

**For a Listing of Upcoming Board Meetings see Page vi of this Table of Contents**

**Santa Monica-Malibu Unified School District  
Board of Education Meeting**

**August 19, 2004**

A meeting of the Santa Monica-Malibu Unified School District Board of Education will be held on Thursday, July 22, 2004 in the Board Room of the District Offices, 1651 16<sup>th</sup> Street, Santa Monica, CA. The Board will call the meeting to order at **5 p.m.** and move to the Board Conference Room to meet in Closed Session for the reason(s) listed in Section III, below. The Board will reconvene the public portion of the meeting at 7 p.m. in the Board Room.

**The Public Portion of the Meeting Begins at 7 p.m.**

Persons wishing to address the Board of Education regarding an item that is scheduled for this meeting, must submit the "Request to Address" card **prior** to discussion of that item. Persons wishing to address the Board of Education regarding an item that is **not** scheduled on this meeting's agenda, may speak during the Public Comments section by submitting the Request to Address card at the beginning of the meeting. The same card is used for either option and is printed in both Spanish and English. Cards are located with meeting materials at the back of the room. Completed cards should be submitted to the Secretary.

**I CALL TO ORDER**

- A. Roll Call
- B. Pledge of Allegiance

**II PUBLIC COMMENTS FOR CLOSED SESSION ITEMS ONLY**

**III CLOSED SESSION:**

- Conference with Superintendent and Assistant Superintendents regarding Santa Monica Chapter, Local 660, of the Service Employees International Union (SEIU) and Non-Represented Employees (management and confidential) pursuant to GC § 54957.6, as cited in the Brown Act.
- Administrative Appointments pursuant to GC §54957 as cited in the Brown Act: Principal and Assistant Principals (2)- Malibu High School, Santa Monica High School A and I House Principals, and Program Coordinators (3) - Special Education.

**IV BOARD OF EDUCATION - COMMENDATIONS / RECOGNITIONS**

None

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If you will require accommodation to participate in the Board meeting, please notify the Superintendent's Office at least one day prior to the meeting.

**V APPROVAL OF THE AGENDA**

**VI APPROVAL OF MINUTES**

A.01 Approval of Minutes: July 22, 2004 ..... 1

**VII CONSENT CALENDAR**

Consent agenda items are considered routine, as agreed by the President, Vice President and Superintendent, requiring no discussion, and are normally all approved at one time by the Board of Education. However, members of the Board of Education, staff, or the public may request an item be removed from the consent agenda for clarification and/or discussion. Consideration will occur during Section XI.

**Curriculum and Instruction**

A.02 Independent Contractors ..... 2-3  
A.03 Overnight Field Trip(s) 2004-05 ..... 4  
A.04 Basic/Supplemental Textbooks to be Adopted ..... 5  
A.05 Agreement to Provide State Preschool (SPS) Services for Fiscal Year  
2004-2005 ..... 6  
A.06 Agreement with the State Department of Education CCDF Center Child Care  
Program 2004-05 ..... 7  
A.07 Agreement to Provide Child Development Center (CDC) Services for Fiscal Year  
2004-2005 ..... 8  
A.08 Adult Education - Approval of Courses 2004-2005 ..... 9

**Business and Finance**

A.09 Acceptance of Gifts - 2003-2004 ..... 10-10e  
A.10 Acceptance of Gifts - 2004-2005 ..... 11-11b  
A.11 Conference and Travel Approval/Ratification ..... 12-15  
A.12 Award of Purchase Orders, 2004-2005 ..... 16-16g  
A.13 Approval of 2003-2004 Budget Adjustment ..... 17  
A.14 Amendment to Contract with Ben's Asphalt - Bid 4.05 Change Order #2 ..... 18  
A.15 Denial of Claim - Gibson Trust ..... 19

**Personnel**

A.16 Certificated Personnel - Elections, Separations ..... 20-39  
A.17 Teaching Authorization ..... 40  
A.18 Special Services Employees ..... 41  
A.19 Recommendation to Approve Memorandum or Understanding for Monica  
Mora to Participate in the California Teachers Association Staff  
Intern Program ..... 42  
A.20 AVID Tutor Work Study Agreements ..... 43  
A.21 Classified Personnel - Merit ..... 44-49  
A.22 Classified Personnel - Non-Merit ..... 50-51

**General**

A.23 Adjust Board of Education Calendar of Meetings ..... 52-53  
A.24 Amend Certification of Authorized Signatures ..... 54-55

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If you will require accommodation to participate in the Board meeting, please notify the Superintendent's Office at least one day prior to the meeting.

**VIII PUBLIC COMMENTS**

Public Comments is the time when members of the audience may address the Board of Education on items not scheduled on the meeting's agenda. All speakers are limited to three (3) minutes. When there is a large number of speakers, the Board may reduce the allotted time to two(2) minutes per speaker. The Brown Act (Government Code) states that Board members may not engage in discussion of issues raised during "VIII, Public Comments" except to ask clarifying questions, make a brief announcement, make a brief report on his or her own activities, or to refer the matter to staff. This Public Comment section is limited to 20 minutes. If the number of persons wishing to address the Board of Education exceeds the time limit, additional time will be provided in Section XVI, CONTINUATION OF PUBLIC COMMENTS.

**IX COMMUNICATIONS**

The Communications section provides an opportunity for the Board of Education to hear reports from the individuals or Committee representative listed below. All reports are limited to 5 minutes or less. However, if more time is necessary, or if a report will not be presented, please notify the Board secretary eight work days prior to the date of the meeting.

- A. Student Board Member Reports**
- B. SMMCTA Report**
- C. SEIU Report**
- D. Santa Monica-Malibu Education Foundation Report**
- E. PTA Council President Report**

**X SUPERINTENDENT’S REPORT**

- Opening of School - Update

**MAJOR and DISCUSSION Items**

*As a general rule, items under MAJOR and DISCUSSION will be listed in order of importance as determined by the President, Vice President and Superintendent. Individual Board members may move to request a change in the order prior to consideration of any Major item. The Board may also move any of these items out of order to be heard immediately following PUBLIC COMMENTS if it appears that there is special interest by the public or as a courtesy to staff members making presentations to the Board.*

**XI MAJOR ITEMS**

These items are considered to be of major interest and/or importance and are presented for ACTION (A) or INFORMATION (I) at this time. Many have been reviewed by the Board at a previous meeting under the Discussion Items section of the agenda.

A.25	Certificated Administrative Appointment Principal, Malibu High School . . . . .	56
A.26	Certificated Administrative Appointment, Assistant Principal, Malibu High School . . . . .	57
A.27	Certificated Administrative Appointment, Assistant Principal, Malibu High School . . . . .	58

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If you will require accommodation to participate in the Board meeting, please notify the Superintendent’s Office at least one day prior to the meeting.

A.28	Certificated Administrative Appointment - Principal "A" House Santa Monica High School .....	59
A.29	Certificated Administrative Appointment - Principal "I" House Santa Monica High School .....	60
A.30	Certificated Administrative Appointment, Program Coordinator, Special Education .....	61
A.31	Certificated Administrative Appointment, Program Coordinator, Special Education .....	62
A.32	Certificated Administrative Appointment, Program Coordinator, Special Education .....	63
A.33	Revision to Policy 5131.61 - Controlled Substances .....	64-70
A.34	Approval of Special Education Contracts - 2004-2005 .....	71-77

**XII DISCUSSION ITEMS**

These items are submitted for information (FIRST READING) and discussion. Action will generally be considered at the next regularly scheduled meeting of the Board.

D.1	Educational Services - Job Descriptions: .....	78
	Coordinator of Teacher Support .....	79-80
	Coordinator of Student Support .....	81-82
	Coordinator of Literacy .....	83-84
	Coordinator of Assessment .....	85-86

**XIII INFORMATIONAL ITEMS**

I.1	Tentative Agreement - Santa Monica Malibu Classroom Teachers Association - Contract .....	87-87p
I.2	Basic and Supplemental Textbooks to be Adopted .....	88

**XIV BOARD MEMBER ITEMS**

These items are submitted by individual Board members for information or discussion, as per Board Policy 8320(b).

**XV REQUESTS BY MEMBERS OF THE PUBLIC OR DISTRICT ADVISORY COMMITTEES TO ADDRESS THE BOARD OF EDUCATION**

These items are submitted by members of the public to address the Board of Education on a matter within the jurisdiction of the Board, as per Board Policy 8320(c). Requests must be submitted to the Superintendent in writing ten days before the Board meeting or prior to agenda planning, in accordance with the established agenda planning schedule, whichever is less. The written request will not exceed 500 words and will include, as an attachment, brief background information and the reason for the request.

**XVI CONTINUATION OF PUBLIC COMMENTS**

A continuation of Section VIII, as needed.

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**VII BOARD MEMBER COMMENTS**

Board Member Comments is the section where a Board member may make a brief announcement or make a brief report on his or her own activities relative to Board business. There can be no discussion under "BOARD MEMBER COMMENTS".

**XVIII FUTURE AGENDA ITEMS**

Items for future consideration will be listed with the projected date of consideration. The Board of Education will be given any backup information available at this time.

**XIX CLOSED SESSION**

The Board of Education will adjourn to CLOSED SESSION to complete discussion on items listed for CLOSED SESSION following the regular business meeting.

**XX ADJOURNMENT**

This meeting will adjourn to a regular meeting scheduled to be held on Thursday, August 26, 2004, at 7 p.m. in Santa Monica City Council Chambers, 1685 Main Street, Santa Monica, CA.

**Meetings held in Santa Monica are taped for rebroadcast  
and played on Cable Channel 16 (City TV) at 11:00 AM  
on the Sunday following the Board meeting.  
Meetings are rebroadcast in Malibu on Government Access  
Channel 3 every Saturday at 8 PM**

<b>Board of Education Meeting Schedule</b>					
<b>July through December, 2004</b>					
<b>Month</b>	<b>1st Thurs</b>	<b>2nd Thurs.</b>	<b>3rd Thursday Discussion Mtg.</b>	<b>4th Thursday</b>	<b>Special Note:</b>
July				22 DO	
August			19 DO	26 SM	One regular meeting in Aug.
September		9		23	3 <sup>rd</sup> Thursday is a District Holiday
October	7		21 SM		(Resume 1st & 3 <sup>rd</sup> Meeting schedule)
November	4		18 SM		
December	2				
<b>January through June, 2005</b>					
January	6		20 SM		
February	3		17 SM		
March	3		17 SM		Stairway: March 11-12
April	7		21 SM		
May	5		19 SM		
June	2		16 SM		(Graduation is week of 6/20)

District Office (DO)

Malibu Meetings (MHS) **(Dates to be determined)** Malibu High School Aud. 30215 Morningview Drive, Malibu.  
 Santa Monica City Council Chambers (SM) 1685 Main Street, Santa Monica.: 8/19, 10/21, 11/18, 1/20, 2/17, 3/17,  
 4/21, 5/19 and 6/16

Agenda Distribution:

A copy of the Table of Contents is posted 72 hours in advance of regularly scheduled Board of Education meetings and is also accessible to the public 24 hours/day at the District Office entrance, 1651 16th Street 16th Street, Santa Monica.

Complete Board of Education agendas are available in *pdf* format, on the District's website: [www.smmusd.org](http://www.smmusd.org).

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**Santa Monica-Malibu Unified School District  
Board of Education**

August 19, 2004

**I CALL TO ORDER**

- A Roll Call  
Jose Escarce - President - Excused Absence  
Emily Bloomfield - Vice President  
Julia Brownley  
Oscar de la Torre  
Mike Jordan  
Maria Leon-Vazquez  
Shane McCloud

- B Pledge of Allegiance

**II CLOSED SESSION**