVE OF ABSENCE WITH PAY (FMLA)</u>							
Janice Johnson	Instructional Assistant (ECE)	Franklin Pre-School	Child Care	29/5	.80 FTE \$15.53/hr	9/15/08	10/10/08
Maya Johnson	School Bus Driver	Transportation	Transportation	42/5	.93 FTE \$21.03/hr	8/25/08	9/17/08
<u>MEDICAL LEAVE OF ABSENCE WITH 50% PAY (FMLA)</u>							
Ramon Bradley	Custodian I	Berkeley High	General Fund	32/2	1.0 FTE \$14.15/hr	6/3/08	6/30/08
Ramon Bradley	Custodian I	Berkeley High	General Fund	32/2	1.0 FTE \$14.15/hr	9/4/08	10/9/08
Gaoussou Ouattara	Instructional Assistant (Spec. Ed.)	Longfellow	Special .Ed.	31/2	.80 FTE \$14.06/hr	8/27/08	10/30/08
<u>PERMANENT</u>							
Casie Cameron	Instructional Tech. (After School)	Willard	LRN SAFE	34/2	+ .47 FTE \$15.14/hr	8/25/08	6/12/09
Allison Castrejon	Instructional Tech. (After School)	Emerson	After School	34/1	+ .14 FTE \$14.41/hr	9/8/08	6/12/09
Andrea Gilder	Instructional Tech. (After School)	John Muir	LRN SAFE	34/4	+ .08 FTE \$16.72/hr	8/27/08	6/12/09
Joel Goldstein	School Bus Driver	Transportation	Transportation	42/2	+ .07 FTE \$18.45/hr	9/8/08	6/12/09
Zakiya Green	School Bus Driver	Transportation	Transportation	42/3	+ .07 FTE \$19.36/hr	9/1/08	6/12/09
Dru Howard	Instructional Tech.	Arts Magnet	21 st Century	34/4	+ .05 FTE \$16.72/hr	8/27/08	6/12/09
Lois Jones	Instructional Tech. (After School)	Thousand Oaks	After School	34/5	+ .12 FTE \$17.58/hr	8/25/08	6/12/09
Sharondale King	Instructional Tech. (After School)	Washington	After School	34/4	+ .20 FTE \$16.72/hr	8/25/08	6/12/09
Latasha Mitchell	Instructional Tech. (After School)	Longfellow	LRN SAFE	34/4	+ .07 FTE \$16.72/hr	8/27/08	6/12/09
David Pagano	School Bus Driver	Transportation	Transportation	42/5	+ .08 FTE \$21.42/hr	8/25/08	9/7/08

CLASSIFIED EMPLOYEES

NAME	POSITION	LOCATION	BUDGET	CLASS RANGE STEP	FTE & SALARY	FROM	TO
David Pagano	School Bus Driver	Transportation	Transportation	42/5	+ .03 FTE \$21.42/hr	9/8/08	6/12/09
Attilah Reese	Instructional Tech. (After School)	Malcolm X	After School	34/5	+ .07 FTE \$17.58/hr	8/25/08	6/12/09
Lashonda Roquemore	Instructional Tech. (After School)	King	LRN SAFE	34/3	+ .10 FTE \$15.90/hr	9/2/08	6/12/09
Javier Tenorio	Instructional Specialist (EDP)	Longfellow	21 st Century	51/2	+ .03 FTE \$23.08/hr	8/27/08	6/12/09
Yvette Whiten	Instructional Tech. (After School)	Longfellow	LRN SAFE	34/2	+ .07 FTE \$15.14/hr	8/27/08	6/12/09
Sandra Wilson	Instructional Tech. (After School)	Longfellow	LRN SAFE	34/1	+ .07 FTE \$14.41/hr	8/27/08	6/12/09
Wilma Woods	Instructional Technician	Cragmont	21 st Century	34/5	+ .26 FTE \$17.58/hr	8/25/08	6/12/09
<u>PROBATIONARY</u>							
Adrian Anderson	Instructional Technician	Longfellow	Healthy Start	34/1	.47 FTE \$14.41/hr	8/25/08	2/24/09
Tara Creehan	Instructional Technician (Cooking)	Rosa Parks	Calif. Nut. Network	34/5	.30 FTE \$17.58/hr	9/15/08	3/14/09
David Kleckley	Custodian II	King	GEN EDU	37/1	1.0 FTE \$15.53/hr	9/11/08	3/10/09
Anne Robert	Micro Computer Technician	Technology	FD6 TECH	52/1	1.0 FTE \$22.51/hr	9/2/08	3/1/09
Marcos Yuc-Cojon	Maintenance Engineer	Maintenance	MAJ MAIN	54/1	1.0 FTE \$23.23	9/29/08	3/28/09
<u>PROVISIONAL</u>							
Aster Andyhun	Instructional Technician (Cooking)	Longfellow	Calif. Nut. Network	34/1	.30 FTE \$14.41/hr	9/15/08	12/14/08
Vincent Goldman	Program Lead	Longfellow	LRN SAFE	42/1	.50 FTE \$17.58/hr	9/17/08	12/16/08
Tanya Henderson	Instructional Specialist (Cooking)	Malcolm X	Calif. Nut. Network	51/1	.10 FTE \$21.96/hr	9/11/08	12/10/08
Chaz Hubbard	Instructional Media Tech.	BHS	BSEP	43/1	1.0 FTE \$18.00/HR	9/17/08	12/16/08
Eda Levenson	Instructional Tech.	B-Tech.	21 st Century	34/1	.53 FTE \$14.41/hr	8/27/08	11/26/08

CLASSIFIED EMPLOYEES

NAME	POSITION	LOCATION	BUDGET	CLASS RANGE STEP	FTE & SALARY	FROM	TO
Jarrett Sanders	Instructional Specialist (P.E.)	Oxford	BSEP	51/1	.53 FTE \$21.96/hr	9/2/08	12/1/08
Loretta Stanton	Instructional Tech. (After School)	Arts Magnet	After School	34/1	.16 FTE \$14.41/hr	9/2/08	12/1/08
<u>LIMITED TERM</u>							
Michelle Miguelez	Program Supervisor	Berkeley Learns	LRN SAFE/ 21 st Century	69/1	.50 FTE \$34.28/hr	9/1/08	1/13/09
Jason Nealy	Program Lead	Emerson	After School	42/2	.57 FTE \$18.45	8/25/08	1/13/09
<u>AVAILABLE SUBSTITUTES</u>							
Munal Musaid	Special Ed. Instructional Assistant	All District	N/A	31/1	NTE 37.5 hrs/wk \$13.38/hr	9/8/08	6/12/09
<u>TEMPORARY/HOURLY/LIMITED TERM</u>							
Arturo Aguayo	Tutor-Specialty, Work-Study (ELL)	Berkeley High	BSEP	31/1	NTE 20 hrs/wk \$13.38/hr	9/2/08	6/12/09
Jose Amara	Instructional Technician	Thousand Oaks	Healthy Start	34/1	NTE 25 hrs/wk \$14.41/hr	9/1/08	6/19/09
Javier Arevalo	Tutor-Specialty (ELL)	Berkeley High	BSEP	31/1	NTE 20 hrs/wk \$13.38/hr	9/22/08	6/12/09
Umer Awan	Tutor-Specialty, Work-Study (Math)	Berkeley High	BSEP	31/1	NTE 20 hrs/wk \$13.38/hr	8/28/08	6/12/09
David Barba	Noon Director	Rosa Parks	General Fund	5/1	NTE 10 hrs/wk \$11.91/hr	8/27/08	6/12/09
Raul Buendia-Jimenez	Noon Director	Arts Magnet	General Fund	5/1	7.5 hrs/wk \$11.91/hr	8/27/08	6/12/09
Antoinette Cooks	Intramural Director	Berkeley High	General Fund	2/1	NTE 10 hrs/wk \$11.91/hr	9/2/08	3/1/09
Horacio Corona	Tutor-Specialty, Work Study (ELL)	Berkeley High	BSEP	31/1	NTE 20 hrs/wk \$13.38/hr	9/22/08	6/12/09
Matt Crocker	Noon Director	Rosa Parks	General Fund	5/1	NTE 10 hrs/wk \$11.91/hr	8/27/08	6/12/09
Adrian de la Fuente	Lifeguard	King	Donation	3/1	6.5 hrs Total \$11.91/hr	9/15/08	9/26/08
Maria del Real	Tutor-Specialty (ELL)	Berkeley High	BSEP	31/1	NTE 20 hrs/wk \$13.38/hr	9/2/08	6/12/09

CLASSIFIED EMPLOYEES

NAME	POSITION	LOCATION	BUDGET	CLASS RANGE STEP	FTE & SALARY	FROM	TO
Tameka Evans	Instructional Assistant	Thousand Oaks	BSEP	29/1	3 hrs/day 12.75/hr	8/27/08	6/12/09
Danielle Ganes	Noon Director	Oxford	General Fund	5/1	3 hrs/wk \$11.91/hr	9/9/08	6/12/09
Judith Hernandez	Noon Director	Malcolm X	General Fund	5/1	NTE 180 hrs \$11.91/hr	8/27/08	6/12/09
Liliana Hernandez	Tutor-Specialty, Work-Study (ELL)	Berkeley High	BSEP	31/1	8 hrs/wk \$13.38	9/2/08	6/12/09
Octavio Hernandez	Intramural Director	Malcolm X	General Fund	2/1	NTE 180 hrs \$11.91/hr	8/27/08	6/12/09
Ana Herrera	Noon Director	Rosa Parks	General Fund	5/1	NTE 10 hrs/wk \$11.91/hr	8/27/08	6/12/09
Karen Hsi	Tutor-Specialty (ELL)	Berkeley High	BSEP	31/1	NTE 20 hrs/wk \$13.38/hr	9/22/08	6/12/09
Marc Hue	Instructional Technician (After School)	Emerson	Healthy Start	34/1	NTE 20 hrs \$14.15/hr	9/8/08	6/12/09
Linda Huey	Instructional Technician	John Muir	After School	34/1	NTE 5 hrs/day \$14.15/hr	9/12/08	6/12/09
Janet Hurtado	Tutor-Specialty, Work-Study (ELL)	Berkeley High	BSEP	31/1	6 hrs/wk \$13.38/hr	9/2/08	6/12/09
Ali Ignacio	Tutor-Specialty, Work Study (ELL)	Berkeley High	BSEP	31/1	5 hrs/wk \$13.38/hr	9/2/08	6/12/09
Gabino Lamas, Jr.	Tutor-Specialty, Work-Study (ELL)	Berkeley High	BSEP	31/1	6 hrs/wk \$13.38/hr	9/2/08	6/12/09
Eloisa Madrigal	Tutor-Specialty (ELL)	Berkeley High	BSEP	31/1	6 hrs/wk \$13.38/hr	9/2/08	6/12/09
Israel Melchor	Tutor-Specialty, Work-Study (ELL)	Berkeley High	BSEP	31/1	NTE 20 hrs/wk \$13.38/hr	9/2/08	6/12/09
Ngozi Mordi	Tutor-Specialty, Work Study (Math)	Berkeley High	BSEP	31/1	20 hrs/wk \$13.38/hr	8/28/08	6/12/09
Cherry Morris-Van Meurs	Instructional Assistant	Thousand Oaks	BSEP	29/1	3 hrs/day \$12.75/hr	8/27/08	6/12/09
Cherry Morris-Van Meurs	Instructional Technician	Thousand Oaks	Healthy Start	34/1	NTE 20 hrs/wk \$14.15/hr	8/27/08	6/12/09

CLASSIFIED EMPLOYEES

NAME	POSITION	LOCATION	BUDGET	CLASS RANGE STEP	FTE & SALARY	FROM	TO
Priscilla Munoz	Instructional Assistant	Educ .Services	BSC Grant/ Econ.Impact	29/1	NTE 50 hrs \$12.75/hr	8/1/08	6/30/09
Sandra Nakagawa	Tutor-Specialty (Music)	All District	BSEP	31/1	6 hrs/wk \$13.38/hr	8/27/08	6/12/09
Emily Ng	Tutor-Specialty, Work Study (Math)	Berkeley High	BSEP	31/1	8 hrs/wk \$13.38/hr	8/28/08	6/12/09
Jennifer Ng	Tutor-Specialty, Work-Study (Math)	Berkeley High	BSEP	31/1	7 hrs/wk \$13.38/hr	8/28/08	6/12/09
Daniel Palau	Instructional Assistant	Thousand Oaks	BSEP	29/1	3 hrs/day \$12.75/hr	8/27/08	6/12/09
Sharon Pree	Intramural Director	Berkeley High	General Fund	2/1	NTE 10 hrs/wk \$11.91/hr	9/2/08	3/1/09
Yurida Ramos	Tutor-Specialty, Work-Study (ELL)	Berkeley High	BSEP	31/1	6 hrs/wk \$13.38/hr	9/2/08	6/12/09
Nicholas Richard	Noon Director	Rosa Parks	General Fund	5/1	NTE 10 hrs/wk \$11.91/hr	8/27/08	6/12/09
Anabel Rivas	Tutor-Specialty, Work-Study (ELL)	Berkeley High	BSEP	31/1	5 hrs/wk \$13.38/hr	9/2/08	6/12/09
Esther Rojas-Soto	Tutor-Specialty (Math)	Berkeley High	BSEP	31/1	NTE 20 hrs/wk \$13.38/hr	8/28/08	6/12/09
Nai Saelee	Tutor-Specialty (Math)	Berkeley High	BSEP	31/1	NTE 15 hrs/wk \$13.38/hr	8/28/08	6/12/09
Margie Samberg	Interpreter for the Deaf (After School)	John Muir	After School	45/5	4 hrs/day \$23.08/hr	9/3/08	6/12/09
Curtis Sandeford	Intramural Director	Berkeley High	General Fund	2/1	NTE 10 hrs/wk	9/2/08	3/1/09
Karla Stine	Noon Director	Rosa Parks	General Fund	5/1	NTE 10 hrs/wk \$11.91/hr	8/27/08	6/12/09
Oliver Suttice	Intramural Director	Malcolm X	General Fund	2/1	NTE 180 hrs \$11.91/hr	8/27/08	6/12/09
Asenath Wiggins	Instructional Technician	Thousand Oaks	Healthy Start	34/1	NTE 5 hrs/wk \$13.38/hr	9/16/08	6/12/09
Tiffany Williams	Intramural Director	Berkeley High	General Fund	2/1	NTE 10 hrs/wk \$11.91/hr	9-2-08	3/1/09

CLASSIFIED EMPLOYEES

NAME	POSITION	LOCATION	BUDGET	CLASS RANGE STEP	FTE & SALARY	FROM	TO
Vanessa Williams-Bell	Noon Director	Malcolm X	General Fund	5/1	NTE 180 hrs \$11.91/hr	9/9/08	6/12/09
<u>STIPENDS</u>							
Jason Atwood	Coach (Cross Country)	King	BSEP	N/A	\$600.00	9/1/08	6/12/09
Vincent Bordelon	80% Assistant Coach (Football)	Berkeley High	General Fund	N/A	\$2020.80	8/18/08	11/15/08
Brian Bort	50% Assistant Coach (Boys & Girls Cross Country)	Berkeley High	General Fund	N/A	\$670.00	8/18/08	11/15/08
Alonzo Carter	Head Coach (Football)	Berkeley High	General Fund	N/A	\$2526.00	8/18/08	11/15/08
Cindy Chang	Coach (7 th Grade Girls Volleyball)	King	After School	N/A	\$600.00	9/4/08	10/30/09
Steven Crane	50% Assistant Coach (Boys & Girls Cross Country)	Berkeley High	General Fund	N/A	\$670.00	8/18/08	11/15/08
Trung Du	Coach (6 th Grade Girls Volleyball)	King	After School	N/A	\$600.00	9/4/08	10/30/08
Brooks Geiken	Coach (Cross Country)	King	After School	N/A	\$600.00	9/2/08	10/30/08
Nathaniel Goodby	80% Assistant Coach (Girls Volleyball)	Berkeley High	General Fund	N/A	\$1072.00	8/18/08	11/15/08
Jerome Goode	60% Assistant Coach (Football)	Berkeley High	General Fund	N/A	\$1521.00	8/18/08	11/15/08
Frank Haskell	Head Coach (Girls Golf)	Berkeley High	General Fund	N/A	\$1340.00	8/18/08	11/15/08
Gary Hodge	Head Coach (Girls Volleyball)	Berkeley High	General Fund	N/A	\$1340.00	8/18/08	11/15/08
Lauren Hosking	Coach (Volleyball A/S)	Willard	BSEP	N/A	\$600.00	9/1/08	12/19/09
Joshua Ilyas	Coach (Football)	Willard	BSEP	N/A	\$600.00	9/1/08	12/19/08

CLASSIFIED EMPLOYEES

NAME	POSITION	LOCATION	BUDGET	CLASS RANGE STEP	FTE & SALARY	FROM	TO
John Leaks, Jr.	Coach (7 th Grade Flag Football)	King	After School	N/A	\$600.00	9/8/08	10/30/08
John Leaks, Jr.	Coach (8 th Grade Flag Football)	King	After School	N/A	\$600.00	9/3/08	10/30/08
Tawanna Leslie	Coach (7 th Grade Girls Volleyball)	Longfellow	BSEP	N/A	\$600.00	9/15/08	11/30/08
Tawanna Leslie	Coach (8 th Grade Girls Volleyball)	Longfellow	BSEP	N/A	\$600.00	9/2/08	12/01/08
Justin Nguyen	80% Assistant Coach (Girls Volleyball)	Berkeley High	General Fund	N/A	\$1072.00	8/18/08	11/15/08
Carrie Oliver	Coach (7 th Grade Girls Volleyball)	Willard	BSEP	N/A	\$600.00	9/1/08	12/19/08
Gregory Pedamonte	80% Assistant Coach (Football)	Berkeley High	General Fund	N/A	\$2020.80	8/18/08	11/15/08
Reynaldo Quides	Coach (8 th Grade Girls Volleyball)	King	After School	N/A	\$600	9/5/08	10/30/08
Gulliver Scott	80% Assistant Coach (Boys Crew)	Berkeley High	General Fund	N/A	\$1355.20	2/1/07	6/1/07
Gulliver Scott	80% Assistant Coach (Boys Crew)	Berkeley High	General Fund	N/A	\$1355.20	2/4/08	6/1/08
Saskia Van Bergen	80% Assistant Coach (Girls Field Hockey)	Berkeley High	General Fund	N/A	\$1072.00	8/18/08	11/15/08
Marcus Webb	80% Assistant Coach (Football)	Berkeley High	General Fund	N/A	\$2020.60	8/18/08	11/15/08
Heather Zona	Head Coach (Girls Field Hockey)	Berkeley High	General Fund	N/A	\$1340.00	8/18/08	11/15/08

WORKING EVENING SHIFT, DIFFERENTIAL, ATTENDANT DUTIES, OR AS CONFIDENTIAL EMPLOYEE

Nelson Abapo	Lead Tradesworker	Maintenance	Maintenance	58/5	5% differential 3 hrs @ \$1.56/hr	9/1/08	
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CLASSIFIED EMPLOYEES

NAME	POSITION	LOCATION	BUDGET	CLASS RANGE STEP	FTE & SALARY	FROM	TO
Carlos Cil	Maintenance Engineer	Maintenance	Maintenance	54/5	5% differential 3 hrs @ \$1.41/hr	9/1/08	
Jose Hernandez	Sr. Grounds Gardener	Maintenance	BB Measure	38/5	5% differential \$19.96/hr	7/1/08	
Phil Kolari	Maintenance Engineer	Maintenance	Maintenance	54/5	5% differential 3 hrs @ \$1.41/hr	9/1/08	
Abdul Mixon	Maintenance Engineer	Maintenance	Maintenance	54/1	5% differential 3 hrs @ \$1.18/hr	9/1/08	
James Tompkins, Jr.	Maintenance Engineer	Maintenance	Maintenance	54/2	5% differential 3 hrs @ \$1.24/hr	9/1/08	
Francisco Torres	Maintenance Tech.	Maintenance	Maintenance	45/1	5% differential 3 hrs @ \$.95/hr	9/1/08	

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Lisa Udell, Assistant Superintendent, Human Resources
DATE: October 22, 2008
SUBJECT: Memorandum of Understanding with the Alameda County Office of Education

BACKGROUND INFORMATION

The Alameda County Office of Education serves as the fiscal agent for the Teaching Internship Program of Alameda County (TIPAC) Alternative Certification Local Grant which provides teaching interns to District school sites. This is a continuing grant. The grant provides support provider stipends, maximum 3 day substitute costs at district rate and benefits/day for observations and professional development activities. It also provides overall TIPAC grant coordination, classes and training as defined within the TIPAC Grant, and intern program information about services and responsibilities, scheduled classes to all interns.

POLICY/CODE

None

FISCAL IMPACT

None. There are no costs to the District for the services provided.

STAFF RECOMMENDATION

Approve the Memorandum of Understanding.



Alameda County Office of Education

Sheila Jordan
Superintendent

Carlene Naylor
Associate Superintendent
Business Services

Rick Minnis
Chief Human Resources Officer

Naomi Williams
Assistant Superintendent
Educational Services

John Flores
Assistant Superintendent
Student Programs and Services

2008-09
BOARD OF EDUCATION

Jacki Fox Ruby
President

Eileen McDonald
Vice President

Ken Berrick
Member

Yvonne Cerrato
Member

Felix Elizalde
Member

Fred Sims
Member

Conchita Tucker
Member

MEMORANDUM

Date: August 19, 2008

To: **Lisa Udell**, Berkeley Unified School District

From: Dr. Naomi Williams, TIPAC Program Coordinator

Re: **Memorandum of Understanding between ACOE and Berkeley Unified School District**

Attached is the Memorandum of Understanding between ACOE and Berkeley Unified School District Please sign/complete the final page and return all original documents to Wanda Irish at the address below.

Upon completion of needed signatures a countersigned copy of the entire MOU will be sent to your attention for your records.

Thanks so much.

Dr. Naomi Williams
TIPAC Program
313 W. Winton Ave., Rm. 220
Hayward, CA 94544
Fax (510) 670-3179

If you have any questions, please contact Wanda Irish at (510) 670-4179.

313 W. Winton Ave.
Hayward, California
94544-1136

(510) 887-0152

www.acoe.org

NW:wi



MEMORANDUM OF UNDERSTANDING
By and Between the Alameda County Office of Education
and the Berkeley Unified School District
Teacher Education Intern Program

Berkeley Unified School District (hereafter "BUSD"), a California public school district located in Alameda County, and the Alameda County Office of Education (hereafter "ACOE") hereby enter into the following Memorandum of Understanding (hereafter "MOU"), effective September 1, 2008.

RECITALS

- A. The Alternative Certification Grant Program (the Program) is designed to assist school districts to meet their needs for teachers, giving specific attention to assisting persons to move into teaching after careers in other professions. The Program is described at Education Code Sections 44450 to 44468; 44325 to 44328; 44830.3 and elsewhere in Part 25, Chapter 2 (Teacher Credentialing) of the Education Code. The Program permits school districts and county offices of education to apply for grant funding to create, expand or improve alternative teacher certification programs.
- B. The California Commission on Teacher Credentialing ("CTC") is responsible to administer the Alternative Certification Local Assistance Grant. Additional requirements applicable to the Program are set forth in the March 4, 2003 Memorandum to Superintendents of California School Districts [and others] from Sam W. Sawford, Executive Director of CTC ("the Memorandum").
- C. The Teacher Internship Program of Alameda County ("TIPAC") was created according to the terms and conditions of the document entitled "Teaching Internship Program of Alameda County (TIPAC) – An Alternative Teacher Certification Program Grant," ("the Grant"). TIPAC is a consortium that, at its inception, included California State University East Bay, seven Alameda County school districts and ACOE and has since added members to the consortium from time to time. TIPAC's purpose is to enable San Francisco Bay Area colleges to place, and to enable participating school districts to employ qualified teaching interns, utilizing Program funds. Per Section I (Background) of the Memorandum, a school district or university may join TIPAC at any time rather than writing a new program proposal.
- D. BUSD to join TIPAC.

Wherefore, ACOE and BUSD hereby agree as follows:

1. BUSD is a public school district in Alameda County and hereby added to, and joins TIPAC, according to applicable law and the terms and conditions of the Grant.
2. Consistent with applicable law and the terms and conditions of the Grant, BUSD agrees to:

- a. Designate an Intern Program Coordinator to ensure support and assistance to district interns and as a liaison to TIPAC.
 - b. Provide and identify an on-site non-evaluative Support Provider (coach) under the terms set forth in the Grant to assist each intern to develop teaching competencies and classroom management practices.
 - c. Give each district Support Provider adequate release time and resources to assist and support the intern
 - d. Identify each BUSD intern in TIPAC and ensure that a copy of their intern application has been received by ACOE, TIPAC coordinator.
 - e. Provide all necessary intern program information about services, responsibilities, scheduled classes to interns and their Support Providers.
 - f. Provide a final invoice to ACOE, no later than April 1, 2009 with all necessary supporting detail, a copy of support provider logs required for each intern, and adequate documentation of field support expenses and substitute days
3. Consistent with applicable law and the terms and conditions of the Grant, ACOE agrees to:
- a. Serve as the fiscal agent for the Grant.
 - b. Provide funding support to BUSD to implement district responsibilities of the Grant.
 - c. Conditioned upon receipt of BUSD's invoice no later than April 1, 2009 and all supporting detail as set forth in Section 2(f), provide funds as follows per TIPAC Intern during 2008-2009 school year:
 - (i) Support Provider stipends @ \$800.00
 - (ii) Maximum 3 days substitute costs @ district rate and benefits/day for observations and professional development activities
 - (iv) The total amount reimbursed to BUSD shall not exceed \$1350 per intern per fiscal year.
 - d. Provide overall TIPAC grant coordination
 - e. Provide classes and training as defined within the TIPAC Grant for TIPAC Interns and Support Providers
 - f. Provide intern program information about services and responsibilities, scheduled classes to all interns.
4. Each party to this MOU agrees to indemnify and hold harmless the other (including its Board of Education, officers, agents, representatives and employees as the same may be constituted from time to time hereafter) from and against all liability, losses and/or damages or expenses or costs of judgments of any kind against it that may arise in connection with (1) the indemnifying party's failure to perform under the terms of this MOU, and/or (2) any intentional or criminal misconduct or gross negligence arising out of or in connection with indemnifying party's performance of this MOU.

5. General Provisions

- (a) BUSD and ACOE are independent contractors and will so represent themselves in all regards. Neither may bind the other in any way.
- (b) This MOU is the complete and exclusive statement of the parties to the MOU the subjects set forth herein, and supersedes all prior written and/or oral proposals and understandings relating thereto. This MOU may only be modified by means of writing, duly authorized and signed by an officer of HUSD and an authorized representative of ACOE. If any court of competent jurisdiction determines that any provision of this MOU is invalid, the remainder of the MOU shall continue in full force and effect. The offending provision shall be interpreted to the fullest extent possible to give effect to its stated intent.
- (c) Neither failure to require performance of any provision, nor waiver of a breach of a provision shall constitute a party's waiver of its right thereafter to require full and proper performance of that provision. Singular terms will be construed as plural and vice versa. Section headings are for convenience only and shall not be considered part of the MOU.
- (d) This MOU is governed by the laws of the State of California, without giving effect to its conflict of law provisions. The prevailing party in any contested action or proceeding arising out of this MOU shall recover all its costs, expenses and reasonable attorney fees incurred in such action. Nothing in this MOU shall be deemed a waiver, by either party, of any and all available legal and equitable remedies.
- (e) Either party may terminate this MOU for any reason, in the terminating party's sole discretion upon thirty days advance written notice to the other party.
- (f) Except as required by applicable law, including but not limited to the California Public Records Act, any written information exchanged by the parties pursuant to or in connection with this MOU shall be kept confidential, and no such information, including the fact of the MOU, shall be made public without the advance written consent of the other party.

OFFICIAL STAMPED APPROVAL WITH SIGNATURES FOLLOWS:

BERKELEY UNIFIED SCHOOL DISTRICT

By: _____
Lisa Udell, Ed.D.
Assistant Superintendent, Human Resources
Berkeley Unified School District

Dated: _____

ALAMEDA COUNTY OFFICE OF EDUCATION

By: _____
Sheila Jordan
Alameda County Superintendent of Schools

Dated: _____

Funding: Grant # 923

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Neil Smith, Assistant Superintendent, Educational Services
DATE: October 22, 2008
SUBJECT: Out of State Travel Requests

BACKGROUND INFORMATION

The following Out of State Travel Requests are being made:

International Baccalaureate North America, Montreal, Canada,
November 6 - 10, 2008

Approve participation for Martha Ramey, Berkeley High School Teacher, to attend this five-day, four-night conference in Montreal, Canada. The workshop focus will be Level B, French. This workshop is required for teachers to be certified to teach in the International Baccalaureate program. Registration, transportation, lodging and meals will be paid by site Title II funds.

National Conference of American Orff-Schulwerk Association, Charlotte, NC, November 12 – 16, 2008

Approve participation for Merlyn Katechis, Elementary School Music Teacher, to attend this five-day, four-night conference in Charlotte, NC. Ms. Katechis will join with experienced practitioners in exploring models of Schulwerk-style repertoire for music instruction. Merlyn Katechis will cover all costs for registration, transportation and lodging. The cost for three days of substitute coverage will be paid from Measure A funds.

POLICY/CODE

Education Code 35330
Board Policy 6153

FISCAL IMPACT

As indicated above.

STAFF RECOMMENDATION

Approve the out of state travel requests consistent with the District Policies and instructional programs.

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Margaret Kirkpatrick, Principal, Berkeley Adult School
DATE: October 22, 2008
SUBJECT: National Civic Education Program Grant

BACKGROUND INFORMATION

The National Civic Education Project (NCEP), sponsored by Earth Day Network, has the goal of fostering civic engagement among students in targeted communities through their interest in the environment. Students in participating classrooms will learn about how real environmental issues affect their communities and how they can address these issues collectively and individually. Through this project, teachers will educate their students about the importance of community action, civic participation, and staying aware of urban environmental issues that directly affect them. Schools are given an opportunity to compete for a \$3,500 grant to support student projects which will engage students in these civic activities.

Berkeley Adult School's English Language Civics Project curriculum focuses on civic participation and environmental issues, so this grant's goals are very much in alignment with the school goals. This grant will enrich the Adult School program.

POLICY/CODE

Ed Code 41011, 52501

FISCAL IMPACT

Additional \$3,500 for the Adult School EL Civics Project

STAFF RECOMMENDATION

Approve the submission of the National Civics Education Project grant application.

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Javetta Cleveland, Deputy Superintendent (CBO)
DATE: October 22, 2008
SUBJECT: Approval of Contracts/Purchase Orders for Services
Contracts

BACKGROUND INFORMATION

The District contracts with consultants or independent contractors who can provide valuable and necessary specialized services not normally required on a continuing basis.

The following contract services are requested. Expenditures are within budget.

- 1 Engeo Consultants to provide geological hazard statement, provide geotechnical advice and to provide additional borings at West Campus. This advice and the subsequent reports are required by DSA to remodel the Bonar Street building and other improvements at West Campus. The authorized period shall be from October 2008 until completion. The cost will not exceed \$25,000. To be paid from the Bond Fund. Requested by Lew Jones.
- 2 The Robert Half/Accountemps to provide consultant service to support the Berkeley High School for vacant position for the period 7/1/08 to 10/31/08. The cost will not exceed \$27,013.50. To be paid from General Fund Budget. Requested by Jim Slemp.
- 3 Laidlaw to provide transportation for BHS student athletes to sporting events as needed for the 2008/09 season. The cost will not exceed \$10,000. To be paid from General Fund Budget. Requested by Jim Slemp.
- 4 Notification Technologies to provide parent and disaster notification phone system services for the 2008/09 School Year. This is the third year of a three-year agreement. The cost will not exceed \$32,097. To be paid from General Fund Budget. Requested by Jay Nitschke.
- 5 Jeff Sprague, Ph.D. to provide consultant services to provide training and technical assistance to school site teams and relevant BUSD administrators to support implementation of positive behavioral support in various schools. The cost will not exceed \$12,000. To be paid from the Safe Schools Grant and General Fund Budget. Requested by Neil Smith.

POLICY/CODE

Public Contract Code: 20111

Board Policy 3310

STAFF RECOMMENDATION

Approve the contracts with Consultants or Independent Contractors as submitted.

BERKELEY UNIFIED SCHOOL DISTRICT
District Bill Warrant -- Accounting Department
BILL WARRANT FOR SEPTEMBER 2008

FUNDS	AMOUNT
GENERAL FUND	\$1,385,871.02
MEASURE BB FUND	\$339,443.60
ADULT FUND	\$49,015.75
CAFETERIA FUND	\$156,405.60
CHILD DEVELOPMENT FUND	\$7,168.76
MEASURE A+AA (BOND Fund)	\$2,468,182.88
SCHOOL ENRICHMENT FUNDS	\$136,722.72
SELF INSURANCE FUND	\$103,853.41
DEFERRED MAINTENANCE FUND	\$343,934.40
PAYROLL/BENEFITS CLEARING	\$973,907.33
MEASURE B FUND	\$4,132.21
COUNTY SCHOOL FACILITIES	\$9,733.36
PUPIL TRANSPORTATION EQUIPMENT	\$0.00
TRANS FUND	\$0.00
TOTAL DISTRICT BILL WARRANT	<u><u>\$5,978,371.04</u></u>

Approved By :

Pauline Follansbee, CPA
Director of Fiscal Services

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Javetta Cleveland, Deputy Superintendent
DATE: October 22, 2008
SUBJECT: Approve Listing of Warrants issued in September 2008

BACKGROUND INFORMATION

Each month the District writes several checks to vendors for services provided and goods received. The checks are written against both the Restricted and Unrestricted General Fund. The summaries of warrants for the month of August 2008 are attached for the Board's review.

POLICY/CODE

Educational Code Section 41010 ET seq.

FISCAL IMPACT

\$5,978,371.04 for the month of August from various funds.

STAFF RECOMMENDATION

Approve the monthly bill warrant lists for the month of September 2008.

Berkeley Unified School District
Berkeley, California

VOUCHERS PAID 09/01 THRU 09/30/08

DATE	VOUCHER TYPE	GENERAL FUND 01	MEAS BB FUND 02	BSEP4 FUND 04	BSEP 5 FUND 05	BSEP6 FUND 06	BSEP7 FUND 07	MEAS B FUND 08	ADULT FUND 11	CHILD DEV. FUND 12	CAFÉ FUND 13	DEF MAINT FUND 14	MEAS.A FUND 21	COUNTY SCH.FACIL FUND 35	SELF INS. FUND 67	PAYROLL/ BENEFITS CLEARING 76	TOTAL
02-Sep-08	W/R	\$ 139,353.20	\$ 2,406.68	\$ 5,266.56				\$ 149.36	\$ 1,370.56	\$ 619.57	\$ 1,927.33	\$ 300,000.00	\$ 363,739.97	\$ -	\$ 11,076.97	\$ 21,623.32	\$ 847,533.52
05-Sep-08	W/R	\$ 199,661.08	\$ 50,494.05	\$ 1,265.48					\$ 17,378.62		\$ 27,560.96		\$ 140,144.98	\$ 2,400.00	\$ 11,827.50		\$ 450,732.67
09-Sep-08	W/R	\$ 146,353.99	\$ 6,168.04					\$ 1,373.18	\$ 437.12		\$ 21,604.93						\$ 175,937.26
12-Sep-08	W/R	\$ 92,989.69	\$ 7,797.32						\$ 4,959.94	\$ 1,348.00	\$ 16,241.55	\$ 33,406.40	\$ 1,722,712.28	\$ 733.36			\$ 1,880,188.54
16-Sep-08	W/R	\$ 331,239.07	\$ 45,173.92	\$ 10,393.08		\$ 4,995.50	\$ 2,450.00		\$ 14,886.80		\$ 45,054.13	\$ 10,528.00	\$ 40,780.96	\$ 6,600.00	\$ 10,294.31	\$ 310,705.60	\$ 833,101.37
19-Sep-08	W/R	\$ 60,717.87	\$125,734.93	\$ 16,969.50			\$ 70,420.50	\$ 526.58	\$ 12,557.45		\$ 30,918.82		\$ 200,777.25		\$ 43,361.11	\$ 83,384.72	\$ 645,668.38
23-Sep-08	W/R	\$ 421,968.61	\$101,668.66	\$ 20,164.43	\$ 653.90		\$ 4,770.24	\$ 2,083.09		\$ 4,901.54	\$ 13,097.88		\$ 27.44		\$ 27,293.52	\$ 558,193.69	\$ 1,154,823.00
TOTAL		\$ 1,392,283.51	\$339,443.60	\$ 54,059.05	\$ 653.90	\$ 4,995.50	\$ 77,640.74	\$ 4,132.21	\$ 51,590.49	\$ 7,168.76	\$ 156,405.60	\$ 343,934.40	\$ 2,468,182.88	\$ 9,733.36	\$ 103,853.41	\$ 973,907.33	\$ 5,987,984.74
CANCELLATIONS:																	
02-Sep-08	MAN	\$ (2,255.07)															\$ (2,255.07)
03-Sep-08	MAN	\$ (1,154.25)															\$ (1,154.25)
04-Sep-08	MAN	\$ (2,139.50)															\$ (2,139.50)
11-Sep-08	MAN								\$ (2,490.26)								\$ (2,490.26)
15-Sep-08	MAN			\$ (277.25)					\$ (84.48)								\$ (361.73)
16-Sep-08	MAN	\$ (863.67)															\$ (863.67)
23-Sep-08	MAN			\$ (349.22)													\$ (349.22)
GRAND TOTAL		\$ 1,385,871.02	\$339,443.60	\$ 53,432.58	\$ 653.90	\$ 4,995.50	\$ 77,640.74	\$ 4,132.21	\$ 49,015.75	\$ 7,168.76	\$ 156,405.60	\$ 343,934.40	\$ 2,468,182.88	\$ 9,733.36	\$ 103,853.41	\$ 973,907.33	\$ 5,978,371.04

Detail available in Business Office

Board Approved:

Approved By :

PAULINE FOLLANSBEE, CPA
DIRECTOR OF FISCAL SERVICES

W/R: warrant register
MAN: manual issue

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Javetta Cleveland, Deputy Superintendent
DATE: October 22, 2008
SUBJECT: Receive and Approve Information on the Issuance of Payroll Warrants for Employee Services for September 2008.

BACKGROUND INFORMATION

On a regular basis, the Board receives information on the total amount paid employees during a month. The attached represents a summary of pay warrants from various funds for the months of September 2008.

POLICY/CODE

Educational Code 41010 ET Seq.

FISCAL IMPACT

\$6,054,578.18 for September 2008 from various funds.

STAFF RECOMMENDATION

Approve payroll payments made in September 2008.

**BERKELEY UNIFIED SCHOOL DISTRICT
DISTRICT PAYROLL – ACCOUNTING DEPARTMENT
September 2008**

<u>COMPUTER GENERATED</u>	<u>AMOUNTS</u>
GENERAL FUND	\$4,820,055.13
MEASURE BB FUND	\$174,205.49
BSEP SITE ENRICHMENT	\$2,516.53
BSEP Measure A	\$337,038.28
MEASURE B FUND	\$778.15
ADULT FUND	\$262,131.02
CAFETERIA FUND	\$111,997.17
CHILD DEVELOPMENT	\$315,130.90
Measure A+AA (Bond Fund)	\$21,465.00
SELF INS. FUND	\$9,260.51
TOTALS	\$6,054,578.18

APPROVED BY: _____ October 22, 2008
Pauline Follansbee, CPA
Director of Fiscal Services