San Leandro USD Minutes

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Regular Board Meeting

February 05, 2013
Tuesday, 07:00 PM
San Leandro City Council Chambers
835 E. 14th Street
San Leandro, CA

Attendees

Ron Carey	Board Trustee	
Lance James	Board Trustee	
Mike Katz-Lacabe	Board Trustee	
Corina Lopez	Board Trustee	
Diana Prola	Board Trustee	
Vince J. Rosato	Board Member	
Jason Toro	Board Member	
Cindy Cathey	Superintendent	*non-voting*
Song Chin-Bendib	Assistant Superintendent	*non-voting*
Elisha Feliciano	Student Board Member	*non-voting*
Linda Pollard	Administrative Assistant	*non-voting*
John Thompson, Ed.D.	Senior Director II	*non-voting*
Debbie Wong	Assistant Superintendent	*non-voting*

1. CALL TO ORDER/ROLL CALL - 6:00 P.M.

The meeting was called to order at 6:01 p.m., by President Prola. It was noted that all Board members were present.

2. PUBLIC TESTIMONY - CLOSED SESSION ITEMS

There was no public comments regarding the closed session agenda.

3. RECESS INTO CLOSED SESSION - 6:00 P.M.

The Board recessed into closed session at 6:01 p.m.

a. Public Employee Performance Evaluation, Title: Superintendent, Government Code Section 54957

b. Public Employee Discipline/Dismissal/Release/ Hiring, Government Code Section 54957

c. Conference with Labor Negotiator; Government Code Section 54957.6

d. Public Employee Appointment - Title: Food & Nutrition Services Manager B, Government Code Section 54957

e. Conference with Real Property Negotiator - Property: Government Code Section 54956.8

f. Conference with Legal Counsel - Existing Litigation (Government Code Section 54956.9, subd. (a))

4. RECONVENE TO OPEN SESSION - 7:00 p.m.

The Board reconvened into open session at 7:07 p.m.

a. Report on Closed Session Action

President Prola said that the Board had been in closed session where the following action was taken:

- In accordance with Government Code Section 54956, the Board of Education voted 7-0 to appoint Victor Donofrio to the position of Food & Nutrition Services Manager B.

b. Pledge of Allegiance

President Prola led the Pledge of Allegiance to the Flag.

c. Approval of Agenda *(V)*

The Board approved the agenda for the Regular Board meeting, February 5, 2013.

Motion made by: Ron Carey
Seconded by: Mike Katz-Lacabe

Votes
Unanimously Approved

d. LEGAL STATEMENT

5. CELEBRATING OUR SCHOOLS - 7:05-7:15 p.m.

a. Roosevelt Elementary School Highlights Mills Scholars Program

Roosevelt School staff is proud of the achievement outcomes their students have experienced in great part through their work with the Mills Scholars Program for the past three years. Now in its fourth year, teachers Wendy Papciak, Kenny Moy, Cynthia Epps and Mills Scholar Coordinator Claire Bove shared the history of Mills Scholars, the work in conjunction with the District Professional Learning Communities (PLCs), and the impact of this work by our teachers for our students. Ms. Bove explained that the Mills Scholars Program supports teachers' professional development through facilitating teacher-led investigations of teaching and learning. Through collaboration and inquiry, Mills Teachers Scholars have an opportunity to reflect upon their work, share the best practices, and implement changes in their teaching based on these observations and discussions.

Principal Forrester explained that four years ago, she was approached to considering piloting this program at her school and accepted the challenge, stating that "Since its inception, all but two of our teachers have participated in the Mills Teachers Scholars Program. Every subgroup has made double digit gains."

Teacher Wendy Papciak appreciates that the program helps teachers feel connected, less isolated, in their work, and how it supports her TARI and Studio Habits of the

Mind work.

Teacher Kenny Moy echoed this, by saying the program "gives teachers extended time to sit down and talk about issues that are affecting students and classrooms."

Teacher Cynthia Epps said that the program is "teacher-led, teacher inspired" which leads to its great success.

The Board thanked Roosevelt staff for their participation and Principal Forrester for her leadership, time and effort and for accepting the challenge four year ago to run a pilot program of Mills Scholars at Roosevelt.

6. PUBLIC TESTIMONY ON NON-AGENDA ITEMS - 7:15-7:25 p.m.

Adon Alonzo, Madison Elementary School parent, spoke about his children's experiences at Madison Elementary and the important role Principal Garry Grotke's leadership has had building a strong foundation for not only his own children's continued success, but of all students in the school.

7. PRESENTATIONS - 7:25-8:45 p.m.

a. Certificates of Commendation

Time Certain: 07:25 PM

The Board of Education and Superintendent recognized and presented Certificates of Commendation to the following outstanding educators:

1. Melissa Valdivia for being named Alameda County Office of Education English Learner Teacher of the Year. Melissa is an outstanding teacher at Roosevelt Elementary School. Principal Forrester accepted the certificate for Ms. Valdivia who was unable to attend due to illness.
2. Garry Grotke for being named ACSA Region 6 Elementary Principal of the Year from more than thirty districts in Region 6 which includes Alameda County and Contra Costa County.
3. Song Chin-Bendib for being named ACSA Region 6 Business Administrator of the Year from more than thirty districts in Region 6 which includes Alameda County and Contra Costa County.

All three recipients are so deserving of this recognition! We are proud of each of them for their commitment and dedication to the students and staff of the San Leandro Unified School District as well as their contributions to public education.

b. District Office Temporary Relocation

Time Certain: 07:35 PM

Song Chin-Bendib, Assistant Superintendent, Business & Operations and C. John Dominguez, Bond Director, Dave Harding and Jean Moore, Harris & Associates gave a presentation on the Measure B Savings Modernization project for the Madison Elementary School, District Office and the Instructional Materials Center (IMC), scheduled to begin this spring. This project involves moving the District staff into interim housing and the IMC into the District warehouse. The IMC is going to relocate in mid-March and the District office will be temporarily located in the IMC and back field area from May to mid-October, while construction is underway.

The presentation included: timeline, provision for temporary housing, scope of work, communication plan, and other information related to this specific project. Highlights included:

- 55 District Office employees to be relocated
- One-phase plan 1 move; 5 months
    - March 19, 2013: Proposed move IMC to warehouse
    - May 3, 2013: Proposed move District Office to IMC & Temporary housing
    - May-early October 2013, Proposed construction (timeline exceeds summer break)
    - Mid October: Return to permanent offices
- All dates contingent upon DSA approval
- Return to Board in April for Contract Award

Following the presentation the Board raised concerns and suggestions around potential theft of the HVAC units for copper parts, loss of parking spaces at the District Office, conference room space, hazard materials, and possible live feed capabilities of school board meetings at the District office during the renovation, which were addressed by staff.

c. Pacific Sports Complex and Burrell Field: A) Potential Electronic Billboard; B) Use and Access Options Time Certain: 08:05 PM

The Board received a two part presentation from Song Chin-Bendib, Assistant Superintendent, Business & Operations; and C.John Dominguez, Bond Director , on the Measure M SLUSD Pacific Sports Complex and Burrell Field project.

Part A) **Potential Electronic Billboard**: As part of our efforts to generate revenue to support the Pacific Sports Complex and Burrell Field, one of the major new construction projects funded by Measure M, the Board of Education is exploring various revenue generating options. One option to be explored is the potential of installing, or allowing the installation, of an electronic, digital billboard. Given the proximity of Interstate 880, an electronic billboard would have high visibility which makes it an attractive venue for advertising.

The Board discussed and explored the feasibility of such a project. Comments and suggestions posed by the Board included:

- Advertising would not be geared to students and/or patrons of the fields; but rather to commuters on the freeway
- There is no cost for installation, power, etc. to the District
- The District would be looking at a lease agreement and then receive a stream of income
- This is an excellent way to get a revenue stream which could offset maintenance and operations at Burrell Field
- What is a reasonable income stream from signs on freeways?
- The District needs to monitor the content of the advertising
- Would like the policy committee to revisit our Advertising and Promotion policy before the Board decides to move ahead
- Imperative that we look at ways to offset our maintenance and operations expense but also establish a sinking fund for replacement of various areas of the facility, and possibly reinvest some of the money back into the sports

programs
- Be aware of the competition between the other billboards located at the same site
- Joint occupancy means that the District owns the land and the vendor owns the sign

Part B). **Use and Access Options**: Assistant Superintendent Song Chin-Bendib and C. John Dominquez also presented the Board with information summarizing the joint work between the City and District staff regarding the new Pacific Sports Complex and Burrell Field, including scenarios related to access and use options of the new Pacific Sports Complex. The presentation summarized proximately thirty (30) years the City/District has had a partnership with regards to Pac 1 & 2 Ball Fields and the tennis courts. This property, owned by the District, has been used by the City rent-free with the City assuming the maintenance and operations, including scheduling for use. The cost for maintaining and operating the facilities is estimated to increase.

8. CONFERENCE ITEM - 8:20-8:35 p.m.

a. Approval of Conference Items *(D) (V)*

9. Facilities and Construction

a. Potential Electronic Billboard at Pacific Sports Complex and Burrell Field *(D) (V)*

With regards to a potential electronic billboard, the Board directed staff to continue this potential revenue stream which could help offset maintenance and operation costs for Pacific Sports Complex and Burrell Field and proceed with the Request for Proposal (RFP) process.

b. San Leandro Unified School District Pacific Sports Complex and Burrell Field Use and Access Options *(D)*

The Board directed staff to work with the City to develop a plan and agreement regarding maintenance and renovation, and user access preferably keeping the status quo with the City covering the costs or the City and District working together to mitigate operational costs. The Board also stated that if such an agreement is not reached, there will be a delay with the opening of PAC 1 and 2 due to a substantial change in the current status. In addition, it was suggested and the Board agreed to include language that revenue received from the field usage and revenue generation efforts should be dedicated to field maintenance, as well as help with building a Sinking Fund for long-term maintenance such as replacement of artificial turf in 10-15 years.

At 9:08 p.m., the Board took a break and returned to open session at 9:18 p.m.

10. REPORTS - 8:35-8:50 p.m.

a. Correspondence

Trustee Carey reported receipt of the following emails from January 29,2013, through February 2, 2013: From Sukhi Khaira regarding "Finance Committee Agenda - January 31, 2013"; from Mike Katz-Lacabe regarding "SLPD Press Release: Male exposes himself at Jefferson School"; from Judi Burle regarding "What is the Put-Back Process?"; from Mitch Ruby regarding "Finance Committee...plan"; from Sallie Caraballo regarding "Put Back Process and Other Questions"; from David Patusco

regarding "Finance Committee Meeting"; from Elaine Prepares regarding "Put Back Process"; from Ana Guzman and Ms. Cyn Tam regarding "What is the Put Back Process?"; from Irene La regarding "When will the next Finance Committee be?" from Diana Wang regarding "When is the next Finance Committee meeting to discuss put backs?" from VSCHOOLZ, Inc. regarding "Technology is Changing Education, and VSCHOOLZ is leading the way!"; from Donna McBride regarding "Wilson Dolphin New"; from Johnny and Phil regarding "3 massive mistakes even smart teachers make that keep them frustrated"; from Yassin Jacob regarding "Union Dues Exception"; from Janet Beck regarding "Music"; from Ebado Ismail regarding "February 2013 Bancroft Banner Newsletter"; from Dan Sherman regarding "TenMarks - The Easiest Way to Improve Math Scores"; and Veronica Sanchez regarding "Garfield Newsletter."

b. Student Board Member Report

Student Board Member Elisha Feliciano, who won the Rotary Club of San Leandro's Annual Speech Contest, *"Peace through Service",* was asked to give her speech as part of her Student Board member report. Ms. Feliciano spoke eloquently and movingly about the power of a small act, such as a hug, in turning around a life around, and the ripple effect of an act of kindness and compassion. She also shared highlights of activities at the San Leandro High School main campus and the Fred T. Korematsu campus including:

- The boys varsity basketball team, has won 17 games and only lost 4 games so far. This Wednesday, they will be playing Castro Valley, with their final home game on Friday
- The wrestling team finished their tournament by beating Castro Valley (the first time in 10 years), to become league co-champions
- The Associate Student Body (ASB) and the Octogon Club share the third week of Season of Service Period of Peace. ASB's slogan is "*Build the Code, Live the Code"* where students propose a code such as "Say excuse me in the hallway" and the codes are posted in every classroom. The Octogon Club's slogan is *"Branching out for Peace";* where they created a Peace Tree. Leaves will be available to students to write words of encouragement against bullying and place them on the tree
- College applications have been completed and we are in the second semester, noting that students have been filling out scholarships, however, with fewer counselors students are having difficulty getting the assistance they need to complete the forms
- Open House is this Thursday, February 7 at 6:30 p.m.
- Next week there will be an assembly at lunch recognizing the winter sports, introducing the spring sports and clubs will also share their accomplishments

c. Union Representative Reports

There was no report.

d. Superintendent's Report

Superintendent Cindy Cathey announced that at the February 4, 2013, City Council Meeting, the City Council unanimously approved the $1.25 million loan to assist the District with the purchase of the Girls, Inc. property for a school-based health center. She thanked Trustees Katz and Toro for attending the meeting and speaking in support of school-based health centers. At the request of the Superintendent,

Assistant Superintendent Debbie Wong reported that she had a meeting today with our medical provider, Alameda Health System (AHS), formally known as the Alameda County Medical Center, as well as Alameda County Health Care Services and a representative from Supervisor Wilma Chan's office. The next meeting will be March 13 where they will begin planning the visionary process around what the school-based health center will look like.

The Superintendent announced the following upcoming events:

- Wednesday, February 6 - Eat out for Education
- Thursday, February 7 - High School Open Houses:
  - 5:00-6:00 p.m. - Lincoln High School
  - 6:30-8:30 p.m. - San Leandro High School

11. BOARD COMMITTEE REPORTS - 8:50-9:05 p.m.

a. Facilities/Technology

Trustee Prola reported that the Facilities/Technology Committee met on January 30, 2013, and approved contract amendments which are included on tonight's agenda for Board consideration. The committee had a discussion on the Cary Drive property (in the back of Bancroft Middle School) and the possibility of selling it for a proposed outdoor classroom project. Signage and maintenance at the Pacific Sports Complex and Burrell Field were also discussed as well as possible solar options.

b. Finance

Trustee James reported that the Finance Committee met on January 31 to review the District's current budget situation, discuss the impact of the budget news, and to determine recommended next steps. From that discussion, the committee asked for and received consensus to change the March 19 regular Board meeting to a short meeting, and then facilitate a Community Forum, where the main focus will be to educate the public and all stakeholders about where we are in the budget process with the state, the District's financial future, and seek community input regarding program priorities. A draft budget development timeline is included for review and discussion tonight. The committee is also asking that a survey be placed online, and hard copies be placed at Board meetings to gather information.

The committee is also recommending that the Board consider a no Reduction in Force (RIF) policy for our employees at this time. Upcoming Finance meetings include April 25 and May 20.

12. CONSENT ITEMS - 9:05-9:20 p.m.

a. Approval of Consent Items *(V) (C)*

The following items were pulled from the Consent Calendar:

- 15a - 2012-2013 Non-Public School/Agency Contracts (Rosato)
- 15c - Contracted Services Agreement between San Leandro Unified School District and New Frontier 21 Consulting, LLC for Professional Development at Bancroft Middle School (Prola)

With those exceptions, the Consent Calendar was approved as amended.

Motion made by: Mike Katz-Lacabe
Seconded by: Vince J. Rosato

Votes
Unanimously Approved

13. General Services

a. Resolution No. 13-09 Proclaiming February 2013 as Black History Month *(V) (C)*

14. Human Resources

a. Certificated Personnel Report *(V) (C)*

b. Classified Personnel Report *(V) (C)*

c. Student Teaching Agreement *(V) (C)*

15. Educational Services

a. 2012-2013 Non-Public School / Agency Contracts *(V) (C)*

Responding to Trustee Rosato, Superintendent Cathey and Assistant Superintendent Wong said that some of the non-public agencies the District works with include Spectrum, Stars, Children's Learning Center, as well as, various occupational and speech therapy agencies.

Motion made by: Vince J. Rosato
Seconded by: Lance James

Votes
Unanimously Approved

b. Addendum to Memorandum of Understanding between the San Leandro Unified School District and TeachBar Tutorial Services for the SLHS ASSETS Program for the 2012-2013 School Year *(V) (C)*

c. Contracted Services Agreement between San Leandro Unified School District and New Frontier 21 Consulting, LLC for Professional Development at Bancroft Middle School for March 8, 2013 *(V) (C)*

In response to Trustee Prola's concern regarding the cost of $6,500 for a one-day in-service, Assistant Superintendent Wong explained that this past November, John Muir Middle School contracted with Dr. Anthony Muhammad, a renown middle school practitioner, to move their PLC efforts forward, and Bancroft would like to secure his services to support their school wide efforts in strengthening a positive and effective academic and socio-emotional school culture utilizing the Professional Learning Community (PCL) approach to accomplish this work. She added that the District's Program Improvement Year 3 Corrective Action Budget will be funding this in-service which includes travel expenses.

Motion made by: Diana Prola

Seconded by: Vince J. Rosato

Votes
Unanimously Approved

16. Business and Operations

a. Contracts for Amounts $5,000 or Less for Fiscal Year 2012-2013 *(V) (C)*

b. Resolution #13-10 to Declare Certain Equipment Surplus and/or Obsolete *(V) (C)*

17. Facilities and Construction

a. Amendment #3 to the O'Connor Construction Management (CM) Professional Services Contract for Modernization Projects to Include Summer 2013 Restroom Renovations at Wilson Elementary School and John Muir Middle School, and Painting and Lighting Renovations at Wilson Elementary School *(V) (C)*

b. Amendment #5 to the Division of the State Architect (DSA) Inspector of Record (IOR) Professional Services Agreement with Jerome R. Zalinski to Include Summer 2013 Bond Projects *(V) (C)*

c. Contract/Invoice with Chabot College for San Leandro High School Boys' and Girls' Swim Team Practice

d. Madsen & Associates Security Camera Proposal(s): for the SLUSD Pacific Sports Complex and Burrell Field, funded through Measure M; and the Bancroft and John Muir Middle Schools, funded through Measure B Savings *(V) (C)*

e. Bond Contracts $15,000 or Less for Fiscal Year 2012-2013 *(V) (C)*

18. CONFERENCE ITEMS - 9:20 - 9:50 p.m.

19. Business and Operations

a. Finance Committee Budget Timeline and Recommended Community Input Process *(D) (V)*

The Board reviewed and discussed the recommendation from the Finance Committee on the Budget Timeline and the Community Input Process, with the Board accepting the recommendation to have no Reduction in Force (RIFs)/layoffs in 2013-2014 and hold a Community Forum on Tuesday, March 19, 2013, to address programs, priorities, and to add a Finance Committee meeting on April 25, 2013, to discuss, review and implement what was received at the March 19, 2013, Community Forum. Following the discussion, Dr. John Thompson, Senior Director II, Human Resources, clarified that the no RIF commitment meant that the Board would implement the cuts in 2013-2014 without issuing RIFs, with Trustee James noting that the recommendation is not superseding previous Board actions.

Motion made by: Vince J. Rosato
Seconded by: Lance James

Votes
Unanimously Approved

20. Facilities and Construction

a. San Leandro Arts Education Center Donor Wall *(D) (V)*

Robin Michel, Communications Outreach Specialist, Measure B, explained that staff was recommending that the Board approve the location of the donor wall which will be placed at the south entrance into the theater lobby, relocating the glass case that is currently there. It was also noted that the proposed design would include a Lucite or Plexiglass frame mounted to the wall with an imprinted linen insert that would provide the best flexibility allowing for annual updating at a modest cost, and fall within the budgeted amount (approximately $3,000) that is currently in the Arts Education Center budget as seed money to fund the donor wall.

Motion made by: Lance James
Seconded by: Corina Lopez

Votes
Unanimously Approved

21. ADDITIONAL SUGGESTIONS AND COMMENTS FROM BOARD MEMBERS-9:50 p.m.

Before the closing of the meeting, Superintendent Cathey made an announcement that she would retire at the end of this school year, saying,

"After serving in many different roles in the district, including being a teacher at Monroe for a short time, vice principal and principal of Wilson Elementary School, Director of Curriculum and Instruction, Assistant Superintendent of Educational Services, and Superintendent for the past three years, it is my intention to retire at the end of this school year."

"I consider the School District and the San Leandro community my home (even though I live in a nearby city). Over the past seventeen years, I have fostered so many strong personal and professional relationships and partnerships and I cherish every one of them...I want to thank you for the privilege of serving the students, staff, and families of our school district," adding that there is much work to be done between now and June."

Trustee Toro expressed that, although he has only been on the Board a short time, he is very sad to hear that the Superintendent would be retiring. He reported attending the AP Art Studio Exhibit at the AEC. and the City Council meeting to support the approval of the City loan for the purchase of the Girls Inc. building for a school-based health center.

Trustee Rosato commented that he attended an orientation meeting with Senior Director II, Human Resource John Thompson this evening. He will have information regarding the upcoming quarterly meeting of the MACSELPA and the Disaster Preparedness committee, once the committees have met which will be sometime in March. He also asked for and received consensus to have staff look into "live video or audio feed" procedures of Board

meetings.

Trustee López congratulated Student Board member Elisha Feliciano on her award-winning speech given at the Rotary Speech Contest, saying that it was very inspiring. Trustee López was happy that the Board agreed not to issue RIFs at this time. Trustee López commended Superintendent Cathey for all that she has done for the District and that she is looking forward to working with her through June.

Trustee Katz-Lacabe expressed what a honor it has been to serve with the Superintendent and thanked her for the service she provided for improving and continuing to improve the relationship the District has with the City, adding that "You will be missed". Trustee Katz-Lacabe thanked Trustee Toro for attending the City Council meeting, stating that his comments regarding the loan and impact of the student health centers on the academic achievement, well-being and overall health of students were well-researched and compelling. He also attended the screening of "*Straightlaced*" on Friday. He also reminded the Board of "Eat Out for Education, tomorrow, and the high school open houses on Thursday, February 7.

Trustee James also attended the screening of *"Straightlaced"* and said that he plans on attending the high school open houses on Thursday. He thanked the Board for their support regarding RIFs and for voting for a Community Forum. He also thanked the Superintendent for all that she has done.

Trustee Carey attended the Friday night Drakes fundraiser and the art show, acknowledging Audrey Brown for her part in bringing this exhibit to San Leandro. He congratulated the student board member on winning the Rotary Club speech contest, noting that this was the second consecutive year that a San Leandro High School student received this honor.

Trustee Prola attended the Advanced Placement Art Exhibit at the AEC. She met with Dave Johnson from the San Leandro Chamber of Commerce and Lisa Wood regarding the Chevron community investment project. Trustee Prola shared her memory of when Superintendent Cathey's appointment was announced where it was received with a standing ovation.

22. ANNOUNCEMENT

a. Board of Education Meetings

- Board Meeting/Work Session - February 12, 2013 (District Office)
- Regular Board Meeting - February 26, 2013
- Regular Board Meeting - March 5, 2013
- Special Board Meeting - March 12, 2013 (District Office)
- Regular Board Meeting - March 19, 2013
- Regular Board Meeting - April 2, 2013
- Regular Board Meeting - April 16, 2013
- Regular Board Meeting - May 7, 2013
- Tentative Board Meeting/Work Session - May 14, 2013 (District Office)
- Regular Board Meeting - May 21, 2013
- Regular Board Meeting - June 4, 2013
- Regular Board Meeting - June 18, 2013

- Special Board Meeting - June 25, 2013 (District Office)

23. ADJOURNMENT*

a. Time *(V)*

The meeting was adjourned at 9:55 p.m. in memory of Barbara Brown, who officially retired from the District in 2004, and served in many different roles at San Leandro HIgh School, including dean, history teacher, activities director, vice principal and summer school principal for many years.

Motion made by: Lance James
Seconded by: Mike Katz-Lacabe

Votes
Unanimously Approved

Respectfully submitted,

Ron Carey, Clerk

Board Approved: 2/26/13