

TO: BOARD OF EDUCATION
FROM: JOHN E. DEASY
RE: APPROVAL OF MINUTES

ACTION
05/01/03

RECOMMENDATION NO. A.1

It is recommended that the Board of Education approve the following Minutes:

April 24, 2003

MOTION MADE BY:
SECONDED BY:

STUDENT ADVISORY VOTE:
AYES:
NOES:
ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/01/03

FROM: SUPERINTENDENT

RE: APPROVAL OF INDEPENDENT CONTRACTORS

RECOMMENDATION NO. A.2

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
Carey Calado March 1 - June 30, 2003 Cost not to exceed: \$500	To provide Kindermusik sessions for Infant & Family Support Program	CDS	Infant & Family 01- 94190-0-81000- 59000-5802-070-2700
Patrick Denny April 20 - June 30, 2003 Cost not to exceed: \$3,325	To provide File Maker Pro-based Head Start database software to manage and report on all aspects of child eligibility, enrollment, medical and other components of Head Start attendance and participation. Consultant to create additional reports, layouts and feature customization and to provide on-site training for staff	CDS	State Preschool (50%) 12-60550-85000-10000- 5802-070-2700 School Age Self Support (50%) 12-00000-85000-10000- 5802-070-2700

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/01/03

FROM: JOHN E. DEASY/KENNETH R. BAILEY

RE: CONFERENCE AND TRAVEL APPROVAL/RATIFICATION

RECOMMENDATION NO. A.3

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 - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>GONZALEZ, Alicia</u> Santa Monica High No Cost to District	Strengthening Your Geometry Program Anaheim, CA April 4, 2003	SUB ONLY
Adjustments (Preapproved expenses 10% in excess of approved costs that must be approved by Board/Changes in Personnel Attendance)		
<u>THOMAS, Tracie</u> Food & Nutrition Services 13-53100-0-00000-37000-5220- 057-2570 Cafeteria Fund - Resource: Child Nutrition	Calif. School Food Service Assn. Anaheim, CA April 11 - 13, 2003	\$415.15 OVERAGE
Group Conference and Travel: In-State * a complete list of conference participants is on file in the Department of Fiscal Services		

<u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>CAREY, Will</u> <u>MANGLE, Ruthy</u> Information Services 01-00000-0-00000-77000-5220- 054-2540 General Fund - Function: Data Proc. Serv.	End of Year Fiscal Procedures Seminar San Mateo, CA May 20, 2003	\$400.00 Total

<u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
Out-of-State Conferences: Individual		
NONE		
Out-of-State Conferences: Group		
NONE		

MOTION MADE BY:
SECONDED BY:

STUDENT ADVISORY VOTE:
AYES:
NOES:
ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/01/03

FROM: JOHN E. DEASY/KENNETH R. BAILEY

RE: ACCEPTANCE OF GIFTS - 2002-03

RECOMMENDATION NO. A.4

It is recommended that the Board of Education accept, with gratitude, checks and gifts totaling \$125,725.63 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 2002-2003 income and appropriations by \$125,075.63, 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 2002-2003.

AGENDA

NOTE: The list of gifts is available on the District's website, www.smmusd.org, as a pdf file; to view the gift report:

- 1) go to www.smmusd.org
- 2) click on "Board Meetings"
- 3) scroll to the date for this meeting
- 4) click on 5-01gif.pdf

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION ACTION/CONSENT
05/01/03
FROM: JOHN E. DEASY/KENNETH R. BAILEY/J. W. BERRIMAN
RE: DENIAL OF CLAIM - SCOTIA CONSTRUCTION SERVICES, INC.

RECOMMENDATION NO. A.5

It is recommended that the Board of Education reject the claim presented by Scotia Construction Services on March 24, 2003.

COMMENTS: On March 24, 2003, Scotia Construction Services, Inc. served the District with a Claim for Indemnity and Contribution, Fraud and Negligent Misrepresentation.

This claim was forwarded to the District's Insurance Administrator for determination.

Amount of Claim - \$241,500

MOTION MADE BY:
SECONDED BY:

STUDENT ADVISORY VOTE:
AYES:
NOES:
ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/01/03

FROM: JOHN E. DEASY/SUPERINTENDENT

RE: ADOPT RESOLUTION 02-30 - CALIFORNIA DAY OF THE TEACHER

RECOMMENDATION NO. A.6

It is recommended that the Board of Education adopt the Resolution No. 02-30 in recognition of May 14, 2003 as Day of the Teacher in Los Angeles County.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

CALIFORNIA DAY OF THE TEACHER
LOS ANGELES COUNTY
RESOLUTION NO. 02-30

WHEREAS, public school teachers are the foundation of a free society and the keystone of our democratic system; and

WHEREAS, teachers strive to make every classroom an exciting environment where productive and useful learning can take place and each student is encouraged to grow and develop; and

WHEREAS, teachers reach out to foster the well-being of each student, regardless of ability, social or economic background, race, ethnic origin or religion; and

WHEREAS, teachers motivate individual students to find new directions in life and reach high levels of achievement;

NOW, THEREFORE, BE IT RESOLVED that the Santa Monica-Malibu Unified School District Board of Education does hereby urges the education community to recognize Wednesday, May 14, 2003, as the California Day of the Teacher in Los Angeles County, by taking time to remember and salute the teachers who educate our children.

PASSED AND ADOPTED by the Santa Monica-Malibu Unified School District Board of Education, County of Los Angeles, California on this 1st day of May, 2003.

Maria Leon-Vazquez, President
Board of Education

John E. Deasy, Superintendent
and Secretary to the
Board of Education

TO: BOARD OF EDUCATION

ACTION/MAJOR

05/01/03

FROM: JOHN E. DEASY/SUPERINTENDENT

RE: APPOINTMENT - FINANCIAL OVERSIGHT COMMITTEE

RECOMMENDATION NO. A.7

It is recommended that the Board of Education name an appointee to fill the existing vacancy on the Financial Oversight Committee. This appointment is for the remainder of a two-year term which began on July 1, 2002 and will end on June 30, 2004.

COMMENT: On February 4, 2003, Ms. Gloria Reisner resigned from the Financial Oversight Committee creating a vacancy. Information and applications for fill the vacancy were distributed and posted on the district's web site.

Members of the Board of Education have received copies of the applications and will name an appointee at the meeting.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION ACTION/MAJOR
05/01/03
FROM: SUPERINTENDENT/KENNETH R. BAILEY/VIRGINIA I. HYATT
RE: AGREEMENT WITH THE CITY OF SANTA MONICA FOR ENERGY
EFFICIENCY PROJECT FUNDING

RECOMMENDATION NO. A.8

It is recommended that the Board of Education approve the attached agreement from the City of Santa Monica, to provide funding for Energy Efficiency Projects, specifically, funding in the amount of \$500,000 for a Lighting Replacement/Retrofit Project- RFP #3.05.

Funding Information

Budgeted: Yes
Source: Gift, City of Santa Monica

COMMENT: The City of Santa Monica has allocated approximately \$1,000,000 to the District for energy efficiency projects. The installation of solar demonstration panels at Adams, Lincoln and Edison was the first of the two projects to be implemented. The City will contract directly with the installers and will monitor the project through it's entirety.

The second project encompasses energy efficiency in the classrooms in the form of light replacement and daylight controls. The City will give funds to the District, for this project, and the District will oversee the entire project. The document which follows, constitutes the financial agreement between the District and the City of Santa Monica, funding this project at no cost to the District.

Copies of the agreement will be available at the meeting.

MOTION MADE BY:
SECONDED BY:

STUDENT ADVISORY VOTE:
AYES:
NOES:
ABSTENTIONS:

TO: BOARD OF EDUCATION

DISCUSSION

05/01/03

FROM: JOHN E. DEASY/KENNETH R. BAILEY

RE: APPLICATION FOR SENIOR EXEMPTION IN SCHOOL FUNDING
MEASURE - MEASURE "S"

DISCUSSION NO. D.1

Attached is the application form to be used for Senior Exemption requests, upon passage of the District's School Funding Measure (Measure "S").

At the February 1, 2003 Board Meeting, the Board of Education adopted Resolution No. 01-18 for the Quality Public Education Preservation Act of 2003. Section 4.A. Tax Base of the measure states that "...An exemption to the qualified special tax is available for a person 65 years or older who owns and occupies a parcel as a principal residence and applies for an exemption in accordance with guidelines established by the Board of Education of the District (the "Board")."

Attached is a copy of the application which has been approved by District counsel.

APPLICATION FOR SENIOR EXEMPTION FROM PARCEL TAX
Tax Year 2004-2005

To qualify for the Senior Exemption, a parcel within the District must be owned and occupied by an individual who has attained age 65 before July 1, 2004, and who uses the property as his or her principle place of residence. (An individual will be considered an owner of the property if title is held in trust for his or her benefit.) To claim the Senior Exemption, this Application must be filed with, and approved by, the District each year.

INSTRUCTIONS: This application is to be completed by the person age 65 or older who owns and occupies the property.¹ Only one such person per household need apply. Return this form and all requested documents (copy of proof of age as detailed in Part B.2. and copy of current tax bill) to the Santa Monica Malibu Unified School District, 1651 16th Street, Santa Monica, CA 90404-3891, ATTN: Business Office, no later than **5:00 PM on April 1, 2004**. If you have any questions regarding this Application, please call the District at (310) 450-8338, ext. 269.

Please print all requested information clearly.

PART A - INFORMATION ABOUT THE PROPERTY

1. Assessor Parcel Number as shown on your property tax bill: _____

(If you own contiguous parcels that qualify for the Senior Exemption as described in Part C, please list one parcel here and the remainder in Part C.)

2. Name as it appears on your property tax bill

<i>Last Name</i>	<i>First Name</i>	<i>Middle Initial</i>
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3. Address of property:

<i>Street Address</i>	<i>City</i>	<i>State</i>	<i>Zip</i>	<i>Phone #</i>
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4. Mailing address if different from the above: _____

5. **Attach a Copy of Your Current Property Tax Bill**

Application for Senior Exemption from Parcel Tax - Page 2 of 2

¹Lessees age 65 and over are not entitled to the exemption.

PART B - INFORMATION REGARDING YOUR AGE

1. Date of birth: _____
Month Day Year

2. Attach a Copy of One of the Following Documents as Proof of Age: Driver’s License, Birth Certificate, Passport or Medicare Card.

PART C - TO BE USED ONLY BY THOSE PERSONS CLAIMING THE EXEMPTION ON CONTIGUOUS PARCELS²

Please provide the information for the contiguous parcels you claim are exempt.

Assessor Parcel Number: _____ **Address:** _____
1. _____
2. _____
3. _____

(Add additional sheets if necessary.)

You Must Attach a Copy of Your Current Tax Bill for Each Parcel Listed Above

The Santa Monica Malibu Unified School District reserves the right to verify the information provided.

Executed on _____, 200__, at _____, California.

I certify that I own and occupy the property listed above, and use the property as my principle place of residence. I declare under penalty of perjury that this Application (including accompanying copies of proof documents) is, to the best of my knowledge, correct and complete.

Signature of Applicant

This space for Santa Monica Malibu Unified School District Only	
Request Approved _____	Date County Auditor Notified _____
Request Denied _____	School District Authorized Signature _____

TO: BOARD OF EDUCATION DISCUSSION
05/01/03
FROM: JOHN DEASY/KEN BAILEY/CHRIS CORLISS

²If you own multiple parcels within the District, you may only claim the Senior Exemption for the parcel that constitutes your principle place of residence and any Contiguous Parcels. “Contiguous Parcels” are any parcels that share a common lot line with the parcel on which an owner-occupied residence is located (each an “Immediately Adjacent Parcel”), and any parcels that share a common lot line with any Immediately Adjacent Parcel.

RE: BOARD POLICY - SECTION 1330(a) COMMUNITY RELATIONS -
USE OF SCHOOL FACILITIES, SCHEDULE OF CHARGES - USE OF
FACILITIES

DISCUSSION ITEM NO. D.2

It is recommended that the Board of Education adopt the attached revised BOARD POLICY, SECTION 1330 (a) Community Relations Use of School Facilities - Schedule of Charges - Use of Facilities.

COMMENT: This item was reviewed at the March 6, 2003 Board of Education meeting. At the request of the Board, the item has been revised to include a comparison of the current (1993) Schedule of Charges - Use of Facilities and the Revised Version (see attachment A). At the Board's request, it also includes a more detailed definition and criteria of community user groups under each fee level on the schedule. Since the March 6, 2003 meeting, the item has been reviewed and revised based upon recommendation from the Santa Monica-Malibu Schools Sports and Physical Education Advisory Committee (SPEAC) through it's sub-committee on Sports and PE Facilities Use.

The current Schedule of Charges has not been updated since July 1993. The Revised Schedule of Charges (attachment B) identifies and describes specific educational, performing arts, physical education and athletic facilities used primarily for school programming and secondarily by local community education, performing arts, recreation or sports organizations. Revision improves district management and operation of permitted joint use school district facilities.

The Revised Schedule of Charges is based on review of:

1. Schedule of Charges-Use of Facilities Fees charged by local school districts and cities for comparable high demand facilities. (Santa Monica College, City of Santa Monica, City of Malibu, Beverly Hills USD, Las Virgenes USD, Glendale USD, Santa Paula SD, Simi Valley USD, Moorpark USD, Thousand Oaks USD and Hacienda/La Puente USD.)
2. Increased district cost of operations based on 32% increase in Los Angeles County Consumer Price Index (CPI) from July 1993 - July 2002.
3. District policy calls for an increase in lease payments on District facilities of a minimum of 5% per year of the percentage increase represented by the CPI, whichever is

greater.

Implementation of the Revised Schedule of Charges-Use of Facilities requires the addition of an Exhibit to Santa Monica-Malibu District Policy #1330, Community Relations, Use of School Facilities (Physical Education and Athletic Facilities) adding a new Exhibit (see attachment C).

- Attachments:
- "A" Comparison of Current (1993) with revised 2003 Schedule of Charges-Use of Facilities.
 - "B" Revised Schedule of Charges - Use of Facilities.
 - "C" Revision of Board Policy #1330, Use of School Facilities, Exhibit under Policy #1330, Article: Community Relations, Title: Use of School Facilities (Physical Education and Athletic Facilities).

NOTE: Attachments "A" and "B" are not available for electronic transfer, however, the documents are printed in the paper copy of the agenda.

Attachment "C"
Santa Monica-Malibu District Policy
NUMBER: 1330

Exhibit

ARTICLE: Community Relations

TITLE: Use of School Facilities (Physical Education and Athletic Facilities)

SUBTOPIC: Public Activities Involving Staff, Students or School Facilities

DETAIL: Regulations for Permitted Use of District Physical Education and Athletic Facilities

- A. Specialized District Physical Education and Athletic Facilities which include but are not limited to all pools, playfields, gymnasiums, fitness centers, multi-purpose rooms, wrestling rooms, dance rooms, weight training rooms, outdoor athletic courts, tennis courts, shower rooms, locker rooms, and associated restrooms shall require either an Internal or External Facilities Use Application for Permit and a Permit For Use authorized by the District Facilities Permit Office prior to use of any of these facilities outside the regular school day and normal use by the District Physical Education classes and/or Athletic Program team for practice and/or competition.
- B. Internal Permit Applications and Permits shall identify and describe the school sponsored permit use, user(s), hours/days of use, nature of the activities, and any fees, charges, in-kind services, equipment, supplies or materials related to payment of any applicable Permit Fees for use of the District Facilities.
- C. External Permit Applications and permits shall identify and describe the organization, permit use, user(s), nature of the activities, and fees, charges, in-kind services, equipment, supplies or materials related to payment of any applicable Permit Fees for use of the District Facilities.
- D. External Permit Applications for Facilities Use must also include the following:
 1. Evidence of the entity's status as a 503(3)-(c) non-profit organization.
 2. Evidence of adequate liability insurance meeting minimum District requirements.

3. Evidence that 75% of the membership in the organization live within the residence boundaries of the Santa Monica-Malibu Unified School District.
4. Payment of a \$25 External Permit Application fee made payable to: Santa Monica-Malibu Unified School District.
5. Payment of or arrangements for payment of all appropriate facility-use fees, in addition to any required labor costs and/or security deposit.

C. The 2003 Schedule of Charges - Use of Facilities describes the Basic Cost, Direct Cost or Fair Market Value rent that shall be applied to use of these specialized Physical Education and Athletic facilities depending on the nature of the organization and/or the program or activity planned for the District facility. The priority and criteria of use by these groups follows:

I. Basic Cost

1. Use associated required by terms of any contracted joint use of lease agreement. Such use includes but is not limited to: City of Santa Monica - CREST, Malibu Boys and Girls Club, Malibu YWCA, City of Santa Monica Middle School Youth Sports Program.
2. Santa Monica and/or Malibu community based non-profit, non-exclusive, fee-to-play youth athletic organizations, which provide open enrollment to SMMUSD students and residents of Santa Monica and Malibu, and opportunities for equal participation by all District youth and Santa Monica-Malibu residents in their organization. Such groups include by are not limited to, the Boys and Girls Clubs of Santa Monica and Malibu, the Young Women's Christian Association (YWCA), the Young Men's Christian Association (YMCA), American Youth Soccer Organization (AYSO), Little League Baseball, Bobby Sox Softball and Pop Warner Football.
3. Summer camps sponsored by the cities of Santa Monica and/or Malibu or community based on-profit, non-exclusive, fee-to-play youth athletic organizations, which provide open enrollment and opportunities for equal participation by all District youth in their organization. Such groups include but are not limited to, the Boys and Girls Clubs of Santa Monica and Malibu, the Young Women's Christian Association (YWCA), the Young Men's Christian Association (YMCA), American Youth Soccer Organization (AYSO), Little League Baseball, Bobby Sox Softball and Pop Warner Football.

II. Direct Cost

1. Santa Monica and/or Malibu community based non-profit, exclusive, fee-to-play youth athletic organizations (sports clubs) which have limited enrollment to provide developmental opportunities for participation by all District youth in their organization based upon age and

skill level. Such groups include but are not limited to, Santa Monica United Soccer Club and Santa Monica Surf Basketball Club.

2. Santa Monica and/or Malibu based on-profit private school sports/athletic programs.
3. Santa Monica and/or Malibu based non-profit adult sports/athletic organizations, clubs and leagues with at least 75% of membership made up of Santa Monica and/or Malibu residents.
4. Non-Santa Monica and/or Malibu-based non-profit private school sports/athletic programs.

III. Fair Market Value

1. Non-Santa Monica and/or Malibu based non-profit adult sports/athletic organizations, clubs and leagues.
2. All for profit youth and/or adult sports, athletic organization events, games, clubs and leagues.
3. Groups shall be charged fair rental value when using school facilities or grounds for entertainment of meetings where admission is charged or contributions solicited and net receipts are not to be expended for charitable purposes or for the welfare of the District's students. (Education Code 38134)

D. Permit Revenue Sharing with Sites

The Superintendent or designee shall establish procedures whereby a percentage of the fees collected for use of facilities shall be shared directly with the sites to maintain the physical integrity of the school sites, supervise manage permit use at the site, and provide for ongoing or as yet undetermined maintenance, operation and/or renovation of the site's physical education and/or athletic facilities.

TO: BOARD OF EDUCATION

DISCUSSION

05/01/03

FROM: JOHN E. DEASY/SUPERINTENDENT

RE: STATUS OF AP AND HONORS COURSES - STUDENT ACHIEVEMENT
PART ONE OF TWO PARTS (POWERPOINT PRESENTATION)

DISCUSSION ITEM NO. D.3

The Superintendent will make a PowerPoint presentation regarding the status of AP and Honors courses and student achievement. The presentation was not available for print.