

**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 11, 2009

Call to Order The Presiding Officer will call the Meeting to Order at
6:00 pm, recess to Closed Session until and begin the
regular meeting agenda at **7:30 pm**

Roll Call

Members Present:

Nancy M. Riddle, President
Karen Hemphill, Vice President
Shirley Issel, Director
John T. Selawsky, Director/Clerk
Beatriz Leyva-Cutler, Director
Eve Shames ** - Student Director

Administration:

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

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

- a) Conference with Legal Counsel – Existing Litigation/Anticipated
- b) Consideration of Student Expulsions
- c) Collective Bargaining
- d) Public Employee Discipline/Dismissal /Release/Evaluation
- e) Public Employment /Appointment
- f) Liability Claims
- g) Property Acquisition & Disposal

* 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 11, 2009

TEACHING AND LEARNING

Greg John, Principal, John Muir Elementary: Monitoring Student Progress

PUBLIC TESTIMONY

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

Union Representatives' Reports
Board Members' Reports
Superintendent's Report

APPROVE CONSENT CALENDAR

CONSENT ITEMS

These items are considered routine and may be enacted by a single motion. Any items needing discussion may be moved to the appropriate section of the agenda upon the request of any member of the Board.

General Services

1.1-C Approval of Resolution No. 09-33 Proclaiming February 2009 as Black History Month	<u>Staff Recommendation:</u> Approve Resolution No. 09-33 proclaiming February 2009 as Black History Month	7
1.2-C Approval of Resolution No 09-34 Proclaiming March 2009 as Arts Education Month	<u>Staff Recommendation:</u> Approve Resolution No. 09-34 proclaiming March 2009 as Arts Education Month	10
1.3-C Approval of March 4, 2009 Special Board of Education Meeting	<u>Staff Recommendation:</u> Approve addition of Special Board of Education Meeting on March 4, 2009	13

Personnel

2.1-C Approval of Personnel Report	<u>Staff Recommendation:</u> Accept Personnel Report No. 09-03 which tracks personnel changes throughout the District	14
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Educational Services

3.1-C Approval of Consolidated Application	<u>Staff Recommendation:</u> Approve the Consolidated Application for Categorical Programs (separate cover)	17
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Business Services

4.1-C Approval of Contracts and Purchase Orders	<u>Staff Recommendation:</u> Authorize the Purchasing Manger and/or Deputy Superintendent to execute contracts and purchase orders	19
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4.2-C Approval of Listing of Warrants	<u>Staff Recommendation:</u> Approve the listing of warrants issued in January 2009	20
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4.3-C Approval of Listing of Payroll Warrants	<u>Staff Recommendation:</u> Approve the payroll warrants issued in January 2009	23
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4.4-C Acceptance of Gifts and Donations	<u>Staff Recommendation:</u> Accept the donations and gifts to the District and request staff to extend letter of appreciation	26
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4.5-C Approval of Application for REMS Grant	<u>Staff Recommendation:</u> Approve the application for REMS grant monies to be spent on emergency preparedness updates and staff training	28
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4.6-C Ratification of Enrollment Agreement with Perkins School	<u>Staff Recommendation:</u> Ratify enrollment agreement for Perkins School for the Blind for severely impaired student for 2008-09 school year	29
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4.7-C Approval of Contract with Advantage Nursing	<u>Staff Recommendation:</u> Approve contract with Advantage Nursing Care for nursing services for 2008-09 school year	31
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4.8-C Approval of Contract with Robert Half	<u>Staff Recommendation:</u> Approve contract with Robert Half	36
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4.9-C
Approval of Purchase of Two School Buses

Staff Recommendation:
Approve purchase of two school buses under board approved replacement schedule

38

Facilities

5.1-C
Resolution No. 09-35
Authorization to Reject and Readvertise to Solicit Bids

Staff Recommendation:
Approve authorization to reject and readvertise to solicit bids for the BHS Community Theatre curtain supply and installation

39

ACTION ITEM

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

General Services

1.1-A
Approval of BHS Redesign Proposal Recommendations

Staff Recommendation:
Approve recommendations for Berkeley High School Redesign Proposal

41

INFORMATION ITEM

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

Business Services

4.1-I
Monthly School Enrollment and ADA Summaries

Staff Recommendation:
Receive monthly enrollment and average daily attendance summary reports for information

48

ADDITIONAL ACTION ITEMS

Approve Minutes of 1-14-09

EXTENDED PUBLIC TESTIMONY

ADJOURNMENT

Board of Education Meeting Dates for 2009

February 25	April 15	June 10	September 23
March 4 - special	April 29	June 17	October 14
March 11	May 13	June 24	October 28
March 25	May 27	August 12	November 18
		September 9	December 9 - org

**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**

STRATEGIES TO CLOSE THE ACHIEVEMENT GAP

- A. Continue to build and implement a pre-K-12 comprehensive and aligned system of core curriculum, instruction, assessment and intervention**
- B. Strengthen the ability of BUSD staff to educate a diverse student body**
- C. Partner meaningfully with parents pre-K to 12**
- D. Prepare pre-school children for success in elementary school**
- E. Attract, support and retain teachers and administrators of color**

BERKELEY UNIFIED SCHOOL DISTRICT

TO: Board of Education
FROM: John T. Selawsky, Director
DATE: February 11, 2009
SUBJECT: Resolution Proclaiming February 2009 as Black History Month

BACKGROUND INFORMATION

The Berkeley Unified School District has a tradition of commemorating Black History Month in February of each year. African Americans have a rich history of outstanding accomplishments in every field of human endeavor from literature and art to science, industry, education, diplomacy, athletics and jurisprudence. It is important that our students learn of the African American people and events that enrich our history.

POLICY/CODE

None

FISCAL IMPACT

None

BOARD MEMBER RECOMMENDATION

Approve the Resolution proclaiming February 2009 as Black History Month.

BERKELEY UNIFIED SCHOOL DISTRICT
**RESOLUTION PROCLAIMING FEBRUARY 2009
AS BLACK HISTORY MONTH**

Resolution No. 09-33

WHEREAS, February has been designated Black History Month by various official bodies and is celebrated as such in schools, businesses, and governmental agencies throughout the nation; and

WHEREAS, Berkeley Unified School District recognizes and celebrates the contributions of African-American historical figures, leaders, teachers, parents, community activists, and students, and

WHEREAS, Berkeley Unified School District further recognizes and celebrates the value of diversity and the richness of cultural heritages within the City of Berkeley and within the District, and the integral part that each of our many communities plays in the overall fabric of our history as well as the present state of the City and District; and

WHEREAS, the Berkeley school community has chosen to name three of its K-12 schools after African-American leaders of national, and international, renown, i.e., Malcolm X Elementary, Martin Luther King Jr. Middle, and Rosa Parks Elementary, clearly reflecting the importance of these Black American leaders to the residents of the Berkeley community; and

WHEREAS, Berkeley Unified School District has a long-time commitment to integration in our public schools and a long-time commitment to an appreciation of and a celebration of diversity in our public schools, and further, a long-time commitment to recognizing the value, contributions, and importance of our African-American students, parents, teachers, and administrators; and

WHEREAS, with the election of our first African-American President there is additional reason to celebrate, to rejoice, and to work together toward unity and our common goals; and

WHEREAS, Berkeley Unified School District again affirms its commitment to appreciating, celebrating, and valuing its African-American students, staff, parents, and families and recognizes the importance of acknowledging the history, culture, and struggles of our African-American community;

THEREFORE, BE IT RESOLVED this 11th day of February, 2009, that February 2009 is declared Black History Month in the Berkeley Unified

School District, and that the Board of Education encourages discussions, presentations, and projects relating to and enhancing the experience of Black History Month within the BUSD.

John T. Selawsky
Clerk, Board of Education

BERKELEY UNIFIED SCHOOL DISTRICT

TO: Board of Education
FROM: John T. Selawsky, Director, Board of Education
DATE: February 11, 2009
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. 09-34 proclaiming March as Arts Education Month and distribute the approved Resolution to all school principals

**BERKELEY UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 09-34
PROCLAIMING MARCH 2009 AS ARTS EDUCATION MONTH**

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*; and

WHEREAS, our BUSD Youth Arts Festival will run from February 11 through March 28 at the Berkeley Arts Center on Walnut St. and we will showcase our performing artists at the Berkeley Community Theater on the Berkeley High campus on Sunday, March 29; and

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 11th, 2009 that the Berkeley Board of Education proclaims the month of March 2008 as *Arts 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
Clerk, Board of Education

BERKELEY UNIFIED SCHOOL DISTRICT

TO: Board of Education
FROM: William Huyett, Superintendent
DATE: February 11, 2009
SUBJECT: Revision to 2009 Board of Education Meeting Schedule

BACKGROUND INFORMATION

I am requesting approval to add a Special Board Meeting on March 4, 2009 to discuss possible layoffs.

POLICY CODE

Education Code 44951

FISCAL IMPACT

None

STAFF RECOMMENDATION

Approve the addition of a March 4 Board of Education Meeting

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Lisa Udell, Ed.D. Assistant Superintendent, Human Resources
DATE: February 11, 2009
SUBJECT: APPROVAL OF HUMAN RESOURCES REPORT 09-03
 Following is Human Resources Report 09-03 which reports details of personnel assignments, employment, and terminations.

CERTIFICATED EMPLOYEES						
NAME	POSITION	LOCATION	BUDGET	FTE & SALARY	FROM	TO
<u>RETIREMENT</u>						
Shira Peck	Teacher	LeConte	General Fund	1.00 FTE	6/12/09	
Marilyn Bruno	Teacher	Washington	General Fund	1.00 FTE	6/12/09	
Donna Van Noord	Teacher	Arts Magnet	General Fund	1.00 FTE	6/12/09	
Maria Rosa Grundwaldt	Teacher	Thousand Oaks	General Fund	1.00 FTE	6/12/09	
Ruth Sacksteder	Teacher	Arts Magnet	General Fund	1.00 FTE	6/12/09	
Elizabeth Fuentes	Teacher	Thousand Oaks	General Funds	1.00 FTE	6/12/09	
Carol Levy	Teacher	Adult School	Adult School		6/12/09	
<u>MATERNITY LEAVE</u>						
Juliana Jones	Teacher	Longfellow	General Fund	1.00 FTE	2/23/09	6/12/09
Devon Brewer-Belcher	Teacher	BHS	General Fund	1.00 FTE	3/20/09	6/12/09
<u>TEMPORARY TEACHER</u>						
Christopher Rudd	Teacher	King	General Fund	1.00/II-03	12/1/08	4/3/09
Madelaine Nefcy	Teacher	BHS	General Fund	1.00 FTE	1/27/09	6/12/09
Sanna Murcia	Teacher	Hopkins ECE	General Fund	050/01-03	1/22/09	6/30/09
<u>EXTRA DUTY - STIPENDS</u>						
Angela Barra	Teacher	All District	General Fund	NTE \$6,828.00	8/27/08	6/12/09
Barbara Hopkins	Teacher	All District	General Fund	NTE \$6,828.00	8/27/09	6/12/09

CLASSIFIED EMPLOYEES

NAME	POSITION	LOCATION	BUDGET	CLASS RANGE STEP	FTE & SALARY	FROM	TO
<u>RESIGNATION</u>							
Michael McBride	Instructional Specialist	B-Tech				1/16/09	
<u>FAMILY MEDICAL LEAVE OF ABSENCE WITH PAY (FMLA)</u>							
Zakiya Green	School Bus Driver	Transportation	Transportation	42/5	.87 FTE \$22.16 hr	12/10/08	1/12/09
Tracy Miller	Food Service Satellite Operator	Emerson	Child Nutrition	31/2	.47 FTE \$14.54 hr	12/10/08	1/8/09
<u>EXTENDED SICK LEAVE WITH 50% PAY (FMLA)</u>							
Zakiya Green	School Bus Driver	Transportation	Transportation	42/5	.87 FTE \$22.16 hr	1/13/09	2/1/09
Tracy Miller	Food Service Satellite Operator	Emerson	Child Nutrition	31/2	.47 FTE \$14.54 hr	1/9/09	1/23/09
<u>EXTENDED SICK LEAVE WITH 50% PAY</u>							
Maya Johnson	School Bus Driver	Transportation	Transportation	42/5	.90 FTE \$22.16 hr	1/12/09	1/30/09
Gaoussou Ouatarra	Instructional Assistant Special Education	Longfellow	Special Ed.	31/2	.80 FTE \$14.86 hr	1/1/09	1/30/09
Sam Scott, Jr.	Maintenance Tech.	Maintenance	Maintenance	45/5	1.0 FTE \$23.86 hr	12/4/08	3/2/09
<u>PROBATIONARY</u>							
Elizabeth Dunkle	Sr. Food Service Assistant	King	Child Nutrition	35/1	1.0 FTE \$15.30 hr	1/5/09	9/18/09
Elizabeth Haro	Administrative Secretary w/o Shorthand	Curriculum & Instruction	General Fund	46/1	1.0 FTE \$20.47 hr	1/29/09	7/28/09
David Luu	Program Coordinator	Berkeley High	BSEP	52/1	.53 FTE \$23.78 hr	1/5/09	8/24/09
<u>AVAILABLE SUBSTITUTES</u>							
Marian Dorsey	Instructional Assistant (Special Education)	All District	General Fund	31/1	NTE 7.5 hrs/day \$14.10 hr	1/26/09	6/12/09
Damario Johnson	Custodian I	All District	General Fund	32/1	NTE 7.5 hrs/day \$14.20 hr	1/22/09	6/12/09
Anton Muhammad	School Safety Officer	All District	General Fund	44/1	NTE 7.5 hrs/day \$19.08 hr	1/30/09	6/12/09

CLASSIFIED EMPLOYEES

NAME	POSITION	LOCATION	BUDGET	CLASS RANGE STEP	FTE & SALARY	FROM	TO
<u>TEMPORARY/HOURLY/LIMITED TERM</u>							
Danielle Adams	Tutor	Berkeley High	EIALEP SCH LIB	N/A	\$12.54 hr 12 hrs/wk	1/5/09	6/12/09
Margaret Aytac	Tutor	Berkeley High	Intervention	N/A	\$12.54 hr 10 hrs/wk	12/1/08	6/12/09
Jose Azuara, Jr.	Instructional Tech.	Thousand Oaks	After School	34/1	\$15.24 hr 25 hrs/wk	12/1/08	6/12/09
Lauren Benezra	Tutor	Berkeley High	BSEP	N/A	\$12.54 hr 10 hrs/wk	12/1/08	6/12/09
Mayra Betancourt	Tutor (Work Study)	Berkeley High	BSEP	N/A	\$12.54 hr 10 hrs/wk	1/26/09	6/12/09
Sakai Bonds-McCary	Tutor	Longfellow	After School	31/1	\$14.14 hr 10 hrs/wk	12/1/08	6/12/09
Martin Brecht	Instructional Tech.	Malcolm X	LRN SAFE	34/1	20 hrs/wk \$15.24 hr	1/5/09	6/12/09
Stacy Brower	Tutor	Berkeley High	BSEP	N/A	\$12.54 hr 10 hrs/wk	12/1/08	6/12/09
Dana Charles	Student Worker (Workability)	Berkeley High	Special Ed.	N/A	\$8.00 hr 15 hrs/wk	9/2/08	6/12/09
<u>STIPENDS</u>							
Sakai Bonds-McCary	Coach (Girls 6 th Grade Volleyball)	Longfellow	LRN SAFE	N/A	\$600.00	11/30/08	12/30/08
John Cazden	Coach (Soccer)	King	After School	N/A	\$600.00	11/4/08	12/19/08
Shlomy Kattan	Coach (Soccer)	Willard	21 st Century	N/A	\$600.00	8/30/08	6/12/09
Soloven Murphy	80% Assistant Coach (Girls Basketball)	Berkeley High	General Fund	N/A	\$1798.40	11/10/08	3/15/09
<u>WORKING EVENING SHIFT, DIFFERENTIAL, ATTENDANT DUTIES, OR AS CONFIDENTIAL EMPLOYEE</u>							
Elizabeth Haro	Administrative Secretary w/o Shorthand	Curriculum & Instruction	General Fund	46/1	bilingual differential @ \$15/mth	1/29/09	7/28/09

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Neil Smith, Assistant Superintendent, Educational Services
DATE: February 11, 2009
SUBJECT: Approval of the 2009 - 2010 Consolidated Application for Funding Categorical Aid Programs (Part II)

BACKGROUND INFORMATION

Part I of the Consolidated Application for Funding Categorical Programs was submitted June 30, 2008. Part II of the application is due no later than January 31, 2009 to the California Department of Education, but a revised version may be submitted at a later date after Board approval. Part II contains the following information: (1) the entitlement of funds from the federal and state government; (2) allocation of funds to the schools, including private schools; (3) the number of participants in specified programs; and (4) the reports on various state and federal programs. The District Advisory Committee (DAC) and the District English Learner Advisory Committee (DELAC) have reviewed the plan and have had an opportunity to advise in the preparation of the application.

Board approval is required as there are basic legal assurances for all of the categorical programs to indicate that the school district will comply with the requirements for the following program funds.

Federal and State funds for special needs students included in the application are:

- Title I, Part A Basic Grant – Low Income, NCLB Sec. 101
- Title III, Part A – LEP and Immigrant Students, NCLB Sec. 301
- Economic Impact Aid, EC 54000

Federal and State funds for School Improvement and Professional Development included in the application are:

- Title II, Part A – Teacher Quality, NCLB Sec. 201
- Title II, Part D – Technology, NCLB Sec. 2401
- Title V, Part A – Innovative Programs , NCLB Sec. 501

Federal and State funds for Safe and Drug-Free Schools included in the application are:

Title IV, Part A – Safe and Drug Free Schools, NCLB Sec. 401
Tobacco Use Prevention Education (TUPE) Program 4-8, H&S
104350
School Safety and Violence Prevention, EC 32228

A complete copy of the Consolidated Application (Part II) is available in the board room for public viewing.

POLICY/CODE

Education Code Section 64000-64001

FISCAL IMPACT

Approximately \$2,580,877 in categorical funding

STAFF RECOMMENDATION

Approve Part II of the Consolidated Application for funding Categorical Aid programs.

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Javetta Cleveland, Deputy Superintendent (CBO)
DATE: February 11, 2009
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 Cammisa and Wipf Consulting Engineers to provide design services for the replacement back up power system at the Berkeley Community Theater. The cost will not exceed \$25,000. To be paid from Measure BB. Requested by Steve Collins.
- 2 Increase in contract, PO 901262, to Laidlaw Transit to provide transportation of BHS athletic teams to games. The Board approved \$10,000 on October 22, 2008. The additional amount requested is \$10,000 for a total amount of \$20,000. To be paid from General Fund. Requested by Jim Slemper.

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: Javetta Cleveland, Deputy Superintendent
DATE: February 11, 2009
SUBJECT: Approve Listing of Warrants issued in January 2009

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 2009 are attached for the Board's review.

POLICY/CODE

Educational Code Section 41010 et seq.

FISCAL IMPACT

\$3,464,601.91 for the month of January 2009 from various funds.

STAFF RECOMMENDATION

Approve the monthly bill warrant lists for the month of January 2009.

Berkeley Unified School District
Berkeley, California

VOUCHERS PAID 01/01 THRU 01/31/09

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
06-Jan-09	W/R	\$ 92,069.67		\$ 6,128.74				\$ 5,138.46			\$ 14,239.23				\$ 21,496.98	
09-Jan-09	W/R	\$ 279,277.59	\$ 34,500.00	\$ 3,479.56	\$ 458.21			\$ 222.04	\$ 6,285.39	\$ 5,367.43	\$ 35,487.31		\$ 649,721.89		\$ 59.87	\$ 2,037.36
13-Jan-09	W/R	\$ 214,750.44	\$ 21,247.79	\$ 15,824.48	\$ 90.00	\$ 193.83	\$ 390.00	\$ 46.16	\$ 8,854.59		\$ 17,080.63	\$ 1,220.00	\$ 127,477.31	\$ 65,166.00		
16-Jan-09	W/R										\$ 14,500.00					
20-Jan-09	W/R	\$ 377,007.67	\$ 35,412.64	\$ 15,482.61	\$ 2,765.98		\$ 59,772.74	\$ 1,218.66	\$ 7,062.17	\$ 17.39	\$ 20,042.01	\$ 78,509.70	\$ 14,719.75		\$ 40,046.70	\$ 825,360.21
23-Jan-09	W/R	\$ 222,933.95	\$ 9,709.80	\$ 14,390.59	\$ 1,915.40	\$ 7.01	\$ 1,500.00	\$ 336.75	\$ 2,748.50	\$ 1,029.93	\$ 21,773.55		\$ 38,230.17		\$ 18,909.88	\$ 14,134.54
TOTAL		\$ 1,186,039.32	\$ 100,870.03	\$ 55,305.98	\$ 5,229.49	\$ 200.84	\$ 61,662.74	\$ 6,962.07	\$ 24,950.65	\$ 6,414.75	\$ 123,122.73	\$ 79,729.70	\$ 830,149.12	\$ 65,166.00	\$ 80,513.43	\$ 841,532.11
CANCELLATIONS:																
07-Jan-09	MAN	\$ (510.00)														
20-Jan-09	MAN	\$ (2,737.05)														
GRAND TOTAL		\$ 1,182,792.27	\$ 100,870.03	\$ 55,305.98	\$ 5,229.49	\$ 200.84	\$ 61,662.74	\$ 6,962.07	\$ 24,950.65	\$ 6,414.75	\$ 123,122.73	\$ 79,729.70	\$ 830,149.12	\$ 65,166.00	\$ 80,513.43	\$ 841,532.11

Detail available in Business Office

Board Approved:

Approved By:

Pauline Follansbee, CPA
Director Of Fiscal Services

W/R: warrant register
MAN: manual issue

TOTAL	
\$	139,073.08
\$	1,016,896.65
\$	472,341.23
\$	14,500.00
\$	1,477,418.13
\$	347,619.87
\$	-
\$	-
\$	-
\$	-
\$	3,467,848.96
\$	(510.00)
\$	(2,737.05)
\$	3,464,601.91

BERKELEY UNIFIED SCHOOL DISTRICT

District Bill Warrant -- Accounting Department

BILL WARRANT FOR JANUARY 2009

FUNDS	AMOUNT
GENERAL FUND	\$1,182,792.27
MEASURE BB FUND	\$100,870.03
ADULT FUND	\$24,950.65
CAFETERIA FUND	\$123,122.73
CHILD DEVELOPMENT FUND	\$6,414.75
MEASURE A+AA (BOND Fund)	\$830,149.12
SCHOOL ENRICHMENT FUNDS	\$122,399.05
SELF INSURANCE FUND	\$80,513.43
DEFERRED MAINTENANCE FUND	\$79,729.70
PAYROLL/BENEFITS CLEARING	\$841,532.11
MEASURE B FUND	\$6,962.07
COUNTY SCHOOL FACILITIES FUND	\$65,166.00
TOTAL DISTRICT BILL WARRANT	<u><u>\$3,464,601.91</u></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 11, 2009
SUBJECT: Receive and Approve Information on the Issuance of Payroll Warrants for Employee Services for January 2009.

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 2009.

POLICY/CODE

Educational Code 41010 ET Seq.

FISCAL IMPACT

\$6,311,060.16 for January 2009 from various funds.

STAFF RECOMMENDATION

Approve payroll payments made in January 2009.

BERKELEY UNIFIED SCHOOL DISTRICT
DISTRICT PAYROLL – ACCOUNTING DEPARTMENT
January 2009

<u>COMPUTER GENERATED</u>	<u>AMOUNTS</u>
GENERAL FUND	\$5,002,076.57
MEASURE BB FUND	\$188,070.54
BSEP SITE ENRICHMENT	\$6,211.07
BSEP Measure A	\$341,081.70
MEASURE B FUND	\$13,021.09
ADULT FUND	\$354,254.41
CAFETERIA FUND	\$121,959.87
CHILD DEVELOPMENT	\$261,364.74
Measure A+AA (Bond Fund)	\$15,799.69
SELF INS. FUND	\$7,220.48
TOTALS	\$6,311,060.16

APPROVED BY: _____ February 11, 2009
Pauline Follansbee, CPA
Director of Fiscal Services

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

January-09

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	08	220 11	240 12	230 13	16	270 21	260 67		
01/15/09	Mid	\$638,727.09	\$297,892.92	\$0.00	\$6,211.07	\$6,847.83	\$0.00	\$249,372.91	\$45,997.16	\$32,405.20	\$0.00	\$0.00	\$0.00	\$638,727.09	\$638,727.09
01/22/09	Mid-Fix	\$27,077.09	\$23,307.61	\$0.00	\$0.00	\$146.10	\$0.00	\$240.00	\$2,213.82	\$1,169.56	\$0.00	\$0.00	\$0.00	\$27,077.09	\$27,077.09
01/30/09	EOM	\$5,645,255.98	\$4,680,876.04	\$188,070.54	\$0.00	\$334,087.77	\$13,021.09	\$104,641.50	\$213,153.76	\$88,385.11	\$0.00	\$15,799.69	\$7,220.48	\$5,645,255.98	\$5,645,255.98
Totals		\$6,311,060.16	\$5,002,076.57	\$188,070.54	\$6,211.07	\$341,081.70	\$13,021.09	\$354,254.41	\$261,364.74	\$121,959.87	\$0.00	\$15,799.69	\$7,220.48	\$6,311,060.16	\$6,311,060.16

BERKELEY UNIFIED SCHOOL DISTRICT

TO: William Huyett, Superintendent
FROM: Javetta Cleveland, Deputy Superintendent
DATE: February 11, 2009
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. Alicia Mayorga donated a Yamaha Alto Saxophone, valued at \$300 to the Berkeley Unified District Music Department.
2. Guru Electric donated sod to patch lawns at a various District sites, valued at \$500 to the Berkeley Unified Maintenance Department.
3. Berkeley Public Education Foundation donated an Apple iMac computer, valued at \$3,175 to Willard Middle School.
4. M. L. King Jr. Middle School PTA donated 2 days of substitute teacher pay, valued at \$270 to King Middle School.
5. Timothy L. Gray, donated \$500 with a matching fund donation of \$500 from the PTA California Congress of Parents, Teachers & Students Inc for a total donation of \$1,000 for programs and services at Thousand Oaks Elementary School.
6. Lifetouch National School Studios donated \$633.17 to use as needed at Thousand Oaks Elementary School and \$505.85 to purchase supplies at LeConte Elementary School.
7. Mary McLaren donated four ergonomic chairs, valued at \$500 to Jefferson Elementary Schools.

8. LeConte PTA donated \$5,585 to cover costs for YMCA physical education activities during recess periods at LeConte Elementary School.
9. Gregory San Martin donated \$60 through the PG&E Corporate Campaign for the Community to use as needed at John Muir Elementary School.

BOARD POLICY

BP 3290

FISCAL IMPACT

The District received a total of \$12,874.48 in donations.

STAFF RECOMMENDATION

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