

TO: BOARD OF EDUCATION

ACTION
01/30/03

FROM: JOHN E. DEASY

RE: APPROVAL OF MINUTES

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:

ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/30/03

FROM: JOHN E. DEASY

RE: BASIC/SUPPLEMENTAL TEXTBOOKS TO BE ADOPTED

RECOMMENDATION NO. A 2

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 have been on public display for the past two weeks in the Educational Services Department at 1638 17th Street, Santa Monica, CA 90405.

THE READERS HANDBOOK: A STUDENT GUIDE FOR READING AND LEARNING, by Laura Robb, Ronald Klemp, and Wendell Schwartz, Grade 6-8 English and Reading, Monique Kiehm requesting adoption from Lincoln, SUPPLEMENTAL

THE STREET, by Ann Petry, Grade 12, Harlem Renaissance, La Sonja Roberts requesting adoption from Samohi, SUPPLEMENTAL

THE NEW NEGRO, by Alain Locke, Grade 12, Harlem Renaissance, La Sonja Roberts requesting adoption from Samohi, SUPPLEMENTAL

CANE, by Jean Toomer, Grade 12 Harlem Renaissance, La Sonja Roberts requesting adoption from Samohi, SUPPLEMENTAL

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION
01/30/03

FROM: SUPERINTENDENT

RE: OVERNIGHT FIELD TRIP (S) 2002-03

RECOMMENDATION NO. A.3

It is recommended that the Board of Education approve the special field trip (s) listed below for students for the 2002-2003 school year. No child will be denied due to financial hardship.

<u>School Grade # of Student s</u>	<u>Destinati on Dates</u>	<u>Principal Teacher</u>	<u>Cost / Paid for</u>	<u>Subject</u>	<u>Purpose of Trip</u>
Point Dume Grade 5 60 students going on trip	Reuben H. Fleet Museum & Sea World 03/27/03 to 03/28/03	Chi Yong Kelley Didion	\$185.00 per student paid for by sponsors and donations	Science	This trips purpose is to observe a variety of marine life under various conditions.
Cabrillo Grade 5 45 students going on trip	Catalina 03/10/03 to 03/12/03	Pat Cairns Staci Erlandson	\$210.00 per student paid for by parents	Science	As part of the Oceanography Club, students will visit the Catalina Island Marine Institution for snorkeling, lab, science curriculum, while whale watching and hiking

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION

CONSENT/ACTION

1/30/03

FROM: JOHN E. DEASY

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 2002/2003 budget.

Contractor/Contract Dates	Description	Site	Funding
Luis Rodriguez April 15, 2003 Cost: Not to exceed \$3,000	To provide speech lessons to High School English classes	Samo	Ed Foundation 01-90820-0-11100- 1000-5802-015- 4150

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/23/03

FROM: JOHN DEASY/STEVE CANNELL

RE: APPROVAL OF 2002-2003 CONSOLIDATED APPLICATION FOR
FUNDING CATEGORICAL AID PROGRAMS (PART II)

RECOMMENDATION NO. A.5

It is recommended that the Board of Education approve the 2002
2003 Consolidated Application for Funding Categorical Aid
Programs (Part II).

COMMENT: The Consolidated Application Part II is a document that
is submitted to the California State Department of Education each
year by all school districts that receive funding for categorical
programs. Based on the statistical information in Part I of the
Consolidated Application, the state allocates categorical funding
to school districts.

Part II of the Consolidated Application for Funding Categorical
Aid Programs contains our district's information related to
entitlements, allocations, and number of participants in special
programs. Expenditures of most categorical aid is legally
restricted to its particular purpose. In part, The funding from
the application is used to provide the resources necessary to
implement the schools' work as outlined in the School Plan.

A copy of the grant application is on file in the Educational
Services Department.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/30/03

FROM: KENNETH R. BAILEY/ VIRGINIA I.HYATT

RE: APPROVAL OF PURCHASE ORDERS

RECOMMENDATION NO. A.6

It is recommended that the Board of Education approve the following Purchase Orders and Changed Purchase Orders from January 15, 2002, through January 17, 2002, for fiscal year 2002/03.

AGENDA

NOTE: The Purchase Order list is not available in the electronic agenda. It is printed in the published agenda. It is available for public review in the Office of the Superintendent and as part of the public copies of the agenda, which are available at the meeting.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/30/03

FROM: JOHN E. DEASY/KENNETH R. BAILEY

RE: ADOPT RESOLUTION NUMBER 02-10 - DESIGNATION OF
APPLICANT'S AGENT RESOLUTION FORM FOR THE GOVERNOR'S
OFFICE OF EMERGENCY SERVICES

RECOMMENDATION NO. A.7

It is recommended that the Board of Education adopt the attached Resolution Number 02-10 - Designation of Applicant's Agent Resolution for the Governor's Office of Emergency Services.

COMMENTS: The Governor's Office of Emergency Services (OES) sent the District the attached Resolution as part of its documentation requirements to identify authorized agents by title instead of name. The District had previously submitted its Certification of Authorized Signatures to OES, which was approved by the Board at its December 12, 2002 meeting (Item A.26). However, OES requires the attached Resolution to be approved by the Board. This Resolution will be kept on file and will be utilized for both State and Federal disaster assistance.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

**DESIGNATION OF
APPLICANT'S AGENT RESOLUTION**

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE SANTA MONICA-MALIBU
UNIFIED SCHOOL DISTRICT THAT
THE SUPERINTENDENT, OR
THE ASSISTANT SUPERINTENDENT OF FISCAL AND BUSINESS SERVICES,

is hereby authorized to execute for and in behalf of the Santa Monica-Malibu Unified School District, a public entity established under the laws of the State of California, this application and to file it in the Office of Emergency Services for the purpose of obtaining certain federal financial assistance under P.L. 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

THAT the Santa Monica-Malibu Unified School District, a public entity established under the laws of the State of California, hereby authorizes its agent(s) to provide to the State Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.

Passed and approved this 30th day of January, 2003.

Emily Bloomfield, Board Member

Julia Brownley, Board Member

Oscar de la Torre, Board Member

J. J. Escarce, Board Member

Mike Jordan, Board Member

Shane McCloud, Board Member

CERTIFICATION

I, Maria Leon-Vazquez, duly appointed and President of the Board of Education of the Santa Monica-Malibu Unified School District, do hereby certify that the above is a true and correct copy of a resolution passed and approved by the Board of Education of the Santa Monica-Malibu Unified School District on the 30th day of January, 2003.

Date: January 30, 2003

President of the Board of Education

TO: BOARD OF EDUCATION

ACTION/MAJOR

01-30-03

FROM: JOHN E. DEASY/ PEGGY HARRIS/ LAUREL SCHMIDT

RE: EXPULSION OF STUDENT (B/D 01-13-90)

RECOMMENDATION NO. A.8

It is recommended that the Board of Education expel student (B/D 01-13-90).

COMMENT: The Principal of Lincoln Middle School recommended the expulsion based on the student's violations of Education Code Sections 48900(a)(1), 48900(b), 48900(m) and 48915(2):

"Caused, attempted to cause, or threatened to cause physical injury to another person."
Education Code 48900(a)(1),

"Possessed, sold, or otherwise furnished any firearm, knife, or explosive, or dangerous object."
Education Code 48900(b),

"Possessed an imitation firearm."
Education Code 48900(m),

"Possession of any knife, explosive, or other dangerous Object of no reasonable use to the pupil."
Education Code 48915(2).

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE: N/A

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION ACTION/MAJOR
01-30-03

FROM: JOHN E. DEASY/JOSEPH N. QUARLES/ KENNETH R. BAILEY/
RICK BAGLEY

RE: APPROVAL OF RESOLUTIONS RELATIVE TO STAFF LAYOFFS,
SUPPLEMENTAL AND INFORMATIONAL ITEMS

RECOMMENDATION NO. A.9

It is recommended that the Board of Education receive the following information and take action as indicated.

It is specified that in adopting Recommendation A.9, this mega item, there is no implication that any of the subsequent items are adopted. It is implicitly stated that each action item will be passed separately.

- A.9.a General Memorandum from Kenneth R. Bailey,
Chief Financial Officer (Information)
- A.9.b Memorandum from Superintendent John E. Deasy:
Decision-Making Process from Reduction of Services
2003-04 School Year (Information)
- A.9.c Memorandum from Superintendent John E. Deasy:
Reduction or Discontinuance of Particular Kinds of
Services ("Layoff") (Information)
- A.9.d Adoption of Resolution Number 02-11: Release and
Reassignment of Certificated Administrative
Employees (Action)
- A.9.e Adoption of Resolution Number 02-12: Release and
Reassignment of Certificated Administrative
Employees (Action)
- A.9.f Adoption of Resolution Number 02-13: Reduction or
Discontinuance of Particular Kinds of Service/CSR
(Action)
- A.9.g Adoption of Resolution Number 02-14: Reduction or
Discontinuance of Particular Kinds of Service/
Music/Nurses (Action)
- A.9.h Adoption of Resolution Number 02-15: Reduction or
Discontinuance of Particular Kinds of Service/

Categorical Programs (Action)

- A.9.i Adoption of Resolution Number 02-16: Determination of Seniority Among Certificated Employees with the Same Seniority Date ("Tie-Breaker" Resolution) (Action)
- A.9.j Adoption of Resolution Number 02-17: Reduction or Discontinuance of Particular Kinds of Classified Services (Action)
- A.9.k Time Line of Activities Related to Reducing or Eliminating Certificated Services (Discussion)
- A.9.l Governor's Mid-Year Budget Proposal (Discussion)
- A.9.m Possible Options for Early Retirement (Discussion)

COMMENT: The combining of Action, Discussion and Informational items into one large, very specific item is seen as conducive to better understanding of the whole fiscal picture and technical ease in grappling with the disastrous decisions being placed before the Board.

There are no words that can begin to express the deep concern and sincere regret that the Superintendent experiences in recommending these extremely difficult decisions.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE: N/A

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION

DISCUSSION

01/30/03

FROM: JOHN E. DEASY/KENNETH R. BAILEY

RE: PROPOSED BUDGET REDUCTIONS

ITEM NO. A.9.a

Governor Gray Davis' fifth State Budget announcement was sober and shocking. His proposed budget calls for major budget reductions and tax increases to address a \$34.6 billion State Budget shortfall. For the second year in a row, schools are facing a mid-year budget cut, current year cut of \$2.7 billion. The proposed 2003-04 State Budget would bring to \$4.8 billion, the amount that schools would lose in revenue over an 18-month period.

The specifics of the Governor's Budget proposals are:

,	2002-03 Revenue Limit reductions	2.15%
,	2002-03 categorical reductions	3.66%
,	2002-03 additional categorical cut	7.46%
,	2003-04 additional categorical cut	1.28%
,	A Block Grant proposal, combining 64	
	categoricals into one unrestricted grant	
,	Suspension of reimbursements for	
	Mandated Cost Claims	

The effects of the Governor's Proposed Budget reduction and the current condition of our own financials leads us to believe that the District is facing a \$12 million shortfall for 2003-04. As a result, staff is proposing a similar amount of budget cuts for the Board's consideration. The recommendation is to make the following cuts:

,	Administrative Staff	12.00 FTEs	\$ 1,372,519
,	Certificated Staff	102.87 FTEs	\$ 6,721,663
,	Classified Staff	56.17 FTEs	\$ 3,242,522
,	Program & Service Reductions	35.73 FTEs	\$ 1,421,496
,	Contracted Services		<u>\$ 998,259</u>
	Total:	206.77 FTEs	\$13,756,459

In addition to these proposed cuts, the District has already implemented a freeze in hiring and a freeze on purchasing. Supplemental salaries have been curtailed and special service contracts are being reviewed to see which can be terminated or not renewed. Fees have been increased for both transportation and food service. Energy conservation is encouraged and the

District's energy conservation plan is being implemented.
Capital expenditure outlays have been deferred.

As we prepare for the implementation of the proposed State Budget reductions, there are still other preparations that need to be made:

- A. Prepare for a campaign for a Parcel Tax election
- B. Prepare for layoffs and establish a seniority list
- C. Prepare to negotiate the conditions of a layoff
- D. Plan to increase class sizes
- E. Develop school site staffing ratios
- F. Review categorical program budgets
- G. Complete analysis of all budgets that require Local General Fund Contribution (LGFC)
- H. Reorganize Educational Services Department
- I. Investigate retirement incentives
- J. Do a re-enrollment for Health Benefits
- K. Review efficiency of operations

Changes to these proposals are inevitable as our plan will be effected directly by legislative action. We hope for more flexibility by having the legislature change Education Code requirements by easing the General Fund Reserve for Economic Uncertainties requirements, easing the cap on K-3 class size reduction, easing the expenditure requirements for the restricted maintenance account, eliminating supplemental retirement contribution and removing the requirements of unfunded mandates. These options would give us more flexibility to develop a balanced budget for 2003-04.

Administration

Staff recommends that the Board consider a reduction of service in the following areas of administration:

, Assistant Supt, Student Services	1 FTE
, Director Assessment	1 FTE
, Director Professional Dev	1 FTE
, Director Curriculum	1 FTE
, Director Personnel Commission	1 FTE
, Coordinator of Fine Arts	1 FTE
, Coordinator of PE/Health	1 FTE
, Coordinator Biling/Language	1 FTE
, Fiscal Services Supervisor	1 FTE
, Elem. School Principal	1 FTE
, Elem School Asst. Principal	<u>2 FTEs</u>

Total Administrative Reductions	12 FTEs	<u>\$1,372,519</u>
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Certificated Staff

Staff recommends that the Board consider a reduction of service in the following areas of certificated staffing:

New Staffing Ratio			
,	Samohi	37:1	15 FTEs
,	Malibu H.S.	37:1	10 FTEs
,	John Adams	35:1	10 FTEs
,	Lincoln	35:1	10 FTEs
,	Elementary	30:1	<u>21 FTEs</u>
	(K-2 20:1)		66 FTEs
			\$4,074,368
,	School Nurses	5.2 FTEs	339,956
		(of 10.7)	
,	<u>All</u> Elementary Instrumental Music Teachers	6.67 FTE	503,868
,	Various Categorical Positions	<u>25.00 FTEs</u>	<u>1,803,471</u>
Total Certificated Reductions 102.87 FTE			<u>\$6,721,663</u>

Classified Staffing Reductions

Staff recommends that the Board consider a reduction in service in the following areas of classified services: (the staff ratio was determined by reducing departments by 20%)

Departments:

,	Custodians	11.81 FTE	
,	Facilities	4.00 FTE	
,	Grounds	3.00 FTE	
,	Purchasing	2.00 FTE	
,	Fiscal	3.00 FTE	
,	Computer Services	2.00 FTE	
,	Personnel Commission	1.00 FTE	
,	Superintendent's Office	.25 FTE	
,	Personnel, Certificated	1.00 FTE	
,	Education Services	2.00 FTE	
,	Student Services	<u>1.00 FTE</u>	
		31.06 FTEs	\$1,952,669

Classified Positions:

,	Senior Admin. Asst.	2.0 FTE	
,	Admin. Asst.	5.0 FTE	
,	Senior Office Specialist	8.0 FTE	
,	Instructional Aides Classroom	1.87 FTE	
,	Staff on Special Assign.	1.0 FTE	
,	Community Liaisons	2.0 FTE	
,	Career Center Specialist	1.0 FTE	
,	Computer/AV Technician	3.0 FTE	
,	Textbook Coordinator	1.0 FTE	
,	Cafeteria Worker	<u>.25 FTE</u>	
		25.12 FTEs	\$1,289,853
Total Classified Staffing Reductions Pgm. & Salaries			<u>\$3,242,522</u>
56.18 FTEs			

Programs and Services

Staff recommends that the Board consider the elimination of the following programs and services:

,	Elementary Library Coordinators	9.00 FTE	
,	Middle School Library Asst.	1.38 FTE	
,	High School Library Asst.	2.00 FTE	
,	PE Aides/PE Specialist	10.88 FTE	
,	Music Aides/Accompanist	5.19 FTE	
,	MS/HS Athletic Support	<u>7.28 FTE</u>	
	Total	35.73 FTEs	\$1,421,496

Special Services Contracts

Staff recommends that the Board consider the elimination of the current special services contracts now in force, and consider a reduction in contracts with independent contractors.

,	Contracts with certificated personnel	6	\$64,474
,	Contracts with non-certificated personnel	<u>18</u>	<u>766,430</u>
	Total Special Services Contracts	24	\$830,904
,	Miscellaneous Independent Contractor Contracts		<u>\$167,353</u>
	Total		\$998,257
	GRAND TOTALS	206.77 FTEs	<u>\$13,756,459</u>

ITEM NO. A.9.b

DATE: JANUARY 24, 2003

TO: THE BOARD OF EDUCATION

FROM: JOHN DEASY

RE: DECISION MAKING PROCESS FOR REDUCTION OF SERVICES 2003-04
SCHOOL

As you begin to undertake the difficult task of making decisions to cut District services for the 2003-04 school year in response to the nearly twelve million dollar budgetary shortfall, it is clear that an explicit process that guides decision making is necessary. I believe that a well-conceived comprehensive plan enables you as the custodians of the District to be as *systematic and just* as is humanly possible, given the immensity of the responsibility that lies before you. In the September 2002 message that I published on the District's web page, I referenced how we as a country actually grew stronger after having confronted our individual and collective fears in the aftermath of the events of 9/11. Likewise, it is my hope that we as a District are able to face our fears and emerge stronger and more committed to those fundamental ideals we hold at the core of our institution as we work through the decision making process. In order to accomplish this work I propose the following:

- I. The Board utilizes its expressed commitment to extraordinary achievement for all, closing the achievement gap, and equity and access as the organizing principles through which all decisions are screened.** The many programs and services that the District currently offer each have constituents and each possess desirability and value to some students and families. However given the scarcity of financial resources, I propose that it is our obligation as a District to first protect those services that promote the core work of the District.
- II. The Board listens the community to obtain extensive input.** Invariably the decisions related to cuts will impact every family in the District. Therefore, the opportunity for the public to share with you information related to those cuts is a vital component of your ability to make fully informed decisions. Additionally, such an opportunity, coupled with the wide spread understanding of the process, has the potential of engendering in the community a sense of credibility and fairness in the decision making process.
- III. The Board examines all proposed cuts and reductions and creates prioritized lists for both elimination, and in the event of available funding, restoration of services.**

Once the Board has screened all proposed cuts and established the items' connection to the organizing principles, it is important to determine an order or ranking of the items' relationship to the principles. This is an extremely necessary step when attempting to systematically distribute finite fiscal resources. To aid in that process the following guiding questions may be useful:

- How directly does this service impact our ability to accomplish the core work expressed in the organizing principles of extraordinary achievement, closing the achievement gap, and equity and access? (Directly, indirectly, not at all)
- Will there be other resources available to fill in the services provided by this proposed cut? (Complete coverage, partial coverage, no coverage)
- Which populations are most impacted by this cut?
- Are there contractual concessions that could be made to ameliorate or lessen this cut?

Based on analyzing each proposed cut in this manner, it is possible to make prioritized lists for reduction and, it is hoped, restoration in a systematic way that reflects our beliefs as a District.

Following is a matrix that can be utilized in your deliberations:

	Degree of Impact			Other Resources			Population Most Impacted	Contractual Concessions Needed *
	Directly	Indirectly	Not At All	Complete Coverage	Partial Coverage	No Coverage	(fill-in)	(fill-in)
Proposed Cut 1								
Proposed Cut 2								
Proposed Cut 3								
Etc.								

* e.g., An adjustment in the teachers contract that would allow Kdgn teachers to work in 3rd grade classrooms at the end of their instructional day, should grade 3 class size increase.

I strongly recommend that you adopt this process, and that it be communicated widely to the public. Establishing a sense of trust and confidence in the Board to be systematic and fair is imperative as you embark on the upcoming phase of cutbacks.

ITEM NO. 9.A.c

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
Office of the Superintendent

January 24, 2003

TO: Members of the Board of Education

FROM: John E. Deasy, Superintendent

RE: Reduction or Discontinuance of Particular Kinds of
Certificated Services ("Layoff")

As a result of the current fiscal situation in California, school districts throughout our State are coming to face the reality that reductions in existing staff will need to occur for 2003-04. In our own case, the prospect of 2003-04 budget reductions in excess of \$11 million leaves us with no alternative but to find ways to significantly reduce our existing workforce. With respect to certificated employees, we have prepared a series of Resolutions for the Board meeting of January 30, 2003, which will begin the process of reducing or discontinuing particular kinds of certificated services ("layoff") effective next school year. The purpose of this memo is to brief you on this process.

First, please be aware that the process of conducting layoffs is not only psychologically and emotionally difficult, but technically, legally and procedurally complex. With respect to the technical aspects of the process, staff is working closely with our legal counsel throughout each step. At the same time, the very real and human aspects of conducting a layoff of this magnitude are coming sharply into focus. Our Human Resources Department has made it the highest priority to treat each individual with the utmost care, respect and dignity.

The legal phrase used to describe "layoff" is "reduction or discontinuance of particular kinds of certificated services". In that regard, we are placing before you three separate Resolutions pertaining to certificated (non-management) employees, which each have a separate and distinct approach to the reduction or discontinuance of services.

The first Resolution involves a reduction of teaching services at all levels, which is made possible by increasing the ratios at which certain grades and/or levels are staffed. Specifically, we will be recommending the following:

1. Increase in class sizes at 3rd grade from 20:1 to 30:1. The result of this increase is that we estimate a reduction of approximately 20 FTE from our overall elementary teacher workforce.
2. At the middle school level, we are recommending an increase in the staffing ratio from 30:1 to 35:1. We are also recommending the elimination of 8th grade class size reduction in English and math. The result will be an overall reduction in teaching staff of approximately 25 FTE at the middle school level.
3. Finally, at the high school level we are recommending an increase in staffing ratio from 30:1 at Malibu HS and 33:1 at SAMOHI, to 37:1 at both sites. We are also recommending elimination of 9th grade class size reduction in English and math, as well as placing a cap (six courses max) on the number of courses a student may take during any one semester. The result will be an overall reduction in teaching staff of approximately 20 FTE at the high school level.

In all, we estimate a certificated staffing reduction of approximately 65 teachers as a result of increasing student/teacher ratios in various grades and/or levels.

The second Resolution on the January 30th agenda deals specifically with the reduction or discontinuance of particular kinds of services which are not associated with increases in class sizes. These are reductions or eliminations of direct services provided to students by specialized support and/or instructional staff. Specifically, we are recommending the following:

1. Reduction of school nursing services from the current level of 10.7 FTE to 5.5 FTE. Total reduction in nursing services would be 5.2 FTE.
2. Discontinuance of the elementary instrumental music program, which would be a reduction of 6.67 FTE.

In total, this Resolution would reduce certificated services by 11.87 FTE.

The third and final Resolution on the January 30th agenda will involve a potential reduction of services in categorically funded programs (excluding special ed and CDS). This Resolution is the result of our State's new funding structure around it's 64 categorical programs which up through this year, each have separate funding as well as separate rules, regulations and procedures. For 2003-04 and beyond, the Governor is proposing that all funding for categorical programs be bundled ("blocked")

together and distributed to school districts in the form of a single "block grant". The concept is to allow Boards of Education to determine how funds are to be allocated among their existing categorical programs. Since we do not yet know how we will elect to allocate the funds among categorical programs in SMMUSD, we are preparing to reduce or discontinue all categorical programs as strictly a precautionary measure. In all, we could reduce categorical services by up to 30.4667 FTE.

In total, we are recommending a maximum reduction of certificated staffing that totals just over 97 FTE. Of that, nearly 72 FTE (73.8%) comes from the general fund.

Once you have taken action with respect to the three Resolutions, staff must begin the process of translating FTEs into people. That process is very technically involved but must be completed by March 15th. First, staff will reduce the target number of FTEs by identifying those employees who have been hired on temporary contracts. Temporary employees serve at the "will of the board" and have each signed contracts that clearly indicate their services to the district will end on the last day of school in June. Next, we will identify those probationary teachers who are being recommended for non re-election. These would be probationary teachers in their first or second year, whose principals have recommended for non re-election during 2003-04. Finally, staff will reduce the target FTEs by a factor which takes into consideration the natural attrition of employees. In past years we have experienced teacher turnover well above 80 teachers per year. Though we do not anticipate such a large number in the current job market, there will be some natural turnover. We will calculate a conservative figure for attrition and use that to further reduce our target FTEs.

The remaining FTEs will need to be converted into actual certificated employee names and positions for purposes of layoff. Staff will then go through a process of identifying individual employees for layoff, using a seniority list that is sorted by

the date each employee first rendered service in a probationary position. In the event two or more employees have the same date of first probationary service, we will need to apply specific criterion for "breaking the tie". A fourth Resolution has been placed on the January 30th agenda, which gives specific direction to staff relative to determining seniority in such instances.

On the final Board agenda for February (2/20/03) and the first meeting in March (3/6/03), staff will be presenting you with the list of employees recommended for layoff. By that time, each employee will also have received notice of the pending Board action. Final action with respect to layoff must take place by March 15, 2003. After that date, each individual employee who has been noticed of possible layoff will have an opportunity to schedule a hearing before an administrative law judge. The purposes of the hearing would be to verify the employee was correctly identified for layoff based on his/her place on the seniority list and to verify the employee has received timely notice. All hearings will be concluded and final decisions rendered, by May 1, 2003.

On or before May 7, 2003, the Board will need to take final action relative to layoff of certificated (non management) employees. After action has been taken, employees receive their final notification that layoff will actually occur.

It is important to remember that March 15th is a critical date with respect to this process. Once that date has passed, we will not be able to go back and add FTEs to the list for potential reduction or discontinuance of services. We can however, always reduce the number of FTEs scheduled for reduction.

After a layoff has taken place, employees go on a 39 month employment list, meaning that if a vacant position becomes available we will first try to re-hire those persons on the list who are qualified for the position vacated. Our hope is that over the next 39 months, we would be able to bring as many of our employees back as possible.

As you can see, this will be a lengthy and complex process, with many details to address along the way. Most important however, will be our sensitivity and support for those employees who will lose their positions in the district. Our staff and community worked very hard to bring these people to us and we are deeply saddened at the prospect of losing them.

TO: BOARD OF EDUCATION

ACTION/MAJOR

01/30/03

FROM: JOHN E. DEASY/JOSEPH N. QUARLES/RICK BAGLEY

RE: ADOPTION OF RESOLUTION NUMBER 02-11: RELEASE AND
REASSIGNMENT OF CERTIFICATED ADMINISTRATIVE EMPLOYEES

ITEM NO. A.9.d

It is recommended that the Board of Education adopt Resolution
Number 20-11: RELEASE AND REASSIGNMENT OF CERTIFICATED
ADMINISTRATIVE EMPLOYEES

MOTION MADE BY:

SECONDED BY:

AYES:

NOES:

ABSTENTIONS:

RESOLUTION NUMBER 02-11

**RELEASE AND REASSIGNMENT OF
CERTIFICATED ADMINISTRATIVE EMPLOYEES**

BE IT RESOLVED that the Board of Education has determined that the following certificated administrative employees shall be released from their administrative positions and because these certificated employees have not attained permanency in any other position, the Superintendent or his designee is hereby authorized to give written notice that their employment in the District will end effective June 30, 2003 pursuant to California Education Code section §44951.

Employee 013003-1153
Employee 013003-6724
Employee 013003-8979
Employee 013003-4842

APPROVED, this 30th day of January, 2003, by the Board of Education of the Santa Monica-Malibu Unified School District.

President

Vice President

Member

Member

Member

Member

Member

TO: BOARD OF EDUCATION

ACTION/MAJOR

01/30/03

FROM: JOHN E. DEASY/JOSEPH N. QUARLES/RICK BAGLEY

RE: ADOPTION OF RESOLUTION NUMBER 02-12: RELEASE AND
REASSIGNMENT OF CERTIFICATED ADMINISTRATIVE EMPLOYEES

ITEM NO. A.9.e

It is recommended that the Board of Education adopt the
Resolution Number 02-12: RELEASE AND REASSIGNMENT OF CERTIFICATED
ADMINISTRATIVE EMPLOYEES.

MOTION MADE BY:

SECONDED BY:

AYES:

NOES:

ABSTENTIONS:

RESOLUTION NUMBER 02-12

**RELEASE AND REASSIGNMENT OF
CERTIFICATED ADMINISTRATIVE EMPLOYEES**

BE IT RESOLVED that the Board of Education has determined that the following certificated administrative employees shall be released from their administrative positions and reassigned at the end of the 2002-03 school year. The Superintendent or his designee is hereby authorized to give written notice of this action pursuant to California Education Code section §44951.

Employee 013003-4715
Employee 013003-4989
Employee 013003-9854
Employee 013003-1971
Employee 013003-8200

APPROVED, this 30th day of January, 2003, by the Board of Education of the Santa Monica-Malibu Unified School District.

President

Vice President

Member

Member

Member

Member

Member

TO: BOARD OF EDUCATION

ACTION/MAJOR

01/30/03

FROM: JOHN E. DEASY/JOSEPH N. QUARLES/RICK BAGLEY

RE: ADOPTION OF RESOLUTION NUMBER 02-13: REDUCTION OR DISCONTINUANCE OF PARTICULAR KINDS OF SERVICE

ITEM NO. A.9f

It is recommended that the Board of Education adopt Resolution Number 02-13: REDUCTION OR DISCONTINUANCE OF PARTICULAR KINDS OF SERVICE

COMMENT: The Superintendent is recommending to the Board of Education that it discuss and take action on this proposed resolution reducing or discontinuing particular kinds of certificated services.

In order to meet notification deadlines for certificated personnel, the Board must act to direct the Superintendent or designee to determine which employees are to receive notice of layoff as a result of the reduction or discontinuance of particular kinds of service(s). The Superintendent or designee will follow applicable Education Codes and Board Policies in issuing appropriate notices to specific personnel on or before March 15, 2003.

This Resolution relates to the reduction or discontinuance of teaching services provided at the elementary, middle and high school levels throughout the district and is the result of increasing class sizes at specific levels. Staffing ratios for purposes of reducing or discontinuing these services are as follows:

	Current 2002-03	2003-04
K-2	20:1	20:1
3rd	20:1	30:1
4-5	30:1	30:1
6-8	30:1	35:1
Malibu HS	30:1	37:1
SAMOH	33:1	37:1

MOTION MADE BY:

SECONDED BY:

AYES:

NOES:

ABSTENTIONS:

**BEFORE THE GOVERNING BOARD OF THE
SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
COUNTY OF LOS ANGELES, STATE OF CALIFORNIA**

RESOLUTION NUMBER 02-13

REDUCTION OR DISCONTINUANCE OF PARTICULAR KINDS OF SERVICE

WHEREAS, pursuant to Education Code Section 44955, it is the opinion of this Board that it has become necessary to reduce or discontinue particular kinds of services; and

WHEREAS, this Board does not desire to reduce the services of permanent certificated employees based upon a reduction of average daily attendance during the past two years; and

WHEREAS, it is the opinion of this Board that the following particular kinds of services be reduced or discontinued for the 2003-2004 school year:

1. Reduce Kindergarten through Fifth Grade Classroom Teaching Services - 20 FTE
2. Reduce Sixth through Twelfth Grade Classroom teaching Services - 45 FTE

WHEREAS, it is the opinion of this Board that it is necessary by reason of the aforementioned reductions and discontinuances of service to decrease the number of certificated employees by the equivalent of 65.0 FTE employees for the 2003-2004 school year.

WHEREAS, in determining the service to be reduced, the Board of Education has considered all assured and/or attrition known as of this time;

WHEREAS, the Education Code required that various actions be taken and notices be forwarded no later than March 15th of each school year regarding layoffs of certificated personnel resulting from reductions of particular kinds of service;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of the Santa Monica-Malibu Unified School District, that for the 2003-2004 school year, the particular kinds of services to be provided by said District shall be and hereby are reduced to the extent hereinabove set forth.

BE IT FURTHER RESOLVED, that due to the reduction or discontinuance of particular kinds of services, the legal number of employees of the District, pursuant to Education Code Section

44955, not be reemployed for the 2003-2004 school year.

BE IT FURTHER RESOLVED that the Superintendent, or her designee, is directed to give Notice of Recommendation Not to Reemploy, in accordance with the provisions of Section 44949 and 44955 of the Education Code, to the number of certificated employees allowed pursuant to Education Code Section 44955.

BE IT FURTHER RESOLVED that the Superintendent, or his designee, is delegated the authority to take all actions necessary and proper to the accomplishment of the purposes of this Resolution.

The foregoing Resolution was adopted by the Board of Education of the Santa Monica-Malibu Unified School District on the 30th day of January, 2003 by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

President, Board of Education
Santa Monica-Malibu Unified School District

I, _____, Secretary of the Board of Education of the Santa Monica-Malibu Unified School District, do certify that the foregoing Resolution was regularly introduced, passed and adopted by the Board of Education at its Special Board Meeting held on January 30, 2003.

Secretary, Board of Education of the
Santa Monica-Malibu Unified School District

TO: BOARD OF EDUCATION

ACTION/MAJOR
01/30/03

FROM: JOHN E. DEASY/JOSEPH N. QUARLES/RICK BAGLEY

RE: ADOPTION OF RESOLUTION NUMBER 02-14: REDUCTION OR DISCONTINUANCE OF PARTICULAR KINDS OF SERVICE

ITEM NO. A.9.g

It is recommended that the Board of Education adopt Resolution Number 02-14: REDUCTION OR DISCONTINUANCE OF PARTICULAR KINDS OF SERVICE.

COMMENT: The Superintendent is recommending to the Board of Education that it discuss and take action on this proposed resolution reducing or discontinuing particular kinds of certificated services.

In order to meet notification deadlines for certificated personnel, the Board must act to direct the Superintendent or designee to determine which employees are to receive notice of layoff as a result of the reduction or discontinuance of particular kinds of service(s). The Superintendent or designee will follow applicable Education Codes and Board Policies in issuing appropriate notices to specific personnel on or before March 15, 2003.

This Resolution relates to the reduction or discontinuance of particular kinds of services in the area of school nursing and elementary instrumental music. Specifically, this Resolution will reduce school nursing services from 10.7 FTE to 5.5 FTE (a reduction of 5.2 FTE). This Resolution will discontinue elementary instrumental music services, with a reduction of 6.67 FTE.

MOTION MADE BY:

SECONDED BY:

AYES:

NOES:

ABSTENTIONS:

**BEFORE THE GOVERNING BOARD OF THE
SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
COUNTY OF LOS ANGELES, STATE OF CALIFORNIA**

RESOLUTION NUMBER 02-14

REDUCTION OR DISCONTINUANCE OF PARTICULAR KINDS OF SERVICE

WHEREAS, pursuant to Education Code Section 44955, it is the opinion of this Board that it has become necessary to reduce or discontinue particular kinds of services; and

WHEREAS, this Board does not desire to reduce the services of permanent certificated employees based upon a reduction of average daily attendance during the past two years; and

WHEREAS, it is the opinion of this Board that the following particular kinds of services be reduced or discontinued for the 2003-2004 school year:

1. Reduce School Nursing Services - 5.2 FTE
2. Reduce Elementary Instrumental Music Services - 6.67 FTE

WHEREAS, it is the opinion of this Board that it is necessary by reason of the aforementioned reductions and discontinuances of service to decrease the number of certificated employees by the equivalent of 11.87 FTE employees for the 2003-2004 school year.

WHEREAS, in determining the service to be reduced, the Board of Education has considered all assured and/or attrition known as of this time;

WHEREAS, the Education Code required that various actions be taken and notices be forwarded no later than March 15th of each school year regarding layoffs of certificated personnel resulting from reductions of particular kinds of service;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of the Santa Monica-Malibu Unified School District, that for the 2003-2004 school year, the particular kinds of services to be provided by said District shall be and hereby are reduced to the extent hereinabove set forth.

BE IT FURTHER RESOLVED, that due to the reduction or discontinuance of particular kinds of services, the legal number of employees of the District, pursuant to Education Code Section 44955, not be reemployed for the 2003-2004 school year.

BE IT FURTHER RESOLVED that the Superintendent, or her designee, is directed to give Notice of Recommendation Not to Reemploy, in accordance with the provisions of Section 44949 and 44955 of the Education Code, to the number of certificated employees allowed pursuant to Education Code Section 44955.

BE IT FURTHER RESOLVED that the Superintendent, or his designee, is delegated the authority to take all actions necessary and proper to the accomplishment of the purposes of this Resolution.

The foregoing Resolution was adopted by the Board of Education of the Santa Monica-Malibu Unified School District on the 30th day of January, 2003 by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

President, Board of Education
Santa Monica-Malibu Unified School District

I, _____, Secretary of the Board of Education of the Santa Monica-Malibu Unified School District, do certify that the foregoing Resolution was regularly introduced, passed and adopted by the Board of Education at its Special Board Meeting held on January 30, 2003.

Secretary, Board of Education of the
Santa Monica-Malibu Unified School District

TO: BOARD OF EDUCATION

ACTION/MAJOR
01/30/03

FROM: JOHN E. DEASY/JOSEPH N. QUARLES/RICK BAGLEY

RE: ADOPTION OF RESOLUTION NUMBER 02-15: REDUCTION OR DISCONTINUANCE OF PARTICULAR KINDS OF SERVICE

ITEM NO. A.9.h

It is recommended that the Board of Education adopt Resolution Number 02-15: REDUCTION OR DISCONTINUANCE OF PARTICULAR KINDS OF SERVICE

COMMENT: The Superintendent is recommending to the Board of Education that it discuss and take action on this proposed resolution reducing or discontinuing particular kinds of certificated services.

In order to meet notification deadlines for certificated personnel, the Board must act to direct the Superintendent or designee to determine which employees are to receive notice of layoff as a result of the reduction or discontinuance of particular kinds of service(s). The Superintendent or designee will follow applicable Education Codes and Board Policies in issuing appropriate notices to specific personnel on or before March 15, 2003.

This Resolution relates to the reduction or discontinuance of particular kinds of services in categorical programs (excluding special education and child development). Up through this year, funding for categorical programs was provided separately for each program. The Governor's budget for 2003-04 now combines all categorical funding into one "block grant". The State is consequently giving Boards of Education the flexibility and authority to allocate funds among the various programs, as each Governing Board deems appropriate for their particular district.

Because we do not yet know how these funds will be allocated or which categorical programs the district will retain or modify, it is recommended as a precautionary measure that the Board authorize preparation for reduction or discontinuance of particular kinds of categorical services as may be determined at a later date.

MOTION MADE BY:

SECONDED BY:

AYES:

NOES:

ABSTENTIONS:

**BEFORE THE GOVERNING BOARD OF THE
SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
COUNTY OF LOS ANGELES, STATE OF CALIFORNIA**

RESOLUTION NUMBER 02-15

REDUCTION OR DISCONTINUANCE OF PARTICULAR KINDS OF SERVICE

WHEREAS, pursuant to Education Code Section 44955, it is the opinion of this Board that it has become necessary to reduce or discontinue particular kinds of services; and

WHEREAS, this Board does not desire to reduce the services of permanent certificated employees based upon a reduction of average daily attendance during the past two years; and

WHEREAS, it is the opinion of this Board that the following particular kinds of services be reduced or discontinued for the 2003-2004 school year:

1.	ESL	6.0 FTE
2.	ELD	0.6667 FTE
3.	Miller Unruh	2.0 FTE
4.	Title 1	2.0 FTE
5.	Reading Specialist	3.0 FTE
6.	Reading Recovery	1.0 FTE
7.	ROP	1.6 FTE
8.	LEP	2.6 FTE
9.	BTSA	4.0 FTE
10.	Other	5.0 FTE

WHEREAS, it is the opinion of this Board that it is necessary by reason of the aforementioned reductions and discontinuances of service to decrease the number of certificated employees by the equivalent of 30.4667 FTE employees for the 2003-2004 school year.

WHEREAS, in determining the service to be reduced, the Board of Education has considered all assured and/or attrition known as of this time;

WHEREAS, the Education Code required that various actions be taken and notices be forwarded no later than March 15th of each school year regarding layoffs of certificated personnel resulting from reductions of particular kinds of service;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of the Santa Monica-Malibu Unified School District, that for the 2003-2004 school year, the particular kinds of services to be provided by said District shall be and hereby are reduced to the extent hereinabove set forth.

BE IT FURTHER RESOLVED, that due to the reduction or discontinuance of particular kinds of services, the legal number of employees of the District, pursuant to Education Code Section 44955, not be reemployed for the 2003-2004 school year.

BE IT FURTHER RESOLVED that the Superintendent, or her designee, is directed to give Notice of Recommendation Not to Reemploy, in accordance with the provisions of Section 44949 and 44955 of the Education Code, to the number of certificated employees allowed pursuant to Education Code Section 44955.

BE IT FURTHER RESOLVED that the Superintendent, or his designee, is delegated the authority to take all actions necessary and proper to the accomplishment of the purposes of this Resolution.

The foregoing Resolution was adopted by the Board of Education of the Santa Monica-Malibu Unified School District on the 30th day of January, 2003 by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

President, Board of Education
Santa Monica-Malibu Unified School District

I, _____, Secretary of the Board of Education of the Santa Monica-Malibu Unified School District, do certify that the foregoing Resolution was regularly introduced, passed and adopted by the Board of Education at its Special Board Meeting held on January 30, 2003.

Secretary, Board of Education of the
Santa Monica-Malibu Unified School District

TO: BOARD OF EDUCATION

ACTION/MAJOR

01/30/03

FROM: SUPERINTENDENT/JOSEPH N. QUARLES/RICK BAGLEY

RE: ADOPTION OF RESOLUTION NUMBER 02-16: DETERMINATION OF SENIORITY AMONG CERTIFICATED EMPLOYEES WITH THE SAME SENIORITY DATE ("Tie Breaker Resolution")

ITEM NO.A.9.i

It is recommended that the Board of Education adopt Resolution Number 02-16: Determination of Seniority Among Certificated Employees with the Same Seniority Date ("Tie Breaker Resolution").

COMMENT: As the District prepares to implement the reduction or discontinuance of particular kinds of services, it is a requirement to have Board direction regarding the determination of seniority among certificated employees with the same first date of paid service in probationary status. Consequently, the Board must act to direct staff as to the specific criteria to be used in making these determinations as necessary..

MOTION MADE BY:

SECONDED BY:

AYES:

NOES:

ABSTENTIONS:

**BEFORE THE GOVERNING BOARD OF THE
SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
COUNTY OF LOS ANGELES, STATE OF CALIFORNIA**

RESOLUTION NUMBER 02-16

**DETERMINATION OF SENIORITY AMONG CERTIFICATED EMPLOYEES WITH THE
SAME SENIORITY DATE ("Tie-Breaker Resolution")**

WHEREAS, pursuant to Education Code Section 44955, the Board is required, as between employees who first rendered paid service to the District on the same date, to determine the order of termination solely on the basis of the needs of the District and its students; and

WHEREAS, Education Code Section 44955 requires that upon the request of any employee whose order of termination is determined as stated above, the governing board shall furnish in writing no later than five (5) days prior to the commencement of the hearing held in accordance with Section 44949, a statement of the specific criteria used in determining the order of termination and the application of the criteria in ranking each employee relative to the other employees in the group.

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. That this Board determines that the needs of the District and the students of this District are best served by resolving seniority ties within the meaning of Education Code Sections 44955, subdivision (b) (third paragraph) and Section 44846, by applying the criteria set forth in paragraphs 4 through 12 below;
2. That as between employees who first rendered paid service to the District in a probationary post on the same date, the order of termination of said employees shall be determined by reference to the criteria which follow and the application thereof to each employee;
3. That the criteria set forth in paragraphs 4 through 12 below are listed in priority order and each criterion shall be used only if the preceding criteria do not delineate the order of termination;
4. As between certificated employees possessing the same seniority date as defined in Education Code Section 44845, and who possess a currently valid BCLAD and an internship credential, a preliminary credential or a professional clear credential (or their equivalent, if any, under previous provisions of law), these employees, will be regarded as having greater seniority for purposes of determining seniority order;

5. Assuming that the preceding paragraph does not resolved all ties between employees having the same seniority date, then employees possessing a currently valid CLAD (or its equivalent under previous provisions of law, or other document permitting the instruction of English Language Learners) and an internship credential, a preliminary credential or a professional clear credential (or their equivalent, if any, under previous provisions of law) will be regarded as having greater seniority for purposes of determining seniority order;
6. Assuming that the preceding paragraphs do not resolved all ties between employees having the same seniority date, and possessing at least a CLAD (or its equivalent under previous provisions of law, or other document permitting the instruction of English Language Learners), then certificated employees currently holding a valid professional clear credential (or its equivalent under previous provisions of law) with the broader scope of services, as defined by supplementary authorizations or majors, as the case may be, will be regarded as having greater seniority purposes of determining seniority order;
7. Assuming that the preceding paragraphs do not resolve all ties between employees having the same seniority date, and possessing at least a CLAD (or its equivalent under previous provisions of law, or other document permitting the instruction of English Language Learners), the certificated employees holding a preliminary credential with the broader scope of service, as defined by supplementary authorizations or majors, as the case may be, will be regarded as having greater seniority for purposes of determining seniority order;
8. Assuming that the preceding paragraphs do not resolve all ties between employees having the same seniority date, and possessing at least a CLAD (or its equivalent under previous provisions of law, or other document permitting the instruction of English Language Learners), then certificated employees currently holding an internship credential will be regarded as having greater seniority for purposes of determining seniority order;
9. Assuming that the preceding paragraphs do not resolve all ties between employees having the same seniority date, and possessing at least a CLAD (or its equivalent under previous provisions of law, or other document permitting the instruction of English Language Learners), then as between certificated employees holding the same credential the employee having the greater amount of teaching experience, shall be given preference for purposes of determining seniority order.

Teaching experience shall be evaluated in the following priority order:

- a) previous complete school years of teaching experience in SMMUSD;
- b) previous complete school years of public school teaching experience outside SMMUSD;
- c) previous years of private school teaching experience;
- d) completed student teaching experience in SMMUSD, and
- e) completed student teaching experience outside SMMUSD

10. Assuming that the preceding paragraphs do not resolve all ties between employees having the same seniority date, and there are employees possessing a professional clear credential, or a preliminary credential, or an internship credential (or their equivalent, if any, under previous provisions of law), and who do not possess at least a CLAD (or equivalent under previous provisions of law, or other document permitting the instruction of English Language Learners), then the certificated employee holding a professional clear credential (or its equivalent under previous provisions of law) shall be given preference for purposes of determining seniority order over those holding a less permanent credential such as, and in order of preference: a) a preliminary credential or, b) an internship credential;
11. Assuming that the preceding paragraphs do not resolve all ties between employees having the same seniority date, and there are employees possessing a professional clear credential, or a preliminary credential, or an internship credential (or their equivalent, if any, under previous provisions of law), and who do not possess at least a CLAD (or equivalent under previous provisions of law, or other document permitting the instruction of English Language Learners), then as between employees holding the same credential, the certificated employee with the broader scope of service, as defined by supplementary authorization or majors, as the case may be, will be regarded as having greater seniority for purposes of determining seniority order;
12. If a tie still exists, the winner would be the certificated employee with the earliest date of service in any position (certificated or classified) within this District, other than as a day-to-day substitute;

Such criteria shall be applied to rank the order of individuals for purpose of layoff and reemployment, subject to exceptions allowed by law;

The foregoing Resolution was adopted by the Board of Education of the Santa Monica-Malibu Unified School District, on the 30th day of January, 2003 by the following vote:

AYES: _____

NOES: _____

ABSTAINED: _____

President, Board of Education
Santa Monica-Malibu Unified School District

I, _____, Secretary of the Board of Education of the Santa Monica-Malibu Unified School District, do certify that the foregoing Resolution was regularly introduced, passed and adopted by the Board of Education at its special meeting held on January 30, 2003.

Secretary, Board of Education
Santa Monica-Malibu Unified School District

TO: BOARD OF EDUCATION

ACTION/MAJOR
01/30/03

FROM: JOHN E. DEASY/JOSEPH N. QUARLES/RICK BAGLEY

RE: ADOPTION OF RESOLUTION NUMBER 02-17: REDUCTION OR
DISCONTINUANCE OF PARTICULAR KINDS OF CLASSIFIED SERVICES

ITEM NO. A.9.j

It is recommended that the Board of Education adopt Resolution Number 02-17: REDUCTION OR DISCONTINUANCE OF PARTICULAR KINDS OF CLASSIFIED SERVICES

COMMENT: The Superintendent is recommending to the Board of Education that it discuss and take action on this proposed resolution reducing or discontinuing particular kinds of classified services.

Statute does not require the same process relative to notification of classified employees regarding the reduction or discontinuance of particular kinds of services as it does for certificated employees. Nevertheless, in the interest of communicating fairly and equally with all employee groups, staff is recommending that the Board take action relative to this Resolution.

It is recommending that the Board act to direct the Superintendent or designee to determine which employees are to receive notice of layoff as a result of the reduction or discontinuance of particular kinds of classified service(s). The Superintendent or designee will follow applicable Education Codes, Merit Rules, Agreements and Board Policies in issuing appropriate notices to specific personnel as soon as possible.

MOTION MADE BY:
SECONDED BY:

AYES:
NOES:
ABSTENTIONS:

**BEFORE THE GOVERNING BOARD OF THE
SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
COUNTY OF LOS ANGELES, STATE OF CALIFORNIA**

RESOLUTION NUMBER 02-17

**REDUCTION OR DISCONTINUANCE OF PARTICULAR KINDS OF
CLASSIFIED SERVICE**

WHEREAS it is the opinion of this Board that it has become necessary to reduce or discontinue particular kinds of classified services; and

WHEREAS, this Board does not desire to reduce the services of permanent classified employees based upon a reduction of average daily attendance during the past two years; and

WHEREAS, it is the opinion of this Board that the following particular kinds of services be reduced or discontinued for the 2003-2004 school year:

1. Reduce classified services by 50.0 FTE

WHEREAS, it is the opinion of this Board that it is necessary by reason of the aforementioned reductions and discontinuances of classified service to decrease the number of classified employees by the equivalent of 50.0 FTE employees for the 2003-2004 school year.

WHEREAS, in determining the service to be reduced, the Board of Education has considered all assured and/or attrition known as of this time;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of the Santa Monica-Malibu Unified School District, that for the 2003-2004 school year, the particular kinds of classified services to be provided by said District shall be and hereby are reduced to the extent hereinabove set forth.

BE IT FURTHER RESOLVED, that due to the reduction or discontinuance of particular kinds of classified services, the legal number of employees of the District, not be reemployed for the 2003-2004 school year.

BE IT FURTHER RESOLVED that the Superintendent, or his designee, is directed to give Notice of Recommendation Not to Reemploy, in accordance with all applicable provisions of the California Education Code, Merit Rules, Agreements and Board Policies.

BE IT FURTHER RESOLVED that the Superintendent, or his designee, is delegated the authority to take all actions necessary and

proper to the accomplishment of the purposes of this Resolution.

The foregoing Resolution was adopted by the Board of Education of the Santa Monica-Malibu Unified School District on the 30th day of January, 2003 by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

President, Board of Education
Santa Monica-Malibu Unified School District

I, _____, Secretary of the Board of Education of the Santa Monica-Malibu Unified School District, do certify that the foregoing Resolution was regularly introduced, passed and adopted by the Board of Education at its Special Board Meeting held on January 30, 2003.

Secretary, Board of Education of the
Santa Monica-Malibu Unified School District

TO: BOARD OF EDUCATION

DISCUSSION
01/30/03

FROM: JOHN E. DEASY/JOSEPH N. QUARLES/RICK BAGLEY

RE: TIME LINE OF ACTIVITIES RELATED TO REDUCING OR
ELIMINATING CERTIFICATED SERVICES

ITEM NO. A.9.k

In order to insure that we follow all relevant Education Codes and legal guidelines and that notifications are properly adopted and served upon each employee, the Board is required to meet certain deadlines during the process to reduce or eliminate services. The information presented below summarizes activities that have already been completed and future deadlines which must be met:

Completed February 20	Board of Education approved the Superintendent's budget reduction proposal
Completed March 6	Board adopted Resolution xx-xx-02 and accompanying Exhibit A which outlined the number of FT reductions to be made
Completed March 7-14	Preliminary notices of recommendations not to reemploy distributed by site administrators to certificated employees
Completed April 10-12	Notice of hearing date distributed to employees requesting hearing
May 1-2	Hearing before Administrative Law Judge. This is the only time the hearing could be scheduled.
On or before May 7	Copy of the Administrative Law Judge's proposed decision delivered to each employee who was a respondent at the hearing
May 8	Board meets to discuss and take action on the proposed decision and to instruct the Superintendent to notify the affected employees that their services will not be required or will be reduced for the 2003-2004 school year
Prior to May 15	Notices of decision not to reemploy delivered to affected employees

TO: BOARD OF EDUCATION

DISCUSSION

01-30-03

FROM: JOHN E. DEASY/KENNETH R. BAILEY

RE: GOVERNOR'S MID-YEAR BUDGET PROPOSAL

ITEM NO. A.9.1

The Governor's Mid-Year Budget Proposal for 2002-03 proposes a 3.66% (\$980 million) budget reduction across all State funding. In addition, the Governor has subsequently indicated that he recommends a 7.46% (\$482 million) reduction to most categorical programs.

The Governor's Budget Proposal for 2003-04 provides 0% (\$886 million) funding for a Cost of Living Adjustment (COLA) along with additional 1.28% (\$71 million) across-the-board cuts in most categorical programs. He has further proposed a suspension of payments for mandated cost claims (\$870 million). There is no recommended growth funding for most categorical programs (\$106 million).

The most significant proposal for 2003-04 is the Governor's recommendation to combine 64 categorical programs into one unrestricted Block Grant to school districts. The Block Grant apportionment would be agency specific, reflecting both the 3.66% reduction, the 7.46% reduction and the 1.28% reduction. The Governor estimates that the new Block Grant will be \$5.1 billion which will include major categoricals, such as Instructional Materials, Adult Education, R.O.P., Deferred Maintenance and Staff Development. (Please see Table 2 on the following two pages.)

By changing our current system of categorical programs to one unrestricted Block Grant, the District will be given the opportunity to redistribute the funds as are needed to cover the Local General Fund Contribution (LGFC) for K-3 Class Size Reduction, Special Education, Summer School and Home-to-School Transportation. A list of categorical funds which the District receives is shown below as Table 1.

Certain categorical programs will continue as State categoricals. These programs will receive separate entitlements from the proposed new Block Grant. These categoricals are: K-3 Class Size Reduction, Special Education, Child Development: State Preschool, Child Development: Extended Day Care, Standards-Based Math Staff Development and AB 75 Principal Training Program.

TABLE 1
CATEGORICAL FUNDS RECEIVED BY THE DISTRICT

Resource Code	State Funding Name
60550	Child Development: State Preschool
60600	Child Development: State General Child Care
60800	Child Development: Extended Day Care
60900	Child Development: SAPID
60910	Child Development: Cal-Safe Supportive Services
60920	Child Development: Cal-Safe Child Care & Development
61440	Child Development: Instructional Materials/Supplies
61450	Child Development: Facilities Renovation/Repair
62500	Early Mental Health Initiative
62670	National Board Certification
62860	Certificated Staff Performance
62850	Adult Education: Community-Based English Tutoring Program
62860	English Language Acquisition Program
62880	English Language/Intensive Literacy Program
62920	Classroom Library Materials K-4
62960	Calif. Public School Library Act of 1998
63000	Lottery - Instructional Materials
63400	Parent/Teacher: Nell Soto Program
63500	ROC/P Apportionment
63700	ROP/Adult Ed: Calwork Participation
64050	School Safety & Violence Prevention
65000	Special Education
66600	Tobacco Use Prevention Education 4-8
70180	Arts Education Partnership Grant
70450	Targeted Instructional Improvement Grant
70900	Economic Impact Aid
71010	Ed Tech: Digital High Tech Support

71100	Ed Tech: CTAPS
71200	Ed Tech: Staff Development
71400	Gifted/Talented Education
71550	Instructional Materials K-8
71600	Instructional Materials 9-12
71800	Standards-Based Instructional Materials
71860	Instructional Materials/Staff Buyout
72000	Miller-Unruh Reading Program
72300	Transportation: Home/School
72350	Transportation: Bus Replacement
72400	Transportation: Special Education
72600	School Improvement Program K-6
72650	School Improvement Program 7-12
72710	Calif. Peer Assistance & Review Program
72800	Staff Development: Beginning Teacher Support
72820	Calif. High School Coaching Educ/Training
72920	Standards-Based Math Staff Development
73250	AB 75 Principal Training Program
73750	Tenth Grade Counseling

The flexibility to decide the use of the new Block Grant will enable us to more fully protect the core educational programs. The specific categorical programs will sunset at the conclusion of this fiscal year.

Even with the flexibility of the new Block Grant, we still estimate that our total deficit for 2003-04 is approximately \$11 million, so further budget restructuring will be required in order for us to produce a balanced budget.

TO: BOARD OF EDUCATION

ACTION/MAJOR

01/30/03

FROM: SAVE OUR SCHOOL COMMITTEE

RE: ACCEPTANCE OF THE RECOMMENDATION FROM THE SAVE OUR
SCHOOLS COMMITTEE TO PLACE A PARCEL TAX ON THE GENERAL
ELECTION BALLOT

RECOMMENDATION NO. A.10

It is Recommended that the Board Accept the Recommendation from the Save Our Schools Committee Relative to Placing A Parcel Tax on the June 3, 2003, General Election Ballot.

COMMENT: At it's meeting of November 21, 2002, the Board of Education officially formed the The Ad Hoc Advisory Committee for the Parcel Tax - 2003; the name of the committee was changed by Board vote on January 9, 2003, to: the Save Our Schools Committee.

The Charge of the committee was to review and analyze projected District revenues and expenditures, and to recommend to the Board of Education the advisability of placing a new parcel tax or other taxing mechanism on the General Election ballot of June, 2003.

The Committee should be established and begin its work immediately, but no later than December 1, 2002, and be directed to submit its recommendation(s) to the Board no later than the January 30, 2003, in order to comply with mandated time lines.

The charge of the Committee was to address the following questions:

1. How critical is it for the School District to initiate a second parcel tax as one of its sources of operating revenue?
2. If a new parcel tax is recommended would any portion of the rate be identified for a categorical expenditure purpose(s). If so, how much for what purpose(s)?
3. What would the rate of the new parcel tax be?

MEMBERSHIP

It was suggested that the Committee have 16-18 members, and should be representative of:

- / the business community
- / the governments of the Cities of Santa Monica and Malibu
- / employee organizations
- / parent groups
- / the community at large.

The committee membership was finally set at 56 and was later reduced to 45, due both to normal attrition and a request from the Committee, itself.

The members of the Financial Oversight Committee Task Force will serve as *ex officio* members of the committee.

AGENDA

NOTE:

The suggested parcel Tax language will be posted to the district's website no later than Tuesday afternoon at 5:00 PM. Hard copies will be available in the Office of the Superintendent by written request.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/MAJOR

01/30/03

FROM: JOHN E. DEASY

RE: APPROVAL OF BUDGET ADJUSTMENTS: CONSTRUCTION FUNDS

RECOMMENDATION NO. A.11

It is recommended that the Board of Education approve the budget adjustments for construction funds.

AGENDA

NOTE: The actual budget adjustment figures were not available at the time the agenda was printed. They will be available at the meeting and, subsequently, in the Office of the Chief Financial Officer.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/MAJOR
01/30/03

FROM: JOHN E. DEASY

RE: APPROVAL OF REVISED BOARD MEETING SCHEDULE

RECOMMENDATION NO. A.12

It is recommended that Board approve either Version A or Version B of the revised Board Meeting Schedule for the remainder of the school year 2002-03.

COMMENT: At the meeting of January 23, 2003, the Board directed staff to present several variations for revising the adopted meeting schedule for the remainder of the 2002-03 school year, moving at least one of the scheduled Malibu meetings back to Santa Monica.

March 6, 2003, is not an available date at Malibu High School.

VERSION A:

<u>Malibu</u>	<u>Santa Monica</u>
February 6	February 20
	March 6
	March 19
	April 3
	April 17
May 1	May 15
June 5	June 26

VERSION B:

<u>Malibu</u>	<u>Santa Monica</u>
February 6	February 20
	March 6
	March 19
April 3	April 17
	May 1
	May 15
June 5	June 26

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOTES:

ABSTENTIONS:

TO: BOARD OF EDUCATION

INFORMATION

01/30/03

FROM: JOHN E. DEASY/JOSEPH N. QUARLES/RICK BAGLEY

RE: ENROLLMENT PROJECTION FOR 2003-04

INFORMATIONAL ITEM NO. I.1

In preparation for the 2003-04 school year, staff has prepared our annual enrollment projection for all schools and grades. This projection is based on a "cohort survival formula" which takes into consideration actual enrollment data for the past three school years. The census date used for projection purposes is the last week in October, which corresponds with the date in which CBEDS is taken.

In compiling this projection, the following assumptions were made:

1. It is assumed that the number of students on inter-district permit will remain constant for 2003-04 in grades 1-12.
2. It is assumed that the number of incoming K students on inter-district permit will be the same as it was for this school year.
3. It is assumed that the number of students in special day classes (SDC) and on independent study, will remain constant for 2003-04.

Note also that the projected number of incoming resident kindergarten students is based strictly on mathematical projection. It is anticipated that this number will be revised as we move closer to the end of the school year and further information from the various "round-ups" becomes available.

AGENDA

NOTE: Hard copies of the enrollment projection are not available as part of the electronic agenda; they are on published in the printed agenda and are available for public review in the Office of the Superintendency by request.

Copies will also be available at the meeting.

TO: BOARD OF EDUCATION

INFORMATION

01/30/03

FROM: JOHN E. DEASY

RE: BASIC/SUPPLEMENTAL TEXTBOOKS TO BE ADOPTED

RECOMMENDATION NO. I.2

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 have been on public display for the past two weeks in the Educational Services Department at 1638 17th Street, Santa Monica, CA 90405.

ENGLISH LANGUAGE ARTS STUDY GUIDE AND WORKBOOK, edited by Richard Parsons for English Language Arts, requested for adoption by Chris Rivera, Educational Services

CALIFORNIA WRITING REVIEW, American Book Company, for English Language Arts, requested for adoption by Chris Rivera, Educational Services

CALIFORNIA GRAMMAR AND USAGE REVIEW, American Book Company, for English Language Arts, requested for adoption by Chris Rivera, Educational Services

CALIFORNIA READING REVIEW, American Book Company, for English Language Arts, requested for adoption by Chris Rivera, Educational Services

TO: BOARD OF EDUCATION
FROM: JOHN E. DEASY
RE: EXAMPLE OF FAQ SHEET

INFORMATION
01/30/03

INFORMATION ITEM NO. I.3

At the Board of Education meeting of January 23, 2003, the Superintendent stated that he would establish a means for questions relative to the Santa Monica High School Redesign Program to be asked and answered in public.

Appropriate use of the sheet will be explored and its use confirmed with the public and Board. It is anticipated that the FAQ process will be implemented no later than mid-February.

FAQs (Frequently Asked Questions): Samohi Redesign

Subject or Area _____ Date _____

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