**United Educators of San Francisco**

**Executive Board**

Wednesday, October 2, 2019 4:15 p.m.

**Executive Board Minutes**

Divisional Reports

1. Elementary School Committee Report SF Darcie Chan Blackburn

**Tuesday, September 10, 2019**

**Elementary Committee meeting with LEAD (**Leadership, Equity, Achievement, Development)

**UESF:** Darcie Chan Blackburn, Cathy Sullivan, Beatrice Montenegro  
**SFUSD:** E’leva Hughes Gibson, Okorie Clark, David Wong, Kee Fricke-Pothier SPED rep.

**Agenda Items: Here are the items we discussed last year in September with the addition of a discussion about Summer School.**

1. **Summer School Teaching Materials**
2. **Summer School Classrooms**
3. **Prop G Passports**
4. **Release days for F&P**
5. **Buildings and Grounds:** Is Kevin Connelly still the main contact person?
6. **Things for Administrators to put into place:**
7. **Faculty/Site Based Meeting Schedules –** made with UBC and compliant to contract.
8. **Comprehensive Safety and Disaster Plan-** Please make sure administrators are communicating the Safety and Disaster plans and procedures to the members.
9. **Behavior Teams-** Who is on the team and what are the protocols?
10. **Report Cards Rubric –** Please have admin. Share the most current versions of the rubric with all teachers so they can refer to them while planning.

**Next meeting Tuesday, October 9, 2019, 4:30 at 555 Franklin, 3rd Floor Room 307 (the Sunshine Room)**

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| --- |
| **1. Summer School Teaching Materials –** I heard a number of teachers tell me that they had to share math and reading kits with other classrooms during the summer. Many didn’t even have enough basic materials like pencils or dry erase markers. How can we insure that this does not happen again next year? I have been told by many SPED teachers that this occurs EVERY year for summer school.  David spoke with Cathy Sherman who spoke with Jenny Payne. They agreed that materials needed to be shared but received no complaints from sites. Because class size was low, teachers were able to share materials.  Darcie pointed out the inappropriateness of expecting a SPED teacher to teach unit 3 before unit 1 because another teacher was using unit 1 and there was only one set to share with between 3 teachers.  Darcie will address this again in the Spring as preparations are put in place for Summer School.  Would be helpful in the future to contact whoever is in charge of summer school so that Educators and UESF reps would know who to contact. |
| **2. Summer School Classrooms –** I’ve heard about missing or broken items after summer school used a classroom. What is the protocol for teachers to follow if they’ve had materials go missing or broken after summer school has used their room?  If any teacher discovers broken or missing materials, she/he should report it to the site principal who will report this to ESY. They should replenish with no questions. Cathy Sherman heard about no issues from sites. |
| **3.Prop G Passports** – What are we calling the Prop G PD hours nowadays? Where can members receive a digital copy of the form?  Beatrice heard about principals denying teachers the right to choose their PD for the 18 hours. David feels that the decision should be collaborative with the site deciding on some of the hours and allowing some personal choice for some of the hours for the individual.  Form now requires administrator sign off.  LEAD will have a conversation with Nora Houseman so she can send an email out to establish some guidelines.  David emailed the link for Prop G. He found it on OASIS and admitted that it was difficult to find things on the District website. Nora Houseman in charge of Prop G. 18 PD Hours |
| **4.Release days for F&P –** What is the schedule for these release days so we can start planning for them by grade level?  David Wong emailed the following information about F&P administration.  Darcie discussed problems with accessing inaccurate data in Illuminate and we decided to have Michelle Maghes present for questions at the October meeting.  We also need to talk with Michelle Maghes about the scheduling of the release days next year. We had this discussion last year but she said it was too late for changing this year’s dates. We had suggested that 2nd grade have their release days first since Kinder teachers are still establishing first-time classroom routines during the month of September. IF kinder must have it first due to assessing with KRI, then they should have a 2nd release day to do F&P foundational assessments later closer to the report card period.  **IM**[**PORTANT INFORMATION REGARDING F&P ADMINISTRATION 2019-20**](https://district.sfusd.edu/oasis/Lists/All%20Current%20Items/DispForm.aspx?ID=2014&Source=https%3A%2F%2Fdistrict%2Esfusd%2Eedu%2Foasis%2FLists%2FAll%2520Current%2520Items%2FMy%2520OASIS%2520Contributions%2Easpx)**20**   * From Michelle Maghes, Achievement Assessments Office * Staff TO DO for ES and K8   Fountas & Pinnell Cycle 1 preparation has begun. See below for more information.  **Cycle 1 Kindergarten** Sept 3 - Sept 23 \* (1 sub day / teacher)  **Cycle 1 Grades 1** Sept 24 - Oct 15 (2 sub days / teacher)  **Cycle 1 Grade 2** Oct 16 - Nov 5 (2 sub days / teacher)  \* Grade K teachers administer Kindergarten Readiness Inventory  **Documents for Administrators/Test Coordinators**   * F&P Administration Sub Request Form –& * F&P Assessment Administration Professional Development Opportunities)   **Documents for Teachers**   * F&P Administration Expectations ([Gr 1 English](https://drive.google.com/file/d/1JY3f-NM9gHZAFMpAFJCVRmIZFxBj5T9H/view?usp=sharing) or [Gr 1 Spanish](https://drive.google.com/file/d/1Zka_eukg6ykUvKSgLp2JzGrRsgqyf7Kx/view?usp=sharing), [Gr 2 English](https://drive.google.com/file/d/1QO2OOnyeokg9eMOIYMhES_vojU2Nl9iG/view?usp=sharing) or * F&P Administration Materials ([Gr 1](https://drive.google.com/file/d/1OBsSnLtLtVtO--ej-QkptbpuXTgbcCRU/view?usp=sharing) or [Gr 2](https://drive.google.com/file/d/1aT_juUllExgbd3ewiWpBEamuGYaxHC2B/view?usp=sharing)) * F&P Assessment Administration Professional Development Opportunities ([PD Flier](https://drive.google.com/file/d/1Xd2jGKQWotSLnmNCgjxd9IzAHEE8V0_R/view?usp=sharing))   **Submitting F&P Scores**  Teachers may submit F&P scores in one of two ways: |
| **5.Buildings and Grounds:**  We agreed the protocol for addressing outstanding building issues (ones that are not addressed within 2 weeks). Members should ask their site’s secretary for the Work Order number and date and send this info along with the name of the school site to Darcie or Beatrice. We will then share this info (and provide the school’s cohort name) with LEAD so they can follow up on this.   1. Sheridan’s drinking fountain (for preK and disabled) is not working. Darcie will get a work order number. |
| **6.Things for Administrators to put into place:**   1. **Faculty/Site Based Meeting Schedules –** made with UBC and compliant to contract language (see below). 2. **Comprehensive Safety and Disaster Plan-** Please make sure administrators are communicating the Safety and Disaster plans and procedures to the members. New Anna Sop Director of emergency planning. Next Meeting – Look at a flow chart from a site to discuss protocols. 3. When are the lock out and lock down drills supposed to take place? Emergency plan should be updated by October 1. See contract language below. This should be run down with all staff at a meeting. LEAD can make sure that we have this covered in one of the cohort meetings. LEAD will look into whether district is replacing locks to classroom doors. 4. **Behavior Teams-** Who is on the team and what are the protocols?   **Report Cards Rubric –** Please have admin. Share the most current versions of the rubric with all teachers so they can refer to them while planning. LEAD will remind the principals to go over it. David shared the link with us. Kathy Bradley is in charge of that department. Link to report cards Info:  SFCESS Training with Greg Peters  **7.2.6 Site-based Meetings**  7.2.6.1 Site-based meetings shall not exceed six (6) hours per month for all TK-5 teachers,  exclusive of faculty meetings but including at least two (2) hours per month for grade  level planning time. These six (6) hours shall be considered part of the work week  described above. Teachers shall provide input and suggestions into the agenda for one (1)  such hour of grade-level planning time based on the site’s academic goals.  7.2.6.2 Planned Meeting Time: Planned meeting time is essential to teacher effectiveness and  student success. Teachers may be required to attend no more than two (2) faculty  meetings per month, such time to be considered part of the work week described above.  Meetings within the work day may include:  **Comprehensive Safety and Disaster Plan** 14.1.1 Each work site to which teachers are regularly assigned shall have a comprehensive safety and disaster plan, which shall be updated annually by October 1st of each school year.  14.1.1.1 The site administrator shall develop or modify the plan after collaborative input from the  UBC, classified employees, the site council and/or the parent-teacher organization at the  site. The plan shall be submitted to the Superintendent or his/her designee for approval.  21.2.3 Within the first four weeks of each school year, unit members, in collaboration with school site administration, shall review student discipline policies and procedures. Said presentation shall also include (a) information regarding teacher rights and responsibilities relative to student discipline and (b) behavior strategies in support of a positive productive approach to school-wide intervention, such as positive behavior intervention and support. This review will cover student discipline policies and procedures that will be applied for the current school year at each site.  21.2.4 A school behavior team shall be established at each school site. Such team shall include one or more classroom teachers, a Student Support Services unit member, and a paraprofessional/paraeducator (for example, a family liaison or elementary advisor). The site administrator shall be responsible for the implementation and monitoring of a school-wide behavior plan that is based on school-wide student behavior procedures and norms as developed by the school behavior team and the site administrator. |

**Next meeting Tuesday, October 8, 2019, 4:30 at 555 Franklin, 3rd Floor Room 307 (the Sunshine Room)**

**Next Month:**

* Check contacts list below for updates
* Michelle Maghes-Discuss F&P Assessment scheduling for next year and issues with data in Illuminate
* Safety and Disaster plans Next Meeting – Look at a flow chart from a site to discuss protocols.
* Prop G Follow up - LEAD will have a conversation with Nora Houseman so she can send an email out to establish some guidelines
* Classroom Door locks follow-up
* Buildings and Grounds Check in
* SPED check in - Are sites being told not to write in para time for students if the site is not assigned enough paras to accommodate?

Approval of Minutes and Financial Report

1. Roll Call & Call to Order @ 4:28pm A.J. Frazier, Sergeant at Arms
2. M/S/C Minutes Katie Waller-O’Connor
3. M/S/C Treasurer’s Report VanCedric Williams

M/S/C - President’s Recommendations for Expenditures Susan Solomon

1. National Board Certificated Candidates Program ………………………….$2,000
2. Jobs w/ Justice Annual Gala 11/15 Solidarity Builder (8 tkts ½ pg ad) $1,500
3. US Labor Against War renewal ............................................................$1,000
4. SF Latino Democratic Club Fundraiser, 10/24, 4 tkts and pgm recognition $500
5. Jamestown/Loco Bloco Fundraiser, 10/18 El Patio Español, 2tkts …….$150

Officers Reports

1. President’s Report Susan Solomon

* **M/S/C** Appointed Linda Plack to the Elections committee
* Mayor added an additional 10 million dollars added to the budget, UESF working with the district and Mayor’s office to determine how this money will be distributed. Hoping to have an update/vote by next months meeting. QUESTION/ANSWER & INPUT

1. Paraeducator Report Carolyn Samoa

* City College training Para’s that will be trained to work in SFUSD
* 55 para spots currently open in SFUSD

1. Executive Vice-President’s Report Elaine Merriweather

CFT

Several of our Executive Board members serve on CFT Standing Committees. These committees work on areas of interest ranging from Early Childhood, Special Education, Safety in Schools, Civil and Human Rights, and Women to name a few. The committees meet several times a year to work on resolutions, advocate and share ideas for future legislation. The first meeting was September 28th in Torrance, California. If you are interested in the work that our members are involved in feel free to reach out to the members who sit on these committees.

NEA

I traveled to Washington, D.C. to lobby on Thursday, September 26th around Taxing High Cost Health Plans (S684). Two months ago, the House of Representatives voted (419) to (6) to repeal the tax on high cost health plans scheduled to take effect in 2022. The Senate has not acted on (S684) and we need them to bring it to the floor and vote. About one-third of employer-sponsored plans would be affected initially and nearly half by 2030. Educators struggle to make ends meet and we can’t afford to pay even more on healthcare. I shared my own personal story about the cost of medications and co-payments that I pay for my spouse who has medical concerns. Other topics I lobbied were Schools on Military Bases, Gun Violence Prevention, and Immigration.

LOCAL NEWS

UESF’s 100th Anniversary Dinner is right around the corner. Please join us for this Historical Event. If you want to attend and can not afford to come, please reach out to me as soon as possible. We have (20) scholarships available for our members to attend. The upcoming event is October 17th from 5:30 pm – 9:00 pm, hope to see you there!

\*REMINDER (S)

* If you’d like for me to visit your school site, contact me to schedule a time and date. The UESF contracts are available in the office if you need some for your school site, please feel free to stop by the office to pick them up.
* I want to give a special “Thank You” to everyone who made our 2019 Fall Membership Conference a success.

***Special Order of Business***

* Meghan Adams with the School Bus Driver Union/Local 1741 Discussed needing support from UESF because they are going into negotiations. Recruitment and retention of bus drivers is a major concern, don’t have enough drivers and kids are not getting to school on time.

COPE Report Anabel Ibañez

UESF/COPE endorsed candidates for November 6th are Dean Preston for District 5 Supervisor, Chesa Boudin for District Attorney and Jenny Lam for School Board

M/S/C - COPE Budget

* $120,000 will be spent on election this November; Release time available for members to volunteer.

M/S/C - Recommendations for Expenditures:

* Phil Ting Re-election, Dinner at Far East Café 10/22 ………….……………………...$1,000
* Mental Health SF Ordinance ………………………………………………...……………..$5,000

Resolutions (attached)

1. M/S/C (Unanimous) Out of School Time Program Alan Lovaasen, et al

WHEREAS, the Out-of-School Time Program (more commonly known as OST) has consistently provided students with a balance of academics, indoor and outdoor recreation, enrichment projects and activities, field trips and individualized homework support from staff members for decades, OST has faced competition from other programs and services which has resulted in the closure of many OST classes at various school sites.

WHEREAS, a few of these non-union after school summer learning programs have been co-sponsored by SFUSD, the majority of the other programs, (Beacon and YMCA) are funded throughout the city by state and federal grants.

WHEREAS, these state and federal grants are usually awarded in three to five year cycles and are not guaranteed to be renewed at the end of each cycle, SFUSD has lost well over $3.3 million in grants to support these non-union programs.

WHEREAS, due to the difficulty in receiving timely grants to fund the non-union after school and summer programs, SFUSD has had to institute a new and higher fee structure that has proven costly to parents.

WHEREAS, the majority of teachers, and substitute teachers have degrees and permits in child development, and need to renew their permits by acquiring 105 professional growth hours within a five year period, programs such as YMCA, Excel and Beacon hire young inexperienced adults with as little as 18 units in child development, who require training and are oftentimes referred to as leaders rather than educators.

WHEREAS, experienced union staff members in OST (teachers and para-educators) have worked alongside elementary school staff members for decades to successfully build on each child’s learning and social/emotional development to make the time between school and home life educationally engaging, fun and productive in a safe learning environment throughout the calendar year, the competitive non-union after school programs are staffed by individuals who are not certificated and who believe that the hours of 3-6 p.m. are peak hours where juvenile crime occurs and where students can engage in illegal drug use, alcohol, cigarette smoking, violence and vandalism, as they use this argument to recruit children into their program.

WHEREAS, SFUSD is committed to ensuring a high quality education “for historically underserved populations and communities” and has identified Bayview District Schools as schools where qualified teachers are needed the most, in an effort to close the achievement gap to help children of color, SFUSD has virtually closed all OST classes at Bret Harte and Dr. Charles Drew and has only two remaining OST school age classroom open at Leola Havard EES, (formerly known as Burnett CDC), where both classrooms are overpopulated and one classroom lacks a para-educator and is out of compliance with state mandated regulations.

RESOLVED, that UESF Executive Board and Assembly endorse this resolution and negotiate with SFUSD to keep all existing OST classes open to provide quality after school care to all school age children and that UESF and SFUSD make a concerted effort to enroll more students in its OST program.

BE IT FURTHER RESOLVED that UESF make an effort to prevent any further layoffs of teachers and para-educators by demanding that SFUSD involve UESF in its decision making relating to any future changes in its OST program and that it is negotiated in the new contract in 2020 to save jobs.

Respectfully submitted to the Wednesday, October 2 meeting of the UESF Executive Board by Alan Lovaasen, Betty Robinson-Harris, Elaine Merriweather, Patricia Ross, Eva Tellez, Jackie Dudin, Enjoli Robinson-Harris, and

Linda Washington

1. M/S/C (Unanimous) In Support of Safe Transportation for SF Students Frank Lara, et al

Whereas, SF United School District (SFUSD) and the School Bus Contractor (First Student), in an effort to cut costs, are seeking solutions that significantly compromise the safety of children who depend on the school district to provide home-to-school transportation;

Whereas, the San Francisco School Bus Drivers Union has been safely transporting San Francisco’s school children for over 45 years in school buses, under very challenging circumstances, in a very difficult city to navigate, and without one child fatality;

Whereas, a certified California School Bus Driver requires among the highest safeguards of any commercial driver’s license in the state, and in addition to having a Class B commercial Driver’s License with Passenger and School Bus Endorsements, a certified School Bus Driver (Driver) must get an additional, separate, certificate to drive a school bus, which includes at minimum:

* 20 hours of classroom training
* 20 hours of behind-the-wheel training
* Passing a written test with the California Highway Patrol.
* Passing an extensive drive test with the CHP officer evaluating your performance.

Whereas, to keep the School Bus Certificate valid, a Driver must repeat this testing every 5 years and obtain a minimum of 10 hours of Safety Training every year;

Whereas, School Bus Drivers are subjected to random drug and alcohol tests, must pass physical dexterity tests, and must have, at minimum, biannual, comprehensive, physical examinations conducted by certified medical examiners to show they are fit to drive children;

Whereas, California School Buses are some of the safest and most regulated vehicles on the road for transporting children and include many extra protections not found, or required, on other vehicles, using additional Federally Mandated Vehicle Safety Standards (FMVSS) including roll over protections, strict crush standards, well anchored seats, steel reinforced sides, and a Red-Light-Warning system which requires traffic to stop when loading and unloading children - these standards are not required for other buses, trucks and MPV’s;

Whereas, California State law mandates that school buses are maintained a minimum of every 45 days, inspected annually by CHP, and inspected daily by drivers before they leave the gate;

Whereas, SFUSD has started contracting with Zum, an app that is similar to Uber & Lyft, to transport school children, which hires underpaid, independent contractors; requiring that the drivers use and maintain their own cars, and not requiring any special licensing;

Whereas, there is a loophole in the law that allows non-school bus vehicles to take children to school if they have 9 passengers or fewer, and this loophole also does not mandate a certified school bus driver behind the wheel, and has not been used in this way by SFUSD until now;

Whereas, 90% of our Special Education buses carry fewer than 9 children and could potentially all be replaced by other, non-conforming vehicles;

Whereas, in SFUSD’s recent transportation RFP is seeking bids for some home-to-school van transportation, it has stated that it will not require a school bus certificate, a passenger endorsement or a commercial license for van drivers, and that it seeks to expand the scope of this work beyond the initial request of 10 vans;

Whereas, SFUSD’s recent transportation RFP is also seeking to potentially divide the transportation contract into three parts, with three potential companies providing home-to-school transportation services, and with the possibility that some of these workplaces may be non-union and/or not staffed by the experienced members of SMART 1741, and that this poses a serious risk to SMART 1741 and is not in the best interests of the children and the San Francisco community;

BE IT RESOLVED, that the United Educators of San Francisco supports SMART Local 1741 and its members in their fight for safety of our school children as they are driven home-to-school;

BE IT FURTHER RESOLVED that the United Educators of San Francisco supports Drivers who have a School Bus Certificate and trained in vehicles that are FMVSS School Bus Certified;

BE IT FURTHER RESOLVED that the United Educators of San Francisco will show support for SMART 1741 in various ways, including use of social media and speaking at San Francisco Board of Education meetings alongside SMART 1741 officers and members;

BE IT FURTHER RESOLVED that the United Educators of San Francisco will send a letter to SFUSD, the Superintendent and Board of Education for San Francisco, demanding safety for our school children, both with the vehicles used to transport them and the skills needed for safe passage by the drivers; and

Finally, be it resolved that the United Educators of San Francisco will ask all of its affiliates and the San Francisco Labor Council to send letters to SFUSD as outlined above.

*Respectfully submitted to the October 2, 2019 meeting of the UESF Executive Board by Frank Lara, Anabel Ibáñez, Carolyn Samoa, Susan Solomon, and Elaine Merriweather*

1. M/S/C (3 Abstentions) In Support of Safe Tenderloin Streets John Lisovsky

Whereas pedestrian and cyclist fatalities in San Francisco are at an all-time high;

Whereas nearly every street in the Tenderloin is considered a “high-injury corridor,” part of the 13% of streets which make up 75% of the traffic deaths and injuries in San Francisco;

Whereas two-way streets would slow traffic and protect children and seniors;

Whereas protected bike lanes and wider sidewalks would promote cycling and walking;

Whereas our Tenderloin streets deserve to be safe and delightful places for play, relaxation, and cultural expression;

Whereas establishing some car-free streets would add badly-needed public spaces for children, families, and seniors;

Whereas the Tenderloin community has taken to the streets to hold protests, including a “die-in,” calling for massive safety improvements;

Whereas Supervisor Matt Haney and San Francisco Municipal Transportation Agency Board Chair Malcolm Heinicke demonstrate bold leadership in calling for these badly-needed street safety measures; and

Whereas every person should be able to walk around their community without fearing for their safety; now, therefore, be it

Resolved, that the United Educators of San Francisco supports Supervisor Haney, MTA Chair Heinicke, and community activists in demanding two-way streets, protected bicycle lanes, wider sidewalks, and some car-free streets in the Tenderloin;

Further resolved, that the President shall communicate this resolution to the San Francisco MTA Board, Board of Supervisors, and Office of the Mayor, urging their public support for these important safety improvements; and

Finally resolved, that the Communications Director shall publicize the resolution and attached links both on social media and in newsletters, and encourage unit members and social media followers to email [MTABoard@sfmta.com](mailto:MTABoard@sfmta.com) in support of Tenderloin street safety improvements.

1. M/S/C (1 opposed) Expand Unemployment Insurance for Classified employees Anabel Ibáñez, et al

Whereas, our para-educators and classified colleagues are not paid during the summer months that school is not in session; and,

Whereas, the summer break places an economic strain on our para-educators and classified colleagues in SFUSD and throughout the State of California; and,

Whereas, many classified employees in SFUSD earn less than $30,000 per year, a sum below the San Francisco Area Median Income (AMI) for a single person; and,

Whereas, being unemployed in the summer often leads to homelessness and it tears families apart

Whereas, our para-educators and classified colleagues have a difficult time finding temporary employment for the two months of the summer break are often difficult to find; and,

Whereas, many of our para-educators and classified colleagues are forced to hold more than two jobs during the school year; and,

Whereas, the recruitment and retention of para-educators and classified staff is difficult because of the poor pay, resulting in a current shortage; and,

Whereas, a 2016 CA State Senate study reported that the poverty rate among para-educator and classified workers in California public school districts is almost 10 percent higher than in California's industry sectors; and,

Whereas, most seasonal workers can file for short-term unemployment benefits when they are out of work, para-educator and classified school employees do not qualify for unemployment benefits under state law; and,

Whereas, former Governor Jerry Brown vetoed AB 2197 in September of 2016, because AB 2197 was non-conforming with federal unemployment insurance laws thereby preventing para-educator and classified school employees from the ability to receive unemployment benefits in the months between school years; and,

Therefore, be it resolved, UESF will formally request of our state affiliates that an exploratory committee be convened in order to investigate potential solutions for our para-educator and classified colleagues to qualify for unemployment insurance benefits.

*Submitted to the October 2, 2019 meeting of the UESF Executive Board by Anabel Ibáñez, Michelle Camp, Tom Harriman, Susan Kitchell, Carolyn Samoa, Susan Solomon, AJ Frazier, Janet Eberhardt*

Sergeant at Arms Report: 33 present 5 excused 3 unexcused A.J. Frazier

Good of the Order and Adjournment

Adjournment in memory of Vao Ioane Security Aid and long time UESF member; The father of Fred Glass, CFT Communications Director now retired; Mihyun Joo and Derik Dulin in memory of their baby; Botham Jean who lost his life when he was shot in Houston.