**United Educators of San Francisco**

**Assembly Meeting**

Wednesday January 23rd, 2019 4:15 pm

**Unapproved Draft Minutes**

***Approval*** ***of Minutes and Financial Report***

1. Roll Call A.J. Frazier, Sergeant at Arms

President asked for order of agenda changed to have presidents and executive board reports/organizing plans then COPE report before we take a vote on approval of minutes. C

1. Financial Report: (Vote: next meeting) VanCedric Williams

Approval of Minutes:

Reports

1. Middle School Committee Report Lisa Beth Watkins

Notes from UESF Middle School Division Meeting with Assistant Sups Report

January 15th, 2019

*Han Phung, Anakarita Allen, Adam and Susan from Synergy, Lisa Watkins chair, alma soto UESF, Sarah and Fatima Hoover, Leslie MLK, John Francisco, Cassondra VVMS.*

Building and Grounds issues. Non-working blinds, Heating, Non functioning Water fountains

*Han Phung took notes on Francisco’s needs as they had continued for several years. She asked that other requests ie Water fountains and heat be submitted via ticket and if no response then another ticket by the schools administration. If there continues to be no response, email her directly.*

Synergy issues. Grade calculations between quarters and to semesters, inability to change grading scales. 9 week rotations not allowed to combine grades as students rotate, posting of quarter and semester grades. When it says grades have posted, there is no delineation of quarter, semester, one or both. Also can google gradebook and synergy mesh?

*Susan and Adam shared that their office is checking on the functionality of gradebook and synergy being synced for grading periods. They have begun piloting and it may be available next fall. Other concerns should and can be addressed by sending help tickets to the tech department. Help ticket requests are available on the SFUSD website. Individual school sites set their grade submission deadlines as their school model dictates. This is something that we should discuss at our schools. Next years calendar was also discussed and the need to submit grades with time during the semester to close.*

Middle school Redesign and chosen pilot schools

*Ms. Phung shared that there was only funding available to pilot two schools for the middle school redesign. The two chosen schools are Roosevelt and Francisco. Now the school communities will look a various models and choose the best plan for their sites. It was suggested by our team that a presentation be made at the upcoming BSC meeting so that the whole school community can become aware and a part of the suggested redesigns.*

Impact of Prop G lawsuit and windfall funds on Middle school and middle school redesign.

*The loss of a third school for the pilot program was sited as an impact. We ran out of time to fully discuss this item*

**NEXT MIDDLE SCHOOL DIVISION MEETING IS WEDNESDAY, JANUARY 30TH , ROSA PARKS SCHOOL.4:30**

**NEXT MIDDLE SCHOOL DIVISION MEETING WITH THE ADMIN IS FEBRUARY 12TH, 555 FRANKLIN ST. 3RD FLOOR, 4:30**

Submitted by Lisa-Beth Watkins.

1. Catastrophic Sick Leave Report Katherine Melvin

The updated certificated sick leave bank total as of 1/14/2019 is :

511.5 days.

Fall donations totaled 167 days.

Fall disbursements total 115 days.

The classified bank currently has 273 confirmed hours total, unchanged since October's report.

1. Retired Division Rudi Faltus

Officers’ Reports

1. President’s Report Susan Solomon
* Organizing Plans for ERAF…………………………………………..Amanda Hart
1. Executive Vice-President’s Report Elaine Merriweather

COPE Report Anabel Ibañez

Special Order of Business

1. Greetings from new BOS and BOE members

Sergeant at Arms Report A.J. Frazier

New Business/Good of the Order

31 members present

17 school sites present

Adjournment