

**Santa Monica-Malibu Unified School District  
Board of Education Meeting  
UPDATE TO THE AGENDA**

**April 17, 2008**

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**CONSENT AGENDA**

A.14 Award of Bid #8.07 – Pool Repairs – Malibu High School to Condor, Inc.

**EDIT**: The vendor name and cost, which were not ready when the agenda went to print, have been added (*page 2 of this update*)

A.30 Classified Personnel – Merit

**EDIT**: Remove employee listing (*page 6 of this update*)

**MAJOR ITEMS**

**DISCUSSION ITEMS**

D.03 Preliminary Draft Response to the Board of Education Regarding the Independent Review of the District’s Special Education Program

**EDIT**: The attachment, which was not ready when the agenda went to print, has been added (*pages 8-11 of this update*)

**INFORMATION ITEMS**

SW

TO: BOARD OF EDUCATION

ACTION/CONSENT

04/17/08

FROM: DIANNE TALARICO / JANECE L. MAEZ /  
VIRGINIA I. HYATT

**UPDATE**

RE: AWARD OF BID #8.07 - POOL REPAIRS - MALIBU HIGH SCHOOL  
TO CONDOR, INC.

RECOMMENDATION NO. A.14

It is recommended that the Board of Education award Bid #8.07, Pool Repairs, Malibu High School to Condor, Inc., in an amount not to exceed \$220,800.

Funding Information

Budgeted: Yes

Fund: Building Fund

Source: Repair by Vendor

Account Number: 21-00000-0-00000-82000-5640-050-1500

COMMENTS: The Malibu pool has not been repaired for over 10 years and is in need of major repair in order to keep the pool operational for both the school athletic program and Malibu City Parks and Recs program. Both the City of Malibu and Malibu High School have determined that May/June 2008 is the time line for this work to be completed.

Bids were sent to three (3) contractors, three (3) attended the job walk, two (2) submitted bids as follows:

<u>Condor, Inc.</u>	<u>\$220,800</u>
<u>Sea-Clear Pools</u>	<u>\$232,508</u>

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

04/17/08

FROM: DIANNE TALARICO / TIMOTHY R. WALKER /  
WILBERT YOUNG

**UPDATE**

RE: CLASSIFIED PERSONNEL - MERIT

RECOMMENDATION NO. A.30

It is recommended that the following appointments for Classified Personnel (merit system) be approved and/or ratified. All personnel will be properly elected in accordance with District policies and salary schedules.

<b><u>ELECTION</u></b>		<b><u>EFFECTIVE DATE</u></b>
BAKER, JOANNA FRANKLIN ELEMENTARY	INST ASST - CLASSROOM 3.8 HRS/SY/RANGE: 18 STEP: A	4/1/08
CARLSON, KATY LINCOLN MS	INST ASST - HEALTH AIDE 6 HRS/SY/RANGE: 23 STEP: F	4/1/08
CATILLO, JOHN INFORMATION SVCS	NETWORK ENG/COMP SYST SPEC 8 HRS/12 MO/RANGE: 51 STEP: F	3/19/08
DODD, JASON MAINTENANCE	CARPENTER 8 HRS/12 MO/RANGE: 35 STEP: A	3/17/08
DOTY, JOEL GRANT ELEMENTARY	INST ASST - SPECIAL ED 6 HRS/SY/RANGE: 20 STEP: A	4/1/08
ELLIOTT-MCGUFFIE, NICOLE ED SVCS/ST ANNES	INST ASST - CLASSROOM 3.5 HRS/SY/RANGE: 18 STEP: A	4/1/08
GALLEGOS, AGUSTIN OPERATIONS	CUSTODIAN I 8 HRS/12 MO/RANGE: 22 STEP: A	3/3/08
HAMILTON, VANESSA PINE STREET	INST ASST - SPECIAL ED 3.5 HRS/SY/RANGE: 20 STEP: A	4/14/08
LUBER, LINDA SPECIAL ED	INST ASST - SPECIAL ED 4.5 HRS/SY/RANGE: 20 STEP: A	4/1/08
MEYER, MARIA SPECIAL EDUCATION	INST ASST - INTEN BEHAV INTER 6 HRS/SY/RANGE: 26 STEP: A	3/25/08
MOCK, CHRISTOPHER WEBSTER ELEMENTARY	INST ASST - CLASSROOM 5 HRS/SY/RANGE: 18 STEP: A	4/1/08
RAMIREZ, KRISTINA SPECIAL ED	INST ASST - INTEN BEHAV INTER 6 HRS/SY/RANGE: 26 STEP: A	3/25/08
SIMMONS, MICHAEL TRANSPORTATION	BUS DRIVER 7 HRS/10 MO/RANGE: 28 STEP: A	4/7/08
SINGER, ELISSA GRANT ELEMENTARY	INST ASST - SPECIAL ED 5 HRS/SY/RANGE: 20 STEP: A	3/11/08
STRNAD, JAN BARNUM HALL	ADMINISTRATIVE ASST 8 HRS/12 MO/RANGE: 29 STEP: A	3/25/08

**PROMOTION**

DAVIS, JEFFERY FACILITIES/MAINTENANCE	CARPENTER 8 HRS/12 MO/RANGE: 35 STEP: E FR: SKILLED MAINT WORKER	<b><u>EFFECTIVE DATE</u></b> 3/25/08
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**TEMP/ADDITIONAL ASSIGNMENTS**

CAPITANO, CAROL JOHN ADAMS MS	INST ASST - SPECIAL ED	<b><u>EFFECTIVE DATE</u></b> 3/3/08-3/7/08
CORNELL, CONSTANCE SANTA MONICA HS	INST ASST - SPECIAL ED	3/3/08-3/12/08
DAHLEM, KAREN MUIR ELEMENTARY SCHOOL	ADMINISTRATIVE ASST	3/1/08-6/20/08
DAVIS, STEVIE OPERATIONS	CUSTODIAN	3/6/08
JONES, CHANCY JOHN ADAMS MS	CAMPUS SECURITY OFFICER	3/21/08-3/22/08
KELLER, JEFFREY SANTA MONICA HS	STUDENT OUTREACH SPECIALIST	9/17/08-3/4/08
MCGEE, LESLIE SANTA MONICA HS	ADMINISTRATIVE ASST	2/27/08-3/12/08
PERSINGER, LISA BUSINESS SERVICES	OFFICE SPECIALIST	4/2/08-7/31/08
REYNA, FRANKIE SPECIAL EDUCATION	INST ASST - SPECIAL ED	3/31/08-6/20/08
RODRIGUEZ, SARA ROGERS ELEMENTARY	INST ASST - CLASSROOM	4/1/08-6/20/08
SAVAGE, STEPHANIE SANTA MONICA HS	SR OFFICE SPECIALIST	3/3/08-3/12/08

**SUBSTITUTES**

GRAHAM, LYDIA PT DUME ELEMENTARY	OFFICE SPECIALIST	<b><u>EFFECTIVE DATE</u></b> 3/3/08-6/30/08
GUEVARA, MANUEL SANTA MONICA HS	LIFEGUARD	2/25/08-6/20/08
HAWES, RICHARD OPERATIONS	CUSTODIAN	3/5/08-6/30/08
HEAVENS, BRENDA FOOD SERVICES	CAFETERIA WORKER I	3/6/08-6/20/08
HEIDERMAN, DANIEL OPERATIONS	CUSTODIAN	3/14/08-6/30/08
MCCARTHY, JENNIFER FISCAL SERVICES	ACCOUNTING TECH	3/14/08

PERSINGER, LISA BARNUM HALL	OFFICE SPECIALIST	3/10/08-4/15/08
REINHARD, JUDITH PERSONNEL COMMISSION	OFFICE SPECIALIST	4/1/08-6/30/08
SINGER, ELISSA SPECIAL EDUCATION	INST ASST - SPECIAL ED	2/1/08-3/10/08
STRONG, BERNEL OPERATIONS	CUSTODIAN	3/11/08-6/30/08
VAZQUEZ, MIGUEL OPERATIONS	CUSTODIAN	4/1/08-6/30/08

**INVOLUNTARY TRANSFER**

**EFFECTIVE DATE**

CORTEZ-RUIZ, MARIA FOOD SVCS/FRANKLIN	CAFETERIA WORKER I 3 HRS/SY FR: 3 HRS/SY/JOHN ADAMS MS	3/31/08
LOPEZ, ALBINA FOOD SVCS/SAMO	CAFETERIA WORKER I 6/5 HRS/SY FR: 6/5 HRS/SY/JOHN ADAMS MS	3/31/08
MEDINA, ELVIA FOOD SVCS/SAMO	CAFETERIA WORKER I 3 HRS/SY FR: 3 HRS/SY/JOHN ADAMS MS	3/31/08
MONJARAZ, CONRAD FOOD SVCS/JAMS	CAFETERIA WORKER I 6 HRS/SY FR: 6 HRS/SY/SANTA MONICA HS	3/31/08
WILLIAMS, STEVEN FOOD SVCS/JAMS	CAFETERIA WORKER I 3 HRS/SY FR: 3 HRS/SY/FRANKLIN	3/31/08

**LEAVE OF ABSENCE (PAID)**

**EFFECTIVE DATE**

GAVIN, VALENCIA CHILD DEVELOP SVCS	CHILDREN CENTER ASST MEDICAL	2/26/08-4/9/08
LAMONEA, HANNA CABRILLO ELEMENTARY	INST ASST - CLASSROOM MEDICAL	2/26/08-3/26/08
LOPEZ, ALBINA FOOD SERVICES	CAFETERIA WORKER I MEDICAL	3/6/08-4/7/08
MORRIS, TERRY SANTA MONICA HS	ADMINISTRATIVE ASST MEDICAL	2/25/08-3/21/08
MORRIS, TERRY SANTA MONICA HS	ADMINISTRATIVE ASST MEDICAL	3/22/08-4/14/08
O'ROURKE, THOMAS SANTA MONICA HS	CUSTODIAN CATASTROPHIC	3/5/08-5/1/08
PADILLA, GLORIA ROGERS ELEMENTARY	INST ASST - SPECIAL ED MEDICAL	3/15/08-4/18/08
YOUNAN, JULIE PERSONNEL COMMISSION	HUMAN RESOURCES TECH MEDICAL	4/30/08-6/6/08

**LEAVE OF ABSENCE (UNPAID)**

		<b><u>EFFECTIVE DATE</u></b>
FRTIZ, EULA FRANKLIN ELEMENTARY	INST ASST - PHYSICAL ED PERSONAL	3/31/08-6/30/08
GOMEZ, TIFFANY CHILD DEVELOP SVCS	CHILDREN CENTER ASST MEDICAL	3/4/08-6/20/08
HOUSTON, LOVELL MUIR ELEMENTARY	PHYSICAL ACTIVITIES SPEC PERSONAL	2/22/08-6/20/08
MC COY, DONNA JOHN ADAMS MS	COMMUNITY LIAISON FMLA	3/31/08-5/30/08

**STIPEND**

		<b><u>EFFECTIVE DATE</u></b>
AVILA, ALFREDO SANTA MONICA HS	STUDENT OUTREACH SPECIALIST \$700 CAHSEE PREP	2/25/08-3/8/08
CASILLAS, VERONICA SANTA MONICA HS	STUDENT OUTREACH SPECIALIST \$700 CAHSEE PREP	2/25/08-3/8/08
KELLER, JEFFREY SANTA MONICA HS	STUDENT OUTREACH SPECIALIST \$700 CAHSEE PREP	2/25/08-3/8/08
MORALES, ROBERTO SANTA MONICA HS	STUDENT OUTREACH SPECIALIST \$700 CAHSEE PREP	2/25/08-3/8/08
NAO, KIM SANTA MONICA HS	STUDENT OUTREACH SPECIALIST \$700 CAHSEE PREP	2/25/08-3/8/08

**PROFESSIONAL GROWTH**

		<b><u>EFFECTIVE DATE</u></b>
WOODS, SHELEITA SPECIAL EDUCATION	INST ASST - SPECIAL ED	3/1/08

**WORKING OUT OF CLASS**

		<b><u>EFFECTIVE DATE</u></b>
DONOVAN, MARC FACILITIES MAINT	ELECTRICIAN FR: SKILLED MAINTENANCE WORKER	3/11/08-6/11/08
FORD, SPIKES FACILITIES MAINT	METAL WORKER FR: SKILLED MAINTENANCE WORKER	1/28/08-6/5/08
MANGLE, RUTH INFORMATION SVCS	DIRECTOR, INFORMATION SERVICES FR: ASST DIRECTOR, INFO SVCS	
MOORE, SANDRA FOOD SVCS/MUIR	CAFETERIA WORKER II FR: CAFETERIA WORKER I	3/28/08-6/20/08

**TERMINATION DUE TO EXHAUSTION OF ALL PAID LEAVES**

		<b><u>EFFECTIVE DATE</u></b>
<del>(39 MONTH MEDICAL REEMPLOYMENT LIST)</del>		
<del>8322-017-08</del>	<del>INST ASST - CLASSROOM</del>	<del>4/18/08</del>
<del>CABRILLO ELEMENTARY</del>		

**ABOLISHMENT OF POSITION**

	<b><u>EFFECTIVE DATE</u></b>
INST ASST - SPECIAL ED 6 HRS/SY; ROOSEVELT ELEMENTARY	3/3/08
INST ASST - HEALTH AIDE 6 HRS/SY; MCKINLEY ELEMENTARY	3/3/08

**RESIGNATION**

	<b><u>EFFECTIVE DATE</u></b>
BARKER, DARYL PERSONNEL COMMISSION	3/27/08
CALVERT, CHAD PINE STREET	4/3/08
GALVAN, ISHMEL OPERATIONS/GROUNDS	3/12/08
HERRERA, TOM CHILD DEVELOP SVCS	3/28/08
MESROBIAN, SYLVIA SPECIAL EDUCATION	5/23/08
LUBIN, DENNY WEBSTER ELEMENTARY	6/20/08

**DECEASED**

	<b><u>EFFECTIVE DATE</u></b>
SWARTOUT, JANET PT DUME ELEMENTARY	3/3/08

MOTION MADE BY:  
SECONDED BY:  
STUDENT ADVISORY VOTE:  
AYES:  
NOES:

TO: BOARD OF EDUCATION  
FROM: DIANNE TALARICO / JANECE L. MAEZ /

DISCUSSION  
03/13/08  
8:30 p.m.  
UPDATE

RE: PRELIMINARY DRAFT RESPONSE TO THE BOARD OF EDUCATION  
REGARDING THE INDEPENDENT REVIEW OF THE DISTRICT'S  
SPECIAL EDUCATION PROGRAM

DISCUSSION ITEM NO. D.03

The Board of Education will hear the preliminary draft response to the independent review of the Special Education program that was conducted by Lou Barber & Associates.

The draft response will represent a framework that incorporates five key areas:

- Creating a culture of inclusion,
- Collaboration and professional development,
- Financial management,
- Modification to existing Special Education practices, and
- Regular review of district Special Education programs.

Initial activities have been outlined under each area as priority action steps for the board's consideration.

NOTE: At the time this agenda went to print, the attachment was not ready. An Addendum with the attachment will be available on April 14<sup>th</sup>.)



**Santa Monica-Malibu Unified School District  
Preliminary Draft Response to the Board of Education  
Regarding Independent Review of the District's Special Education Program  
April 14, 2008**

**The following represents a framework addressing findings in the report presented in Lou Barber & Associates' independent review of the District's Special Education Program.**

**The following key areas will serve as the basis of an action plan of the District in response to the recommendations of the report of findings:**

- **Creating a Culture of Inclusion**
- **Enhancing Professional Development and Staff Recruitment**
- **Developing District's Special Education Programs**
- **Financial Management**
- **Reinvigorating the Special Education Local Plan Area (SELPA)**

**The priority activities outlined under each key area are initial action steps. A complete review of Special Education services will continue and a multi-phase action plan will be developed during the next school year.**

**Creating a Culture of Inclusion:**

**“Our goal is to create a District culture in which special education is an integral part of the overall educational system; students with disabilities are welcomed, supported, and fully included in district programs; and all parents, students and staff are treated with civility and respect. We will accomplish these goals through targeted professional development for site and central office staff, reorganization of the central office, and changes to special education practices in order to support these goals.”**

1. Provide training for District and site personnel on Special Education law, policies, and procedures, the development of Individual Education Programs (IEPs) and alternative methods of dispute resolution, and notification of parent rights & responsibilities. The Procedural Manual and Parent Handbook, developed during the 2007-2008 school year, will be utilized by District staff in the on-going training to reinforce a culture of inclusion.
2. Implement district-wide training for all teachers in early intervention models [i.e., Response to Intervention (RtI)] – initially using a Trainer of Trainers model to defer costs and expedite the training schedule.
3. Reorganize the central office.
4. Work with District and site administrators in the implementation of the District's vision of a culture of inclusion and the embracing of that vision. Management personnel who are unable to comply with the District's vision will be subjected to progressive discipline up to and including reassignment and/or dismissal.
5. Revise the job responsibility of the Special Education Coordinators to include serving as dispute resolution administrators for disagreements that occur at the school sites regarding the services to be provided to students under their Individual Education Programs.

6. Settlement agreements will be used only as a last resort when an impasse has been reached in resolving disagreements that arise at the Individual Education Program meetings. All settlement agreements will require the approval of the Superintendent.

### **Enhancing Professional Development and Staff Recruitment:**

**“Our goal is to recruit highly qualified staff for our special education department and to provide them with the professional development they need to deliver high quality educational services to our students with special needs in a welcoming and supportive environment.”**

1. Design a professional development needs assessment for dissemination in late May or early June 2008 to identify needs in support of the implementation of the review recommendations and other areas of the Special Education program. The District leadership will rely on the complete and full cooperation of Santa Monica-Malibu Classroom Teachers’ Association (SMMCTA) to assist with the dissemination and collection of the professional development needs assessment.
2. Appoint a Task Force to review the professional development needs assessment during the summer months of 2008 and develop a three- to five-year professional development plan that will move us forward in the creation of a culture of inclusion. The ultimate goal will be to empower school site staff and increase their knowledge of Special Education policies and procedures as well as best practices to resolve disputes at the site level.
3. Aggressive recruit efforts will continue to be made by Human Resources and Special Education staff. Staff will attend statewide and nationwide recruiting conferences to fill existing vacancies and to create a pool of candidates for future openings.
4. Work with the Personnel Commissioners to hold the Personnel Commission Director and department accountable for visiting neighboring school districts with merit systems to review best practices. Merit system procedures will be modified to expedite the recruitment and hiring of competent classroom assistants and instructional aides. Teachers will be involved in the interview process and in the creation of lists for classified personnel employees.

### **Developing District’s Special Education Programs:**

**“Our goal is to provide early intervention to struggling students in order to enhance their success and reduce the need for referrals to special education, provide a full continuum of placement options for our students with special needs, and provide appropriate curriculum and instructional materials to our students.”**

1. Contract with an external consultant with expertise in different intervention models, and to assist us in the genesis of the development of a Response to Intervention (RtI) program for our school district.
2. Implement district-wide training for all teachers in intervention models [i.e., Response to Interventions (RtI)] for our school district.
3. Carry out existing plans to create collaborative preschool Special Education program in all areas of our school district by January 2009.
4. Continue to provide all students, including home/hospital with textbooks/instructional materials as appropriate.
5. On an annual basis the board will approve the appointment of an external monitor to review progress on the implementation of this action plan. Additionally, the district will hold an

annual board study session on programmatic development, staffing quality, instructional practices, and outcomes.

**Financial Management:**

**“Our goal is to manage our financial resources so as to support the delivery of high quality education to our students with special needs.”**

1. Complete a review of staffing levels during fall and winter of 2008 prior to making recommendations to the Board for the 2009-2010 budget development cycle.
2. Institute quarterly budget review meetings among the Superintendent, Chief Financial Officer, and Special Education Director to discuss and review expenditures and identify cost containment strategies. Quarterly reports will be provided to the Board of Education, the Financial Oversight Committee, and the Special Education District Advisory Committee.
3. Hire an outside consultant to help us engage in an intensive study to determine the capacity to offer Special Education services in-house, particularly as they relate to Occupational Therapy Services and Speech/Language Services.
4. Utilize the recent Classification Study completed by Ewing Consulting to assist in adjusting the salary for Occupational Therapists, giving the District the opportunity to bring more of these services in-house.
5. Evaluate the current Speech & Language Pathologist-to-student ratio and the appropriateness of the outsourcing of these services for the 2008-2009 school year.
6. Review prospective inter-district attendance agreements to determine if transfers will result in additional costs for the District beyond what is provided by state aid.

**Reinvigorating the Special Education Local Plan Area (SELPA):**

**“Our goal is to reinvigorate the SELPA so that our district can enjoy the programmatic and financial benefits offered by the SELPA.”**

1. Host a Special Education Local Plan Area (SELPA) meeting in late spring or early summer 2008 to establish an outline of strategies for improving collaboration among the districts and to establish goals for sharing best practices and maximizing limited resources. In addition to the Special Education Directors, invitations will be extended to Culver City and Beverly Hills USD Superintendents, Chief Financial Officers, and Curriculum and Instructional leaders.