

SAN LEANDRO UNIFIED SCHOOL DISTRICT  
SAN LEANDRO, CALIFORNIA  
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**REGULAR MEETING OF THE BOARD OF EDUCATION - MINUTES**

August 23, 2005

The Board of Education of the San Leandro Unified School District met in regular session on August 23, 2005, in the San Leandro City Council Chambers, 835 East 14th Street, San Leandro, California.

The meeting was called to order at 6:02 p.m. by President Pauline Cutter.

**BOARD MEMBERS PRESENT**

Mr. Stephen Cassidy  
Mrs. Lisa Hague  
Mr. Louis Heystek  
Ms. Linda Perry  
Mr. Ray Davis, Clerk  
Mr. T.W. "Rick" Richards, Vice President  
Mrs. Pauline Cutter, President

**DISTRICT STAFF PRESENT**

Christine Lim, Superintendent  
Leon Glaster, Assistant Superintendent  
Michael Martinez, Assistant Superintendent  
Linda Pollard, Administrative Assistant

**PUBLIC COMMENTS REGARDING CLOSED SESSION AGENDA**

There were no public comments concerning items on the closed session agenda.

**CLOSED SESSION**

At 6:05 p.m., the Board went into closed session for Public Employee Performance Evaluation, Title: Superintendent; Public Employee Discipline/Dismissal/Release; Conference with Labor Negotiator:

Unrepresented Employees:

- Assistant Superintendent of Business Services
- Assistant Superintendent of Educational Services

Conference with Legal Counsel – Anticipated Litigation-Significant Exposure to Litigation; and Public Employee Appointment – Title: Vice Principal at high school

and Accounting Manager pursuant to Government Code Sections 54957, 54957.6, and 54956.9(b). The closed session was adjourned at 7:35 p.m.

The Board returned to open session at 7:40 p.m. with the Pledge of Allegiance to the Flag. President Cutter said the Board had been in closed session and no action was taken, adding that the Board would be returning to closed session following the regular meeting.

## **APPROVAL OF AGENDA**

On a motion made by Mr. Richards and seconded by Ms. Perry, the Board approved the agenda for the regular meeting of August 23, 2005 by a 7-0 vote.

## **PRESENTATIONS**

- \* Laura Leventer, Assistant Director of Accountability and Human Resources and Debbie Wong, Director of Curriculum, shared information and analysis on the Spring 2005 California High School Exit Exam (CAHSEE) results.

Ms. Leventer explained that the Class of 2006 would be the first group of students to be required to pass both parts, Math and English Language Arts, of the CAHSEE, which had been postponed for 2 years. The test will be given three times this year (September 2005; February 2006, and May 2006), giving students an opportunity to retake portions of the test that they do not pass, adding that results from the first two times would be available for graduation in June.

She shared charts indicating that 73% of the Class of 2006 had passed both parts of the exam, with thirteen percent still needing to take both parts, and the remainder needing to take one or the other. These results were cumulative for all San Leandro High School class of 2006 students, including those who did not take the exam or who took it multiple times.

Debbie Wong, Director of Curriculum and Instruction said in an effort to reach the goal that all students will pass the CAHSEE, especially the seniors who have not yet passed by 2006 the high school has provided parents meetings, study support groups, summer school programs, target instruction and Special Education CAHSEE classes that are geared to the special needs students.

Mrs. Hague asked if the 70% passing rate for the class of 2006 English learners was a tremendous success. Ms. Leventer said that while it was a huge success, the results were only for those students who took the test, noting that these were the students who failed to take or pass the previous year.

Ms. Perry wondered if the District had developed any strategies to help students understand the seriousness and importance of taking the test. Ms. Leventer said that each time results are received, letters are sent to the parents reminding them that their child must pass this test in order to graduate. Ms. Wong felt that the kids are taking it more seriously now, attributing that to the “blitz” of reminders from the high school.

Ms. Perry added that while the district wants everyone to receive a diploma, she suggested a “certificate of completion” verses diploma not only for Special Education students but for other students who finish required course work but are having difficulty passing the exit exam.

Ms. Leventer said that there have been some conversations on whether this should apply to all students or have different sets of rules for different groups of students, adding that the state will be discussing changing the Special Ed. requirements in some way and that we should have that decision by October 11.

Questions raised by Mr. Cassidy included the aggregated number of students in the class of 2006 who have not passed the test, and how many students were enrolled in summer school. While Ms. Leventer said she did not have an exact number, she estimated approximately 100 students haven’t passed both parts of the test. Ms. Granger said approximately thirty-five students were enrolled in each section offered in summer school, adding that the major focus this year was English learners to continuing their ELD instruction. It was her opinion however that almost all of the students were very close to passing with the exception of Special Education and English learner students, but felt that with additional targeted instruction, the students would succeed.

Mr. Cassidy didn’t see a strong emphasis on parental involvement and thought that every parent of a student not passing the test should be called to set up an appointment. Ms. Granger said that group meetings would be more feasible. Principal Furtado interjected stating that every English learner family was called (in their home language) stressing the importance of coming to the high school to learn about the most important test that their child needed to pass to receive a high school diploma; parents took home support books; practice tests were sent home for those close to passing; and those below a certain strand were enrolled in a English class where the teacher was given their results and areas where additional work was needed before taking the test.

The biggest concern of the District was twelfth grade Special Ed students where very little test accommodations are currently made for disabilities.

In response to Mr. Heystek, Ms. Leventer indicated that basically 53/54 percent in math and a higher percentage in the English portion constitute a

passing score, adding that the CAHSEE is a multiple choice test and the math portions must be completed without a calculator. Contrary to Mr. Heystek's perception that some of the material on the test may not have been covered, the material on the CAHSEE centers around material learned in previous years. Ms. Leventer explained that by the District focusing on the "test culture", where everyone takes the test at the same time and day, school sites, parents, and students realize that students need to be prepared physically as well as mentally, and exposing students to more multiple choice tests, there will be an increased passing rate.

Mr. Davis asked about the formats for the Standardized Testing and Reporting Test (STAR) and CAHSEE. Ms. Leventer said that while they are similar, the STAR tests on curriculum learned at each grade level, and the CAHSEE is more about what you have learned in past years. He was also interested in having an analysis of the success rate of those students that are enrolled in career/technologies or vocational education programs.

Mrs. Cutter asked if students had the option of taking the test in a different district. Ms. Leventer said that students can only take the test in the district where they are registered; and if they choose to leave the District, the test would be the same; however adult school seniors can go from one adult school to another.

The Board thanked the presenters and high school staff for the presentation, and for all the work done ahead of time towards students succeeding.

- \* Amy Furtado, San Leandro High School Principal, and Associate Principal Linda Granger addressed the safety at San Leandro High School and the plan for next year.

Accomplishments shared for this year around safety included the creation of campus security zones (supplemented by administration during lunch); implementation of an In School Suspension Program; utilization of security cameras to identify taggers; and a dedicated groundskeeper assigned to the high school. As a result of these efforts, there were fewer suspensions, expulsions, and graffiti was essentially eliminated.

Ms. Furtado said that it was her number one goal for 2005-06 to move beyond safety and security and increase student achievement, and also continuing and improving effective use of the in-house suspension program (Student Responsibility Center); increase ADA; decrease the number of fights and expulsions; and maintain a clean and orderly campus.

Ms. Granger explained that with the help of administrators, high school staff and students a climate of "working together" was being created.

As a way of achieving the goals, Ms. Furtado said that a new walk through schedule was being implemented, where one administrator would be dedicated to walking through classrooms and looking at instruction everyday resulting in fewer referrals; improved truancy intervention and communication with parents via newsletters, teacher-parent contact, 9<sup>th</sup> grade parent orientation; strictly enforced residency requirements; supporting an effective security team; facilities projects such as cameras, fencing, security booth; and creating a new discipline committee would also be put into action.

Ms. Furtado concluded by stating that safety and cleanliness was an important focus because it sets the groundwork for improving student achievement, and that the San Leandro High school staff was committed to continuing to maintain a safe and orderly campus by being a very visible presence on campus and raising student achievement through their support for teachers.

Prior to taking questions and comments from the Board, President Cutter prefaced that the fencing issue was still in the discussion stage and would be brought to the Board for discussion and consideration as soon as the information was available.

Board members felt that this was a much needed presentation that provided factual information to the community on the positive things being done to improve safety and security on the campus and increase student achievement.

As chair of the City/District Liaison Committee, Mr. Heystek requested, and the Board agreed, that this presentation needed to be shared in some form to the committee members at their Sept 8 meeting. Ms. Furtado agreed that it was important that the community have the data and know that San Leandro High School is a place of business and a place of learning.

Mr. Cassidy asked how the resident requirement process was working. Ms. Furtado said that the new process was working; however, it was time consuming. Staff members were “meeting and greeting” families as they arrived for registration to be sure that they had the required three documents, adding that “we have zero tolerance for incomplete paperwork,” and if there is a problem with parents providing the necessary documentation, the District had set up an area for parents to appeal which saves time.

The fencing issue was a concern shared by all the members of the Board.

Mr. Cassidy felt that if there was a strong desire from staff to have a fence and was disappointed that the fencing issue had not come to the Board before the beginning of school and would like this issue addressed as soon as possible.

Mr. Furtado felt that because of the sensitivity of the fencing issue, she stressed the need to have more input from staff, parents, students and the community regarding the appearance and purpose of the fence, but agreed that there needed to be a fence - we don't want to give an unwelcoming appearance to the community.

Ms. Perry suggested that it would be more effective to install additional cameras instead of safety station because most of the problems occur in the evening and on the weekends.

Mr. Cassidy encouraged the Superintendent to consider District -wide training on walk through methods. He also would like the Superintendent to have some type of accountability system and statistical documentation.

Superintendent Lim said that as part of her preliminary goals around achievement, which she presented at the principals' institute, was her expectation that all administrators, including Cabinet, would conduct walk throughs and maintain logs and submit them, adding that seven principal meetings scheduled for this year would be walkthroughs, and Ed. Services would be training all new administrators on the process.

Ms. Perry felt that neighborhood relations had improved dramatically this past year. She was very pleased to be able to do some walk throughs, witnessing a very supportive culture on campus.

As a parent of an incoming 9<sup>th</sup> grader, Mrs. Hague felt that scheduling all students in blocks has been a positive change for students as well as helpful for the community; having students in school, focused, and engaged is very important to the climate of the campus and the neighboring community.

Mrs. Cutter wondered if BTSA could provide training for classroom management as way of helping teachers control the chronic disobedience and deviance in the classroom. In response, Ms. Wong announced that K-12 administrators, and campus supervisors would be attending "Tools for Schools" presented by Noah Salzman, which is empowering teachers to have resources and tools to deal with discipline in the classroom, and middle school staff would attend training on August 30. She added that year one BTSA focuses on school discipline and climate for first year teachers. Mrs. Hague also wanted to know how families would be contacted if they didn't provide the necessary documents to start school.

Mrs. Cutter reported that she had spoken to Matt Low regarding scheduling a meeting in the first couple of weeks of school between the Board and San Leandro High School student leaders regarding the direction of the District. It was Mr. Cassidy suggestion that the meeting be a posted Board meeting in the form of a workshop at the high school.

Mrs. Hague asked if high school students did not meet residency requirements, would the District counter check siblings. Superintendent Lim said that new "Family Residency Form" would trigger off to the feeder schools.

- \* Leon, Glaster, Assistant Superintendent, Business Services, presented an update on current non Measure A facilities projects.

He shared copies of draft letters that would be distributed to students, parents, staff, and the neighboring communities of Jefferson and Roosevelt Elementary schools; Bancroft and John Muir Middle Schools; and San Leandro High School updating them on the status of non Measure A facilities projects. It was his hope to refine the letter and have it included in school newsletters, and distributed as soon as possible.

Mrs. Cutter noted that the conversion of the weight room at San Leandro High School to a metal shop would most likely not be ready until the fall of 2006. With regards to the upcoming Muir construction project meeting Thursday, August 25, she reminded the Board that there could only be three active participants to avoid agendaizing the meeting.

Board members agreed that sending a letter to the neighboring community was a great idea. In addition, Mrs. Hague would also like it also shared with entire community to let them know the kinds of things the District is undertaking. Trustee Perry felt that the information should be available in numerous forms i.e. bulletins, principal's office, and homeowners' associations. She appreciated Susanne Wong, principal of the Adult School responding to the neighborhood concerns around the construction of the Adult School Community Education Center at Muir.

Mr. Cassidy suggested some clerical and distribution changes to the letter, recommending that the letter be distributed in PDF form to all Board members and posted on the District's website, and possibly the homeowners' associations. Because of his interest in the Vocational Ed. Program and the metal shop at the high school, he raised the issue of another presentation from the Vocational Education Task Force.

In an effort to clarify Mr. Cassidy's concerns regarding the makeup of the panel for the community meeting at Muir on August 25 at 7:00 p.m, Trustee Perry stated that the community had contacted her requesting that she attend to hear neighborhood concerns, and President Cutter thought it was only going to be an information meeting, not a panel. Assistant Superintendent Leon Glaster explained that the "panel" was misleading and that the Adult School principal and architect would be providing a presentation, with a question and answer period following. President Cutter polled the Board and Trustees Cassidy and Richards indicated a desire to attend, but would call if they were unable to.

Mr. Davis suggested simplifying the letter to a one page document with bullet points indicating the status of the projects, with a more detailed document on the website. He also felt that the letter should be from the Board of Trustees.

Mrs. Cutter suggested adding school site contact information, in addition to the District's information, on the website, for those community members who may wish to contact the sites.

Mr. Glaster said that he would email the letter to each Board member, asking them to return their feedback to him by the end of the week.

Mr. Cassidy volunteered to create a one-page document from the Board and send it back to Mr. Glaster for his review.

## **PUBLIC TESTIMONY ON NON-AGENDA ITEMS**

### **REPORTS**

- 1) Correspondence – Clerk Davis reported receipt of an email in memory of Officer Nels “Dan” Niemi; and the following emails from Cindy Knight regarding international exchange students; Phyllis Shuck Gee and John Kaplan regarding the Superintendent’s goals; Robert Caruso regarding open school policy, Superintendent’s compensation, school security, and public relations; and Girls’ Inc. announcing the “Women of Taste” on Saturday, Sept. 17, at the Oakland Museum.
- 2) Superintendent’s Report – Superintendent Chris Lim recognized, in the audience, the newly appointed Assistant Superintendent of Educational Services Cindy Cathey. Ms. Lim emphasized how ready she felt for the opening of school, and that the residency verification process was going well.

She reported that Wilson Elementary was being adopted by the Warriors and would be receiving the “Reading to Achieve Award”, adding that Wilson was the first public school in the Bay Area to receive this recognition. The money invested by the Warriors will renovate the Wilson library, including computers and software, with the unveiling celebration scheduled for Oct 18, at 2 p.m.

Updating the Board on District activities, Ms. Lim said that members of the District met for Emergency Operation Center training indicating that her duty as “Commander and Chief” would be to inform the Board in the event of a disaster; the district-wide staff development plan for this year begins with the elementary teachers attending training on the new supplemental English language development instruction materials,

“Avenues” on August 29; middle school staff will receive training on creating a positive school environment and looking at classroom management, “Tools for Schools”, with consultant Noah Salzman, and the high school will be working with their staff on the Western Accreditation of Schools and Colleges (WASC) Plan on August 30, and the first day of school is August 31.

### 3) Board Committee Reports

- Communication- Mr. Cassidy reported that the committee met on August 16 and was proposing scheduling five meetings at various school sites in October and November focusing on engaging the community; receiving feedback from the community on the District’s strengths and weaknesses; and suggestions on, if additional funds were available, where would you want the money spent. It was the hope that the Superintendent would suggest dates and then they would be included in the newsletter that is being distributed sometime in September or October. As he mentioned at the August 22 Special Board meeting, given the fiscal constraints of the District, it may be too costly to continue with Fern Tiger Associates, so he would like the Board to take primary responsibility for this effort, along with the help from the District, with each member chairing at least one of the meetings. He would welcome any feedback from the Board.

Board members indicated that before they would be able to commit to the idea, they would need to have more information specifically outlining what the expectations and responsibilities of the Board and District would be. Superintendent Lim said that she would talk to Mr. Cassidy and address it in the *Confidentially Speaking* at the end of the week.

- Facilities/Technology – Mrs. Cutter reported that the committee met on August 11 and discussed the update on current school projects and use of facilities and rate revisions.

### 7) Board Representatives’ Reports

- San Leandro Collaborative- Mr. Heystek reported that the Executive Committee met on August 8 and discussed the progress of the planning for the Healthy Families for Life event scheduled for September 24, 10-3 p.m., at the Bayfair Center, adding that he would provide specific details as they are finalized. He invited the Board to attend and hoped that District would consider being an exhibitor.

## **CONSENT ITEMS**

### General Services

- 1.1-C Approval of Board Minutes – August 9, 2005
- 1.2-C Approval of Board Minutes – August 11, 2005
- 1.3-C Resolution #05-37, Board Compensation – Louis Heystek

### Human Resources

- 2.1-C Acceptance of Personnel Report
- 2.2-C Renewal of Student Teacher Agreements
- 2.3-C Certificated District Intern to Receive Preliminary Teaching Credential

### Educational Services

- 3.1-C Acceptance of Donations
- 3.2-C Certificated Administrators to Serve on Administrative Panel Hearings for the 2005-2006 School Year
- 3.3-C San Leandro Adult School Courses for 2005-2006

### Business, Operations and Facilities

- 4.1-C Liability Claim Submitted to San Leandro Unified School District
- 4.2-C Resolution #05-38 to Declare Certain Equipment Surplus and/or Obsolete
- 4.3-C Change Order #3, Site Improvements to John Muir Middle School
- 4.4-C Change Order #1, Bancroft Middle School

On a motion made by Mr. Davis and seconded by Mrs. Hague , the Board approved the consent items by a 7-0 vote.

## **ACTION ITEMS**

### Human Resources

2.1-A            Extension of Contract for Assistant Superintendent, Business Services

On motion made by Mr. Davis and seconded by Mr. Richards, the Board approved the Superintendent's recommendation to extend the term of the employee contract between the District and the Assistant Superintendent, Business Services through June 30, 2007 by a 7-0 vote.

2.2-A            Employee Contract Between the San Leandro Unified School District and the Assistant Superintendent, Educational Services

On a motion made by Mrs. Hague and seconded by Ms. Perry, the Board approved the employment contract between the San Leandro Unified School District and the Assistant Superintendent, Educational Services through June 30, 2007 by a 7-0 vote.

## **CONFERENCE ITEMS**

### General Services

1.1-CF            Rescheduling of the October 4, 2005 Board Meeting

The Board discussed and considered rescheduling the October 4, 2005 Board meeting due to Rosh Hashanah.

As a follow up to a request made by the Superintendent on August 9 that the Board considered rescheduling the October 4 meeting to October 5 because of Rosh Hashanah, the Board continued the discussion.

Mrs. Cutter felt that if you changed a meeting for one group, then all other groups needed the same consideration.

Mr. Heystek said that when rescheduling regular meetings, it was important that there be adequate follow-up notification with the schools and community organizations.

Before the vote, Ms. Perry reminded the Board of the need to be conscience of other activities such as this when planning the calendar for next year, to avoid having to reschedule the meetings.

On a motion made by Mr. Cassidy and seconded by Mr. Richards, the Board rescheduled the October 4, 2005, Board meeting to

October 5, 2005, beginning the public session at 7:30 p.m. to accommodate the end of the holiday by a 5-2 vote. Trustees Cutter and Davis voting no.

Superintendent Lim said that the time for the closed session would be determined.

## Human Resources

- 2.1-CF      Teaching Vice Principal at Bancroft Middle School  
The Board discussed and considered approving a shift of .10 FTE to the administrative portion of the Teaching Vice Principal assignment at Bancroft Middle School.

On a motion made by Mr. Davis and seconded by Mrs. Hague, the Board approved the shift of .10 FTE to the administrative portion of the Teaching Vice Principal assignment at Bancroft Middle School. 7-0- vote.

## **ADDITIONAL SUGGESTIONS AND COMMENTS FROM BOARD MEMBERS**

- Mr. Cassidy felt it would be quite useful to have an update discussion with the San Leandro Chamber Career Technical Education Committee and asked the Superintendent to propose some dates. He shared a couple of articles from the *Contra Costa Times* regarding school districts' residency requirements adding that he was contacted by Daily Review reporter, Katy Murphy, and San Leandro Times' reporter Linda Sandmark regarding our District's requirements. He suggested that the Policy Committee look at outlining residency issues. He thought that the middle schools should also check residency for new and returning students, possibly reviewing residency in the spring semester. Mr. Cassidy requested an update from the Superintendent on how the residency verification process worked this year and a report in December specifically addressing how many home visits were conducted and how many students were removed from the District for falsifying residency, reiterating the importance of an on-going accountability and monitoring process.

He also shared a copy of a chapter, *How Many Votes Do You Need?*, from Larry Tramutula's book "Sidewalk Strategies", focusing on local ballot measures.

- Ms. Perry congratulated the San Leandro Library for their support of the District's literacy efforts by offering their summer reading program where hundreds of our students participated. She asked that the Advocacy Committee draft resolutions in opposition to Proposition 76, "California's Live Among Our Means Act", as well as opposition to the teacher tenure, "Putting

Kids First” initiative, adding that she would provide the background to the Board.

- Mrs. Hague acknowledged the large number of student volunteers who worked at the summer reading program, adding how the program itself has done a really good job by encouraging our readers and volunteerism amongst our teens.

At the request of Mrs. Cutter for clarification, Mr. Cassidy explained that a memo reporting the number of home visits made would be fine, however if Board members had any follow-up questions, they could pass them on to the Superintendent.

The Board adjourned into closed session at 10:15 p.m.

The Board returned to open session at 11:25 p.m. President Cutter said the Board had been in closed session and on a motion by Trustee Davis and seconded by Trustee Hague, the Board appointed Enrique Pin as the Vice Principal at San Leandro High School by a 7-0 vote.

## **ANNOUNCEMENT**

### **Future Board of Education Meetings**

- Regular Meeting – September 7, 2005
- Regular Meeting – September 20, 2005
- Regular Meeting – October 4, 2005
- Regular Meeting – October 18, 2005
- Regular Meeting – November 1, 2005
- Regular Meeting – November 15, 2005
- Regular Meeting – December 6, 2005
- Regular Meeting – December 13, 2005
- **Regular Meeting – January 9, 2006 (Monday)**
- Regular Meeting – January 17, 2006
- Regular Meeting – February 7, 2006
- **Regular Meeting – February 22, 2006 (Wednesday)**
- Regular Meeting – March 7, 2006
- Regular Meeting – March 21, 2006
- Regular Meeting – April 4, 2006
- Regular Meeting – April 18, 2006
- Regular Meeting – May 2, 2006
- Regular Meeting – May 16, 2006
- Regular Meeting – June 6, 2006
- Regular Meeting – June 20, 2006
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## **ADJOURNMENT**

On a motion made by Trustee Davis and seconded by Trustee Cassidy, the Board adjourned the meeting in honor of Darrell Bond, a longtime, well-loved drama and music teacher at Pacific High School for more than 20 years beginning in 1962 at 11:29 p.m. by a 7-0 vote.

Respectfully submitted,

Raymond E. Davis III, Clerk