**United Educators of San Francisco**

**Assembly Meeting**

Wednesday October 16, 2019 4:15 pm

**Final Minutes**

***Agenda*** ***Sign-In & Call to order @ 4:38pm & quorum @ 4:43pm***

***Call to Order***

1. M/S/C Minutes Katie Waller O’Connor
2. M/S/C Financial Report VanCedric Williams

Reports

1. Paraprofessional Division Report) Carolyn Samoa

* October 24th 4:30pm-8pm recruitment fair at 555 Franklin
* Save the date: November 2nd Paraeducator professional development

1. Substitute Division Report Earl Lene de Santiago

* Mandatory training that all Substitutes were supposed to complete by September, some did not get the chance to complete it, the deadline will be extended and the District said that they would not compensate Substitutes for completing the training on their own time.
* Classification eligibility: District attempted to stop providing Substitutes for Counselors and Deans; Substitute Division notified UESF President and UESF followed up with the District to ensure that Counselors and Deans would still get Substitute coverage if they are absent.
* In June, Substitutes were asked to complete a profile with the District and those that did not complete their profile were not allowed to work the first two weeks back to school.
* 800 Substitutes on record right now; 10% absent rate of SFUSD staff; that would mean on average we need about 400 Substitutes regularly.

1. High School Committee Report Kevin Hartzog & Kathy Melvin

2019 Oct. 10

**Present:** Kevin Hartzog (Balboa), Davina Goldwaser (High School Lead), David Knight (Burton HS), Matt Lavoie (Special Education Lead), Kathy Melvin (Lowell), Mark Mosheim (Lincoln High School), Theresa Quindlen (Burton HS), Bill Sanderson (Assistant Superintendent of High Schools),

**Agenda Items**

1. NPS Placement and PS Placement/Due Process
   1. Student at Lincoln HS that school wants to move to NPS, but parents resist.
      1. Special Ed. Dept. files for “Due Process”.
         1. Offer has been on the books for years.
      2. Up to Legal who is weighing the option of taking it to court.
      3. Documentation only shows one incident of battery. Need to check with the school site regarding other incidents. School sites need to be reminded to report incidents to the union and the district
      4. Student has been moved from case manager to case manager.
      5. UESF may go to Colman Advocates.
2. SpEd teachers’  working conditions (e.g. caseload, planning and running IEPs, teaching/co-teaching) and its impact upon the general education staff.
   1. Situation in SpEd in High School making working conditions almost impossible. Often on duty at lunch and prep with students. Co-teaching is untenable (expertise in number of subjects taught puts strain on both teachers)
   2. Looking at Burton Model
      1. With all respect, model sounds interesting, but it does not solve the problem.
      2. Need a conversation of class size and caseload
         1. Every school is under 22 caseload on average.
            1. Another teacher added to O’Connell and Lincoln with numbers go over.
         2. Burton SDC English moving from 21-23.
         3. Site SpEd Chair must notify the district’s SpEd department so adjustments can be made.
         4. Burton’s numbers vary: is it because SEIS and Synergy is not communicating with each other?
            1. SEIS has a module that can do IEP management. The District did not select it.
            2. If teachers/case managers are not changing the “pathway” on SEIS, the district is not informed.
            3. Mod/Severe teachers feel that they are overwhelmed because the range is so great.

Program manager approached Matt to make changes.

* + - 1. Sometimes a site inherts a student with goals that don’t match what is needed for the student.
      2. Teachers complain that paraeducators’ training does not always match what they are scheduled to do.
      3. ⅓ students IEP in co-taught classes, past best practice in the field (says district).

1. Ethnic Studies
   1. Board Resolution and Policy
      1. None of the language for Ethnic Studies has it listed as a graduation requirement.
      2. In second Board Resolution, funding (0.2 allocation to implement)
         1. Expectation is that each school as an Ethnic Studies class.
      3. The Board of Education has not taken a stance.
2. The LEAD expectations of principals and assistant principals (district shared documentation on what they use to train adminsitration)
   1. UBC Meetings: Article 23 and the union shared a meeting template
   2. Evaluations
   3. WASC
      1. District has set expectations for WASC
      2. Site administrators must sign up for visiting other sites.
      3. District hosting WASC training in January for educators to join WASC teams.
   4. Setting bell schedules/master schedules
   5. Budget
   6. Three directors that divide the schools. Decision to create smaller caseloads so that the Leads can provide support, coaching, and evaluation Principals. Often meeting with entire Administration team. Principals evaluate Assistant Principals, but use the same rubric.
      1. Leadership Action Plan (LAP) being used. It was negotiated with UEAF union.
         1. What does the rubric look like?
   7. AP has TELI (??) used for APs since last year. Also clear credentials.
      1. Standards just been redone, and submitted to California for approval.
      2. Modeled after AXA and other organizations.
   8. Legal also provides training.
      1. TLEE - A leadership development induction program for new administrators in SFUSD (page 5).
      2. [LAP Rubric](https://drive.google.com/open?id=0B4iChlIqKauGOF9oRzhNMVhIeHc),  (pg 6 -23)
      3. [LAP Form](https://docs.google.com/document/d/1jM4UkSfQQLaMJd_iV_KylaXsWy_tsn0s0h6CZHuBsY4/edit?usp=sharing), (pg 24-35)
      4. [Site Leader Expectations](https://docs.google.com/document/d/1pENLEV9IB2f-DfNljvGtU3PpUW7_KUS22JJ9KNRlPjk/edit?usp=sharing), (pg 36- 43)
      5. [LAP Calendar 2019-20](https://docs.google.com/document/d/1BJ8xAS7lDKWbqtV47DfDO4ts_IU347Q4bP0ZmOnHVeM/edit?usp=sharing) (pg 44-45)
      6. [High School Division Supervision Matrix 2018-19](https://docs.google.com/document/d/13qckxmweLL4jkYUU82i3rgURwv_0O0eYNS7hiO7xQvs/edit?usp=sharing) (pg 46- 47)
3. Process of HS Division in collaboration with Bill Sanderson to remedy and mitigate non-functional situations at schools
   1. Schedule a time to talk. Start with the Director.
4. Master Schedule program is clunky.
   1. In setting the MS in the Spring, Synergy cannot tell how many students with IEPs are in each class.  Someone need to manually figure those sections out student by student to ensure balance.
   2. Dept of Technology offered Synergy classboard as an alternative to Abl, but it does not disaggregate class data (such as students with IEPs, EL, etc.) as you move sections around like Abl does
   3. Synergy does not offer course specific conflict listing when working with a master schedule option set. When you move a section on classboard in Synergy you cannot tell which class it pulled students from to fit the section you are working with
   4. Synergy only allows scheduling by difficulty or priority AND difficulty.  Meaning it was pulling kids out of required classes such as English or social studies to put them in what the system deemed a more challenging class.
   5. The Synergy classboard feature only works on PC running Internet Explorer 11 AND must be connected to SFUSD wifi to work meaning all the work I do over the summer on the schedule had to be done by hand using multiple Google Spreadsheets and reports from Synergy.
   6. Balboa, O’Connell, Galileo were test schools for the program.
5. Budget program is clunky.
   1. Principals don’t get their budget until Friday, and have to submit their budget a week later.
   2. SSC need an accurate budget
   3. District has gone to bid to replace PeopleSoft and HR system, and Budget system.
   4. 2021-22 school year to transfer the system.
6. Principal’s expectations
   1. All Principals Expectations submitted to Labor.
   2. If the Principals Expectations violate the contract, discipline cannot be.
   3. Principals Expectations is in the contract, and can result in discipline.
7. Evaluation and district-wide discrepancies
   1. If there are any discrepancies, bring up the specific situation.
   2. A session was just run with Principals and Assistant Principals and HR.
8. For the next meeting:
   1. Digital Committee
      1. Can a UESF member be added to the Digital Committee?
   2. Provide Bill Sanderson the list of UBRs for the sites.

Sick Leave Bank Report Kathy Melvin

Certificated

|  |  |
| --- | --- |
| Balance as of 3/19/19 | 260.5 |
| Fall 2019 donations | 25 |
| Balance as of 10/15/19 | 285.5 |

Classified

no donations

I am reconciling the bank into a searchable document. I have ideas to increase donations, some of which involve bargaining and contract language, I will be raising these ideas with leadership.

Thank You!

Kathy Melvin

High school committee co-chair

Sick leave bank committee chair

COPE Report Anabel Ibañez

* Guest speakers: Dean Preston, Jenny Lam, Chesa Boudin, Hillary Ronen (Mental Health SF March ballot funded through excessive CEO tax; rally at city hall October 30th at noon)
* November election update

Officers’ Reports

1. President’s Report Susan Solomon
   * Chicago Teachers Union (Local 1) going on strike; UESF support needed
   * UESF vs. California Unemployment November 6th at 9am
   * 125 bargaining surveys gathered so far highlighted areas around safety in our schools, salary, and special education; the organizing plan is in the works; a bargaining survey will be sent out to all members
   * Continued bargaining with the District regarding the extra 10 million dollars from the Mayor’s budget for the next two years
2. 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.

Resolutions

1. M/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 as approved by the UESF Executive Board to the Wednesday, October 16 meeting of the UESF Assembly by Alan Lovaasen, Betty Robinson-Harris, Elaine Merriweather, Patricia Ross, Eva Tellez, Jackie Dudin, Enjoli Robinson-Harris, and*

*Linda Washington*

1. M/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 as approved by the UESF Executive Board to the Wednesday, October 16 meeting of the UESF Assembly by Frank Lara, Anabel Ibáñez, Carolyn Samoa, Susan Solomon, and Elaine Merriweather*

1. M/C Unanimous 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 Political Director 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.

*Respectfully submitted as approved by the UESF Executive Board to the Wednesday, October 16 meeting of the UESF Assembly by John Lisovsky*

1. M/C Unanimous Expand Unemployment Insurance for Classified Employees Anabel Ibáñez, et al

New Business/Good of the Order and Adjournment

* Thanks for approving 10 members to attend classified council

Adjournment @ 6:24pm