

TO: BOARD OF EDUCATION CONSENT/ACTION
FROM: SUPERINTENDENT
RE: APPROVAL OF MINUTES

09/20/01

RECOMMENDATION NO. A.1

It is recommended that the Board of Education approve the following Minutes: None

MOTION MADE BY:
SECONDED BY:

STUDENT ADVISORY VOTE:
AYES:
NOES:

TO: BOARD OF EDUCATION CONSENT/ACTION

09/20/01

FROM: SUPERINTENDENT

RE: SUPPLEMENTAL TEXTBOOKS TO BE ADOPTED

RECOMMENDATION NO. A.2

It is recommended that the following supplemental textbooks be adopted for use in the Santa Monica-Malibu Unified School District effective immediately.

COMMENT: In accordance with the Board of Education policy, the textbooks listed below have been on public display for the past two weeks in the Educational Services Department at 1638 17th Street, Santa Monica, CA 90405.

ECONOMICS, PRINCIPLES AND PRACTICES, written by Gary E. Clayton, Ph.D., Glencoe/McGraw-Hill Publishers, copyright 2001, Economics, Grade 12

GOVERNMENT IN AMERICA, PEOPLE, POLITICS AND POLICY, Eighth Edition, George C. Edwards III, Martin P. Wattenberg, Robert L. Lineberry, Longman Publishers, copyright 2000, U.S. Government AP, Grade 12

THE GOLDEN GOBLET, written by Eloise Jarvis McGraw, Puffin Books, copyright 1961, Humanities, Grade 6

THE BOY OF THE PAINTED CAVE, written by Justin Denzel, The Putman & Grosset Group, copyright 1988, Humanities, Grade 6

THE BRONZE BOW, written by Elizabeth George Speare, Houghton Mifflin Company, copyright 1961, Humanities, Grade 6

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION CONSENT/ACTION

09/20/01

FROM: SUPERINTENDENT

RE: OVERNIGHT FIELD TRIP (S) 2001-02

RECOMMENDATION NO. A.3

It is recommended that the Board of Education approve the special field trip (s) listed below for students for the 2000-01 school year. No child will be denied due to financial hardship.

School Grade # of Students	Destination Dates	Principal Teacher	Cost / Paid for	Subject	Purpose of Trip
Malibu High School	Palo Alto, CA 9/28/01 to 9/30/01	Boykin, T. Page, F.	Varied/ by students and/or ASB	Cross Country Meet	Stanford University Cross Country Invitational
Will Rogers 5th Grade 100 students	Camp Colby 05/28/02 to 05/31/02	Maureen Bradford	\$148.00 per student paid for by parents & gift monies	Science	The curriculum at Outdoor Science School is a wonderful supplement to our school's science program. Students participate in over 20 hours of natural science instruction and learn about how they can personally take responsibility to maintain our natural environment.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION CONSENT/ ACTION

09/20/01

FROM: SUPERINTENDENT/LISE REILLY

RE: APPROVAL OF INDEPENDENT CONTRACTORS

RECOMMENDATION NO. A.4

It is recommended that Board of Education enter into an agreement with the following Independent Contractors. These contracts are included in the 2001/2002 budget.

Contractor/Contract Dates	Description	Site	Funding
CSUN College of Extended Learning September 21, 2001 Cost: Not to exceed \$500	To provide a two hour inservice on multiple intelligences for the Malibu High School faculty	Malibu High	School Improvement 01-72600-0-11100-10000-5802-010-4100
Anna Flynn September 1, 2001- June 30, 2002 Cost: Not to exceed \$2,500	To provide Toddler and Me Sessions for Infant & Family Support Program	Educational Services	Infant & Family Support Program 01-94190-0-81000-59000-5802-030-1300
Germain-Bartel Associates for Robert B. Germain, Ph.D. September 1, 2001-June 30, 2002 Cost: Not to exceed \$11,776	Win/Win Contract Development Program with SEIU	District Office	01-0000-0-00000-72000-5890-026-1250 SEIU Negotiations
Rosemarie Landeros September 1, 2001- June 30, 2002 Cost: Not to exceed \$2,500	To provide Mommy and Me Sessions for Infant & Family Support Program	Educational Services	Infant & Family Support Program 01-94190-0-81000-59000-5802-030-1300
Sarah Goldman September 1, 2001- June 30, 2002 Cost: Not to exceed \$2,500	To provide Mommy and Me Sessions for Infant & Family Support Program	Educational Services	Infant & Family Support Program 01-94190-0-81000-59000-5802-030-1300
UCLA-Graduate School of Education & Information Studies	To facilitate K-5 Professional Development Program on Mathematics for K-5 teachers	Educational Services	Staff Development 01-00000-0-91000-59000-

August 29-30, 2001 Cost: Not to exceed \$6,000			5802-030-1300
YWCA/Barbara Olinger September 1, 2001-June 30, 2002 Cost: Not to exceed \$2,000	To provide Mommy and Me Sessions for Infant & Family Support Program	Educational Services	Infant & Family Support Program 01-94190-0-81000-59000-5802-030-1300

MOTION MADE BY:
SECONDED BY:

STUDENT ADVISORY VOTE:
AYES:
NOES:
ABSTENTIONS:

TO: BOARD OF EDUCATION CONSENT/ACTION
FROM: SUPERINTENDENT
RE: APPROVAL OF PURCHASE ORDERS

09/20/01

RECOMMENDATION NO. A.5

It is recommended that the Board of Education approve the following Purchase Orders and Changed Purchase Orders from August 28, 2001, through September 11, 2001 for fiscal year 2000/01.

MOTION MADE BY:
SECONDED BY:

STUDENT ADVISORY VOTE:
AYES:
NOES:
ABSTENTIONS:

TO: BOARD OF EDUCATION CONSENT/CONSENT

09/20/01

FROM: SUPERINTENDENT

RE: CONFERENCE AND TRAVEL APPROVAL/RATIFICATION

RECOMMENDATION NO. A.6

It is recommended that the Board of Education approve/ratify the following Requests for Absence on District Business (Conference and Travel) forms.

COMMENTS: Entries are alphabetical, by employee last name. In addition to the employee's name and site/location, each entry contains the following information: name, location and date (s) of the conference, complete account code, fund and program names, and the total estimated cost as provided by the site administrator. The average cost for substitute teachers is \$130/day. This figure is furnished for informational purposes and does not reflect the actual amount paid for an individual substitute.)

<u>NAME</u> <u>SITE</u> Account Number Fund - Program Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>CAIRNS, Patricia</u> Cabrillo Elementary 01-90120-0-11100-27000-5220- 017-4170 General Fund - Resource: Gifts	Staff Retreat Oxnard, CA August 28 - 29, 2001	\$2,959.70
<u>CARIVAU, Sharon</u> Fiscal Services 01-00000-0-00000-72000-5220- 051-2510 General Fund - Function: Other Genl. Admin.	1099 Reporting Concepts Ontario, CA September 26, 2001	\$175.00
<u>DEASY, John</u> Superintendent 01-00000-0-00000-72000-5220- 020-1200 General Fund - Function: Other Genl. Admin.	Luncheon Meeting Santa Monica, CA August 31, 2001	\$80.73
<u>DUEÑAS, Cecelia</u> Samohi 01-71000-0-11100-10000-5220- 015-4150 General Fund - Resource: Educ. Tech. - Digital High School	CADA San Diego, CA March 1 - 3, 2001	\$342.55 (reimburse amount charged to her credit card)
<u>ESQUIVEL, Rita</u> Adult Education Center	Focus Meeting on EL Civic Grant Long Beach, CA	\$25.00

11-39100-0-41100-10000-5220-095-2950 Adult Educ. Fund Resource: Adult Ed: Priority 1, 2 and 3	August 17, 2001	
<u>GARCIA, Veronica</u> Samohi No Cost to District	UC Counselor Conference 2001 Riverside, CA September 12, 2001	Sub Only
JEFFRIES, Jane Health Services 01-00000-0-11100-31400-5220-041-1400 General Fund - Function: Health Services	School Health Program Managers Paramount & Downey, CA Oct. 5 & December 7, 2001 Feb. 1, Apr. 5 & May 31, 2002	\$100.00
<u>MATTHEWS, Mike</u> Malibu High 01-72600-0-11100-10000-5220-010-4100 General Fund - Resource: SIP K-6	Counselors/Administrators Planning Retreat Thousand Oaks, CA August 21 - 22, 2001	\$500.00
<u>MITCHELL, Mike</u> Samohi 01-90140-0-11100-41000-5220-015-4150 General Fund - Resource: Reimbursed by ASB	Advanced Placement Statistics Summer Study Long Beach, CA July 23 - 27, 2001	\$450.00
Adjustments (Preapproved expenses 10% in excess of approved costs that must be approved by Board) (Changes in Personnel Attendance)		
NONE		

Group Conference and Travel: In-State		
* a complete list of conference participants is on file in the Department of Fiscal Services		
<u>BRAMLETT, Joy/GARCIA, Diana, MURCIA, Julio & RUNYON, Greg</u> Samohi 01-00000-0-11100-27000-5220-015-4150 General Fund - Function: School Admin.	Principal/Assistant Principal Conference San Diego, CA July 15 - 17, 2001	Previously approved for Mark Kelly at 4/5/01 Board Mtg.
<u>BAGLEY, Rick</u> <u>HAGEN, Marcia</u> <u>QUARLES, Joseph</u> Personnel Services 01-00000-0-00000-72000-5220-025-1250 General Fund - Function: Other Genl. Admin.	Title II Summer 2001 Workshop: Focus on SB 2042 San Diego, CA August 16 - 19, 2001	\$400.00 each (Paid by Calif' s. Title II TQES Grant)
<u>GRAMLING, Rosa</u> <u>HERNANDEZ, Patricia</u> Adult Education Center 11-39100-0-41100-10000-5220-095-2950 Adult Educ. Fund Resource: Adult Ed - Priority 1, 2 and 3	GED Conference 2001 Sacramento, CA September 26 - 28, 2001	\$600.00 each
<u>HAGEN, Marcia</u> <u>HOLMES, Beth</u> Personnel Services 01-00000-0-11100-74000-5220-	Credential Counselors and Analysts of California Sacramento, CA October 9 - 12, 2001	\$950.00 each

025-1250 General Fund - Function: Personnel/Human Resources Services		
Out-of-State Conferences: Individual		
<u>BAXTER, Catherine</u> Samohi 01-73150-0-00000-21400-5220-015-4150 General Fund - Resource: Staff Dev (CPDP)		
<u>JAGO, Carol</u> Samohi No Cost to District No Cost to District No Cost to District No Cost to District	NACAC National Conference San Antonio, TX September 20 - 27, 2001	\$385.00
Out-of-State Conferences: Group	Colorado Council of English Teachers - Denver, CO September 21 - 22, 2001 Idaho Conference of English Teachers - Lewiston, ID October 4, 2001 Olathe Teachers' Conference Olathe, KS November 5, 2001 National Council of Teachers of English - Baltimore, MD November 15 - 19, 2001	Sub Only (Paid by UCLA/CRLP) Sub Only (Paid by UCLA/CRLP) Sub Only (Paid by UCLA/CRLP) Sub Only (Paid by A/CRLP)
NONE		

MOTION MADE BY:
SECONDED BY:

STUDENT ADVISORY VOTES:
AYES:
NOES:
ABSTENTIONS:

TO: BOARD OF EDUCATION CONSENT/ACTION
FROM: SUPERINTENDENT
RE: ACCEPTANCE OF GIFTS

09/20/01

RECOMMENDATION NO. A.7

It is recommended that the Board of Education accept, with gratitude, checks and gifts totaling \$34,986.31 presented to the Santa Monica-Malibu Unified School District.

It is further recommended that the Fiscal/Business Services Office, in accordance with Educational Code 42602, be authorized to increase the 2001-2002 income and appropriations by \$34,586.31 as described on the attached listing.

COMMENT: The value of all non-cash gifts has been determined by the donors.

Also attached for informational purposes is a report itemizing Cumulative Totals of Gifts and Donations for Fiscal Year 2001-2002.

MOTION MADE BY:
SECONDED BY:

STUDENT ADVISORY VOTE:
AYES:
NOES:
ABSTENTIONS:

TO: BOARD OF EDUCATION CONSENTACTION
FROM: SUPERINTENDENT/JOSEPH N. QUARLES
RE: DENIAL OF CLAIM - STUDENT (DOB 6/10/90)

9/20/01

RECOMMENDATION NO. A.8

It is recommended that the Board of Education reject the claim presented by Rose Robinson on behalf of her son and student (DOB 6/10/90) on June 7, 2001. This claim was forwarded to the District's Insurance Administrator for determination.

COMMENT: Claimant alleges damages due to injuries sustained while being carelessly and recklessly supervised on the basketball court at Franklin Elementary on May 8, 2001.

Amount of claim - To be determined

MOTION MADE BY:
SECONDED BY:

STUDENT ADVISORY VOTE:
AYES:
NOES:
ABSTENTIONS:

TO: BOARD OF EDUCATION CONSENT/ACTION
FROM: SUPERINTENDENT/JOSEPH N. QUARLES
RE: DENIAL OF CLAIM - ANDREW GROSS

9/20/01

RECOMMENDATION NO. A.9

It is recommended that the Board of Education reject the claim presented by Andrew Gross on June 28, 2001. This claim was forwarded to the District's Insurance Administrator for determination.

COMMENT: Claimant alleges damages due to a slip and fall caused by a wax substance on the stairs at Malibu Community Center on February 3, 2001.

Amount of claim - To be determined

MOTION MADE BY:
SECONDED BY:

STUDENT ADVISORY VOTE:
AYES:
NOES:
ABSTENTIONS:

TO: BOARD OF EDUCATION CONSENT/ACTION 09/20/01
FROM: SUPERINTENDENT/JAN WILLIAMS/REBEL HARRISON
RE: RENEWAL OF AGREEMENT WITH LOS ANGELES COUNTY OFFICE
OF EDUCATION FOR REGIONAL OCCUPATIONAL PROGRAM

RECOMMENDATION NO. A.10

It is recommended that the Board of Education renew the agreement with the Los Angeles County Office of Education (LACOE) for the District's participation in the Los Angeles County Regional Occupational Program (ROP) for the 2001-02 fiscal year.

Funding Information

Source: General Fund
Currently Budgeted: Yes
Account Number: 01-63500-0-71100-27000-2410-080-1501
Description: ROP/Non-Agency Educ./School
Admin./Clerical Salary/ROP/Samohi

Account Number: 01-63500-0-00000-00000-8983-090-0000
Description: Local General Fund Contribution

COMMENTS: This program provides vocational training and guidance services to students of the District. The District shall be reimbursed for the actual cost of the program upon timely receipt of the claims for reimbursement, provided such claims are in accordance with the program budget approved by the County Superintendent and the District.

It is projected that there is a budgetary impact of approximately \$30,852.

MOTION MADE BY:
SECONDED BY:
STUDENT ADVISORY VOTE

AYES:
NOES:
ABSTENTIONS:

TO: BOARD OF EDUCATION CONSENT/ACTION

9/20/01

FROM: SUPERINTENDENT/ ARTHUR L. COHEN

RE: CORRECTION OF BOARD ACTION OF SEPTEMBER 6, 2001,
REGARDING THE PROPOSITION X BIDS FOR MALIBU HIGH
SCHOOL

RECOMMENDATION NO. A 11

It is recommended that the Board of Education approve the attached corrected Board Action regarding the acceptance of the ICE Builders' bid for Malibu High School..

COMMENT: The Board of Education, at its September 6, 2002 Board Meeting, approved ICE Builders' bid and the associated Budget Limitation Agreement #18 with Jacobs Facilities for the construction of a gym/locker room/connecting corridor, conversion of the cafetorium to a performing arts auditorium and campus wide ADA work for Malibu High School. The actions which the Board of Education approved were based upon "exhibit" information associated with Board Items A.24 and A.25. These exhibits were "draft" form and not precisely correct. The following "corrected version" presents the correct data.

The difference between the "exhibit" items and the "corrected version" items are as follows:

Item A.24 (formerly Exhibit A) - ICE Bids

Recommendation, Section (3) - The "exhibit" item stated: "Approve an increase to the Malibu High School Proposition X/State Facility Program Budget in the amount of \$2,715,877...." The "corrected version" item corrects this amount to \$2,807,196.

The "corrected version's" attached spreadsheet is updated for the correct financial data.

FULL TEXT OF CORRECTED VERSION BEGINS HERE:

It is recommended that the Board of Education:

(1) Accept Jacobs Facilities' recommendation to accept the bids submitted by I.C.E. Builders in the amount of \$7,507,754 for new construction and modernization work at Santa Monica High School with the understanding that Jacobs Facilities' will negotiate a deductive change order in the amount of \$852,117 for the purpose of presenting a Budget Limitation Agreement with a construction work value of \$6,655,637;

(2) Approve an increase in the Malibu High School Proposition X/State Facility Program budget in the amount of \$1,882,161 based on the following:

(a) Commit all of the currently identified Unidentified Projects line item funding designated for the Malibu Schools, which amounts to \$1,668,136;

(b) Commit \$214,025 of Deferred Maintenance Funds to the Point Dume Marine Science Elementary School Project and shift an equal amount of the Proposition X "Stand Alone" funds from the Pt. Dume budget to the Malibu High School budget;

(3) Approve an increase to the Malibu High School Proposition X/State Facility Program budget in the amount of \$2,807,196, which will be funded from one or more of the following or other sources to be determined at a later date:

(a) Commit any remaining Malibu Schools' Construction Contingency funds from the following "Stand Alone" funded projects: MHS Classroom Building, BLA #14 and Pt. Dume, BLA #6;

(b) Commit any remaining Malibu Schools' share of the District wide "Unforeseen Contingency funds;

© Commit the Malibu Schools' share of any unused Transportation Facility Acquisition funds;

(d) Increase the Proposition X/State Facility Program Budget by \$583,452 in recognition of greater than projected 2000-01 and 2001-02 Developer Fees and commit this additional amount to the Malibu High School Budget;

(e) Increase the Proposition X/State Facility Program Budget by \$400,000 in recognition of projected 2002-03

Developer Fees, not currently included in the Proposition X/State Facility Program Budget, and commit this additional amount to the Malibu High School Budget;

(f) Commit "facility" restricted funds anticipated to be received from the restructuring of the Administration Building Ground Lease;

(g) Sell a Certificate of Participation; and,

(4) Request Jacobs Facilities' to prepare a Budget Limitation Agreement (BLA), for Board of Education approval, setting forth the costs to complete this modernization and new construction work.

COMMENTS: The current Construction Budget (excluding contingency allowance) for this work is \$3,590,225. Jacobs Facilities' advertised for bids for new construction and modernization work at Malibu High School, and received bids on June 29, 2001. Seven (7) bidders were pre-qualified for this package. I.C.E. Builders was the lone bidder and submitted a bid of \$7,507,754.

The bid was for seven (7) components of work: (1) a new competition gymnasium, (2) locker rooms for the gymnasium, (3) a corridor to connect the existing gymnasium to the new gymnasium, (4) conversion of the existing cafetorium to a performing arts auditorium, (5) the inclusion of an orchestra pit in the auditorium, (6) the installation of an exterior canopy at the auditorium's entrance and (7) campus wide accessibility work.

Given the situation that the I.C.E. Builders bid exceeded the available construction budget by approximately \$4 million, District Staff and Jacobs Facilities' personnel met extensively to examine alternatives for accomplishing this work for a lesser amount of money. Although some hypothetical savings were identified, when such factors as redesign costs, potential siting/location changes which could require additional Coastal Commission approvals and possibly raise concerns by surrounding residents, the uncertainty of the bidding market and the effect of time delays on school programs were considered, it was the judgement of those involved that an appropriate option would be to attempt to negotiate a deductive change order with I.C.E. Builders to bring the cost of the project closer to the available budgeted funds. Several meetings were held with I.C.E.

Builders which resulted in I.C.E. Builders agreeing to enter into a contract with Jacobs Facilities for all of bid work except the auditorium's exterior canopy for a contract amount of \$6,655,637.

If the School District accepts the I.C.E. Builders bid and a subsequent deductive change order which will result in a \$6,655,637 million contract, Jacobs Facilities has agreed to cap its associated fees at a level based upon its pre-bid estimates for the work (\$6,118,160). This fee modification amounts to a \$260,684 District savings.

In order for the Board to accept this bid, it will be necessary to increase the Malibu High School Proposition X/State Facility Program Budget by \$4,689,357. This increase would come from two different types of funds: (1) those which can be immediately allocated to the Malibu High School Budget from within the existing District wide Proposition X/State Facility Program Budget (Points 2a and 2b in the Recommendation Section) and (2) those which are not currently in the District wide Budget, but which are potentially available, if the Board of Education takes certain actions (Points 3a, 3b, 3c, 3d, 3e and 3f in the Recommendation Section). The spreadsheet on the following pages presents the current status of the Malibu High School Budget and the possible means of funding the balance of the project based on I.C.E. Builders doing the work for \$6,655,637 million.

If the Board accepts Jacobs Facilities' recommendation to accept the bid of I.C.E. Builders with a deductive change order in the amount \$852,117, Jacobs Facilities' will prepare a Budget Limitation Agreement (BLA) for the work, incorporating construction costs based on the bid and deductive change order, a ten percent contingency for unforeseen conditions and Jacobs Facilities' Construction Phase Program Management costs based on its pre-bid estimates for this work. The Board of Education must approve this BLA before any construction work commences.

The Proposition X Oversight Committee will review this recommendation on September 6, 2001/ Staff will report the Oversight Committee's action at the Board meeting.

MOTION MADE BY:
SECONDED BY:

STUDENT ADVISORY VOTE:
AYES:
NOES:
ABSTENTIONS:

TO: BOARD OF EDUCATION CONSENT/ACTION

9/20/01

FROM: SUPERINTENDENT/ ARTHUR L. COHEN

RE: CORRECTION OF BOARD ACTION OF SEPTEMBER 6, 2001
REGARDING BUDGET LIMITATION AGREEMENT #18 FOR
MALIBU HIGH SCHOOL

RECOMMENDATION NO. A 11a

It is recommended that the Board of Education approve the attached corrected Board Action regarding the acceptance of the Budget Limitation Agreement #18 (BLA #18) associated with Master Contract Amendment Number 22) regarding modernization at Malibu High School in the amount of \$8,887,147.

COMMENT: The Board of Education, at its September 6, 2002 Board Meeting, approved ICE Builders' bid and the associated Budget Limitation Agreement #18 with Jacobs Facilities for the construction of a gym/locker room/connecting corridor, conversion of the cafetorium to a performing arts auditorium and campus wide ADA work for Malibu High School. The actions which the Board of Education approved were based upon "exhibit" information associated with Board Items A.24 and A.25. These exhibits were "draft" form and not precisely correct. The following "corrected version" presents the correct data.

The difference between the "exhibit" items and the "corrected version" items are as follows:

Item A.25 (formerly - EXHIBIT B)

Recommendation - The "exhibit" items stated: " It is recommended that the Board of Education approve Budget Limitation Agreement #18...in the amount of \$8,853,584." The "corrected version" item corrects this amount to \$8,887,147.

The "corrected version' s" attached spreadsheet is updated for the correct financial data..

FULL TEXT OF CORRECTED VERSION BEGINS HERE:

It is recommended that the Board of Education approve Budget Limitation Agreement #18 (Master Contract Amendment Number 22) regarding modernization at Malibu High School in the amount of \$8,887,147.

Funding Information:

Source: Proposition X - General Obligation Bonds
State Modernization Funds

Comment:

The Master Contract with Jacobs Facilities', as approved by the Board in Action Item A.41 on 8/12/99, establishes two forms of program costs: (1) Pre-construction Phase costs, which encompass project planning and design services; and (2) Construction Phase costs, which encompass the actual construction and program/ construction management services. The Pre-construction Phase costs are stipulated in the Master Contract to be equal to fifteen point three (15.3) percent of each project's budget. The Construction Phase costs are stipulated in Budget Limitation Agreements (BLA), proposed by Jacobs Facilities' and approved by the Board of Education, which establish fixed construction, construction contingency and program/construction management services costs.

Once a BLA is agreed to by the District and Jacobs Facilities', the District's Construction Phase fiscal obligations, except for costs related to District directed project scope changes and unforeseen site conditions, will not exceed that of the BLA; and Jacobs Facilities' will be responsible for project cost overruns. According to the Master Contract, the value of each BLA will be composed of the respective project's Board approved construction costs which includes: the bid amounts for construction; a contingency amount equal to 10% of the construction budget; allowances; and other specifically identified construction expenses and a program/construction management services fee for Jacobs Facilities' equal to fifteen point three (15.3) per cent of each project's budget. The Board and Jacobs Facilities' may agree to amend the BLA, after its initial adoption, to reflect owner directed scope changes and unforeseen site conditions as referenced in the Master Contract. The scheduled completion date associated with this project is October 2, 2002.

Milestone completion dates are:

Auditorium with Orchestra Pit - May 15, 2002

ADA Compliance Work for Entire Site - May 15, 2002
Gymnasium with Locker Rooms - July 17, 2002
Final Completion/Turnover - October 2, 2002

A \$1,000 per day liquidated damage penalty will apply to each milestone completion date as well as the final completion/turnover date.

The attached summary details the budget associated with the Pre-Construction Phase (planning & design) of this BLA, and the budget associated with the Construction Phase (construction & construction management) of this BLA.

The complete Budget Limitation Agreement, along with the Master Contract, is on file for public review in the Office of the Assistant Superintendent for Fiscal and Business Services.

The Proposition X Oversight Committee will review this recommendation prior to the Board of Education meeting September 6, 2001.

MOTION MADE BY:
SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION CONSENT/ACTION

9/20/01

FROM: SUPERINTENDENT/JOSEPH N. QUARLES/RICK BAGLEY

RE: CERTIFICATED PERSONNEL - Elections, Separations

RECOMMENDATION NO. A.12

ELECTIONS

ADDITIONAL ASSIGNMENTS

<u>Name/Location</u>	<u>Rate</u>	<u>Effective</u>	<u>Not to</u> <u>Exceed</u>
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EDUCATIONAL SERVICES

Franklin, Judy	6 hrs @\$34.90	8/13/01-8/17/01	Est
Hrly/\$209			
Harvey, Tory	6 hrs @\$34.90	8/13/01-8/17/01	Est
Hrly/\$209			
Keller, Anne	6 hrs @\$34.90	8/13/01-8/17/01	Est
Hrly/\$209			
Lopez, Felicia	6 hrs @\$34.90	8/13/01-8/17/01	Est
Hrly/\$209			
Stewart, Kristine	6 hrs @\$34.90	8/13/01-8/17/01	Est
Hrly/\$209			
Thatcher, Cindy	6 hrs @\$34.90	8/13/01-8/17/01	Est
Hrly/\$209			
Wells, Leslie	6 hrs @\$34.90	8/13/01-8/17/01	<u>Est</u>
Hrly/\$209			

TOTAL ESTABLISHED HOURLY

\$1,463

COMMENT: Teacher Academy Presenters
01-Stf Dev:Begin Tchr Sup (BTSA)

SUMMER SCHOOL

ADAMS

(480% Own Daily Rate)

Jenkins, Marilyn	24 days @\$173.85	7/2/01-8/3/01	Own
Daily/\$4172			
Moore, Jon	24 days @\$170.96	7/2/01-8/3/01	<u>Own</u>
Daily/\$4103			

TOTAL OWN DAILY

\$8,275

Comment: Summer School
01-ELAP-Engl Lang Acquisition Prog

\$9,738

TOTAL ESTABLISHED HOURLY and OWN DAILY

=

CHANGE IN ASSIGNMENT (Leave of Absence)

Name/Assignment

<u>Location</u>	<u>Effective</u>
Pasternak, Amy School Psychologist	8/31/01-6/21/02
<u>From:</u> 100%	
<u>To:</u> 80%	

SUBSTITUTE TEACHERS

Effective

PREFERRED SUBSTITUTES (summer)

(Daily Rate @\$139)	
Lynch, Mary	7/1/02

REGULAR DAILY SUBSTITUTES

(Daily Rate @118)	
Adams, Laura	9/5/01
Corsun, Daniel	9/5/01
Goss, Herbert	9/5/01
Gregson, Lorraine	9/5/01
Robinson, Khadevis	9/5/01
Lai, Mary	9/5/01
Martin, Jennifer	9/5/01
Rahman, Seema	9/5/01
Meehan, Garvin	9/5/01
Reich, Sheila	9/5/01
Rosenthal, Jonathan	9/5/01
Sanchez, Mary Jane	9/5/01
Stansbury, Tim	9/5/01
Stein, Eileen	9/5/01
Wright, Monica	9/5/01

PROBATIONARY CONTRACTS

Name/Assignment	Not to	
<u>Location</u>	<u>Exceed</u>	<u>Effective</u>
Husney, Andee Malibu High School	100% [replacing Lovelace]	8/31/01
Kossoris, Mandy SAMOHI	100%	8/24/01-6/21/02
Pawinski, Lori SAMOHI	100%	8/31/01-6/30/02

TEMPORARY CONTRACTS

Name/Assignment	Not to	
<u>Location</u>	<u>Exceed</u>	<u>Effective</u>

Frymyer, Heather Cabrillo/4th Grade	100%	8/31/01-6/21/02
Perkins, Stacie SAMOHI	100%	8/31/01-6/21/02 [replacing F. Wilkens]

RESCINDING OF RESIGNATION

Name/Assignment
Location
 Jesse, Jennifer
 SAMOHI
 (Resignation on August 2, 2001, Board Agenda)

RESIGNATIONS

Name/Assignment

<u>Locations</u>	<u>Effective</u>
Berman, Debra John Adams	6/22/01
Henderson, Patricia Educational Services	6/30/01
Knight, Michele Malibu High	6/22/01
Lemmon, Melanie McKinley Elementary	6/22/01

MOTION MADE BY:
 SECONDED BY:

STUDENT ADVISORY VOTE:
 AYES:
 NOES:
 ABSTENTIONS:

TO: BOARD OF EDUCATION

CONSENT/ACTION

09/20/01

FROM: SUPERINTENDENT/JOSEPH N. QUARLES

RE: SPECIAL SERVICES AGREEMENT FOR SERVICES IN THE
BUSINESS AND FISCAL SERVICES DIVISION

RECOMMENDATION NO. A.13

It is recommended that the Board of Education enter into a Special Services Agreement with John Jalili to provide administrative transition support in the Business and Fiscal Services Division, and Proposition X/State Facility program during the 2001-2002 school year.

FUNDING INFORMATION

Source: **General Fund** (for administrative transition support related to Assistant Superintendent of Business and Fiscal Services)

Currently Budgeted: Yes

Account Number: 01-00000-0-00000-72000-2917-050-1501

Description: Non-Instructional Contract/District Administration

COMMENT: John Jalili has served as the City Manager for the City of Santa Monica for many years, being instrumental in bringing the City to its current level of fiscal stability. His expertise needs no footnotes.

Now "retired," Mr. Jalili has agreed to oversee emerging programs and practices in the Business and Fiscal Services Division until a permanent Assistant Superintendent is hired. His contract will terminate with the hiring of the new Assistant Superintendent or June 30, 2002, whichever occurs first. Mr. Jalili will serve as **Acting Overseeing Assistant Superintendent of Business and Fiscal Services. activities.** A copy of the specific components of the agreement, and the Special Services Agreement are included with this agenda item.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION CONSENT/ACTION 9/20/01
 FROM: SUPERINTENDENT/JOSEPH N. QUARLES/RICK BAGLEY
 RE: SPECIAL SERVICES EMPLOYEES

RECOMMENDATION NO. A.14

It is recommended that the following Special Services Employee contracts be approved in accordance with District policies and salary schedules and be assigned pursuant to BP 4102. Funding for the positions listed are included in the 2001/02 budget.

ELECTIONS

<u>Name/Location</u>	<u>Not to Exceed</u>	<u>Effective</u>	<u>Rate</u>
Chhim, Emeline Fiscal Services, Accounting Technician IV, Accounts Payable, PeopleSoft reconciliation and other accounting duties as assigned FUNDING: 01-00000-0-00000-72000-2917-051-1501-100% Unrestricted Resource	\$24,000	9/10/01-6/30/02	\$15/hr
Copeland, Stacy Student Services, School Psychologist Intern FUNDING: 01-65000-0-50010-31200-2917-043-1501-100% Special Education, Unspecified	\$4,800	8/31/01-6/21/01	\$60/day
Factor, Heidi Student Services, Occupational Therapist FUNDING: 01-65000-0-50010-11900-2917-042-1501-100% Special Education, Unspecified	\$18,600	8/31/01-11/30/01	\$6200/mo Plus Mileage reimbursement @\$_.34_/mile
Lovett, Robert John Muir Elementary, Computer Technician, technical assistance to computer labs FUNDING: 01-00000-0-19100-24200-2917-005-1501-50% Unrestricted Resource, Educational Technology 01-91220-0-19100-24200-2917-005-1501-50% Local Parcel Tax, Educational Technology	\$20,500	8/27/01-6/21/02	\$30/hr

Messner, Vanessa \$18,600 8/31/01-11/30/01 \$6200/mo
 Plus Mileage reimbursement @\$\$.34_/mile
Student Services, Occupational Therapist
FUNDING: 01-65000-0-50010-11900-2917-042-1501-100%
 Special Education, Unspecified

Moreno, Elizabeth \$4,800 8/31/01-6/30/02 \$60/day
Student Services, School Psychologist Intern
FUNDING: 01-65000-0-50010-31200-2917-043-1501-100%
 Special Education, Unspecified

Oertel, Jayson \$10,000 9/04/01-6/28/02 \$20/hr
SMASH, Computer Network Support
FUNDING: 01-91220-0-19100-24200-2917-009-1501-100%
 Local Parcel Tax, Educational Technology

Oxchsenbein, Mariam \$18,600 8/31/01-11/30/01 \$6200/mo
 Plus Mileage reimbursement @\$\$.34_/mile
Student Services, Occupational Therapist
FUNDING: 01-65000-0-50010-11900-2917-042-1501-100%
 Special Education, Unspecified

Ruvalcaba, Nancy \$8,000 9/01/01-6/30/02 \$12/hr
Educational Services, Administer English Language
proficiency tests and determine appropriate placement
for LEP students at SAMOHI
FUNDING: 01-70900-0-47600-10000-2917-035-1501-100%
 Economic Impact Aid, Bilingual

Wickham-Foxwell, \$32,000 8/27/01-06/21/02 \$30/hr
Sharon
John Muir Elementary, ELD-Literacy Consultant,
administer English Language Proficiency tests and
determine placement for LEP students
FUNDING: 01-30100-0-11100-10000-2917-055-1501-100%
 IASA:Title I Basic-LW Inc/Neg, Reg Educ K-12

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION CONSENT/ACTION
FROM: SUPERINTENDENT/JOSEPH N. QUARLES/RICK BAGLEY
RE: TEACHING AUTHORIZATIONS

8/16/01

RECOMMENDATION NO. A.15

It is recommended that the Board of Education approve the following teaching assignments for the 2001-2002 school year in accordance with education code provision(s) specified.

PER EDUCATION CODE #44225:

<u>TEACHER</u>	<u>PROPOSED ASSIGNMENT</u>
Stacey Leslie	Student Services, Reading Specialist

COMMENT: provides a "waiver" for assigning identified individuals when the employing agency has an insufficient number of certificated persons who meet the specified employment criteria for the position. Such waivers provide individuals with additional time to complete the requirements for the credential that authorizes the service.

Stacey has been working as a credentialed teacher out-of-state. She had almost completed a dual credential program--Multiple Subject and Education Specialist/Mild Moderate--in California before she moved. She only needs the CBEST, MSAT and RICA tests to finish her program.

MOTION MADE BY:
SECONDED BY:

STUDENT ADVISORY VOTE:
AYES:
NOES:
ABSTENTIONS:

TO: BOARD OF EDUCATION CONSENT/ACTION 09/20/01
FROM: SUPERINTENDENT/JOSEPH N. QUARLES/LAUREL SCHMIDT
RE: CLINICAL TRAINING AGREEMENT - MOUNT ST. MARY'S
COLLEGE

RECOMMENDATION NO. A.16

It is recommended that the Board of Education enter into a Clinical Training Agreement between Mount St. Mary's College and the Santa Monica-Malibu Unified School District.

INSTITUTION: Mount St. Mary's College-Department
of Nursing
EFFECTIVE: August 1, 2001 - August 1, 2004
PAYMENT: Not Applicable

COMMENT: The District participates with clinical training of students pursuing careers in the nursing profession under the supervision of designated representatives for the purpose of planning, implementing, and coordinating teaching/learning activities with College representatives and who will meet regularly with College representatives.

MOTION MADE BY:
SECONDED BY:

STUDENT ADVISORY VOTE:
AYES:
NOES:
ABSTENTIONS:

TO: BOARD OF EDUCATION CONSENT/ACTION 09/20/01
FROM: SUPERINTENDENT/JOSEPH N. QUARLES/LAUREL SCHMIDT
RE: AFFILIATION AGREEMENT NO. FO1-0924 - UCLA NURSING
STUDENTS

RECOMMENDATION NO. A.17

It is recommended that the Board of Education enter into an Affiliation Agreement with University of California, Los Angeles (UCLA) .

INSTITUTION: University of
California, Los Angeles (UCLA)
EFFECTIVE: September 24, 2001 - September 24, 2008
PAYMENT: Not Applicable

COMMENT: The Regents operate the School of Nursing of the University of California, Los Angeles, which provides in its curriculum a program for the education of nursing students; and the District is willing under certain conditions to allow the School to utilize the facilities of the District for clinical and/or other learning experiences of students enrolled in the nursing education program of School.

MOTION MADE BY:
SECONDED BY:

STUDENT ADVISORY VOTE:
AYES:
NOES:
ABSTENTIONS:

TO: BOARD OF EDUCATION CONSENT/ACTION 09/20/01
FROM: SUPERINTENDENT/JOSEPH N. QUARLES/LAUREL SCHMIDT
RE: SERVICE AGREEMENT - PARADIGM SERVICES, INC.,
RECOMMENDATION NO. A.18

It is recommended that the Board of Education enter into a Service Agreement between Paradigm Services, Inc., a California Corporation ("Paradigm") and Santa Monica-Malibu Unified School District ("LEA")

INSTITUTION: Paradigm Services, Inc., a California Corporation
EFFECTIVE: August 1, 2001 - June 30, 2004 ("Initial Term")
PAYMENT: 10% of the MAA Claim paid by the Department of Health Services

COMMENT: LEA (Santa Monica-Malibu Unified School District), hereby retains Paradigm to perform the services set forth in the agreement. Paradigm will assist the LEA with development and submission to the Lead County or Regional Agency, claim plans for all claiming units in accordance with State Department of Health Services MAA Claim plan instructions. Provide participating staff with appropriate training, assist LEA in the calculation of transportation direct charge rates and complete claims in accordance with State Department of Health Services guidelines.

MOTION MADE BY:
SECONDED BY:

STUDENT ADVISORY VOTE:
AYES:
NOES:
ABSTENTIONS:

TO: BOARD OF EDUCATION CONSENT/ACTION

09/20/01

FROM: SUPERINTENDENT/ JOSEPH N. QUARLES

RE: CLASSIFIED ADMINISTRATIVE APPOINTMENT: DIRECTOR OF
BUSINESS AND FISCAL SERVICES

RECOMMENDATION NO. A.19

It is recommended that the Board of Education made the following certificated administrative appointment:

Director, Business and Fiscal Services

BACKGROUND INFORMATION

The Board will act on this recommendation in Closed Session and the Appointment will be announced during the public portion of the meeting.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION CONSENT/ACTION
FROM: SUPERINTENDENT/JOHN SLISS
RE: CLASSIFIED PERSONNEL - MERIT

09-20-01

RECOMMENDATION NO. A.20

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 schedule.

ELECTION

DE LOS SANTOS, MARCO	ACCOUNT CLERK II 8.0 HRS/12 RANGE: 26	CDS STEP: 01	08-27-01
EVANS, KELLI	INST ASST - CLASSROOM 3.4 HRS/SY RANGE: 18	FRANKLIN STEP: 01	09-05-01
GERHARDT, DEBRA	INST ASST - CLASSROOM 3.4 HRS/SY RANGE: 18	FRANKLIN STEP: 01	09-06-01
MALDONADO, ERIKA	INST ASST - CLASSROOM 2.5 HRS/SY RANGE: 18	GRANT STEP: 01	09-04-01
MCKINLEY, DUANNA	INST ASST - SPECIAL ED 3.5 HRS/SY RANGE: 20	PINE STREET STEP: 01	09-04-01
POWELL, JOYCE	INST ASST - CLASSROOM 4.0 HRS/SY RANGE: 18	ROOSEVELT STEP: 01	09-04-01
RIDLEY, LATRESSE	INST ASST - SPECIAL ED 3.5 HRS/SY RANGE: 20	MCKINLEY STEP: 01	09-04-01
SLAWTER, MARY	OFFICE ASSISTANT II 8.0 HRS/10 RANGE: 22	SAMOHI STEP: 01	08-28-01
SULLIVAN, BRIANNA	INST ASST - CLASSROOM 2.0 HRS/SY RANGE: 18	GRANT STEP: 01	09-04-01
WOLD, MEGHAN	INST ASST - PHYSICAL ED 4.0 HRS/SY RANGE: 20	GRANT STEP: 01	09-04-01

PROFESSIONAL GROWTH

PATTERSON,
PETE CUSTODIAN I 08-01-01
SAMOHI

WORKING OUT OF CLASS

TURNAGE,
CATHERINE LEAD CUSTODIAN 07-30-01
8.0 HRS/12 SAMOHI 08-15-01
FR: CUSTODIAN I

PROMOTION

LAI,
CHONG PRODUCTION KITCHEN COORD 09-04-01
8.0 HRS/SY SAMOHI
FR: CAFETERIA COOK BAKER

MANGLE,
RUTH ASST DIR INFORMATION SERV 07-17-01
8.0 HRS/12 COMPUTER SERV
FR: SUPERVISOR INFORMATION SERV

LATERAL TRANSFER

NORDSTROM,
KEARSTEN INST ASST - CLASSROOM 09-04-01
3.0 HRS/SY ROGERS
FR: CHILDREN CENTER ASST

VOLUNTARY TRANSFER

PIVARAL,
MARIA INST ASST - SPECIAL ED 09-04-01
5.0 HRS/SY LINCOLN
FR: INST ASST -SP ED MALIBU

VOLUNTARY REDUCTION IN HOURS

MULLEN,
RUSSEL INST ASST - SPECIAL ED 09-04-01
5.0 HRS/SY ADAMS
FR: 6.0 HRS/SY ADAMS

PETERSON,
AIMEE INST ASST - SPECIAL ED 09-04-01
5.0 HRS/SY ROGERS
FR: 6.0 HRS/SY

REDUCTION IN HOURS DUE TO CHANGE IN BUS ROUTE

GIRION,
EVANGELINA BUS DRIVER 09-01-01
7.25 HRS/10 TRANSPORTATION
FR: 7.5 HRS/10

INCREASE IN ASSIGNMENT

CAVALUZZI,
LISA OFFICE ASSISTANT II 08-28-01
5.58 HRS/10 PUPIL SERV
FR: 4.0 HRS/10

LABRIE, MARILYN	OFFICE ASSISTANT I 8.0 HRS/10 GRANT FR: 4.0 HRS/10	08-28-01 06-26-02
MULLEN, RUSSEL	INST ASST - CLASSROOM MUSIC 3.0 HRS/SY ADAMS FR: 2.0 HRS/SY ADAMS	09-04-01
SILVERBERG, KELLY	INST ASST - CLASSROOM 4.0 HRS/SY WEBSTER FR: 2.0 HRS/SY	09-04-01
<u>SUMMER ASSIGNMENT</u>		
BOOTHBY, DEVON	ADMINISTRATIVE ASSISTANT TRANSPORTATION	08-29-01 08-31-01
CARPENTER, JEAN	CAFETERIA WORKER I FOOD SERVICES	08-20-01 08-31-01
CRAWFORD, CYNTHIA	LIBRARY ASSISTANT I ADAMS	08-27-01 08-27-01
GREENE, MILTON	CUSTODIAN I OPERATIONS	07-01-01 08-31-01
JOHNSON, IRA	INST ASST - SPECIAL ED SAMOHI	07-01-01 08-31-01
JONES, CAROLYN	SR. OFFICE ASSISTANT SPECIAL ED	08-30-01 08-31-01
LAI, CHONG	PRODUCTION KITCHEN COORD FOOD SERVICES	08-20-01 08-31-01
LOYA, JESSICA	CHILDREN CENTER ASSISTANT CDS	08-10-01 08-31-01
LUCERO, KATHERINE	INST ASST - CLASSROOM OLYMPIC	08-01-01 08-03-01
MCGRATH, KATHY	OFFICE ASSISTANT II ROOSEVELT	08-02-01 08-06-01
MCGRATH, KATHY	OFFICE ASSISTANT II SUPERINTENDENT	08-20-01 08-22-01
OCAMPO, IRMA	COMMUNITY LIAISON ED SERVICES	07-09-01 07-31-01

OLMOS, MARIA	COMMUNITY LIAISON ED SERVICES	07-09-01 07-31-01
PARTRIDGE, FRANCES	CLERK TYPIST II ROOSEVELT	08-23-01 08-27-01
ROBINSON, MARIA	BIL COMMUNITY LIAISON ED SERVICES	07-09-01 07-31-01
<u>TEMP/ADDITIONAL</u>		
ARVANITES, LINDA	TRANSLATOR COMMUNICATIONS	07-01-01 06-30-02
COPLIN, KELLEY	SR. OFFICE ASSISTANT SPECIAL ED	08-20-01 09-28-01
VASQUEZ, MELLINDA	INST ASST - SPECIAL ED MCKINLEY	08-01-01 08-17-01
<u>SUBSTITUTE</u>		
CARIATI, RENEE	INST ASST - SPECIAL ED SPECIAL ED	09-01-01 06-21-02
HUTCHINSON, JOAN	INST ASST - SPECIAL ED SPECIAL ED	09-01-01 06-21-02
KLINE, MORGEN	INST ASST - SPECIAL ED SPECIAL ED	07-01-01 08-25-01
LATA, SHOBNA	OFFICE ASSISTANT II PERSONNEL COMMISSION	08-28-01 06-30-02
MACKENZIE, ALLISON	INST ASST - PHYSICAL ED PERSONNEL COMMISSION	09-04-01 06-30-02
MARTIN, ERIC	STOCK AND DELIVERY CLERK PURCHASING	09-04-01 09-10-01
MARZULLI, MARGARET	OFFICE ASSISTANT II CABRILLO	08-28-01 06-30-02
OVERLAND, MICHAEL	INST ASST - PHYSICAL ED PERSONNEL COMMISSION	09-06-01 06-30-02
OVERLAND, MICHAEL	INST ASST - SPECIAL ED SPECIAL ED	09-06-01 06-21-02

PEKURI, LAUREL	OFFICE ASSISTANT II PERSONNEL COMMISSION	09-05-01 06-30-02
ROBINSON, MARIA	BIL COMMUNITY LIAISON EDISON	08-20-01 08-27-01
TAKAHASHI, SUE	OFFICE ASSISTANT II PERSONNEL COMMISSION	08-28-01 06-30-02
VIESCA, JOSEPH	PAINTER MAINTENANCE	08-06-01 10-31-01
VIRAMONTES-GUTIERREZ, THERESA	BIL COMMUNITY LIAISON PERS COMM	08-23-01 08-23-01
WRIGHT, KAREN	OFFICE ASSISTANT II PERSONNEL COMMISSION	08-28-01 06-30-02
ZELL, CAROLE SUE	OFFICE ASSISTANT II PERSONNEL COMMISSION	08-28-01 06-30-02
<u>RESIGNATION</u>		
AGHABEIGI, TARANEH	INST ASST - SPECIAL ED PT.DUME	09-28-01
CARIATI, RENEE	INST ASST - SPECIAL ED CABRILLO	08-03-01
COLLICUTT, ANDREA	ACCOUNT CLERK III FISCAL	09-03-01
CUEVA, GUADALUPE	INST ASST - CLASSROOM GRANT	06-22-01
ERAZO, SADY	CAFETERIA WORKER I SAMOHI	06-19-01
JONES, PATRICIA	COMPUTER LAB TECHNICIAN SAMOHI	06-30-01
KIRBY CAROLINE	INST ASST - SPECIAL ED CABRILLO	08-30-01
LARIOS, KATY	OFFICE ASSISTANT II ADAMS	08-27-01
MARTELLA, RACHEL	INST ASST - CLASSROOM GRANT	06-22-01

ROSE,
JASON INST ASST - SPECIAL ED 07-31-01
FRANKLIN

STUEBER,
SUSAN INST ASST - CLASSROOM MUSIC 09-03-01
LINCOLN

ESTABLISHED POSITION

INST ASST - SPECIAL ED 09-01-01
6.0 HRS/SY LINCOLN

INST ASST - SPECIAL ED 09-01-01
3.5 HRS/SY LINCOLN

INST ASST - SPECIAL ED 09-01-01
3.0 HRS/SY GRANT

2 POSITIONS INST ASST - SPECIAL ED 09-01-01
6.0 HRS/SY SAMOHI

INST ASST - SPECIAL ED 09-01-01
3.0 HRS/SY MCKINLEY

INST ASST - SPECIAL ED 09-01-01
8.0 HRS/SY WEBSTER

INST ASST- SPECIAL ED 09-01-01
5.0 HRS/SY OLYMPIC

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION CONSENT/ACTION

09-20-01

FROM: SUPERINTENDENT/JOHN SLISS

RE: CLASSIFIED PERSONNEL - NON-MERIT

RECOMMENDATION NO. A.21

It is recommended that the following be approved and/or ratified for Classified Personnel (Non-Merit). All personnel assigned will be properly elected on a temporary basis to be used as needed in accordance with District policies and salary scheduled.

STUDENT INTERN - FISCAL

LOPEZ, MARLENE FISCAL 09-01-01 - 06-30-02

INSTRUCTIONAL SPECIALIST

ALKOTOB, IRMA MCKINLEY 09-05-01 - 06-21-02

VALENCIA, ELISA MCKINLEY 09-04-01 - 06-22-02

NOON SUPERVISION AIDE

DAVIDSON-PORTER, DIANE PT.DUME 09-05-01 - 06-21-02

KELLER, EVELYN PT.DUME 09-05-01 - 06-21-02

REID, SHUNTORIA WEBSTER 09-04-01 - 06-21-02

SAITO, LORINE WEBSTER 09-04-01 - 06-21-02

ASSISTANT COACH

DELEO, NICHOLAS MALIBU 08-20-01 - 06-21-02

HARPER, AUGUSTUS MALIBU 08-20-01 - 06-21-02

LIN, JASON SAMOHI 08-01-01 - 11-30-01

PAGE, FRANK MALIBU 08-27-01 - 06-30-02

PHELPS, BENJAMIN SAMOHI 09-02-01 - 11-30-01

RODRIGUEZ, COREY MALIBU 09-01-01 - 06-21-02

SZUPINSKI, KONRAD SAMOHI 08-01-01 - 11-30-01

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION MAJOR/ACTION

09/20/01

FROM: SUPERINTENDENT/TIM McNULTY/ROSEMARY ECKER

RE: APPROVAL OF SPECIAL EDUCATION CONTRACTS

RECOMMENDATION NO. A.22

It is recommended that the Board of Education approve the following Special Education Contracts for fiscal year 2001-2002 as follows:

NPS/NPA

2001-2002 Budget 01-65000-0-50010-11800-5825-043-1400

Nonpublic School/Agency	Student DOB	Service Description	Contract Number	Cost Not to Exceed
CEDU	06-08-83	NPS	#68	\$ 35,000
Elliott Institute	05-21-91	NPS	#69	\$ 11,000
Augmentative Communication Therapies	04-17-94	NPA-Speech	#27	\$ 4,515
Augmentative Communication Therapies	04-18-94	NPA-Speech	#28	\$ 3,387
Augmentative Communication Therapies	10-11-93	NPA-Speech	#29	\$ 1,260
Center for Autism and Related Disorders, Inc. (C.A.R.D.)	10-11-93	NPA-Therapy	#30	\$ 23,080
Kelter Center	07-27-91	NPA-Inten. Inst.	#31	\$ 5,400
Pediatric Developmental Associates	10-03-91	NPA-Dev. Intervention	#32	\$ 28,320
Therapy West	05-23-94	NPA-Speech & Ot Services	#33	\$ 2,040
Therapy West	07-10-93	NPA-Speech & Ot Services	#34	\$ 4,080
Therapy West	02-10-97	NPA-Speech & Ot Services	#35	\$ 5,355
Therapy West	06-24-95	NPA-Speech & Ot Services	#36	\$ 2,550
Therapy West	07-17-92	NPA-Speech & Ot Services	#37	\$ 2,550
Therapy West	01-14-97	NPA-Speech & Ot Services	#38	\$ 2,040
Therapy West	08-20-94	NPA-Speech & Ot Services	#39	\$ 1,785
Therapy West	12-15-94	NPA-Speech & Ot Services	#40	\$ 1,785
Therapy West	12-15-91	NPA-Speech & Ot Services	#41	\$ 1,785
Therapy West	02-16-90	NPA-Speech & Ot Services	#42	\$ 1,785
Wayne Tashjian	08-14-93	NPA-Beh. Intervention	#43	\$ 53,400
Wayne Tashjian	10-20-92	NPA-Beh. Intervention	#44	\$ 38,940

Continuation of placement per Settlement approved Board of 5/17/01.	01-01-85	Continued Placement	SN#797-00	\$ 17,000
Continuation of placement per Settlement approved Board of 5/17/01.	05-05-87	Continued Placement	SN#2215-00	\$ 30,000

Amount Budgeted NPS/NPA	\$ 2,546,666
Encumbered/Expended as of 9/06/01	\$ 2,063,560
Total Amount for these Contracts	\$ 277,057
Balance	\$ 206,049

Instructional Consultants

2001-2002 Budget 01-65000-0-50010-11800-5802-043-1400

Instructional Consultant	Student DOB	Service Description	Contract Number	Cost Not to Ex
Advance Kids	Various	Instr.Consultant- Staff Development	#8	\$ 25,000
Can Do Kida, Inc.	03-29-98	Instr.Consultant- OT	#9	\$ 1,300
Susan Fosnot	05-06-94	Instr.Consultant- Speech/Language	#10	\$ 19,800
Sandra Green	02-03-97	Instr.Consultant- OT	#11	\$ 7,740
Kim Hiddleson	02-16-96	Instr.Consultant- Auditory-Verbal	#12	\$ 9,680
Aviva Maller	02-09-91	Instr.Consultant- Assistive Tech.	#13	\$ 400
Aviva Maller	08-20-83	Instr.Consultant- Assistive Tech.	#14	\$ 400
Bill Takeshita	04-08-93	Instr.Consultant- Vision Assessment	#15	\$ 2,400
Bill Takeshita	08-09-97	Instr.Consultant- Vision Assessment	#16	\$ 180
TheraCare, Inc.	11-18-92	Instr.Consultant- Speech Therapy	#17	\$ 18,720
School and Home	10-21-92	Instr.Consultant- Transportation	#18	\$ 12,130
School and Home	06-15-97	Instr.Consultant- Transportation	#19	\$ 12,130
Step by Step	01-24-97	Instr.Consultant- Behavior Interv.	#20	\$ 5,100
Step by Step	05-14-96	Instr.Consultant- Behavior Interv.	#21	\$ 1,080
Step by Step	09-19-96	Instr.Consultant- Behavior Interv.	#22	\$ 15,600
Step by Step	05-29-93	Instr.Consultant- Behavior Interv.	#23	\$ 7,200
Step by Step	03-24-98	Instr.Consultant- Behavior Interv.	#24	\$ 10,800

Amount Budgeted Instructional Consultants	\$ 280,000
Encumbered/Expended as of 9/06/01	\$ 203,800
Total Amount for this Contract	\$ 149,660
Balance	-\$ 73,460

NPS-Legal Fees
2001-2002 Budget 01-65000-0-50010-11800-5820-043-1400

Legal Contractor	Service Description	Contract Number	Cost Not to Exceed
Filarsky & Watt, LLP	Legal Services and consultation on a continuing due process case	#1	\$ 10,000
<u>Contract Increase</u>			
Amount Budgeted Instructional Consultants			\$ 100,000
Encumbered/Expended as of 9/06/01			\$ 61,000
Total Amount for this Contract			\$ 10,000
Balance			\$ 29,000

Note: A total of \$ 3,192,666 is budgeted for all Non-public School/Agency, Legal Fees and Case Settlement activities eventhough the Instructional Consultant account indicates a negative balance, a total final balance remains positive in the amount of \$ 427,589.

COMMENT: According to the Education Code SEC.21 Section 56342, prior to recommending a new or continued placement in a non-public, non-sectarian school, the Individualized Education Program (IEP) Team must submit the proposed recommendation to the local governing board for its review and recommendation regarding the cost of such placement.

The recommendation for these severely handicapped students are made by the District IEP Teams in accordance with State and Federal laws. The mandates of IDEA require non-public school services be provided at no expense to parents if there is not an appropriate public school program available. Funding to come from a SELPA-wide non-public school/non-public agency reserve account.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION MAJOR/ACTION

09/20/01

FROM: SUPERINTENDENT/JOSEPH N. QUARLES/RICK E. BAGLEY

RE: APPROVAL OF BUDGET ADJUSTMENT OF ADDITIONAL STAFFING AT
MALIBU MIDDLE/HIGH SCHOOL

RECOMMENDATION NO. A.23

It is recommended that the Board of Education approve a budget adjustment not to exceed \$55,048, to add one teacher to the Malibu Middle/High School staff for the 2001-02 school year.

Funding Information

Source: General Fund/Unrestricted
Budgeted: No
Account #: 01-00000-0-11100-100000-1110-010-1501
Description: Teacher Salaries

COMMENT: At the end of the 2000-01 school year, Malibu Middle/High School was staffed at 47.4 teachers out of the general fund. Revised enrollment projections in June indicated that Malibu Middle/High School would need 48.4 full time equivalents (FTEs) for the 2001-02 school year.

Staffing increases were authorized at that time and personnel were hired, bringing the school's general fund to 48.4 FTEs. A budget adjustment is needed to align the current budget with the staffing allocation.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES

ABSTENTIONS:

TO: BOARD OF EDUCATION

MAJOR/ACTION

09/20/01

FROM: SUPERINTENDENT/JOSEPH N. QUARLES/RICK E. BAGLEY

RE: APPROVAL OF BUDGET ADJUSTMENT OF ADDITIONAL
STAFFING AT
JUAN CABRILLO ELEMENTARY SCHOOL

RECOMMENDATION NO. A.24

It is recommended that the Board of Education approve a budget adjustment not to exceed \$55,048, to add one teacher to the Juan Cabrillo Elementary School staff for the 2001-02 school year.

Funding Information

Source: General Fund/Unrestricted

Budgeted: No

Account #: 01-00000-0-11100-100000-1110-017-1501

Description: Teacher Salaries

COMMENT: At the end of the 2000-01 school year, Juan Cabrillo Elementary School staffing was reduced by one full-time teacher, to 14.0 teachers in the general fund. This reduction was the result of enrollment projections, which at the time indicated Cabrillo would need fewer staff in 2001-02. Actual enrollment figures in late August indicate that Cabrillo has more students than projected, leaving all classes full with some resident students on a waiting list. As a result, Cabrillo will need 15.0 full time equivalents (FTEs) for the 2001-02 school year.

Staffing increases were authorized in late August and personnel were hired, bringing the school's general fund to 15.0 FTEs. A budget adjustment is needed to align the current budget with the staffing allocation.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION MAJOR/ACTION 09/20/01
FROM: SUPERINTENDENT/JOSEPH N. QUARLES/RICK E. BAGLEY
RE: APPROVAL OF BUDGET ADJUSTMENT OF ADDITIONAL STAFFING AT
SANTA MONICA HIGH SCHOOL

RECOMMENDATION NO. A.25

It is recommended that the Board of Education approve a budget adjustment not to exceed \$33,030, to add a 60% teacher to the Santa Monica High School staff for the 2001-02 school year.

Funding Information

Source: General Fund/Unrestricted
Budgeted: No
Account #: 01-00000-0-11100-100000-1110-015-1501
Description: Teacher Salaries

COMMENT: Due to high enrollment in English classes at Santa Monica High School, an additional three (3) classes are needed to meet the demand and maintain class sizes within proper limits.

MOTION MADE BY:
SECONDED BY:

STUDENT ADVISORY VOTE:
AYES:
NOES:
ABSTENTIONS:

TO: BOARD OF EDUCATION MAJOR/ACTION

09/20/01

FROM: SUPERINTENDENT/VIRGINIA I. HYATT/ KIRSTEN HIBERT/
MARK KELLEY

RE: AUTHORIZATION TO PURCHASE PLATO SOFTWARE FROM PLATO
LEARNING INC.

RECOMMENDATION NO. A.26

It is recommended that the Board of Education approve the purchase of Plato Software from Plato Learning Inc., in an amount not to exceed \$63,720.

Funding Information

Source: General Fund, Restricted
Currently Budgeted: Yes
Account Number: 01-71000-0-11100-10000-6400-015-4150
Description: Educational Technology/Digital High School

COMMENT: Three (3) software companies were evaluated for their strengths and weaknesses in assessing student achievement in the areas of language arts and math. The three programs evaluated included Nova Net, New Century Integrated Instructional Systems and Plato. Following is the analysis of the findings:

PLATO

Strengths

Content is aligned with California Content Standards, Stanford 9 Exam and High School Exit Exam

The PLATO system is flexible and modular, so it can be customized to meet the specific needs of our students and programs.

As an educator, there is an array of options that allows teachers to accurately place learners and track their progress toward goal achievement.

Weaknesses

Number of concurrent users we can purchase limits access.

Training will be required to teach both students and teachers how to use the system.

May not offer alignment with SAT.

Cost of Purchase: \$63,720

New Century Integrated Instructional System

Strengths

Lesson features such as realistic graphics, audio tutors, adaptive feedback and intelligent branching

adapt instruction to varied ability levels, learning styles, and language skills.

New Century Integrated Instructional System

Strengths - (con't)

With just a few clicks, teachers can provide appropriate standards based instruction to a single student or an entire group.

The management system gives teachers the detailed information needed to successfully individualize instruction.

Weaknesses

Not aligned with California Content Standards

Not aligned with Stanford 9 Exam

Not aligned with High School Exit Exam

Cost of Purchase: \$36,720

NOVA Net

Strengths

Nova NET is self-paced, interactive, and easy to use. Nova NET's interactive electronic curriculum offers thousands of hours of instruction in more than 100 subject areas.

Because instructors are actively engaged in the learning process, they may override the system at any point to modify the prescription, reassign pre-and post-tests, or advance students to the next unit.

Weaknesses

Not aligned with California Content Standards

Not aligned with Stanford 9 Exam

Not aligned with High School Exit Exam

Cost of Purchase: \$43,740

Upon thorough examination, Santa Monica High School staff determined that the Plato software was the best product for the school for the following reasons:

The PLATO system is flexible and modular, and can be customized to meet the specific needs of our students and programs. PLATO aligns their system with the High School Exit Exam, the Stanford 9 and the California State Content Standards. This system will not only provide an opportunity to help students in need of remediation, but it will also provide additional resources and challenging activities for advanced and gifted learners. PLATO assesses student skill levels to ensure that each learner is presented with appropriate individualized, challenging content. With the data reports produced by the system, teachers will be able to present the lessons that are most needed by their students. Teachers can also individualize a student's classroom experience with concrete data guiding their lesson-planning decisions. PLATO courseware is organized by curriculum,

course, module and lesson component. Client-defined learning structures, as well as client-installed courseware, software and off-line activities can be also be referenced and categorized for easy management. A sophisticated, yet easy-to-use search engine allows users to target appropriate courseware units for building learning structures based on subject or keywords.

Implementation will begin with the Language Arts sequence in 9th Grade English classes, especially with 9th Grade English Enrichment classes, as well as Sheltered English classes in all grade levels in order to help prepare students for the numerous standardized exams they will face, including the High School Exit Exam.

As the Digital High School grows, options are available to add more sequences in other subject areas, such as Mathematics, Science, Social Studies, Life Skills and Work Skills. Overall, it is a superior product that allows for customization, offering the widest range of appropriate materials from which our students can learn.

MOTION MADE BY:
SECONDED BY:

STUDENT ADVISORY VOTE:
AYES:
NOES:
ABSTENTIONS:

TO: BOARD OF EDUCATION ACTION

09/20/01

FROM: SUPERINTENDENT/VIRGINIA I. HYATT

RE: AUTHORIZATION TO AWARD UTILITY HOOK-UP FOR ST. ANNE'S
RELOCATABLE CLASSROOM-BID #02.03, TO GRAPH COMPANY

RECOMMENDATION NO. A.27

It is recommended that the Board of Education award Utility Hook-up, St. Anne's Relocatable Classroom-Bid #02.03 to Graph Company, in an amount not to exceed \$31,725.

Funding Information

Source: General Fund, Restricted
Account number: 01-30100-0-00000-85000-6200-035-1300
Description: State & Federal Projects/Title
I/Relocatable

COMMENT: Through the Title I program, funding is made available through the federal government to facilitate classroom instruction on private school property. These funds will reimburse to the District, all costs necessary to set up a classroom including relocatable classrooms, installation of utilities, furnishings and instructional materials. The Title I program requires the LEA (lead educational agency) to provide educational services in a non parochial environment for students qualified for the Title I program.

This bid award will allow utility hooked-up for the GE Modular relocatable classroom purchased and awarded under Recommendation A.24 on 8/16/01.

Nine (9) contractors were invited to bid, five (5) attended the job walk, and four (4) submitted bids as follows:

Graph Company	\$31,725
Bryden Electrical Inc.	\$45,024
Garcia Bentley Construction Inc.	\$46,813
Comet Electric, Inc.	\$76,316

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION DISCUSSION

09/20/01

FROM: SUPERINTENDENT/LISE REILLY/TONY DAH

RE: STANFORD 9 STUDENT ASSESSMENT - 1999-2001

DISCUSSION ITEM NO. D.1

This report addresses the results of the Stanford 9 (SAT9) tests administered in May of 1999, 2000, and 2001 to students in grades two through twelve.

Background Information

Established by Senate Bill 376 in 1997 and amended by Senate Bill 366 in 1999, the Standardized Testing and Reporting (STAR) Program requires that all public school districts in California administer a single standardized test, designated by the State Board of Education (SBE), to all students in grades 2 through 12.

In 2001, each district's administration window for the multiple-choice test is targeted for 85% of the instructional year. All students must be tested during the 21-day period that includes the 10 days before and after that date that marks 85% of scheduled instructional days for the 2000-2001 school year. All make-up testing must be completed during that 21-day testing window as well.

The STAR test consists of three components:

- The Stanford 9 Achievement test
- California Content Standards test
- California Writing Standards test (for Grades 4 and 7 only in 2001)

Students in grades 2 through 8 must be tested in the basic skills of reading, spelling, written expression, and mathematics. Students in grades 9-11, must be tested in reading, writing, mathematics, history-social science, and science. The Stanford 9 and California Content Standards tests are included in the STAR multiple-choice test booklets, except for mathematics content standards in Grade 8 through 11 and science content standards in Grade 9 through 11, where separate test booklets are used to administer the additional mathematics and science questions. The California Writing Standards Tests for Grades 4 and 7 are also in separate booklets, and those booklets also provide pages on which students must write their responses.

PLEASE NOTE: Ancillary materials have been sent to the Board under separate cover and are available for public review at the Office of the Superintendent of Schools.

TO: BOARD OF EDUCATION DISCUSSION 9/20/01
FROM: SUPERINTENDENT/LISE REILLY/KIRSTIN HIBERT/MARK KELLY
RE: SANTA MONICA HIGH SCHOOL SMALLER LEARNING COMMUNITIES
GRANT UPDATE

DISCUSSION ITEM NO. D.2

Santa Monica High School staff will present an overview of the activities that took place during the 2000-01 school year as a result of the implementation of a Smaller Learning Communities Planning Grant received from the United States Department of Education.

Background

The United States Department of Education awarded Santa Monica High School a Smaller Learning Communities Planning Grant for the 2000-01 school year. The Smaller Learning Communities Grant program was developed to support large high schools' efforts to create mechanisms and structures that foster personalized learning environments for students. It provides funding for school communities to engage in a year of extensive collaborative research and planning.

Comment

During the 2000-01 school year, Santa Monica High School parents, students, and staff participated in a multifaceted planning process. A task force that consisted of representatives from the various constituency groups worked with site administration, the Smaller Learning Community Coordinator guided the distribution and analysis of a survey to determine specific needs. Results were shared with the broader community in August 2001. Currently a three year implementation grant is being explored.

PLEASE NOTE: An oral presentation will be made at the meeting. Materials relative to that presentation will be distributed to all participants at the meeting and will be available following the meeting in the Office of Educational Services.

TO: BOARD OF EDUCATION DISCUSSION 09/20/01
FROM: SUPERINTENDENT/LISE REILLY/TONY DAHL
RE: ALTERNATIVE SCHOOLS ACCOUNTABILITY MODEL (ASAM)

DISCUSSION ITEM NO. D.3

This report addresses the ASAM model, selection of indicators, data collection, and Reporting in School Year 2001-2002.

Background Information

School year 2001-2002 initiates California's new Alternative Schools Accountability Model (ASAM). Olympic School will be held accountable through this model to collect and report data on STAR testing (SAT9 and Standards Test) and on two additional indicators of student progress selected from a list of indicators approved by the State Board of Education (SBE).

Process

There are three critical elements to this process:

1. **Selection of School Performance Indicators**
Performance indicators for schools participating in the ASAM must be formally adopted by the BOE and submitted to the California Department of Education (CDE) on the attached indicator Section Forms by October 1, 2001.
2. **Collection of School Performance Data**
Collection of performance data supporting the selected indicators must be initiated by the first day of the 2001-2002 school year.
3. **Reporting of School Performance Data**
First-year baseline reports summarizing the data collected during the period from July 1, 2001 through June 30, 2002 must be submitted to CDE by July 31, 2002.

Timeline

1. Board of Education discussion of ASAM indicators and process: September 20, 2001
2. Board of Education adoption of ASAM indicators and process: October 4, 2001
3. Further development of ASAM - October through January, 2001-2002
4. Data Collection : August 2001 - June 2002
5. End-of-year reporting: July, 2002

TO: BOARD OF EDUCATION DISCUSSION

9/20/01

FROM: SUPERINTENDENT/ JOHN J. SLISS

RE: PERSONNEL COMMISSIONER TERM OF OFFICE

DISCUSSION ITEM NO D.4

It is recommended that the Board of Education discuss the appointment process for a vacancy on the Santa Monica-Malibu Unified School Districts' Personnel Commission on December 1, 2001.

BACKGROUND:

Personnel Commissioner Adam Blumenstein does not wish to be reappointed to the Santa Monica-Malibu Unified School Districts' Personnel Commission. The Superintendent of Public Instruction has provided guidelines and procedures for making recommendations for appointment. Attached are the Nominating and Appointment procedures from the Superintendent of Public Instruction.

TO: BOARD OF EDUCATION INFORMATION

09/20/01

FROM: SUPERINTENDENT

RE: BASIC TEXTBOOKS TO BE ADOPTED

INFORMATIONAL COMMUNICATION NO. I.1

It is recommended that the following textbook(s) be adopted for use in the Santa Monica-Malibu Unified School District. The Board will take action to adopt these books at the next Board of Education meeting.

COMMENT: In accordance with the Board of Education policy, the textbook(s) listed below will be on public display for the next two weeks in the Educational Services Department at 1638 17th Street, Santa Monica, CA 90405.

CLEOPATRA VII, Daughter Of The Nile, written by Kristiana Gregory, copyright1999, English, Grade 6, Requested for adoption by Cristina de Jesus at Lincoln Middle School, BASIC

TO: BOARD OF EDUCATION INFORMATION

09/20/01

FROM: SUPERINTENDENT

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