

**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, February 27, 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 Selawsky, President
Nancy Riddle, Vice President
Joaquin Rivera
Karen Hemphill
Shirley Issel
Rio Bauce ** - 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. 0506-03-060891 - Readmission
Student Case No. 0708-02-032598 - Expulsion
Student Case No. 0708-06-011094 – Stipulated Expulsion
- c) Collective Bargaining
- d) Public Employee Discipline/Dismissal /Release/Evaluation
- e) Public Employment /Appointment
- f) Liability Claims
Workers' Compensation Settlement
Property and Liability Claim No. 07-01
- g) Property Acquisition

* 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 February 27, 2008

Teaching and Learning

Cheryl Wilson, Principal, LeConte Elementary School: Leveraging Collaboration and Intervention to Effect Change for our Most Struggling Students

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
Superintendent's Report
Board Members' Reports

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 Arts is Education	<u>Staff Recommendation:</u> Approve Resolution No. 08-33 Proclaiming March as Arts is Education Month	8
1.2-C Resolution re Budget Cuts	<u>Staff Recommendation:</u> Approve Resolution No.08-34 opposing State Budget Cuts	11
1.3-C Approval to add Special Board Meeting	<u>Staff Recommendation:</u> Approve request to add special board meeting on March 3, 2008 to discuss layoffs	13

Personnel Services

2.1-C Approval of Personnel Report	<u>Staff Recommendation:</u> Approve Personnel Report No. 08-05 indicating changes in personnel status by Berkeley employees throughout the District	14
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Educational Services

3.1-C Approval of Ratification of Out of State Travel	<u>Staff Recommendation:</u> Approve ratification of out of state travel in accordance with District policies	17
3.2-C Approval of Amendment to Child Development Contract	<u>Staff Recommendation:</u> Approve the Amendment to 2007-08 Agreement for Child Development Services	18

Business Services

4.1-C Approval of Contracts and Purchase Orders	<u>Staff Recommendation:</u> Authorize Purchasing Manager and/or Deputy Superintendent to execute contracts and purchase orders	23
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4.2-C Approval of Listing of Warrants	<u>Staff Recommendation:</u> Approve warrants issued in January 2008	25
4.3-C Approval of Listing of Payroll Warrants	<u>Staff Recommendation:</u> Approve payroll warrants issued in January 2008	28

ACTION ITEMS

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

General Services

1.1-A 2008 CSBA Delegate Assembly Election	<u>Staff Recommendation:</u> Elect candidate(s) for CSBA Delegate Assembly	31
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Business Services

4.1-A Superintendent’s Budget Advisory Committee	<u>Staff Recommendation:</u> Approve Superintendent’s proposal to form Budget Advisory Committee	42
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CONFERENCE ITEMS

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

INFORMATION ITEMS

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

Personnel Services

2.1-I Hiring Freeze	<u>Staff Recommendation:</u> Receive report on District’s hiring freeze as information	44
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Educational Services

3.1-I
IEP (Individualized Education Program)
Compliance Report

Staff Recommendation: **45**
Receive the Special Education
Quarterly report on completed
IEPs and Triennial reviews as
information

3.2-I
Williams Quarterly Report

Staff Recommendation: **47**
Receive the Williams Quarterly
Report as information

Business Services

4.1-I
Maintenance and BB Update Report

Staff Recommendation: **48**
Receive Maintenance and BB
Report that updates progress in
the second quarter of FY 2008

4.2-I
Facilities Plan Update

Staff Recommendation: **52**
Receive and accept Facilities Plan
Update as information

ADDITIONAL ACTION ITEMS

Approve Minutes of 2-13-08

**EXTENDED PUBLIC TESTIMONY
ANNOUNCEMENTS**

2008 Board of Education Meeting Dates

March 12	August 20
March 26	September 10
April 9	September 24
April 23	October 8
May 14	October 22
May 28	November 12
June 11	December 10 - organizational
June 25	

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 T. Selawsky, President, Board of Education
DATE: February 27, 2008
SUBJECT: Resolution Proclaiming March as Arts Education Month

BACKGROUND INFORMATION

Arts education is an integral part of basic education for students and provides balanced learning and develops the full potential of their minds. The District has adopted the goal of the Fully Articulated Arts Program and the celebration of Arts Education Month is in keeping with that goal.

POLICY/CODE

None

FISCAL IMPACT

None

BOARD MEMBER RECOMMENDATION

Approve Resolution No. 08-33 proclaiming March as Arts Education Month and distribute the approved Resolution to all school principals

Resolution No. 08-33
PROCLAMATION
ARTS EDUCATION MONTH
MARCH 2008

WHEREAS, Arts Education, which includes dance, music, theater, and the visual arts, is an integral part of basic education for all students, kindergarten through grade twelve, to provide for balanced learning and to develop the full potential of their minds; and

WHEREAS, through well-planned instruction and activities in the arts, children develop initiative, creative ability, self-expression, critical thinking and problem solving skills, discipline, and a heightened appreciation of beauty and cross-cultural understanding; and

WHEREAS, experience in the arts develops insights and abilities central to the experience of life, and are collectively one of the most important repositories of culture; and

WHEREAS, many national, state, and local professional arts education associations hold celebrations in March focused on students' participation in the arts, and

WHEREAS, these celebrations give Berkeley schools a unique opportunity to focus on the value of the arts for all students, to foster cross-cultural understanding, to give recognition to Berkeley's young artists, to focus on careers in the arts available to students, and to enhance public support for this important part of our curriculum; and

WHEREAS, the California State Board of Education states in its Arts Education Policy adopted in March 1997 that each student should receive a high quality, comprehensive arts education program based on the adopted *Visual and Performing Arts Framework for California Public Schools, Kindergarten Through Grade Twelve*;

WHEREAS, the Berkeley Board of Education has adopted the "Fully Articulated Arts Program" as a goal, and Visual and Performing Arts Policy 6142.6 of April 2006, therefore be it

RESOLVED on February 27th, 2008 that the Berkeley Board of Education proclaims the month of March 2008 as *Arts is Education Month* and encourages all educational communities to celebrate the arts with meaningful student activities and programs that demonstrate learning and understanding in the visual and performing arts; and be it further

RESOLVED, that the Berkeley Board of Education directs that suitably prepared copies of this resolution be distributed to all school principals in the Berkeley Unified School District.

John T. Selawsky
President

William Huyett
Secretary

BERKELEY UNIFIED SCHOOL DISTRICT

TO: Board of Education
FROM: William Huyett, Superintendent
DATE: February 27, 2008
SUBJECT: Resolution on Governor's Proposed 2008-09 Budget

BACKGROUND INFORMATION

The governor's proposed budget reductions would be disastrous to public schools. The proposed reductions are fundamentally inconsistent with the state's goal of improving student achievement. The voters passed Proposition 98 almost 20 years ago to ensure our students and schools receive minimum funding. This support was strongly reaffirmed in 2005. Proposals that suspend Proposition 98 conflict with the will of the voters and jeopardize the minimum education funding levels. Our students and schools did not create this budget problem, and their progress should not be undermined because of it. The attached Resolution tells the Governor that we are strongly opposed to the massive budget cuts on the table and urges the Governor and the legislator to discuss all possibilities to solve the budget crisis.

POLICY/CODE

None

FISCAL IMPACT

The State will reduce its allocation to BUSD by \$3.7 million requiring budget cuts and layoffs

STAFF RECOMMENDATION

Approve Resolution No.08-34 and disseminate to CSBA, state legislators and the Governor

**BERKELEY UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 08-34 ON GOVERNOR'S PROPOSED 2008-09 BUDGET**

WHEREAS, California's more than 6 million students deserve high-quality schools with well-trained educators, small class sizes, quality instructional materials, up-to-date textbooks and dynamic parental support; and

WHEREAS, Governor Schwarzenegger's 2008–09 budget proposal and the Legislative Analyst Office's review calls for massive and devastating cuts to K–12 students and schools by reducing Proposition 98 in the current year and for 2008–09; and

WHEREAS, A \$4.4 billion cut to Proposition 98 funding would mean laying off tens of thousands of teachers statewide and would also result in increases in class size, not to mention a further erosion of the support system for students provided by classified and paraprofessional staff; and

WHEREAS, Under the governor's proposed budget, Berkeley Unified School District would lose \$3.7 million in 2008–09; and

WHEREAS, According to recently released reports and studies, California spends \$1,900 less per student than the national average — seriously underfunding its public schools; and

WHEREAS, The governor's proposed budget reductions are fundamentally inconsistent with the state's goal of improving student achievement, at a time when our students are making progress toward meeting rigorous state and federal education standards; and

WHEREAS, The "Getting Down to Facts" studies show that billions more need to be invested in education in California to ensure the opportunity for all students to succeed now and in the future; and

WHEREAS, The \$14 billion budget problem was not created by our students and fixing the problem should not come at the expense of their educational progress and success; and

WHEREAS, California voters approved — and continue to strongly support — Proposition 98 to protect schools and students from harmful budget cuts and to establish a minimum level of education funding; and

BE IT RESOLVED that Berkeley Unified School District strongly opposes the governor's 2008–09 budget proposal and urges the governor and legislature to discuss all possibilities to solve the budget crisis including new revenue sources.

ADOPTED AND APPROVED this 27th day of February, 2008 by Berkeley Unified School District Board of Education.

John T. Selawsky
Board President

William Huyett
Superintendent/Secretary

BERKELEY UNIFIED SCHOOL DISTRICT

TO: Board of Education
FROM: William Huyett, Superintendent
DATE: February 27, 2008
SUBJECT: Addition to 2008 Board of Education Meeting Schedule

BACKGROUND INFORMATION

By state law, school districts must send out notices by March 15 of each year to teachers who are recommended to be laid off. I am requesting approval to add a Special Board Meeting on March 3, 2008 to discuss possible layoffs.

POLICY CODE

Education Code 44955

FISCAL IMPACT

None

STAFF RECOMMENDATION

Approve the addition of a March 3 Board of Education Meeting

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Lisa Udell, Ed.D. Assistant Superintendent, Human Resources
 Alan Levinson, Director, Classified Personnel
DATE: February 27, 2008
SUBJECT: APPROVAL OF HUMAN RESOURCES REPORT 08-05
 Following is Human Resources Report 08-05 which reports details of personnel assignments, employment, and terminations.

CERTIFICATED EMPLOYEES						
NAME	POSITION	LOCATION	BUDGET	FTE & SALARY	FROM	TO
<u>RETIREMENT</u>						
Robert McKnight	Teacher	BHS	General Fund	1.00 FTE	6/13/08	
<u>RESIGNATION</u>						
Celeste Greco	Teacher	Special Ed	General Fund	1.00 FTE	6/13/08	
<u>TEMPORARY TEACHER</u>						
Judith Hitchings	Teacher	BHS	General Fund	1.00/VII-12	1/29/08	6/13/08
Connie Polk	Teacher	BHS	General Fund	1.00/VII-12	2/12/08	6/13/08
Micah Sheiner	Teacher	BHS	General Fund	1.00/VI-02	1/28/08	6/13/08

CLASSIFIED EMPLOYEES

NAME	POSITION	LOCATION	BUDGET	CLASS RANGE STEP	FTE & SALARY	FROM	TO
<u>RESIGNATION</u>							
Alicha Byrd	Food Service Satellite Operator	Malcolm X				2/8/08	
<u>EXTENDED MATERNITY LEAVE WITHOUT PAY</u>							
Alicia Barajas	School Secretary I	Rosa Parks	General Fund	44/3	1.0 FTE \$20.37 hr	2/25/08	3/13/08
<u>EXTENDED SICK LEAVE WITH 50% PAY</u>							
Kevin Campbell	Custodian II	Cragmont	General Fund	37/5	1.0 FTE \$18.58 hr	2/1/08	2/29/08
Vanessa King	Food Service Satellite Operator	B-Tech/ Rosa Parks	Child Nutrition	31/5	.73 FTE \$16.01 hr	2/1/08	2/29/08
Vanessa King	Custodian I	Rosa Parks	General Fund	32/2	.27 FTE \$14.15 hr	2/1/08	2/29/08
Craig White	School Safety Officer	Berkeley High	General Fund	44/5	1.0 FTE \$22.09 hr	1/10/08	2/22/08
<u>PROBATIONARY</u>							
Maya Magdaleno	Library Media Tech.	Willard	BSEP	43/1	.53 FTE \$18.00 hr	1/31/08	9/30/08
Brazil McIntyre	Instructional Tech. (After School)	Le Conte	After School	34/1	.53 FTE \$14.15 hr	2/4/08	10/3/08
Sally Thread	Instructional Assistant (Special Education)	Rosa Parks	Special Ed.	31/1	.80 FTE \$13.38 hr	12/7/07	6/6/08
Heather Walsh	Instructional Assistant (Special Education)	Oxford	Special Ed.	31/1	.80 FTE \$13.38 hr	12/7/07	6/6/08
<u>PROVISIONAL</u>							
Michael Brown	Instructional Tech. (After School)	Cragmont	21 st Century	341/	.47 FTE \$14.41 hr	1/30/08	4/29/08
Yvette Whiten	Instructional Assistant (Special Education)	Longfellow	Special Ed.	31/1	.27 FTE \$13.38 hr	2/1/08	4/30/08
<u>AVAILABLE SUBSTITUTES</u>							
Nathaniel Hill	Custodian I	All District	General Fund	32/1	NTE 7.5 hrs/day \$13.48 hr	2/6/08	6/13/08
Shanil Kumar	Custodian I	All District	General Fund	32/1	NTE 7.5 hrs/day \$13.48 hr	2/6/08	6/13/08
Albert Osby	Food Service Assistant	All District	General Fund	26/1	NTE 7.5 hrs/day \$11.61 hr	1/7/08	6/13/08

CLASSIFIED EMPLOYEES

NAME	POSITION	LOCATION	BUDGET	CLASS RANGE STEP	FTE & SALARY	FROM	TO
<u>TEMPORARY/HOURLY/LIMITED TERM</u>							
Kakin Leung	Tutor-Specialty (AP Project)	Berkeley High	BSEP	31/1	13 total hrs \$13.38 hr	9/12/07	6/13/08
Jennifer Ng	Tutor-Specialty (Work Study)	Berkeley High	BSEP	31/1	5 hrs/wk \$13.38 hr	10/2/07	6/13/08
Sandra Nakagawa	Tutor-Specialty (Music)	King	BSEP	31/1	2 hrs/wk \$13.38 hr	9/4/07	6/13/08
Jason Nealy	Tutor-Specialty (Math)	Emerson	SLIP	31/1	20 hrs/wk \$13.38 hr	9/24/07	6/13/08
Lissa Newton	Instructional Tech. (After School)	Le Conte	After School	34/1	6 hrs/wk \$14.41 hr	9/4/07	6/13/08
Flora Ortiz	Tutor-Specialty (ELL)	King	EIALEP	31/1	300 total hrs \$13.38 hr	8/29/07	6/13/08
<u>STIPENDS</u>							
Britta Feljstrom	Coach (Girls 7 th Grade Basketball)	Willard	LRN SAFE	N/A	\$600.00	10/1/07	3/1/08
Cristina Frias	Coach (Boys Soccer)	King	21 st Century	N/A	\$600.00	11/30/07	1/7/08
Booker Martin	Coach (Girls 7 th Grade Basketball)	Longfellow	BSEP	N/A	\$600.00	11/1/07	3/1/08
Booker Martin	Coach (Girls 8 th Grade Basketball)	Longfellow	BSEP	N/A	\$600.00	11/1/07	3/1/08
<u>WORKING EVENING SHIFT, DIFFERENTIAL, ATTENDANT DUTIES, OR AS CONFIDENTIAL EMPLOYEE</u>							
Wanda McAfee	Sr. Food Service Assistant	Central Kitchen	Child Nutrition	35/2	5% differential 2 hrs/day @ \$.76 hr	12/1/06	6/13/08

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Neil Smith, Assistant Superintendent, Educational Services
DATE: February 27, 2008
SUBJECT: Out of State Travel Ratification

BACKGROUND INFORMATION

The following Out of State Travel Ratification is being made:

American String Teachers National Conference, Albuquerque, NM –
February 27 - March 1, 2008

Ratify participation of music teacher Madeline Prager on a four-day, three-night trip to attend the National Conference of the American String Teachers Association in Albuquerque, New Mexico. Ms. Prager is scheduled to depart on Wednesday, February 27, and return on Saturday, March 1, 2008. The purpose of the trip is to improve her methodology in teaching strings to students and to enable her to lead professional development for other music teachers in the District. The \$274 registration fee and the cost of a substitute are being paid by Measure A. Ms. Prager will pay for her travel and lodging. Requested by Suzanne McCulloch, Visual and Performing Arts Program Supervisor.

POLICY/CODE

Education Code 35330
Board Policy 6153

FISCAL IMPACT

As indicated above.

STAFF RECOMMENDATION

Ratify the out of state travel request.

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Neil Smith, Assistant Superintendent, Educational Services
DATE: February 27, 2008
SUBJECT: Amendment to 2007-08 Agreement for Child Development Services

BACKGROUND INFORMATION

The District contracts annually with the California Department of Education (CDE) to fund the Early Childhood Education Program. The contract between for Child Development Services for 2007-08 was submitted on July 31, 2007 for \$4,919,727. The Amendment to the Contract, which has been initiated by CDE, increases the maximum daily rate per child from \$39.92 to \$41.73, increasing the potential amount reimbursable to the District by \$222,864. Thus, the new contract amount will total \$5,142,591. Note that all service requirements remain the same as in the original contract.

A copy of the Amendment to the Agreement for Child Development Services has been attached. Board approval of the Amendment is required in order to modify the original contract.

POLICY/CODE

California Development Division
Ed Code Title 5

FISCAL IMPACT

An increase of \$222,864 in the Child Development Budget for 2007-08

STAFF RECOMMENDATION

Approve the Amendment to 2007-08 Agreement for Child Development Services.

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Javetta Cleveland Deputy Superintendent
DATE: February 27, 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 A+ Educational Centers to provide tutorial services for 16 BUSD students [BAM (2), King (3), Washington (5), Willard (1), Rosa Parks (5)] for the period 2/6/08 to 6/30/2008. The cost will not exceed \$14,290. To be paid from Title I Budget. Requested by Christina Faulkner.
- 2 Frances Grahamjones to provide speech services at the preschool level for the period 7/1/07 to 6/30/2008 for Special Education Department. The cost will not exceed \$25,000. To be paid from Special Education Budget. Requested by Elaine Eger.
- 3 North Valley School to provide tuition for student AH (12/26/93) for the period 11/14/07 to 6/30/08 for Special Education Department. The cost will not exceed \$21,420. To be paid from Special Education Budget. Requested by Elaine Eger.
- 4 HMS, Inc to provide hazardous material inspection and removal oversight services for paint, flooring and acoustics projects at various sites. The cost will not exceed \$21,100. To be paid from the Bond, Deferred Maintenance and BSEP 7 Funds. Requested by Lew Jones.
- 5 Mentoring for Academic Success Multicultural Institute to provide targeted tutoring for 25 students at Thousand Oaks School for 2007/08 SY. The cost will not exceed \$15,000. To be paid from After School/Parent Paid Budget. Requested by Jesse Ramos.
- 6 Increase in contract, PO 81891, to Total Education Solutions to provide student tutoring services. This change is to increase the number of students from 2 to 39 because another vendor was not able to provide services. The original order in the amount of \$1,786 was issued on January 17, 2008. The additional amount requested

- is \$33,045 for a total amount of \$34,831. To be paid from Title I. Requested by Christina Faulkner.
- 7 Increase in contract, PO 80964, to Laidlaw Transit to provide transportation of BHS athletes for the 2007/08 SY for BHS Athletics Department. The Board approved \$20,000 on September 5, 2007. The additional amount requested is \$20,000 for a total amount of \$40,000. To be paid from General Fund Budget. Requested by Jim Slemph.
 - 8 Increase in contract, PO 80102, to Simplex Grinnel to provide fire alarm systems repair for 2007/08 SY. The original order in the amount of \$7,000 was issued on July 1, 2007. The additional amount requested is \$10,000 for a total amount of \$17,000. To be paid from Measure BB. Requested by Steve Collins.
 - 9 Increase in contract, PO 80101, to Roto Rooter to provide emergency drain cleaning services as required for 2007/08 SY. The original order in the amount of \$8,000 was issued on July 1, 2007. The additional amount requested is \$10,000 for a total amount of \$18,000. To be paid from Measure BB. Requested by Steve Collins.
 - 10 Increase in contract, PO 81215, to Jane Doe to provide parent reimbursement for instructional services for student JR (1/25/02) for Special Education Department. The Board approved \$12,000 on September 19, 2007. The additional amount requested is \$21,000 for a total amount of \$33,000. To be paid from Special Education Budget. Requested by Elaine Eger.

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

TO: William Huyett, Superintendent
FROM: Pauline Follansbee, Director of Fiscal Services
DATE: February 27, 2008
SUBJECT: Approve Listing of Warrants issued in January, 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 January 2008 are attached for the Board's review.

POLICY/CODE

Educational Code Section 41010 ET seq.

FISCAL IMPACT

\$3,293,250.24 for the month of January 2008 from various funds.

STAFF RECOMMENDATION

Approve the monthly bill warrant lists for the month January 2008.

Berkeley Unified School District
Berkeley, California

VOUCHERS PAID 01/01 THRU 01/31

DATE	VOUCHER TYPE	GENERAL FUND 01	MEAS BB FUND 02	BSEP4 FUND 04	BSEP5 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 FACILITIES FUND 35	SELF INS. FUND 67	PAYROLL/ BENEFITS CLEARING 76
08-Jan-08	WR	\$ 150,368.17	\$ 16,351.58	\$ 5,932.55		\$ 17,368.13	\$ 12,674.39	\$ 2,537.01	\$ 12,168.29	\$ 254.46	\$ 17,334.34	\$ 5,220.00	\$ 66,303.12	\$ 5,500.00		\$ 15,479.46
11-Jan-08	WR	\$ 144,439.70	\$ 8,914.46	\$ 5,532.77	\$ 28.75	\$ 1,702.10		\$ 1,185.67	\$ 12,105.66	\$ 258.21	\$ 21,557.54				\$ 46,662.30	\$ 3,805.07
15-Jan-08	WR	\$ 250,586.17	\$ 23,792.60	\$ 21,473.26	\$ 185.92			\$ 3,203.13	\$ 58,115.11	\$ 10,549.01	\$ 8,225.02		\$ 147,798.39		\$ 113,003.35	\$ 887,091.33
18-Jan-08	WR	\$ 355,114.19	\$ 18,379.51	\$ 10,736.43	\$ 1,599.41	\$ 149.79		\$ 1,633.70	\$ 4,750.67	\$ 110.00	\$ 14,115.87		\$ 7,647.00		\$ 11,275.03	
22-Jan-08	WR	\$ 33,314.95		\$ 7,930.75							\$ 6,480.48		\$ 44,215.60			
25-Jan-08	WR	\$ 297,189.86	\$ 2,613.89	\$ 66,047.92	\$ 270.50		\$ 5,532.18	\$ 13,289.93	\$ 8,014.32	\$ 747.75	\$ 23,802.69	\$ 700.00	\$ 130,261.27		\$ 44,861.02	\$ 88,579.93
TOTAL		\$ 1,231,013.04	\$ 70,052.04	\$ 117,653.68	\$ 2,084.58	\$ 19,220.02	\$ 18,206.57	\$ 21,849.44	\$ 95,154.05	\$ 11,919.43	\$ 91,515.94	\$ 5,920.00	\$ 396,225.38	\$ 5,500.00	\$ 215,801.70	\$ 994,955.79
CANCELLATIONS:																
08-Jan-08	MAN	\$ (1,041.42)														
11-Jan-08	MAN	\$ (640.00)														
23-Jan-08	MAN	\$ (2,140.00)														
GRAND TOTL		\$ 1,227,191.62	\$ 70,052.04	\$ 117,653.68	\$ 2,084.58	\$ 19,220.02	\$ 18,206.57	\$ 21,849.44	\$ 95,154.05	\$ 11,919.43	\$ 91,515.94	\$ 5,920.00	\$ 396,225.38	\$ 5,500.00	\$ 215,801.70	\$ 994,955.79

Detail available in Business Office

Approved By:

Board Approved:

Pauline Follansbee, CPA
Director Of Fiscal Services

W/R: warrant register
MAN: manual issue

TOTAL
\$ 327,491.50
\$ 246,192.23
\$ 1,524,023.29
\$ 425,511.60
\$ 91,941.78
\$ 681,911.26
\$ -
\$ -
\$ -
\$ -
\$ -
\$ -
\$ 3,297,071.66

\$ (1,041.42)
\$ (640.00)
\$ (2,140.00)
\$ 3,293,250.24

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

FUNDS	AMOUNT
GENERAL FUND	\$1,227,191.62
MEASURE BB FUND	\$70,052.04
ADULT FUND	\$95,154.05
CAFETERIA FUND	\$91,515.94
CHILD DEVELOPMENT FUND	\$11,919.43
MEASURE A+AA (BOND Fund)	\$396,225.38
SCHOOL ENRICHMENT FUNDS	\$157,164.85
SELF INSURANCE FUND	\$215,801.70
DEFERRED MAINTENANCE FUND	\$5,920.00
PAYROLL/BENEFITS CLEARING	\$994,955.79
MEASURE B FUND	\$21,849.44
PUPIL TRANSPORTATION EQUIPMENT	\$0.00
COUNTY SCHOOL FACILITIES FUND	\$5,500.00
TRANS FUND	\$0.00
TOTAL DISTRICT BILL WARRANT	<u>\$3,293,250.24</u>

Approved By:

**PAULINE E. FOLLANSBEE, CPA
DIRECTOR OF FISCAL SERVICES**

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Javetta Cleveland, Deputy Superintendent
DATE: February 27, 2008
SUBJECT: Receive and Approve Information on the Issuance of Payroll Warrants for Employee Services for January 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 month of January 2008.

POLICY/CODE

Educational Code 41010 et Seq.

FISCAL IMPACT

\$ 5,889,166.92 from various funds.

STAFF RECOMMENDATION

Approve payroll payments made in January 2008.

BERKELEY UNIFIED SCHOOL DISTRICT
DISTRICT PAYROLL – ACCOUNTING DEPARTMENT
January 2008

<u>COMPUTER GENERATED</u>	<u>AMOUNTS</u>
GENERAL FUND	4,736,610.75
MEASURE BB FUND	151,633.71
BSEP SITE ENRICHMENT	10,382.52
BSEP Measure A	284,851.30
BSEP Fund 16	
MEASURE B FUND	15,350.37
ADULT FUND	317,342.51
CHILD DEVELOPMENT	115,063.88
CAFETERIA FUND	233,086.40
Measure A+AA (Bond Fund)	13,511.74
SELF INS. FUND	11,333.74
TOTALS	5,889,166.92

APPROVED BY: _____
 Javetta Cleveland, Deputy Superintendent

DATE:

BERKELEY UNIFIED SCHOOL DISTRICT
District Payroll - Accounting Department
Payroll Issued by Funds

January-08

DATE	Type of Payroll	Totals	General Fund	Measure BB Fund	BSEP Site Enrich.	BSEP Measure A	Measure B Fund	Adult Fund	Café Develop.	Child Develop.	BSEP	Meas.A+AA (Bond Fund)	Self Ins. Fund
			210 01	212 02	215 05	04	8 08	220 11	240 12	230 13	16	270 21	260 67
01/15/08	Mid		\$315,732.96	\$3,715.38	\$6,167.59	\$8,626.37	\$128.20	\$219,567.39	\$36,209.76	\$30,359.76			\$2,074.89
01/22/08	Mid-Fix		\$22,410.41	\$62.15		\$260.52		\$1,281.72	\$1,793.97	\$973.78			
01/31/08	EOM		\$4,398,467.38	\$147,856.18	\$4,214.93	\$275,964.41	\$15,222.17	\$96,493.40	\$195,082.67	\$83,730.34		\$13,511.74	\$9,258.85
Totals		\$0.00	\$4,736,610.75	\$151,633.71	\$10,382.52	\$284,851.30	\$15,350.37	\$317,342.51	\$233,086.40	\$115,063.88	\$0.00	\$13,511.74	\$11,333.74