

**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, May 28, 2008

Call to Order           The Presiding Officer will call the Meeting to Order at  
**6:30 pm**, recess to Closed Session at **6:35 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  
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. 0708-24-110492**  
**Student Case No. 0708-25-082591**  
**Student Case No. 0708-26-031995**  
**Student Case No. 0708-27-021295**
- c) Collective Bargaining
- d) Public Employee Discipline/Dismissal /Release/Evaluation
- e) Public Employment /Appointment
- f) Liability Claims
- g) Property Acquisition

\* Board agenda posted on District website: [www.berkeley.k12.ca.us](http://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 May 28, 2008

**Recognition** – Superstar Award to Berkeley Public Education Foundation

**Teaching and Learning**

Response to Intervention Team -- Greg John, Principal at John Muir, and Staff

**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.

**PAGE**

**Personnel Services**

2.1-C  
Approval of Personnel Report

Staff Recommendation:  
Approve Personnel Report No. 08-11  
which tracks personnel changes  
throughout the district

**7**

**Business Services**

4.1-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	<b>12</b>
4.2-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	<b>13</b>
4.3-C Approval of Payroll Warrants	<u>Staff Recommendation:</u> Approve payroll warrants issued in April 2008	<b>14</b>
4.4-C Approval of Vendor Warrants	<u>Staff Recommendation:</u> Approve vendor warrants issued in April 2008	<b>17</b>

**Facilities Services**

5.1-C Resolution No. 08-60 Approval to Award the bid	<u>Staff Recommendation:</u> Approve award of bid to install acoustics at four sites	<b>20</b>
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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 Approval of 2008-09 Professional Development, Program Evaluations and Technology Budgets funded by Measure A	<u>Staff Recommendation:</u> Approve recommendation for Measure A expenditures in 2008-098 for professional development, program evaluation and technology	<b>22</b>
3.2-A Approval of 2008-09 Visual and Performing Arts Program Budget funded by Measure A	<u>Staff Recommendation:</u> Approve recommendation for Measure A expenditures in 2008-09 for the Visual and Performing Arts	<b>31</b>
3.3-A Approval of 2008-09 Parent Outreach Program funded by Measure A	<u>Staff Recommendation:</u> Approve recommendation for Measure A expenditures in 2008-09 for the Parent Outreach Program	<b>35</b>

3.4-A Approval of BHS and B-Tech Site Safety Plans	<u>Staff Recommendation:</u> Approve school site safety plans for Berkeley High School and Berkeley Technology Academy	<b>40</b>
		<b>42</b>
3.5-A Approval of 2008-09 School Site Plans	<u>Staff Recommendation:</u> Approve school site plans for 2008-09 ( <b>under separate cover</b> )	
3.6-A Approval of New Course at Berkeley High School	<u>Staff Recommendation:</u> Approve new course at Berkeley High School in Mandarin	<b>44</b>
3.7-A Approval of New Course at Berkeley High School	<u>Staff Recommendation:</u> Approve new course at Berkeley High School in Globalization	<b>50</b>
3.8-A Approval of CAHSEE Waivers	<u>Staff Recommendation:</u> Approve CAHSEE waivers for Special Education students	<b>56</b>

**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 K-5 and 6-8 Math Textbook Adoption Recommendation	<u>Staff Recommendation:</u> Accept Holt California Mathematics <i>Course One</i> , <i>Course Two</i> , and <i>Algebra I</i> and Wright McGraw Hill <i>Everday Math</i> for adoption consideration	<b>58</b>
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**INFORMATION ITEMS**

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

**Educational Services**

3.1-I Professional Development Overview	<u>Staff Recommendation:</u> Review Professional Development for 2007-08	<b>65</b>
3.2-I State and Similar School Rankings	<u>Staff Recommendation:</u> Review state and similar school rankings	<b>78</b>

**Business Services**

4.1-I  
Oral Report on Governor’s May  
revise

Staff Recommendation:

Receive oral report on the Governor’s  
May revise to the State Budget  
**(PowerPoint presentation)**

**80**

**ADDITIONAL ACTION ITEMS**

Approve Minutes of 4-23-08  
Approve Minutes of 5-12-08

**EXTENDED PUBLIC TESTIMONY  
ANNOUNCEMENTS**

**2008 Board of Education Meeting Dates**

June 11 June 25 August 20 September 10	September 24 October 22 October 29 November 12 December 10 - <b>organizational</b>
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**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:** William Huyett, Superintendent  
**FROM:** Lisa Udell, Ed.D. Assistant Superintendent, Human Resources  
 Alan Levinson, Director, Classified Personnel  
**DATE:** May 28, 2008  
**SUBJECT:** APPROVAL OF HUMAN RESOURCES REPORT 08-11  
 Following is Human Resources Report 08-11 which reports details of personnel assignments, employment, and terminations.

<b>CERTIFICATED EMPLOYEES</b>						
<b>NAME</b>	<b>POSITION</b>	<b>LOCATION</b>	<b>BUDGET</b>	<b>FTE &amp; SALARY</b>	<b>FROM</b>	<b>TO</b>
<b><u>RESIGNATION</u></b>						
Maria Easthope	Teacher	King	General Fund	0.80	6/13/08	
Sun Hyung Lee	Counselor	King	General Fund	1.00	6/13/08	
Megan Low	Teacher	King	General Fund	1.00	6/13/08	
Don Vu	Principal	Cragmont	General Fund	1.00	6/30/08	
<b><u>TEMPORARY TEACHER</u></b>						
Deevya Vaughn	Teacher	Malcolm X EDC	General Fund	0.75/I-01	11/26/07	6/30/08
<b><u>LEAVE OF ABSENCE</u></b>						
Robin Evans	Teacher	King	General Fund	0.20	3/11/08	6/13/08
<b><u>EXTRA DUTY - STIPEND</u></b>						
George Rose	Teacher	Willard	General Fund	NTE \$699.00	2/1/08	5/31/08
<b><u>EXTRA DUTY-STIPEND-HEAD START ASSESSMENT</u></b>						
Alma Barrios	Teacher	King CDC	Child Dev	NTE \$816.00	7/1/07	6/30/08
Geraldine Bell	Teacher	King CDC	Child Dev	NTE \$816.00	7/1/07	6/30/08
Gladys Biscocho	Teacher	Rosa Parks	Child Dev	NTE \$816.00	7/1/07	6/30/08
Tom Draper	Teacher	Hopkins	Child Dev	NTE \$816.00	7/1/07	6/30/08
Sandra Farmer	Teacher	Franklin Pre	Child Dev	NTE \$816.00	7/1/07	6/30/08

**CERTIFICATED EMPLOYEES**

<b>NAME</b>	<b>POSITION</b>	<b>LOCATION</b>	<b>BUDGET</b>	<b>FTE &amp; SALARY</b>	<b>FROM</b>	<b>TO</b>
<b><u>EXTRA DUTY-STIPEND-HEAD START ASSESSMENT</u></b>						
Elizabeth Gonzalez	Teacher	King CDC	Child Dev	NTE \$816.00	7/1/07	6/30/08
Michelle Harris	Teacher	King CDC	Child Dev	NTE \$816.00	7/1/07	6/30/08
Audrey Hopkins	Teacher	Hopkins	Child Dev	NTE \$816.00	7/1/07	6/30/08
Marie Hunter	Teacher	Hopkins	Child Dev	NTE \$816.00	7/1/07	6/30/08
Amanda Ibarra	Teacher	Franklin Pre	Child Dev	NTE \$816.00	7/1/07	6/30/08
Winona Layne	Teacher	Hopkins	Child Dev	NTE \$816.00	7/1/07	6/30/08
Dale Long	Teacher	King CDC	Child Dev	NTE \$816.00	7/1/07	6/30/08
Joni Miller	Teacher	Franklin Pre	Child Dev	NTE \$816.00	7/1/07	6/30/08
Guadalupe Mora	Teacher	Hopkins	Child Dev	NTE \$816.00	7/1/07	6/30/08
Constance Murphy	Teacher	Rosa Parks	Child Dev	NTE \$816.00	7/1/07	6/30/08
Diana Ortiz-Rodriguez	Teacher	Franklin Pre	Child Dev	NTE \$816.00	7/1/07	6/30/08
Guadalupe Rivas	Teacher	Rosa Parks	Child Dev	NTE \$816.00	7/1/07	6/30/08
Kim Robinson	Teacher	Hopkins	Child Dev	NTE \$816.00	7/1/07	6/30/08
Carla Scott	Teacher	Rosa Parks	Child Dev	NTE \$816.00	7/1/07	6/30/08
Janet Taylor	Teacher	Rosa Parks	Child Dev	NTE \$816.00	7/1/07	6/30/08



**CERTIFICATED EMPLOYEES**

<b>NAME</b>	<b>POSITION</b>	<b>LOCATION</b>	<b>BUDGET</b>	<b>FTE &amp; SALARY</b>	<b>FROM</b>	<b>TO</b>
<b><u>EXTRA DUTY-STIPEND-HEAD START ASSESSMENT</u></b>						
Deborah Thies	Teacher	Hopkins	Child Dev	NTE \$816.00	7/1/07	6/30/08
Susan Torbohn	Teacher	Franklin Pre	Child Dev	NTE \$816.00	7/1/07	6/30/08
Bonita Walker	Teacher	Hopkins	Child Dev	NTE \$816.00	7/1/07	6/30/08

**CLASSIFIED EMPLOYEES**

<b>NAME</b>	<b>POSITION</b>	<b>LOCATION</b>	<b>BUDGET</b>	<b>CLASS RANGE STEP</b>	<b>FTE &amp; SALARY</b>	<b>FROM</b>	<b>TO</b>
<b><u>RESIGNATION</u></b>							
Laura Ducharme	Instructional Tech. (After School)	Washington				5/2/08	
Michael Spencer	Instructional Tech. (After School)	Malcolm X				5/9/08	
<b><u>LEAVE OF ABSENCE WITHOUT PAY</u></b>							
Tara Creehan	Instructional Specialist	Washington	Calif. Nut. Network	51/5	.70 FTE \$26.75 hr	4/28/08	1/31/09
<b><u>INTEGRATE SICK LEAVE WITH STATE DISABILITY</u></b>							
Emmett Moore	Custodian I	Thousand Oaks	General Fund	32/5	1.0 FTE \$16.42 hr	5/1/08	8/25/08
<b><u>INTERMITTENT FMLA WITHOUT PAY</u></b>							
Marie Ferguson	School Secretary I	Jefferson	General Fund	44/5	1.0 FTE \$22.51 hr	5/1/08	5/31/08
<b><u>PROBATIONARY</u></b>							
Arlene Foster	Instructional Tech.	Willard	General Fund	34/2	.20 FTE \$15.14 hr	3/24/08	1/26/08
Alan Lyman	General Maintenance Worker	Maintenance	Maintenance	40/4	1.0 FTE \$19.01 hr	5/1/08	10/31/08
Michelle Payton	Clerical Specialist	General Fund	Human Resources	42/1	1.0 FTE \$17.58 hr	5/15/08	11/14/08
<b><u>PROVISIONAL</u></b>							
Federico Aquino	Instructional Tech. (After School)	Oxford	After School	34/1	.53 FTE \$14.41 hr	4/7/08	9/26/08
<b><u>AVAILABLE SUBSTITUTES</u></b>							
Chanel Adams	Food Service Assistant	All District	General Fund	26/1	NTE 7.5 hrs/day \$11.61 hr	4/23/08	6/13/08
Edgar Huaman	Custodian I	All District	General Fund	32/1	NTE 7.5 hrs/day \$13.48 hr	2/1/08	6/13/08
Deonte Littman	Food Service Assistant	All District	General Fund	26/1	NTE 7.5 hrs/day \$11.61 hr	4/23/08	6/13/08
Alvaro Souza	Food Service Assistant	All District	General Fund	26/1	NTE 7.5 hrs/day \$11.61 hr	4/23/08	6/13/08

**CLASSIFIED EMPLOYEES**

<b>NAME</b>	<b>POSITION</b>	<b>LOCATION</b>	<b>BUDGET</b>	<b>CLASS RANGE STEP</b>	<b>FTE &amp; SALARY</b>	<b>FROM</b>	<b>TO</b>
Tiffany Williams	Clerical Specialist	All District	General Fund	42/1	NTE 7.5 hrs/day \$17.58 hr	5/5/08	6/13/08
Tiffany Williams	School Safety Officer	All District	General Fund	44/1	NTE 7.5 hrs/day \$18.10 hr	5/5/08	6/13/08
<b><u>TEMPORARY/HOURLY/LIMITED TERM</u></b>							
Maria Castro	Tutor-Specialty (Math)	Berkeley High	BSEP	31/1	20 hrs/wk \$13.38 hr	4/1/08	6/13/08
Janet Hurtado	Tutor-Specialty (Math)	Berkeley High	BSEP	31/1	15 hrs/wk \$13.38 hr	4/1/08	6/13/08
Eloisa Madrigal	Tutor-Specialty (Math)	Berkeley High	BSEP	31/1	15 hrs/wk \$13.38 hr	4/1/08	6/13/08
Esther Rojas-Soto	Tutor-Specialty (Math)	Berkeley High	BSEP	31/1	17 hrs/wk \$13.38 hr	3/1/08	6/13/08
<b><u>STIPENDS</u></b>							
Craig White	Assistant Coach (Boys Tennis)	Berkeley High	General Fund	N/A	\$804.00	2/3/08	6/13/08

## **BERKELEY UNIFIED SCHOOL DISTRICT**

**TO:** William Huyett, Superintendent  
**FROM:** Javetta Cleveland, Deputy Superintendent  
**DATE:** May 28, 2008  
**SUBJECT:** Acceptance of Gifts/Donations

### **BACKGROUND INFORMATION**

The Board may accept and utilize on behalf of the District any bequests or gifts of money or property for a purpose deemed to be suited by the Board.

The following donations have been presented to the District:

1. Richard T. and Karen M. Meyer \$300 to Rosa Parks School. The school plans to utilize these funds to purchase head phones for their newly equipped computer lab.
2. Miller Brown & Dannis donated \$100 to the Berkeley Unified School District in support of the Berkeley High School Student Court.

### **BOARD POLICY**

9230

### **FISCAL IMPACT**

None

### **STAFF RECOMMENDATION**

Accept the donations/gifts to the District and request staff to extend letter of appreciation.

# **BERKELEY UNIFIED SCHOOL DISTRICT**

**TO:** William Huyett, Superintendent  
**FROM:** Javetta Cleveland, Deputy Superintendent (CBO)  
**DATE:** May 28, 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 Mary Hamadeh to provide services as a substitute principal at Longfellow Middle School for the period beginning April 14, 2008 through June 13, 2008. The cost will not exceed \$21,500. To be paid from General Fund Budget. Requested by Neil Smith.
- 2 John and Jane Doe to provide parent reimbursement per Interim Agreement dated September 12, 2007 in case of student CS(11/24/03). The cost will not exceed \$32,520. To be paid from Special Education General Fund Budget. Requested by Elaine Eger.
- 3 ECHO Landscape Management and Construction to provide replacement of black top asphalt for playground area at Hopkins Preschool. The cost will not exceed \$19,860. To be paid from Child Development Fund. Requested by Steve Collins.
- 4 Increase in contract, PO 80824, to California Department of Justice to provide fingerprinting services for the Human Resources Department for the 2007/08 SY. The Board approved \$18,000 on August 22, 2007. The additional amount requested is \$6,000 for a total amount of \$24,000. To be paid from General Fund Budget. Requested by Lisa Udell.

## **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 Payroll - Accounting Department**  
**Payroll Issued by Funds**

April-08

DATE	Type of Payroll	Totals	General Fund	Measure BB Fund	BSEP Site Enrich.	BSEP Measure A	Measure B Fund	Adult Fund	Child Develop.	Café` 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		
04/15/08	Mid		\$414,098.33	\$7,934.82	\$9,586.88	\$26,922.46	\$0.00	\$299,385.41	\$48,790.86	\$40,113.90	\$0.00	\$0.00	\$0.00	\$846,832.66	
04/22/08	Mid-Fix		\$38,728.64	\$2,945.91	\$0.00	\$1,974.73	\$0.00	\$4,326.26	\$0.00	\$1,067.77	\$0.00	\$0.00	\$0.00	\$49,043.31	
04/30/08	EOM		\$4,378,756.10	\$155,663.73	\$5,914.00	\$282,878.67	\$21,257.25	\$90,654.87	\$196,431.95	\$80,614.92	\$0.00	\$13,511.74	\$9,258.85	\$5,234,942.08	
<b>Totals</b>		\$0.00	\$4,831,583.07	\$166,544.46	\$15,500.88	\$311,775.86	\$21,257.25	\$394,366.54	\$245,222.81	\$121,796.59	\$0.00	\$13,511.74	\$9,258.85	\$6,130,818.05	\$6,130,818.05

# **BERKELEY UNIFIED SCHOOL DISTRICT**

**TO:** William Huyett, Superintendent  
**FROM:** Javetta Robinson Cleveland, Deputy Superintendent  
**DATE:** May 28, 2008  
**SUBJECT:** Receive and Approve Information on the Issuance of Payroll Warrants for Employee Services for April 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 April 2008.

## **POLICY/CODE**

Educational Code 41010 ET Seq.

## **FISCAL IMPACT**

\$ 6,130,818.05 from various funds.

## **STAFF RECOMMENDATION**

Approve payroll payments made in April 2008.

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

<u><b>COMPUTER GENERATED</b></u>	<u><b>AMOUNTS</b></u>
GENERAL FUND	4,831,583.07
MEASURE BB FUND	166,544.46
BSEP SITE ENRICHMENT	15,500.88
BSEP Measure A	311,775.86
BSEP Fund 16	
MEASURE B FUND	21,257.25
ADULT FUND	394,366.54
CAFETERIA FUND	121,796.59
CHILD DEVELOPMENT	245,222.81
Measure A+AA (Bond Fund)	13,511.74
SELF INS. FUND	9,258.85
<b>TOTALS</b>	<b>6,130,818.05</b>

APPROVED BY: \_\_\_\_\_  
Javetta Robinson, Deputy Superintendent

DATE: May 28, 2008



# **BERKELEY UNIFIED SCHOOL DISTRICT**

**TO:** William Huyett, Superintendent  
**FROM:** Javetta Cleveland, Deputy Superintendent  
**DATE:** May 28, 2008  
**SUBJECT:** Approve Listing of Warrants issued in April 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 April 2008 are attached for the Board's review.

## **POLICY/CODE**

Educational Code Section 41010 ET seq.

## **FISCAL IMPACT**

\$3,815,743.33 for the month of April 2008 from various funds.

## **STAFF RECOMMENDATION**

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

**Berkeley Unified School District**  
Berkeley, California

**VOUCHERS PAID 04/01 THRU 04/30/08**

DATE	VOUCHER TYPE	GENERAL FUND 01	MEAS BB FUND 02	TRANS FUND 03	BSEP4 FUND 04	BSEP5 FUND 05	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	SELF INS. FUND 67	PAYROLL/ BENEFITS CLEARING 76	TOTAL
01-Apr-08	WR	\$ 260,080.95	\$ 21,667.62		\$ 5,446.01	\$ 2,387.41		\$ 1,231.38	\$ 1,806.55	\$ 292.53	\$ 28,135.53		\$ 8,255.00	\$ 84,792.08	\$ 60,252.96	\$ 474,348.02
03-Apr-08	WR	\$ 50,544.26	\$ 12,415.26		\$ 227.17	\$ 165.41		\$ 1,139.05	\$ 1,139.05	\$ 1,651.48	\$ 75.25		\$ 14,778.69	\$ 286.62	\$ 81,283.19	
08-Apr-08	WR	\$ 98,211.73	\$ 6,734.99	\$ 16,000.00	\$ 9,053.87			\$ 546.94	\$ 8,908.14		\$ 505.38	\$ 37,808.00	\$ 8,000.00	\$ 11,984.59	\$ 197,753.64	
11-Apr-08	WR	\$ 235,284.66	\$ 352.47		\$ 5,299.57	\$ 2,089.04		\$ 3,050.12	\$ 594.32	\$ 345.89	\$ 11,665.67		\$ 16,066.79	\$ 563,399.01	\$ 838,147.54	
15-Apr-08	WR	\$ 319,079.17	\$ 29,883.05		\$ 5,441.79	\$ 267.58	\$ 2,625.31	\$ 146.65	\$ 6,018.69	\$ 677.06	\$ 14,209.57	\$ 39,134.84	\$ 980,087.00	\$ 54,480.24	\$ 1,452,050.95	
22-Apr-08	WR	\$ 97,067.70	\$ 32,395.91		\$ 8,806.62			\$ 1,327.50	\$ 2,700.15	\$ 20,141.91	\$ 17,238.06		\$ 1,672.50	\$ 13,366.57	\$ 206,689.08	
24-Apr-08	WR	\$ 163,710.68	\$ 52,804.67		\$ 26,403.51	\$ 81.90		\$ 1,387.66	\$ 3,246.90	\$ 13.55	\$ 180.65		\$ 1,962.53	\$ 32,031.58	\$ 286,044.03	\$ 567,867.66
																\$ -
																\$ -
	<b>TOTAL</b>	\$ 1,223,979.15	\$ 156,253.97	\$ 16,000.00	\$ 60,678.54	\$ 4,991.34	\$ 2,625.31	\$ 7,690.25	\$ 24,413.80	\$ 23,122.42	\$ 72,010.11	\$ 76,942.84	\$ 1,016,043.82	\$ 199,449.16	\$ 933,939.37	\$ 3,818,140.08
	<b>CANCELLATIONS:</b>															
02-Apr-08	MAN	\$ (72.22)									\$ (2,324.53)					\$ (2,396.75)
	<b>GRAND TOTAL</b>	\$ 1,223,906.93	\$ 156,253.97	\$ 16,000.00	\$ 60,678.54	\$ 4,991.34	\$ 2,625.31	\$ 7,690.25	\$ 24,413.80	\$ 23,122.42	\$ 69,685.58	\$ 76,942.84	\$ 1,016,043.82	\$ 199,449.16	\$ 933,939.37	\$ 3,815,743.33

Detail available in Business Office

Approved By:

Board Approved: \_\_\_\_\_

Pauline Follansbee, CPA  
Director of Fiscal Services

W/R: warrant register  
MAN: manual issue

# BERKELEY UNIFIED SCHOOL DISTRICT

## District Bill Warrant -- Accounting Department

### BILL WARRANT FOR APRIL 2008

<b>FUNDS</b>	<b>AMOUNT</b>
GENERAL FUND	\$1,223,906.93
MEASURE BB FUND	\$156,253.97
ADULT FUND	\$24,413.80
CAFETERIA FUND	\$69,685.58
CHILD DEVELOPMENT FUND	\$23,122.42
MEASURE A+AA (BOND Fund)	\$1,016,043.82
SCHOOL ENRICHMENT FUNDS	\$68,295.19
SELF INSURANCE FUND	\$199,449.16
DEFERRED MAINTENANCE FUND	\$76,942.84
PAYROLL/BENEFITS CLEARING	\$933,939.37
MEASURE B FUND	\$7,690.25
COUNTY SCHOOL FACILITIES FUND	\$0.00
PUPIL TRANSPORTATION EQUIPMENT	\$0.00
TRANS FUND	\$16,000.00
<b>TOTAL DISTRICT BILL WARRANT</b>	<b><u><u>\$3,815,743.33</u></u></b>

Approved by :

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**Pauline Follansbee, CPA**  
**Director of Fiscal Services**

## **BERKELEY UNIFIED SCHOOL DISTRICT**

**TO:** William Huyett, Superintendent  
**FROM:** Lew Jones, Director of Facilities  
**DATE:** May 28, 2008  
**SUBJECT:** Approve a Contract with Kudsk Construction to Install Acoustic Panels at Two Schools

### **BACKGROUND INFORMATION**

The BSEP 7 sub-committee and the Planning and Oversight Committee recommended acoustic improvements at a number of multi-purpose rooms. BUSD hired an acoustic engineer to study all the multi-purpose rooms. It is his opinion that the multi-purpose rooms most in need of improvement are Cragmont, Washington, Willard and Oxford. The Board hired an architect and a project manager to design and manage the recommended improvements.

On March 12, 2008, the Board approved advertising the project to receive bids. The base bid includes improvements to Cragmont and Washington. Alternate number one improves the Willard multipurpose; alternate number two improves the Oxford space. The construction budget was originally set at \$105,000. On April 22<sup>nd</sup>, the BSEP Planning and Oversight Committee approved additional funds to this project if needed. The construction budget can be increased to \$150,000 without affecting other projects.

On April 30, 2008, the District received three bids. We are recommending award of the base bid to the low bidder. The total cost is \$159,200 which is \$9,200 more than the budget. We believe that increasing the budget to \$159,200 will not affect other projects. We are not recommending that the district approve alternates one and two.

### **POLICY/CODE**

Public Contract Code 20110 – 20118.

### **FISCAL IMPACT**

Cost to be paid from BSEP Fund 7.

### **STAFF RECOMMENDATION**

Approve Kudsk Construction to improve the acoustics at Cragmont and Washington elementary schools in the amount of \$159,200.

# BERKELEY UNIFIED SCHOOL DISTRICT

## RESOLUTION No. 08-60

### Authorization to Award Contract for Acoustic Improvements at 4 Sites Project 500.0802

**WHEREAS**, in accordance with Uniform Public Construction Cost Accounting procedures, bids were solicited for Acoustic Improvements at 4 Sites Project 500.0802. Bids were opened on Wednesday, April 30, 2008 at 3:00pm, and three bids were received. One bid was submitted without the required sub-contractors list and non-collusion affidavit and was therefore non-responsive and was rejected; Two bids received were deemed qualified as follows:

Kudsk Construction, Berkeley	\$159,200
Kel-Tec Builders, Martinez	\$191,745
Jerry Thompson & Sons, San Rafael	Non-Responsive

**WHEREAS**, Kudsk Construction is the lowest bidder and is deemed to be responsive, responsible and qualified to complete the work according to the specifications in project number 500.0802 documents;

**NOW, THEREFORE, BE IT RESOLVED** that the bid of Kudsk Construction, for the Base Bid in the amount of \$159,200 be accepted; and the Deputy Superintendent and/or Purchasing Agent of this Board are hereby authorized to enter into a contract with said bidder for said amount in accordance with law.

**PASSED AND ADOPTED** by the Board of Education of the Berkeley Unified School District this 28<sup>th</sup> day of May 2008.

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

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William Huyett, Superintendent  
Secretary of the Board of Education  
Berkeley Unified School District

Public Contract Code: 20111  
Board Policy: 3310

# BERKELEY UNIFIED SCHOOL DISTRICT

**TO:** William Huyett, Superintendent  
**FROM:** Neil Smith, Assistant Superintendent, Educational Services  
**DATE:** May 28, 2008  
**SUBJECT:** Recommendation for Expenditures in 2008-09 with the Professional Development, Program Evaluation, and Technology portion of *Measure A of 2006*

## BACKGROUND INFORMATION

Effective professional development programs—teachers learning successful educational strategies—have been determined by research to be essential to improving overall student outcomes. Having data available to allow those efforts to be focused on immediate needs within the district is also critical. Technology also plays a role in delivering data to teachers and helping students learn.

With that in mind, Measure A of 2006 specifies funds for these purposes:

*Nine percent (9%) of the Available Revenues of this Measure shall be dedicated to providing professional development for the District's teachers and staff, to assessing the effectiveness of the District's educational programs for improving student achievement, and to providing and maintaining computers and technology in schools.*

## PROFESSIONAL DEVELOPMENT

Two years ago, the Professional Development Task Force, a group of more than twenty teachers and administrators representing pre-K to 12<sup>th</sup> grade, examined the current state of professional development in the district and built upon the key conclusions of the Education Priorities Workgroup in identifying strategic directions and targeted content for professional development that continue to guide the District.

### Strategic Directions:

- Build a collaborative Professional Development Structure that is guided by District vision and goals and implemented at the site level
- Expand knowledge and use of a wide range of approaches to teaching that lead to high achievement and equitable outcomes for all students
- Strengthen subject matter expertise in priority areas

### Targeted Content District-Wide:

- Expository Writing with Subject Matter Content
- Guided Language Acquisition Design - GLAD
- Algebra Readiness leading to Successful Completion of Algebra II

- Universal Student Learning Support Systems (ULSS)
- Beginning Teacher Support and Assessment/Peer Assistance and Review – BTSA/PAR
- Cultural Competence: Teaching a Diverse Student Population
- Effective Use of Assessment

The priorities for professional development identified above are funded through a variety of sources, including categorical funds such as Title I and Title II, as well as BSEP/Measure A. However, almost all proposed staff positions focused on professional development are at least partially funded from BSEP/Measure A. It should be noted that there are other professional development efforts in the district that are site-driven, and are not discussed in this document.

The actual positions proposed to be funded by BSEP/Measure A are:

<b>Professional Development</b>	<b>Cost</b>
Prof Development Coordinator 0.5 FTE (out of 1.0 FTE)	\$56,650
Elementary Literacy Coaches 0.1 FTE x 11 schools	\$112,178
Teachers on Special Assignment (TSAs):	
Literacy Lead Coach 0.45 FTE (out of 1.0 FTE)	\$49,376
Elementary Math Coaches 1.4 FTE (out of 3.0 FTE)	\$129,072
Middle School Math Coach 0.4 FTE Measure A (out of 1.0 FTE)	\$39,758
Middle School Writing Coach & Facilitator 0.2 FTE total	\$17,695
BTSA/PAR 0.5 FTE (out of 1.0 FTE)	\$50,490
BHS Staff Development 1.0 FTE (5 x 0.2 FTE)	\$94,935
Improving instruction using data 1.4 FTE total	\$136,629
<b>SUBTOTAL</b>	<b>\$686,783</b>

Elementary Literacy Coaches (1.1 FTE from BSEP)

In the past, the district mandated all elementary schools to employ Reading Recovery teachers at their sites. These teachers have also served as literacy coaches in their work with their colleagues—as professional development has been a key strategy in improving both the reading and writing skills of our elementary school students. In 2007-08 the coaches have focused on student writing, helping teachers implement the Lucy Calkins writing model K-5, a program that has been embraced district wide. In addition to this work, each site has been able to address the specific literacy needs of its students and staff with one 1.0 FTE literacy coach to focus on intervention for students and coaching for teachers. In the proposed model, school site funds pay for 75% of this position, and the District supports the sites by funding 25% of this position, with 0.1 FTE of this position at every elementary school from BSEP/Measure A funds.

Literacy Lead Coach (.45 FTE from BSEP)

This 1.0 FTE position is designed to facilitate the work of the elementary literacy coaches, providing training in coaching as well as effective strategies for teaching literacy skills. The Literacy Lead Coach will also train another group of our teachers in Reading Recovery, as he has been doing this year, enabling more BUSD teachers to utilize this method of instruction. In addition to these duties, this TSA will be based at targeted sites for three to six weeks, in order to assist the coach and the faculty to identify and implement best practices, a strategy that has proven to be effective this year. This Lead Coach will also facilitate the administration of district reading and writing assessments in grades K-5. In 2008-09 he will expand his focus to collaborate with both the pre-K and 6-8 literacy specialists, as the District seeks to establish an articulated writing program across the grade levels.

Middle School Writing Coach and Facilitator (.20 FTE from BSEP)

The District's data show that many middle school students are not yet proficient in their literacy and writing skills. BSEP/Measure A funds a 0.2 TSA who works with middle school teachers to improve instruction in expository writing skills across grades 6-8. A lead teacher at each site will work directly with this TSA.

Math Coaches at the Elementary and Middle Schools (1.8 FTE from BSEP)

In 2008-09 the middle school teachers will continue the collaborative work that has begun through the First in Math Consortium, a project sponsored by the Noyce Foundation. This work will be facilitated by one 1.0 FTE middle school math coach. This coach will continue to provide math teachers with effective educational strategies and common assessments, aimed at enabling every student to complete Algebra I successfully in order to be prepared to succeed in Geometry and Algebra II, essential courses for college admission. BSEP/Measure A funds 0.4 FTE of the 1.0 middle school math coach.

For the first time this year, the District supported a similar focus on math in grades 4 and 5 by identifying a full-time teacher at each site to serve as a math teacher leader and by hiring 3.0 FTE math coaches to support these leaders as well as other classroom teachers. The coaches will continue to model classroom lessons for fourth and fifth grade teachers, provide feedback to teachers based on classroom observations, facilitate workshops to deepen teachers' content knowledge, develop formative assessments, and reinforce the standards that are key to student success in middle and high school math. BSEP/Measure A funds 1.4 FTE of the 3.0 FTE K-5 math coaches.

Beginning Teacher Support and Assessment (BTSA)/  
Peer Assistance and Review (PAR) (0.5 FTE from BSEP)

First and second year teachers need support and guidance to increase their competence and confidence in the classroom. Research shows that supporting teachers in their first years of teaching results in fewer teachers leaving the



profession and also results in more effective teachers. [Teacher attrition in the first five years of teaching is a large problem for all districts.]

To provide new teachers this level of support, a 1.0 FTE position will focus on developing the capacity of new teachers. The position will be supported by a mixture of funds, including *Measure A of 2006*, state Peer Assistance and Review (PAR) monies, and state Beginning Teacher Support and Assessment (BTSA) monies.

#### Whole Faculty Study Groups at BHS (1.0 FTE from BSEP)

Berkeley High will focus its professional development efforts on faculty study groups in which teacher teams from the small schools, the smaller learning communities (Academic Choice and Berkeley International High School) and the departments will participate in a collaborative structure, such as lesson study, literature study or action research to improve instructional practices and student performance. Whole Faculty means that every member of the faculty is a member of a study group. BSEP/Measure A will fund five teacher instructional leaders at .20 FTE each for a total of 1.0 FTE for this effort. These positions are consistent with the goals of the high school as outlined in the WASC accreditation self-study and plan.

#### Effective Use of Assessment (1.4 FTE from BSEP)

As the District continues to implement DataWise, a software system for assessment data management, teachers, administrators and School Governance Council (SGC) members will require staff development and technical support to become more familiar with and confident about the system and types of questions that can be addressed by the District's data (including data on student achievement, attendance, course enrollment, student demographics, and program participation). Teachers, administrators and SGC members will need to know how to interpret results and how to determine appropriate actions based on these data. BSEP/Measure A will fund two positions to provide this support: one 0.4 FTE at Berkeley High School and one 1.0 FTE for the district as a whole.

#### Coordination of Professional Development (0.5 FTE from BSEP)

Part of the Coordinator of Professional Development position will be funded by *Measure A of 2006* to integrate and ensure coordination of the various professional development efforts described in this document.

#### Carryover Funding

The projected carryover amount for the BSEP Professional Development fund for 2008-09 is expected to be approximately \$75,000, but the figure may be slightly larger. The priorities for any unspent BSEP/Measure A professional development funds are listed below in ranked order:

1. Teacher Initiated Professional Development funds provide money for substitutes and hourly pay to allow teachers to identify areas of focus for

- their professional development, such as the implementation of the Universal Learning Support System. (\$50,000)
2. Culturally Responsive Teaching workshops, led by Dr. Sharroky Hollie, have helped teachers learn strategies to engage our African-American students in learning more effectively. BSEP/Measure A, along with Title I and III funds, will support this effort next year. (\$15,000)
  3. BSEP/Measure A, along with Title I, will fund the stipends for math teacher leaders at the elementary and middle schools next year. (\$13,228)
  4. Teacher stipends, teacher substitutes and enrollment fees will further the District's participation in Noyce's First in Math Consortium by allowing teachers and coaches to attend summer institutes and to participate in workshops and trainings during the school year. (\$44,705)
  5. Providing mentors for teachers who request them can be a strategic investment for the district and have a positive impact on teaching and learning. (\$10,000)

**Carryover**

Teacher Initiated Professional Development	\$50,000
Culturally Responsive Teaching	\$15,000
K-8 Math Teacher Leader Stipends	\$13,228
First in Math Consortium Workshops	\$44,705
Mentors for Voluntary PAR Referrals	\$10,000
<b>TOTAL</b>	<b>\$132,933</b>

Additional Professional Development funded through Other Sources

Measure A is a great source of support for professional development, but significant state and federal categorical funds also enable the District to provide professional development. Many of the items listed above are multi-funded as noted. The programs and projects which are completely funded with monies other than Measure A are listed below to provide a more complete picture of professional development in the District:

- 1.0 FTE English Language Development Coach to improve instruction for EL students in mainstream, TWI and bilingual programs
- .20 FTE Pre-K Literacy Coach to enable pre-school teachers to develop the literacy skills of their students through direct instruction and parent education
- Consultant to support the work of the math coaches by leading workshops to deepen teachers' content knowledge
- Substitutes to allow teachers from all sites to collaborate in reviewing and assessing student writing and math problem solving
- Stipends for BTSA Support Providers and PAR Mentors and other supports for the District's programs for new and struggling teachers

- Funding for BHS Professional Development, including workshops for those teaching Advanced Placement and International Baccalaureate courses
- Substitutes, Teacher Hourly, and Consultants at Arts Anchor Schools to support teachers in integrating arts into the curriculum
- Guided Language Acquisition Design (GLAD) Registration and Substitutes for teachers to attend the multi-day training and to participate in follow-up curriculum development workshops
- GATE Certificate Training to strengthen teachers' ability to differentiate curriculum for all students, with an emphasis on engaging and challenging high achieving students
- Coaches and Professional Development for Administrators to provide the educational leaders with support and opportunities for growth.

### **PROGRAM EVALUATION**

As the District implements various educational programs designed to improve student achievement, staff must be able to assess the effectiveness of these programs in meeting their goals. Staff perceives the need for data-driven decision-making as critical, and as a result, the District established, during this past year, an Office of Assessment and Evaluation with three goals:

- Improve individual teachers' instruction and individual students' learning through the use of data.
- Improve the ability of School Governance Councils to make decisions about the effective use of site resources.
- Improve the ability of the School Board, staff and the public to make informed decisions about the effectiveness of instructional programs in order to maximize use of scarce resources.

Staff recruited and hired three new positions which give the District the capacity to evaluate educational programs effectively by utilizing and interpreting multiple measures. The three positions together constitute the Office of Evaluation and Assessment, a new part of the Educational Services division this past school year, which also incorporates some already existing functions, such as the responsibilities of the Testing Office. The three positions are described below.

#### Director of Evaluation and Assessment

A full-time Director with experience in successfully implementing assessment systems to improve student learning, will lead District and site administrators and staff in using accurate and relevant student data to improve achievement. The Director must have the ability to work effectively and communicate clearly with principals, teachers and parents. The Director is responsible to design and implement all aspects of the research and evaluation activities related to student achievement and program effectiveness, including research/evaluation

methodologies, instruments, data collection, database entry process, and statistical analysis and interpretation.

The Director of the Technology Department provides significant support to the Evaluation and Assessment office and his engagement and responsibilities there will continue and increase in the coming school year. (.2 FTE of the Technology Director's position will be charged to the Evaluation Program account in FY 2008-09.)

#### Data Technician and Clerical Support

These two classified positions are responsible for technical support in the Office of Evaluation and Assessment. Duties will include: importing and entering data into the data system; ensuring accuracy of data; generating a variety of computerized reports and documents; and developing and maintaining various databases and files.

These positions are also responsible for the administration of state tests as well as assisting with local assessments. State tests include:

- California Standards Test
- CELDT
- Apprenda
- California Standards Test in Spanish
- CAT/6
- CAPA
- CAHSEE (in conjunction with the high school)

District tests include:

- Writing (grades K-8)
- QRI/DRA, Baer (grades K-5)
- MAC (Noyce) math tests (grades 2-8)
- Math midterms and finals (grades 4-8)
- Middle, high school, and elementary school grades

The Assessment and Evaluation Office maintains the central repository for all student assessment information in the district. Currently that data is stored on servers running DataWise software, and accessed through a web interface by instructional staff.

#### **Program Evaluation**

Director 1.0 FTE, Certificated	\$139,000
Director of Technology 0.2 FTE	\$28,000
Technician and Clerical Staff	\$149,000
DataWise (student assessment database)	\$48,000
Software and supplies	\$5,000
<b>SUBTOTAL</b>	<b>\$369,000</b>

## **TECHNOLOGY**

The technology budget of BSEP/Measure A is very similar to the previous funding in BSEP Fund 6. The budget retains the six technology positions previously funded and includes 0.4 FTE of new funding to fully support the schools' educational programs. Two of the positions are at BHS (0.2 FTE is devoted to B-Tech); 1.8 FTE support the middle schools, and 2.6 FTE support the elementary schools and Independent Studies. Funding for technology in the schools is about \$18 per student; a small amount of funds are used for contract repair services through the county and for district-wide software licenses.

The job of the technicians is to work with teachers and staff to keep systems working, to help integrate technology with the curriculum, to support teachers in using DataWise, and to help technology committees and School Governance Councils make decisions about technology money.

In our schools, there are about 1800 computers used for instructional purposes; the ratio of computers to students is about 1:5.1. A minimal equipment cost amortized over five years (not including support) for these computers is \$200/year; for 1800 computers that amount is \$360,000/year. Other than these BSEP/Measure A funds, there are no district monies for purchasing computers in classrooms. Thus, most computers, printers, and related technology for instructional purposes are bought with one-time or outside funds. In 2007-08 those one-time resources included an EETT competitive grant that placed a 10-computer mobile cart in each elementary school, and a Career Technical Education funding that brought about 120 new computers to the high school.

### **Technology**

School computer technician staff—6.4 FTE	\$461,500
Technology for schools	\$174,500
Computer repairs and software licenses	\$24,000
<b>SUBTOTAL</b>	<b>\$660,000</b>

The Annual Plan budget for FY 2008-09 for Professional Development, Program Evaluation and Technology from BSEP/Measure A funds was approved by the BSEP Planning and Oversight, upon the second reading, on May 13, 2008.

### **POLICY/CODE**

*Measure A of 2006, Section 3C*

### **FISCAL IMPACT**

Expenditure of \$1,715,783 of revenue and up to \$132,933 in carryover from *Measure A of 2006*.

**STAFF RECOMMENDATION**

Approve the recommendation for expenditure of the Professional Development, Program Evaluation, and Technology funds of *Measure A of 2006* in FY 2008-09.

## **BERKELEY UNIFIED SCHOOL DISTRICT**

**TO:** William Huyett, Superintendent  
**FROM:** Neil Smith, Assistant Superintendent for Educational Services  
**DATE:** May 28, 2008  
**SUBJECT:** Recommendation for the Visual and Performing Arts Programs in the 2008-09 school year with funds from the Berkeley Public Schools Educational Excellence Act of 2006 (Measure A of 2006)

### **BACKGROUND INFORMATION**

The Berkeley Public Schools Educational Excellence Act of 2006 (Measure A of 2006) allocates 6.25% of the available revenues annually:

*To providing quality instructional programs in music and the visual arts for elementary and middle school students. Revenues may be used for, but are not restricted to, providing qualified teachers and staff, professional development in the arts, musical instruments and instructional materials, services and equipment necessary to conduct these programs. (Section 3.B.ii.b)*

BSEP/Measure A funds provide for the continuation of the grades 4-8 instrumental and choral music program and also for additional broad support for both arts instruction and professional development in arts integration in the elementary and middle schools.

The Annual Plan for the expenditure of the BSEP/ Measure A monies to support the Visual and Performing Arts Program (VAPA) in 2008-09 was discussed by the BSEP Planning & Oversight VAPA Subcommittee at a number of meetings from January through April, 2008, was reviewed by the Berkeley Arts in Education Steering Committee (BAESC) on April 15, 2008, and was approved by the BSEP Planning and Oversight Committee on May 13. The VAPA Subcommittee and the BAESC includes teachers, parents, one BHS student, BUSD staff, and community arts providers.

### **Music Staffing**

In the 2008-09 school year, third grade students will continue to receive music instruction once each week during release time supported by the General Fund. The instructional focus is on ear training, rhythm and note reading using Orff pitched percussion instruments, recorders, and the voice.

Fourth and fifth grade students receive music instruction twice per week during two of the five release periods of the classroom teachers, funded by the BSEP/Measure A music budget. Three types of instruction can be delivered—strings (orchestra), woodwinds and brass (band), and choral music (or percussion and choral music)—by providing three music teachers for every two classroom teachers (4.08 FTE total). Additional music teachers for 4<sup>th</sup> and 5<sup>th</sup>

grades are needed to maintain manageable class sizes and allow for grade level groupings where there are combination classes (3.04 FTE).

The total number of classes for 08-09 is based on projected enrollment and may need to be altered when school opens based on variances in enrollment.

Middle school students choose between 6<sup>th</sup> Grade Band, 7th-8th grade Band, Orchestra and Chorus. Classes are held five days a week, usually zero period (2.2 FTE).

The total FTE calculation is:

- Music Teachers, grades 4-8, 9.12 FTE
- District Program Supervisor, 1.0 FTE
- Music Library Technician, 1.0 FTE
- Music Tutors and Instructional Specialists for middle school sectionals (hourly)

Total = 10.12 FTE certificated staff; 1.0 FTE classified staff; hourly (including “reserve for personnel variance”)

**\$1,105,000**

### **Professional Development**

Recognizing that quality professional development has a lasting impact on the quality of teaching, the VAPA plan supports arts integration modeling and coaching in the classroom for elementary teachers at eleven Arts Anchor schools. Teachers at the Arts Anchor schools will design the professional development focus as a team and work with an arts provider (e.g. MOCHA, East Bay Center for the Performing Arts, KALA, Opera Piccola) to plan an integrated arts curriculum. The teaching-artists from the arts provider will model classroom teaching of the art form and coach the classroom teachers in teaching and integrating the art form (dance, theater, visual arts, or music). Teams will meet regularly as a group and with the arts provider to discuss and refine integrated curriculum with the goal of deeper learning and understanding for all students. Teachers at the Arts Anchor schools will attend a five-day summer institute in June 2008 to build in-depth skills in the arts and learn techniques for arts integration to strengthen the understanding of core subject matter concepts.

In school year 2006-07 there were three elementary Arts Anchor Schools and that number grew to nine schools in 2007-08. The goal in 2008-09 is that all eleven elementary schools will become Arts Anchor Schools, each choosing an arts integration focus and teaching artist provider. Classroom teachers value modeling and coaching professional development because the teaching artist becomes part of the Arts Anchor team, collaborating with the classroom teachers on writing curriculum and designing arts integrated units of study.



Coaching strengthens the teacher’s skills as it provides a one-on-one opportunity for reflection and support.

Additional professional development will be provided for all K-8 arts teachers on district staff development days. In the 2007-08 school year teachers participated in a day-long workshops with percussion expert Kalani and MOCHA teaching artist Lisa Ostapinski and afternoon workshops with Kennedy Center teaching artists Rosalind Flynn and Sean Layne. Opportunities are included for music teachers to participate in workshops and classes such as Orff and Kodaly. Middle school drama teachers attended multi-day workshops.

Teachers and parents feel that in order to create a link with the strong dance program at Berkeley High School, the middle school dance programs must provide students with basic dance skills and techniques. To this end, Luna Kids Dance will continue to work with the physical education teachers at the three middle schools to plan, model and coach dance units designed by the PE teachers. This builds on work begun at King and Longfellow in the second semester 2007-08.

**\$144,000**

**Collaborative Partnerships**

BUSD is fortunate to have the support of strong local arts organizations with which there are on-going partnerships providing participatory opportunities for our students. Each year eight elementary schools take part in the three stage program with the Berkeley Symphony Orchestra; in 2008-09 the program will continue at eight schools on a rotating basis. Fifth graders and middle school students each travel to Cazadero Performing Arts Camp once a year for a “Jumpstart” retreat. Teachers attend workshops and have guest artists visit their classes in conjunction with “School Time Performances” at Cal Performances. The VAPA plan provides funding for school and teacher participation in these programs, including buses and substitutes for the music teachers for the Symphony program.

**\$15,000**

**Instruments and Instructional Materials**

Berkeley is one of the few California school districts to loan instruments to music students so that students of all financial levels have equal access to the program. In addition students are supplied with music method books and workbooks, recorders, reeds, strings, and sheet music, while classrooms are provided with music stands, music carts and storage units. Instruments are repaired as needed and new ones purchased to replace those that are beyond repair. Included in this category are materials for middle school drama productions and dance courses, as well as Arts Anchor school collaboration and exhibitions of learning.

**\$86,000**

**Making Learning Visible**

As a partner in the Alameda County Office of Education ALLIANCE for Arts Learning Leadership, BUSD participates in March IS Art Education Month each year. These monies are to support the Performing Arts Showcase, the Youth Arts Festival and the Arts Bus, presenting the talent and accomplishments for our students, along with a recording specialist hired to record the middle school concerts and Performing Arts Showcase.

**\$4,000**

**Additional Support**

There is a block grant from the California Department of Education (CDE) for professional development, hiring certificated teachers, and standards-based materials. As in 2007-08, in 2008-09 these funds will be used to support .20 FTE (drama or music) at the middle schools, teacher collaboration on arts integration at the Arts Anchor elementary schools and arts equipment and materials at Berkeley High School.

The Berkeley Public Education Foundation traditionally supports a number of arts projects proposed by individual teachers at all grade levels. School Governance Councils also fund arts teachers and projects at several schools and most school PTAs provide arts funding. Three elementary schools currently use their first and second grades release time for music instruction and three other elementary schools provide singing classes with instructional specialists. Four elementary schools have part time certificated visual arts teachers and one elementary school has a certificated dance teacher.

TOTAL EXPENDITURES	\$1,354,000
MEASURE A ALLOCATION	\$1,198,000
Projected Carryover	\$156,000
BALANCE	0

**POLICY/CODE**

*Berkeley Public Schools educational Excellence Act of 2006 (Para. 3.B.b.)*

**FISCAL IMPACT**

Expenditure of \$1,310,000 of revenues from BSEP/Measure A of 2006 and Measure B of 2004.

**STAFF RECOMMENDATION**

Approve the Visual and Performing Arts Program budget for FY 2008-09 with funds from BSEP Measure A of 2006