

TO: BOARD OF EDUCATION  
FROM: SUPERINTENDENT  
RE: APPROVAL OF MINUTES

ACTION  
08/22/02

RECOMMENDATION NO. A.1

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

August 8, 2002

TO: BOARD OF EDUCATION

ACTION/CONSENT

08/22/02

FROM: SUPERINTENDENT

RE: OVERNIGHT FIELD TRIP (S) 2002-03

RECOMMENDATION NO. A.2

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

<u>School Grade # of Students</u>	<u>Destination Dates</u>	<u>Principal Teacher</u>	<u>Cost / Paid for</u>	<u>Subject</u>	<u>Purpose of Trip</u>
John Adams 6th grade 200	Catalina Island 09/6/02 to 09/08/02	Linda Cady Tracy Mikulak	\$200.00 per student paid for by parents & fund raisers	Science	To study the marine environment and ecology with hands on experience.
John Adams 6th grade 130	Catalina Island 09/27/02 to 09/29/03	Linda Cady Tracy Mikulak	\$200.00 per student paid for by parents & fund raisers	Science	To study the marine environment and ecology with hands on experience.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE: N/A

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT

08/22/02

FROM: SUPERINTENDENT

RE: BASIC/SUPPLEMENTAL TEXTBOOKS TO BE ADOPTED

RECOMMENDATION NO. A.3

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.

**BREAD GIVERS**, by Anzia Yezierska, 10th grade English, Lorri Horn requesting adoption from Samohi, SUPPLEMENTAL

**BOUND FOR OREGON**, by Jean Van Leeuwen, 5th grade Social Studies, Tom Boyd requesting adoption from Edison, SUPPLEMENTAL

**SPELLING WORKOUT**, by Phillip Trocki, 3rd grade Spelling, Nancy Levy requesting adoption from Cabrillo, BASIC

**SPELLING WORKOUT**, by Phillip Trocki, 2nd grade Spelling, Laurel Thorne requesting adoption from Cabrillo, BASIC

**INTERNATIONAL WOMEN'S STORIES**, Edited by Kate Figes, 12th grade, Womens Literature, English, Tisha Reichle requesting adoption from Samohi, BASIC

**MARY REILLY**, by Valerie Martin, 9th grade English, Brian Sanders requesting adoption from Samohi, SUPPLEMENTARY

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE: N/A

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT

08/22/02

FROM: SUPERINTENDENT/JOSEPH N. QUARLES

RE: APPROVAL FOR INDEPENDENT CONTRACTS - MICHAEL HILL

RECOMMENDATION NO. A.4

It is recommended that the Board of Education enter into the following Independent Contracts. These contracts are included in the 2001/02 budget.

CONTRACTOR	DESCRIPTION	SITE	FUNDING
Michael Hill Contract UC03015  Total amount of Contract \$5,200  8/23/02-6/30/03	Working in concert with District staff, review and revise board policies and input corrections and recommendations to on-line database of board policies	Human Resources	Independent Contractor/Consultant General Administration  01-00000-0-00000-72000- 5802-025-1250

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE: N/A

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION ACTION/CONSENT  
08/22/02  
FROM: SUPERINTENDENT/KENNETH BAILEY/BETH CONNORS  
RE: ATTENDANCE CALENDAR FOR 2002/2003

RECOMMENDATION NO. A.5

It is recommended that the Board of Education adopt the attached Attendance Calendar for the 2002/2003 school year.

COMMENTS: Ed Code 73201 allows us to build an attendance school calendar to maximize ADA by strategically positioning the start and end of the P2 Apportionment period. Historically, our secondary enrollment drops from the seventh month onward. Since P2 is computed as the average attendance from the beginning of the school year through the last full school month ending on or before April 15, the earlier we count the ADA the more apportionment we will generate. This can be accomplished by excluding the winter break and filing P2 through the 7<sup>th</sup> school month rather than the 8th school month as is currently depicted in the regular school calendar.

**This will not, in any way, change the current adopted school calendar. It is for attendance accounting purposes only.**

MOTION MADE BY:  
SECONDED BY:

STUDENT ADVISORY VOTE: N/A  
AYES:  
NOES:  
ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT

08/22/02

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 July 27, 2002, through August 12, 2002, for fiscal year 2002/03.

**AGENDA**

**NOTE:** Copies of the purchase order list are not available in the electronic agenda. They are printed in the published agenda and are available for public review in the Office of the Superintendent.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE: N/A

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION  
FROM: SUPERINTENDENT/KENNETH R. BAILEY  
RE: ACCEPTANCE OF GIFTS - 2002-03

ACTION/CONSENT  
08/22/02

RECOMMENDATION NO. A.7

It is recommended that the Board of Education accept, with gratitude, checks and gifts totaling \$38,916.50 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 \$38,916.50, 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:** Copies of the gift report list are not available in the electronic agenda. They are printed in the published agenda and are available for public review in the Office of the Superintendent.

MOTION MADE BY:  
SECONDED BY:

STUDENT ADVISORY VOTE: N/A  
AYES:  
NOES:  
ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT

08/22/02

FROM: SUPERINTENDENT/KENNETH R. BAILEY

RE: CONFERENCE AND TRAVEL APPROVAL/RATIFICATION

RECOMMENDATION NO. A.8

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>DEASY, John</u> Superintendent 01-00000-0-00000-72000-5220- 020-1200 General Fund - <b>Function:</b> Other Genl. Admin.	ACSA Superintendent's Symposium Monterey, CA January 28 - 31, 2003	\$1,300.00
<u>HOLMES, Elizabeth</u> Personnel Services 01-00000-0-00000-72000-5220- 007-4070 General Fund - <b>Function:</b> Other Genl. Admin.	LACOE Ed/Join Meeting Downey, CA July 10, 2002	\$19.35 (mileage only)
<u>STARK, Joseph</u> Adult Education Center 11-39100-0-41100-10000-5220- 095-2950 Adult Ed. Fund - <b>Resource:</b> Adult Education: Priority 1, 2 & 3	CASAS Regional Workshop Torrance, CA August 13 - 14, 2002	\$50.00
<u>WILSON, Stanley</u> John Adams Middle No Cost to District	Law Enforcement Mediation Workshop Downey, CA August 28 - 29, 2002	0

<u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<b>Adjustments</b> (Preapproved expenses 10% in excess of approved costs that must be approved by Board/Changes in Personnel Attendance)		
<u>ONAMI, Janice</u> Child Development Serv. <b>Postpay:</b> 12-52101-0-00000-00000-9330- 000-0000 Child Dev. Fund - <b>Resource: Head Start Model 1</b> 12-52101-0-85000-10000-9330- 070-2700	CIRCLE Training Concord, CA June 17 - 21, 2002	<b>\$975.00</b> <b>OVERAGE</b>
<b>Group Conference and Travel: In-State</b> * a complete list of conference participants is on file in the Department of Fiscal Services		
<u>DEASY, John</u> + 100 Additional Staff 01-00000-0-00000-72000-5220- 020-1200 General Fund - <b>Function:</b> Other Genl. Admin.	Annual Kickoff Meeting Malibu, CA August 21, 2002	\$700.00
<u>CANNELL, Steve</u> <u>HO, Pat</u> State & Federal Projects 01-41100-0-11100-10000-5220- 035-1300 General Fund - <b>Resource:</b> Title V	OPI Workshop Ontario, CA October 9, 2002	\$100.00 total
<b>Out-of-State Conferences: Individual</b>		
<u>DEASY, John</u> Superintendent 01-00000-0-00000-72000-5220- 020-1200 General Fund - <b>Function:</b> Other Genl. Admin.	Superintendent's Leadership Group Nashville, TN August 1 - 4, 2002	\$1,000
<u>CANNELL, Steve</u> Educational Services 1-30100-0-11100-10000-5220- 035-1300 General Fund - <b>Resource:</b> IASA Title I Basic	Putting the Pieces Together Arlington, VA September 26 - 29, 2002	\$2,000.00
<b>Out-of-State Conferences: Group</b>		
NONE		

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE: N/A

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION  
08/22/02

FROM: SUPERINTENDENT/JOSEPH N. QUARLES

RE: CERTIFICATED ADMINISTRATIVE APPOINTMENT:  
ASSISTANT PRINCIPAL - JOHN ADAMS MIDDLE SCHOOL

RECOMMENDATION NO. A.9

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

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Assistant Principal John Adams Middle School

MOTION MADE BY:  
SECONDED BY

AYES:  
NOES:  
ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION  
08/22/02

FROM: SUPERINTENDENT/JOSEPH N. QUARLES

RE: CERTIFICATED ADMINISTRATIVE APPOINTMENT:  
ASSISTANT PRINCIPAL - MALIBU HIGH SCHOOL

RECOMMENDATION NO. A.10

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

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Assistant Principal Malibu High School

MOTION MADE BY:  
SECONDED BY

AYES:  
NOES:  
ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION  
08/22/02

FROM: SUPERINTENDENT/JOSEPH N. QUARLES

RE: CERTIFICATED ADMINISTRATIVE APPOINTMENT:  
DEAN OF STUDENTS - SANTA MONICA HIGH SCHOOL

RECOMMENDATION NO. A.11

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

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Dean of Students - Santa Monica High School

MOTION MADE BY:  
SECONDED BY

AYES:  
NOES:  
ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION  
08/22/02

FROM: SUPERINTENDENT/JOSEPH N. QUARLES

RE: CERTIFICATED ADMINISTRATIVE APPOINTMENT:  
ASSISTANT PRINCIPAL - SANTA MONICA HIGH SCHOOL

RECOMMENDATION NO. A.12

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

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Assistant Principal Santa Monica High School

MOTION MADE BY:  
SECONDED BY

AYES:  
NOES:  
ABSTENTIONS:

TO: BOARD OF EDUCATION CONSENT/ACTION  
08/22/02

FROM: SUPERINTENDENT/JOSEPH N. QUARLES/RICK BAGLEY

RE: CERTIFICATED PERSONNEL - Elections, Separations

RECOMMENDATION NO. A.13

ELECTIONS

ADDITIONAL ASSIGNMENTS

<u>Name/Location</u>	<u>Rate</u>	<u>Effective</u>	<u>Not to Exceed</u>
<u>JOHN ADAMS MIDDLE SCHOOL</u>			
Austin, Heather	4 hrs @\$34.90	7/29/02-8/26/02	Est Hrly/\$140
Brehm, Kristy	4 hrs @\$34.90	7/29/02-8/26/02	Est Hrly/\$140
Calderon, Brenda	4 hrs @\$34.90	7/29/02-8/26/02	Est Hrly/\$140
Daws, Tracy	4 hrs @\$34.90	7/29/02-8/26/02	Est Hrly/\$140
Hale, Shannon	4 hrs @\$34.90	7/29/02-8/26/02	Est Hrly/\$140
Kusion, Alex	4 hrs @\$34.90	7/29/02-8/26/02	Est Hrly/\$140
LaDuke, Jan	4 hrs @\$34.90	7/29/02-8/26/02	Est Hrly/\$140
Lang, Justine	4 hrs @\$34.90	7/29/02-8/26/02	Est Hrly/\$140
Loopesko, Lorna	4 hrs @\$34.90	7/29/02-8/26/02	Est Hrly/\$140
McCarthy, Marcia	4 hrs @\$34.90	7/29/02-8/26/02	Est Hrly/\$140
Scotland, Alva	4 hrs @\$34.90	7/29/02-8/26/02	Est Hrly/\$140
Whitaker, Cathie	4 hrs @\$34.90	7/29/02-8/26/02	<u>Est Hrly/\$140</u>
TOTAL ESTABLISHED HOURLY			\$1,680

Comment: Humanities and Language Arts Inservices  
01-School Improvement Prog, K-6

Jacobs, Ed	28 hrs @\$34.90	8/13-16/02	Est Hrly/\$977
Post, Joel	28 hrs @\$34.90	8/13-16/02	<u>Est Hrly/\$977</u>
TOTAL ESTABLISHED HOURLY			\$1,954

Comment: Software Training on new grading system  
01-Unrestricted Resource

Jacobs, Ed	15 hrs @\$34.90	6/27-28/02	<u>Est Hrly/\$524</u>
TOTAL ESTABLISHED HOURLY			\$524

Comment: Program and relocate computers for new school year

CHILD DEVELOPMENT SERVICES

Barba, Yesenia	160 hrs @\$16.45	8/05/02-8/30/02	<u>Own Hrly/\$2632</u>
TOTAL OWN HOURLY			\$2,632

Comment: Summer Program CDS Operating 8/5-30/02  
12-CD: Extended Day Care (GLTK)

Alidina, Jamila	112 hrs @\$20.79	7/1/02-7/19/02	Own Hrly/\$2328
Gluck, Heidi	112 hrs @\$25.75	7/1/02-7/19/02	Own Hrly/\$2884
Ortiz, Jessica	112 hrs @\$21.52	7/1/02-7/19/02	<u>Own Hrly/\$2410</u>
TOTAL OWN HOURLY			\$7,622

Comment: Summer Program CDS Operating 7/1-19/02  
12-CD: Extended Day Care (GLTK)

Lumsden, Peter	192 hrs @\$26.99	7/1/02-8/2/02	<u>Own Hrly/\$5182</u>
TOTAL OWN HOURLY			\$5,182

Comment: Summer Program CDS Operating 7/1-8/2/02

12-CD: Extended Day Care (GLTK)

Prinz, Leah	200 hrs @\$25.10	7/29/02-8/30/02	<u>Own Hrly/\$5020</u>
		TOTAL OWN HOURLY	\$5,020

Comment: Summer Program CDS Operating 7/29/02-8/30/02  
 12-CD: Extended Day Care (GLTK)

Alidina, Jamila	200 hrs @\$20.79	7/29/02-8/30/02	Own Hrly/\$4158
Cruse, Patricia	200 hrs @\$21.52	7/29/02-8/30/02	Own Hrly/\$4304
Dabash, Reham	200 hrs @\$18.62	7/29/02-8/30/02	Own Hrly/\$3724
Drymon, Cheryl	200 hrs @\$24.82	7/29/02-8/30/02	Own Hrly/\$4964
Enriquez, Maria	200 hrs @\$20.18	7/29/02-8/30/02	Own Hrly/\$4036
Gluck, Heidi	200 hrs @\$25.75	7/29/02-8/30/02	Own Hrly/\$5150
Gonzalez, Maribeth	200 hrs @\$20.59	7/29/02-8/30/02	Own Hrly/\$4118
Martinez, Emelita	200 hrs @\$27.72	7/29/02-8/30/02	Own Hrly/\$5544
Martinez, Maria	200 hrs @\$21.32	7/29/02-8/30/02	Own Hrly/\$4264
Namdar, Shahfar	200 hrs @\$22.75	7/29/02-8/30/02	Own Hrly/\$4550
Olliff, Elizabeth	200 hrs @\$21.52	7/29/02-8/30/02	Own Hrly/\$4304
Ortiz, Jessica	200 hrs @\$21.52	7/29/02-8/30/02	Own Hrly/\$4304
Rodriguez, Claudia	200 hrs @\$20.59	7/29/02-8/30/02	Own Hrly/\$4118
Rosas-Lopez, Cecelia	200 hrs @\$19.86	7/29/02-8/30/02	Own Hrly/\$3972
Sanciprian, Gisela	200 hrs @\$18.93	7/29/02-8/30/02	Own Hrly/\$3786
Stamps, Elizabeth	200 hrs @\$20.59	7/29/02-8/30/02	<u>Own Hrly/\$4118</u>
		TOTAL OWN HOURLY	\$69,414

Comment: Summer Program CDS Operating 7/29/02-8/30/02  
 12-Head Start Model 1

Castellon, Emma	192 hrs @\$18.31	7/1/02-8/2/02	<u>Own Hrly/\$3516</u>
		TOTAL OWN HOURLY	\$3,516

Comment: Summer Program CDS Operating 7/1-8/2/02  
 12-CD:Fed Chld Care Ctr-Bsd Fctr

Castellon, Emma	160 hrs @\$18.31	8/5/02-8/30/02	Own Hrly/\$2930
Lumsden, Peter	160 hrs @\$26.99	8/5/02-8/30/02	Own Hrly/\$3239
Samimi, Leili	160 hrs @\$17.38	8/5/02-8/30/02	Own Hrly/\$2781
Stamps, Elizabeth	160 hrs @\$20.59	8/5/02-8/30/02	<u>Own Hrly/\$3294</u>
		TOTAL OWN HOURLY	\$12,244

Comment: Summer Program CDS Operating 8/5-8/30/02  
 12-CD:St Genl Child Care (GCTR)

Stamps, Elizabeth	152 hrs @\$20.59	7/29/02-8/30/02	<u>Own Hrly/\$3130</u>
		TOTAL OWN HOURLY	\$3,130

Comment: Summer Program CDS Operating 7/1-26/02  
 12-CD:St Genl Child Care (GCTR)

Prinz, Leah	152 hrs @\$25.10	7/29/02-8/30/02	<u>Own Hrly/\$3815</u>
		TOTAL OWN HOURLY	\$3,815

Comment: Summer Program CDS Operating 7/1-26/02  
 12-Unrestricted Resource

Dabash, Reham	152 hrs @\$18.62	7/29/02-8/30/02	<u>Own Hrly/\$2830</u>
		TOTAL OWN HOURLY	\$2,830

Comment: Summer Program CDS Operating 7/29/02-8/30/02  
 12-Head Start Model 1

EDISON ELEMENTARY SCHOOL

Maiztegui, Laura	\$3106 Stipend	2/1/02-6/21/02	<u>Stipend/\$3106</u>
		TOTAL STIPEND	\$3,106

Comment: Title I Coordinator  
01-IASA: Title I Basic-LW Inc/Neg

EDUCATIONAL SERVICES

McGrath, Marilyn 24.5 days @\$363.03 6/24/02-8/30/02 Own Daily/\$8894  
TOTAL OWN DAILY \$8,894

Comment: Teacher Cal-SAFE Program during Summer  
01-St John's: Infant Family

McGrath, Marilyn 24.5 days @\$431.29 6/24/02-8/30/02 Own Daily/\$10,550  
TOTAL OWN DAILY \$10,550

Comment: Coordinator Cal-SAFE Program during Summer  
01-St John's: Infant Family

Whaley, Tom 10 days @\$362.69 7/1/02-7/31/02 Own Daily/\$3627  
TOTAL OWN DAILY \$3,627

Comment: Work additional days during summer  
01-Arts Education partnership grant

Bradford, Maureen \$1000 Stipend 7/1/02-8/2/02 Stipend/\$1000  
Harris, Ken \$5000 Stipend 7/1/02-8/2/02 Stipend/\$5000  
TOTAL STIPEND \$6,000

Comment: Summer School Principal  
01-Unrestricted Resource

Gitter, Randall 2000 hrs @\$34.90 9/2002-6/2003 Est Hrly/\$69,800  
TOTAL ESTABLISHED HOURLY \$69,800

Comment: Teach Title One students at St Annes  
01-IASA: Title I Basic-LW Inc/Neg

LINCOLN MIDDLE SCHOOL

Kelin, Marie Claire 18 hrs @\$34.90 6/24-26/02 Est Hrly/\$628  
TOTAL ESTABLISHED HOURLY \$628

Comment: Year-end closing  
01-Unrestricted resource

PT DUME MARINE SCIENCE SCHOOL

Armfield, Gina \$2000 Stipend 7/1/02-8/31/02 Stipend/\$2000  
TOTAL STIPEND \$2,000

Comment: Write Art Curriculum  
01-School Improvement Prog, K-6

SANTA MONICA HIGH SCHOOL

Karyadi, Adrienne 40 hrs @34.90 7/1/02-8/29/02 Est Hrly/\$1396  
TOTAL ESTABLISHED HOURLY \$1,396

Comment: Testing and Placement of ELD students  
01-Engl Lang/Intens Literary Prog

Edens, Meredith 15 days @\$420.16 7/1/02-8/30/02 Own Daily/\$6302  
TOTAL OWN DAILY \$6,302

Comment: Facilitate registration and scheduling of Special Education students  
for 2002/03 school year  
01-Special Education

STUDENT SERVICES

Martinez, Pat 6 days @\$433.31 7/1/02-8/2/02 Own Daily/\$2600  
Sinfield, Deanna 9 days @\$422.32 7/1/02-8/2/02 Own Daily/\$3801  
Vonderlieth, Jady 17 days @\$435.19 7/1/02-8/2/02 Own Daily/\$7398

		TOTAL OWN DAILY	\$13,799
Comment:	Additional DIS counseling, IEP's and assessments 01-Special Education		
Burrows, Linda	25 hrs @\$54.56	7/1/02-8/2/02	<u>Own Hrly/\$1364</u>
		TOTAL OWN HOURLY	\$1,364
Comment:	Lead teacher at middle school 01-Special Education		
Leslie, Stacy	4 hrs \$34.90	8/1/02-8/30/02	<u>Est Hrly/\$140</u>
		TOTAL ESTABLISHED HOURLY	\$140
Comment:	Additional reading support for student 01-Special Education		
McElvain, Nora	80 hrs @\$48.13	7/1/02-8/31/02	<u>Own Hrly/\$3850</u>
		TOTAL OWN HOURLY	\$3,850
Comment:	Revise and computer scan health office forms 01-Medi-Cal Billing Option		
Bishop, Shannon	20 hrs @\$51.21	7/8/02-8/2/02	Own Hrly/\$1024
Copeland, Barbara	20 hrs @\$64.80	7/8/02-8/2/02	Own Hrly/\$1296
Elgart, Candace	20 hrs @\$52.67	7/8/02-8/2/02	Own Hrly/\$1053
Tanooka, Janis	20 hrs @\$54.57	7/8/02-8/2/02	<u>Own Hrly/\$1091</u>
		TOTAL OWN HOURLY	\$4,464
Comment:	Assist students needing speech services during ESY 01-Special Education		

SUMMER SCHOOL

(80% Own Daily Rate unless otherwise noted)

SANTA MONICA HIGH SCHOOL

Mayoral, Eva	22 days @\$140.06 (40%)	7/2/02-8/2/02	Own Daily/\$3081
Orlowski, Jami	5 days @\$190.10	6/24/02-8/2/02	Own Daily/\$951
Orlowski, Jami	13 days @\$198.96	6/24/02-8/2/02	Own Daily/\$2586
Paul, Carmen	13 days @\$212.56	6/24/02-8/2/02	Own Daily/\$2763
Sato, Liane	22 days @\$83.62 (40%)	6/24/02-8/2/02	Own Daily/\$2341
Trundle, Al	10 days @\$259.54	6/24/02-8/2/02	<u>Own Daily/\$2595</u>
		TOTAL OWN DAILY	\$14,317
Comment:	Summer School Teacher 01-Unrestricted Resource		

HOURLY TEACHERS

ADULT EDUCATION

Afable, Elaine	171 hrs @\$39.10	7/1/02-8/30/02	Est Hrly/\$6686
ESL & Citizenship Teacher			
Alcazar, Jose	135 hrs @\$39.10	7/1/02-8/30/02	Est Hrly/\$5279
Teacher			
DeMello, Flavia	171 hrs @\$39.10	7/1/02-8/30/02	Est Hrly/\$6686
Teacher			
		TOTAL ESTABLISHED HOURLY	\$18,651
		11-Unrestricted Resource-50%	
		11-PL105-22 Engl Literacy/Civics-50%	
Hernandez, Patricia	171 hrs @\$39.10	7/1/02-8/30/02	Est Hrly/\$6686
Stark, Joe	171 hrs @\$39.10	7/1/02-8/30/02	<u>Est Hrly/\$6686</u>

TOTAL ESTABLISHED HOURLY           \$13,372  
11-Adult Basic Educ-321 ESL Serv-50%  
11-PL105-22 Engl Literacy/Civics-50%

Amsberry, Adrian	108 hrs @\$39.10	7/1/02-8/30/02	Est Hrly/\$4223
Bogotch, Hal	108 hrs @\$39.10	7/1/02-8/30/02	Est Hrly/\$4223
Doran, Marianne	108 hrs @\$39.10	7/1/02-8/30/02	Est Hrly/\$4223
Hammond, Paul	108 hrs @\$39.10	7/1/02-8/30/02	Est Hrly/\$4223
Karadenes, Mark	108 hrs @\$39.10	7/1/02-8/30/02	Est Hrly/\$4223
Large, Anabelle	108 hrs @\$39.10	7/1/02-8/30/02	Est Hrly/\$4223
Ollins, Sheila	108 hrs @\$39.10	7/1/02-8/30/02	Est Hrly/\$4223
Powers, Sharon	108 hrs @\$39.10	7/1/02-8/30/02	Est Hrly/\$4223
Stroud, Ruth	108 hrs @\$39.10	7/1/02-8/30/02	Est Hrly/\$4223
Tidwell, Athena	108 hrs @\$39.10	7/1/02-8/30/02	Est Hrly/\$4223
Toomey, Cathy	108 hrs @\$39.10	7/1/02-8/30/02	Est Hrly/\$4223
Thobe, Chris	108 hrs @\$39.10	7/1/02-8/30/02	Est Hrly/\$4223
Zax, Kelly	108 hrs @\$39.10	7/1/02-8/30/02	<u>Est Hrly/\$4223</u>
TOTAL ESTABLISHED HOURLY			\$54,899

Comment: ABE/ESL Teachers  
11-Unrestricted Resource

Easton, Julie	105 hrs @\$39.10	7/1/02-8/10/02	Est Hrly/\$4106
Hernandez, Jose	84 hrs @\$39.10	7/1/02-8/10/02	<u>Est Hrly/\$3284</u>
TOTAL ESTABLISHED HOURLY			\$7,390

Comment: Teacher  
11-Unrestricted Resource

Hernandez, Lisa	135 hrs @\$39.10	7/1/02-8/30/02	<u>Est Hrly/\$5279</u>
TOTAL ESTABLISHED HOURLY			\$5,279

Comment: Teacher  
11-PL105-22 Engl Literacy/Civics

Allen, Antonia	135 hrs @\$39.10	7/1/02-8/30/02	<u>Est Hrly/\$5279</u>
TOTAL ESTABLISHED HOURLY			\$5,279

Comment: Teacher (YWCA/ABE)  
11-Adult Ed: Priority 1,2 and 3

Levin, Peri	171 hrs @\$39.10	7/1/02-8/30/02	<u>Est Hrly/\$6686</u>
TOTAL ESTABLISHED HOURLY			\$6,686

Comment: Teacher  
11-Unrestricted Resource-50%  
11-Adult Ed: Priority 1,2 and 3-50%

Porter, Lynne	180 hrs @\$39.10	7/1/02-8/30/02	<u>Est Hrly/\$7038</u>
TOTAL ESTABLISHED HOURLY			\$7,038

Comment: Counselor  
11-Unrestricted Resource-25%  
11-Adult Ed: Priority 1,2 and 3-25%  
11-Adult Ed: Priority 5, GED/Secnd-50%

McClure, Michael	30 hrs @\$39.10	7/27/02-8/10/02	Est Hrly/\$1173
Nikcevic, Veronica	30 hrs @\$39.10	7/27/02-8/10/02	<u>Est Hrly/\$1173</u>
TOTAL ESTABLISHED HOURLY			\$2,346

Comment: Teacher  
11-Unrestricted Resource

ROP

Jones, Teresa	20 hrs @\$39.10	7/1/01-8/30/02	Est Hrly/\$782
Retail Sales, Marketing Small Business Management - Inservice			

Just, Meiko	20 hrs @\$39.10	7/1/01-8/30/02	Est Hrly/\$782
Office Occupations, Marketing - Inservice			

Just, Meiko	250 hrs @\$39.10	7/1/01-8/30/02	Est Hrly/\$9775
Office Occupations, Marketing			
Kemp, Anita	20 hrs @\$39.10	7/1/01-8/30/02	Est Hrly/\$782
Small Business Management, Banking, Food Svc Mgmt - Inservice			
McGee, Richard	360 hrs @\$39.10	7/1/02-8/30/02	Est Hrly/\$14,076
Commercial Art			
Sauceda, Robert	25 hrs @\$39.10	7/1/02-8/30/02	Est Hrly/\$978
Office Occupations, Computer Applications			
Suhd, Mike	100 hrs @\$39.10	7/1/02-8/30/02	Est Hrly/\$3910
Building Maintenance, Diversified Occupations			
Shafiey, Mahvash	20 hrs @\$39.10	7/1/01-8/30/02	Est Hrly/\$782
Marketing, Small Business Mgmt - Inservice			
Shafiey, Mahvash	25 hrs @\$39.10	7/1/01-8/30/02	Est Hrly/\$728
Marketing, Small Business Mgmt			
Shafiey, Mahvash	120 hrs @\$39.10	7/1/01-8/30/02	Est Hrly/\$4692
Lifeguard Occupations			
			TOTAL ESTABLISHED HOURLY \$37,287
			01-ROC/P Apportionment

Jones, Teresa	150 hrs @\$53.43	7/1/01-8/30/02	Own Hrly/\$8015
Retail Sales, Marketing Small Business Management			
Just, Peggy	100 hrs @\$55.33	7/1/01-8/30/02	Own Hrly/\$5533
Computer Applications			
Kemp, Anita	200 hrs @\$55.33	7/1/01-8/30/02	Own Hrly/\$11,066
Small Business Management, Banking, Food Svc Mgmt			
			TOTAL OWN HOURLY \$24,614
			01-ROC/P Apportionment

ROP SUMMER SCHOOL

(40% own daily rate)

Wood, David	28 days @\$150.36	6/24/02-8/2/02	Own Daily/\$4210
Commercial Photography			
			TOTAL OWN DAILY \$4,210
			01-ROC/P Apportionment

EXTENDED DUTY UNITS

<u>LOCATION</u>	<u>RATE</u>	<u>ACTIVITY</u>	<u>EFFECTIVE</u>	<u>TOTAL</u>
<u>SANTA MONICA HIGH SCHOOL</u>				
Gaida, Ingo	13 units @\$220	Academic Decathlon	1/02-6/02	\$2860
Williams, A.Deer	12 units @\$220	Track, Asst	1/02-6/02	\$2640
			TOTAL EXTENDED DUTY UNITS	\$5,500
			01-Unrestricted Resource	

**TOTAL OWN HOURLY, OWN DAILY, ESTABLISHED HOURLY  
EXTENDED DUTY UNITS and STIPENDS = \$462,351**

SUBSTITUTES

EFFECTIVE

CHILD DEVELOPMENT SERVICES

(@13.97 Hourly Rate)

Bolton, Suzannah W. 7/1/02-8/30/02

CHANGE IN ASSIGNMENT

Name/Assignment

Location

Effective

Freedman, Marolyn

7/1/02

Student Services, Program Coordinator

From: 40%

To: 80%

PROBATIONARY CONTRACTS

Name/Assignment

Not to

Location

Exceed

Effective

Acosta, Veronica

100%

8/30/02

Lincoln/P.E.

[replacing A. Jimenez]

Asselin, Sylvie

100%

8/30/02

Lincoln/Social Studies/French

[replacing S. Hopkinson]

Avila, Laura

100%

8/30/02

Samohi/Spanish

[replacing M. Urrutia]

Belcher, Jeffrye

100%

8/30/02

Lincoln/Math

[replacing R. Serratore]

Burgee, Martha

100%

8/30/02

Adams/Councilor-Teacher

[new position]

Busse, Nathan

100%

8/30/02

Samohi/English

[replacing S. Parra]

Calek, Laura

100%

8/30/02

Pt Dume/1st

[replacing C. Hedrick]

Carrier, Eric

100%

8/30/02

Malibu/English

[new position]

Ceppie, Andrea

100%

8/30/02

SMASH/3rd, 4th, 5th

[replacing M. Herrera]

DeMorst, Wendy

100%

8/30/02

SAMOHI/Student Support

[new position]

Engerman, Julie

100%

8/30/02

Franklin/1st

[replacing S. Strate]

Erlandon, Staci

100%

8/30/02

Cabrillo/5th

[replacing J. LeDoux]

Farlow, Diane

100%

8/30/02

Cabrillo/3rd, 4th

[replacing H. Frymyer]

Flynn, Paula Franklin/5th	100%	8/30/02 [replacin B. Levine]
French, Tara Malibu/Sp Ed-Preschool	100%	8/30/02 [replacing L. Crane]
Goetz, Kristin Adams/P.E.	100%	8/30/02 [replacing D. Palmer]
Gonzalez, Maricela Adams/Counselor	100%	8/30/02 [replacing J. Orłowski]
Groefsema, Amy Samohi/Health	100%	8/30/02 [replacing P. Delaney]
Briana, Hart Grant/5th	100%	8/30/02 [replacing C. Matsumura]
Holland, Kurt Adams/Science	100%	8/30/02 [new position]
Irwin, Sanford Samohi/RSP-SDC	100%	8/30/02 [replacing J. Badt]
Korvin, Karin Samohi/French	100%	8/30/02 [replacing C. Chotiner]
Lawrence, Laura Samohi/Life Science	100%	8/30/02 [replacing T. Gon]
LeCassidy, Linh Samohi/Student Support	100%	8/30/02 [new position]
McComas, Shanti Webster/RSP	100%	8/30/02 [replacing K. Kirk]
McCracken, Amy Lincoln/English-Humanities	100%	8/30/02 [replacing J. Walton]
McCracken, Lynn Counselor/Advisory	100%	8/30/02 [replacing A. Trundle]
Meier, Robyn Malibu/MS PE	100%	8/30/02 [replacing T. Boykin]
Miller, Michael Malibu/MS Math	100%	8/30/02 [replacing J. Siehl]
Ojeda, Miriam Malibu/Spanish	100%	8/30/02 [replacing D. David-Maria]
Okada, Wendy Adams/Math	100%	8/30/02 [replacing G. Sato]
Okun, Edward Samohi/Science	100%	8/30/02 [new position]
Pastrana, Victor	100%	8/30/02

Adams/PE		[replacing T. Washington]
Pence, William Samohi/Chemistry	100%	8/30/02 [replacing G. Haskin]
Perkins, Kristie Samohi/Spanish	100%	8/30/02 [replacing V. Wilson]
Plaia, Jodi Malibu/English-Drama	100%	8/30/02 [replacing R. Arrants]
Schaben, Ryan Lincoln/Math	100%	8/30/02 [replacing S. Webb]
Segesman, Timothy Malibu/HS Math	100%	8/30/02 [new position]
Shukla, Prakriti SMASH/2nd,3rd	100%	8/30/02 [replacing A. Dawn]
Silhavy, Dawn Franklin/5th	100%	8/30/02 [replacing M. Joy]
Simmer, Heather Malibu/SDC	100%	8/30/02 [replacing J. Hamer]
Stevens, Maria Samohi/English	100%	8/30/02 [replacing E. Garcia]
Swenson, Joni Samohi/Music	100%	8/30/02 [replacing C. Schwabe]
Verdugo, Martin Samohi/Social Studies	100%	8/30/02 [replacing A. Dee Williams]
Williams, Albert Samohi/SDC-NS	100%	8/30/02 [replacing D. Willis]
Wrabel, Carol Samohi/Chemistry	100%	8/30/02 [replacing R. Tajiboy]

TEMPORARY CONTRACTS

<u>Name/Assignment</u> <u>Location</u>	<u>Percentage</u>	<u>Effective</u>
Adams, Laura Samohi/Soc Studies	100%	8/30/02-6/20/03 [replacing K. Thompson]
Barraza, Pete Samohi/English	100%	8/30/02-6/20/03 [replacing A. Robles]
Bautista, Claudia Samohi/Spanish	100%	8/30/02-6/20/03 [replacing M. Kenney]
Bersch, Kirsten Ed Svcs/Instr Music	100%	8/30/02-6/20/03 [new position]
Clark, Chris	100%	8/30/02-6/20/03

Muir/4th		[replacing A.Smale]
Corsun, Daniel Franklin/SDC	100%	8/30/02-6/20/03 [replacing D. Alderson]
Fagan, Susan Pt Dume/1st	50%	8/30/02-6/20/03 [job share w/Hollander]
Govindraj, Kristen Franklin/K	100%	8/30/02-6/20/03 [replacing E. Karelson (loa)]
Green, Joann Grant/K	100%	8/30/02-1/05/03 [replacing L. Martinez (maternity)]
Gusmao-Garcia, Renata Muir/K	100%	8/30/02-6/20/03 [replacing L. Lovett (loa)]
Harris, Christina Adams/Science	100%	8/30/02-6/20/03 [replacing R. Avedian]
Herrera, Mary Grant/RSP	100%	8/30/02-6/20/03 [replacing M. Tymchuk]
Hoffman, Heidi Grant/RSP	100%	8/30/02-6/20/03 [replacing B. Gormley (maternity)]
Inguanzo, Ana Grant/K	100%	8/30/02-6/20/03 [replacing O. Cueva (maternity)]
Johnson, Larissa McKinley/SDC-IS	100%	8/30/02-6/20/03 [replacing A. Burdick]
Johnson, Lisa Grant/SDC-NS	100%	8/30/02-6/20/03 [replacing C. Timmerman]
Kariya, Emily Samohi/Japanese	40%	8/30/02-6/20/03 [replacing D. Callister (loa)]
Landry, Katherine Malibu/MS English	100%	8/30/02-6/20/03 [replacing W. Thacker]
Millard, Molly Cabrillo/SDC-IS	100%	8/30/02-6/20/03 [replacing B. Spooner (loa)]
Penland, Katherine Muir/K-1	100%	8/30/02-6/20/03 [replacing W. Vanderbilt (loa)]
Richert, Ann Malibu/Counselor	100%	8/30/02-6/20/03 [replacing N. Pallathena]
Samayoa-Lunt Samohi/English	100%	8/30/02-6/20/03 [replacing C. Milwe (loa)]
Stauffer, Nathaniel	100%	8/30/02-6/20/03

Lincoln/Engl-Humanities		[replacing A. Gonzalez (loa)]
Vasquez-Mancini	100%	8/30/02-6/20/03
Adams/Imm Soc St		[new position]
Vieira, Ronaldo	100%	8/30/02-6/20/03
Lincoln/Eng-History		[replacing C. Dejesus (loa)]
Williams, Christopher	100%	8/30/02-6/20/03
Samohi/Social Studies		[replacing C. Megaffin]

LEAVES OF ABSENCE (with pay)

Name/Assignment		<u>Effective</u>
<u>Location</u>		
Gormley, Byrnn		8/30/02-11/10/02
Grant Elementary		[maternity]
McKellar, Leigh		5/20/02-8/28/02
Santa Monica High School		[maternity]

LEAVES OF ABSENCE (without pay)

Name/Assignment		<u>Effective</u>
<u>Location</u>		
Gormley, Brynn		11/11/02-12/31/02
Grant Elementary		[child care]
Hubbell, Mary		8/30/02-6/20/03
SMASH		[other]

RESIGNATIONS

<u>Name/Location</u>	<u>Effective</u>
Avedian, Raymond	7/23/02
John Adams Middle School	
Brown, Thelma	8/1/02
Santa Monica High School	
Dwan, Audrey	6/21/02
SMASH	
Hopkinson, Sandra	6/21/02
Lincoln Middle School	
McGrath, Marilyn	8/31/02
Santa Monica High School/Educational Services	
Williams, A.Deer	6/21/02
Santa Monica High School	

MOTION MADE BY:  
SECONDED BY:

STUDENT ADVISORY VOTE: N/A  
AYES:  
NOES:  
ABSTENTIONS:

TO: BOARD OF EDUCATION ACTION/CONSENT  
08/22/02  
FROM: SUPERINTENDENT/JOSEPH N. QUARLES/RICK BAGLEY  
RE: SPECIAL SERVICES EMPLOYEES

RECOMMENDATION NO. A.14

It is recommended that the following Special Services Employee contracts be approved in accordance with District policies and salary schedules and be assigned pursuant to BP 4102. Funding for the positions listed are included in the 2002/03 budget.

ELECTIONS

<u>Name/Location</u>	<u>Not to Exceed</u>	<u>Effective</u>	<u>Rate</u>
Brotman, Mary Student Services, Special Education, Occupational Therapist to provide direct services to students with signed IEP's which have occupational therapy goals under the supervision of a licensed occupational therapist FUNDING: 01-65000-0-57700-11900-2917-042-1501-100% Special Education	\$1687.50	7/01/02-8/02/02	\$1350/month
Coursey, William Pt Dume Marine Science School, Technology Consultant FUNDING: 01-90150-0-11100-10000-2917-019-1501-100% Reimbursed by PTA	\$2,900	07/01/02-8/31/02	\$35/hr
Frankel, Steven Director of Standards, Assessment and Data FUNDING: 01-00000-0-19510-21000-2917-030-1501 Unrestricted Resource	\$117,498	7/1/02-6/30/03	\$529.73/day
Guyer, Larry Adult Education Center, consult on various technology problems with current attendance and testing software FUNDING: 11-00000-0-00000-27000-2917-095-1501-100% Unrestricted Resource	\$2,500	07/01/02-6/30/02	\$37.50/hr



Hofman, Philip           \$2,500           07/01/02-8/31/02   \$37.50/hr  
 Adult Education Center, consult on various technology  
 problems with current attendance and testing software  
 FUNDING: 11-00000-0-00000-27000-2917-095-1501-100%  
 Unrestricted Resource

Isaackson, Kari           \$3,375           07/01/02-8/02/02   \$3375/month  
 Student Services, Special Education, Occupational Therapist  
 FUNDING: 01-65000-0-57700-11900-2917-042-1501-100%  
 Special Education

McKeown, Kevin           \$40,000           07/01/02-6/30/03   \$50/hr  
 Information Services, Computer Repair  
 FUNDING: 01-00000-0-00000-72000-2917-054-1501-100%  
 Unrestricted Resource

Messner, Vanessa         \$3,100           07/01/02-8/02/02   \$3100/month  
 Student Services, Special Education, Occupational Therapist  
 FUNDING: 01-65000-0-57700-11900-2917-042-1501-100%  
 Special Education

Ochsenbein, Mariana     \$3,100           07/01/02-8/02/02   \$3100/month  
 Student Services, Special Education, Occupational Therapist  
 FUNDING: 01-65000-0-57700-11900-2917-042-1501-100%  
 Special Education

Rabin, Debbie            \$3,100           07/01/02-8/02/02   \$3100/month  
 Student Services, Special Education, Occupational Therapist  
 FUNDING: 01-65000-0-57700-11900-2917-042-1501-100%  
 Special Education

Ross, Jennifer           \$3,100           07/01/02-8/02/02   \$3100/month  
 Student Services, Special Education, Occupational Therapist  
 FUNDING: 01-65000-0-57700-11900-2917-042-1501-100%  
 Special Education

Ruvalcaba, Nancy         \$3,500           07/01/02-8/31/02   \$12/hr  
 Educational Services, assess language fluency of English  
 Language Learners using the California English Language  
 Development Test  
 FUNDING: 01-62860-0-11100-10000-2917-035-1501-100%  
 ELAP: Engl Lang Acquisition Prog

Wickham-Foxwell, Nancy  \$9,000           07/01/02-9/30/02   \$35/hr  
 Educational Services, assess language fluency of English  
 Language Learners using the California English Language  
 Development Test  
 FUNDING: 01-62860-0-11100-10000-2917-035-1501-100%  
 ELAP: Engl Lang Acquisition Prog

Williams, Janice        \$22,500        07/01/02-6/30/03    \$50/hr  
Fiscal Services, NPS, Mandated Costs, reconciliation and  
other fiscal support services  
FUNDING: 01-00000-0-00000-72000-2917-051-1501-100%  
Unrestricted Resource

MOTION MADE BY:  
SECONDED BY:

STUDENT ADVISORY VOTE: N/A  
AYES:  
NOES:  
ABSTENTIONS:

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

ACTION/CONSENT  
08-22-02

RECOMMENDATION NO. A.15

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

**ELECTION**

GONZALEZ, SUSAN	CAFETERIA WORKER I 3.0 HRS/SY MCKINLEY RANGE: 11 STEP: 01	09-03-02
HAWLEY, NANCY	CAFETERIA WORKER I 3.0 HRS/SY MUIR RANGE: 11 STEP; 01	09-03-02
LOPEZ, ALEXANDER	CAFETERIA WORKER I 3.0 HRS/SY MCKINLEY RANGE: 11 STEP: 01	09-03-02

**PROMOTIONS**

VICKERS, LAURA	INST ASST - SPECIAL ED 5.0 HRS/SY SAMOHI FR: CHILDREN CENTER ASST	09-03-02
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**PROFESSIONAL GROWTH**

JOHNSON, KAREN	ELEMENTARY LIBRARY COORD GRANT	08-01-02
KUWANO, SUZANNE	SR ADMINISTRATIVE ASSISTANT SPECIAL ED	08-01-02
MINCA, ROBIN	ADMINISTRATIVE ASSISTANT LINCOLN	08-01-02

**INVOLUNTARY TRANSFER**

PATTERSON. PETE	CUSTODIAN I NSI 8.0 HRS/12 OPERATIONS FR: 8.0 HRS/12 SAMOHI	07-29-02
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**SUMMER ASSIGNMENT**

ANTOINE, ANITRA	BUS DRIVER TRANSPORTATION	07-01-02 08-02-02
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BASS, RONALD	CAMPUS SECURITY OFFICER ADAMS	06-27-02 07-26-02
BIVENS, EMILY	CHILDREN CENTER ASSISTANT CDS	07-29-02 08-30-02
BROOKS, ROSALEE	ADMINISTRATIVE ASSISTANT PT.DUME	07-01-02 08-30-02
BROOKS, ROSALEE	ADMINISTRATIVE ASSISTANT PERSONNEL SERVICES	07-22-02 07-31-02
CARRILLO, STEVEN	BUS DRIVER TRANSPORTATION	07-01-02 08-02-02
CONSTANZA, SIUGEN	BIL COMMUNITY LIAISON WEBSTER	07-01-02 08-10-02
COOPER, RAYMOND	CAMPUS SECURITY OFFICER OLYMPIC	07-08-02 07-26-02
COOPER, RAYMOND	CAMPUS SECURITY OFFICER OLYMPIC	07-15-02 07-30-02
COOPER, RAYMOND	CAMPUS SECURITY OFFICER SAMOHI	07-23-02 07-23-02
COOPER, RAYMOND	CAMPUS SECURITY OFFICER SAMOHI	07-01-02 08-27-02
DAVIS, KENRICK	BUS DRIVER TRANSPORTATION	07-01-02 08-02-02
DAVIS, LARRY	BUS DRIVER TRANSPORTATION	07-08-02 08-16-02
DURBIN, MURIEL	INST ASST - SPECIAL ED SPECIAL ED	07-01-02 08-30-02
ELIE, LATRICE	BUS DRIVER TRANSPORTATION	07-01-02 08-02-02
FATEMI, SOHEILA	CHILDREN CENTER ASSISTANT CDS	07-01-02 08-30-02
FLORES, ESTELLA	SR OFFICE ASSISTANT SAMOHI	06-27-02 08-27-02

GEVORKYAN, ARUTYUN	BUS DRIVER TRANSPORTATION	07-01-02 08-02-02
GIRION, EVANGELINA	BUS DRIVER TRANSPORTATION	06-27-02 08-16-02
GONZALES, ERNESTO	CAMPUS SECURITY OFFICER OLYMPIC	07-08-02 07-26-02
GONZALES, ERNESTO	CAMPUS SECURITY OFFICER SAMOHI	07-01-02 08-27-02
GONZALEZ, DOLORES	ADMINISTRATIVE ASSISTANT SPECIAL ED	07-01-02 08-02-02
GRANADINO, FRANK	BUS DRIVER TRANSPORTATION	07-01-02 08-02-02
HARDISTER, HAROLD	INST ASST - SPECIAL ED SPECIAL ED	07-01-02 08-02-02
JIVANI, SHENY	CHILDREN CENTER ASSISTANT CDS	07-29-02 08-30-02
LAWRENCE, ADRIANNA	BUS DRIVER TRANSPORTATION	07-01-02 08-02-02
LEWIS, JESSE	BUS DRIVER TRANSPORTATION	07-01-02 08-02-02
LOPEZ, VICTORIA	CAMPUS SECURITY OFFICER SAMOHI	06-27-02 08-02-02
MARZULLI, MARGARET	CHILDREN CENTER ASSISTANT CDS	07-01-02 07-31-02
MC LEAN, SALLY	ADMINISTRATIVE ASSISTANT ED SERVICES	08-01-02 08-31-02
MC MILLAN, ROSEMARY	BUS DRIVER TRANSPORTATION	07-01-02 08-02-02
MONGE, BRENDA	BUS DRIVER TRANSPORTATION	07-01-02 08-02-02
MONGE, GERVER	BUS DRIVER TRANSPORTATION	07-01-02 08-02-02
MORENO, DIANA	SR OFFICE SPECIALIST ED SERVICES	07-01-02 08-31-02

NAVIA, JANENE	CHILDREN CENTER ASSISTANT CDS	06-24-02 07-26-02
NAVIA, JANENE	CHILDREN CENTER ASSISTANT CDS	07-29-02 08-30-02
PADILLA, ELIZABETH	CHILDREN CENTER ASSISTANT CDS	07-01-02 07-26-02
PADILLA, ELIZABETH	CHILDREN CENTER ASSISTANT CDS	07-29-02 08-30-02
PADILLA, GLORIA	CHILDREN CENTER ASSISTANT CDS	07-29-02 08-30-02
POSNER, CARA	INST ASST - SPECIAL ED SPECIAL ED	07-01-02 08-02-02
SATO, NAOMI	INST ASST - CLASSROOM MUSIC SAMOHI	07-01-02 07-31-02
SMITH, DUNNELL	CAMPUS SECURITY OFFICER OLYMPIC	07-08-02 07-26-02
SMITH, DUNNELL	CAMPUS SECURITY OFFICER ADAMS	06-27-02 07-26-02
SMITH, LENORA	BUS DRIVER TRANSPORTATION	07-01-02 08-02-02
TAYLOR, CHRISTIAN	CHILDREN CENTER ASSISTANT CDS	07-29-02 08-30-02
VARGAS, CYNTHIA	INST ASST - SPECIAL ED SPECIAL ED	06-28-02 08-02-02
VASQUEZ, MARTHA	CHILDREN CENTER ASSISTANT CDS	07-26-02 08-30-02
VILLATORAO, MARIA	CHILDREN CENTER ASSISTANT CDS	07-01-02 07-26-02
WILLIAMS, D' ANDRE	BUS DRIVER TRANSPORTATION	07-01-02 08-02-02
WIRT, JAMES	BUS DRIVER TRANSPORTATION	07-01-02 08-02-02

WOLTERS, MARIO	INST ASST - SPECIAL ED SPECIAL ED	07-23-02 08-02-02
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YATES, KATHY	BUS DRIVER TRANSPORTATION	07-01-02 08-02-02
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**TEMP/ADDITIONAL**

BATCHELOR, EUGENE	CAMPUS SECURITY OFFICER SAMOHI	06-16-02 06-21-02
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BATCHELOR, EUGENE	CAMPUS SECURITY OFFICER ADULT ED	07-19-02 06-30-03
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CARTEE-JENKINS, KERYL	SR ADMINISTRATIVE ASSISTANT FOOD SERVICES	07-01-02 06-30-03
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CHOI, DONALD	ADMINISTRATIVE ASSISTANT SUPT OFFICE	07-30-02 07-31-02
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HERNANDEZ, DIANE	ACCOUNTING TECHNICIAN CDS	07-01-02 08-30-02
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LOPEZ, MARLENE	OFFICE SPECIALIST FISCAL SERVICES	07-01-02 11-01-02
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VARGAS, PATRICIA	ADMINISTRATIVE ASSISTANT ADULT ED	07-01-02 08-31-02
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WITHERSPOON, ROBERTA	ACCOUNTING TECHNICIAN CDS	07-01-02 08-30-02
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**SUBSTITUTE**

ALBA, RAUL	CUSTODIAN I OPERATIONS	07-01-02 06-30-03
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ASRIYAN, ARAMAIS	CUSTODIAN I NSI OPERATIONS	07-01-02 08-30-02
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BLACK, CURTIS	CUSTODIAN I OPERATIONS	07-01-02 06-30-03
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ERIKSON, ANA GRETA	INST ASST - SPECIAL ED SPECIAL ED	06-28-02 08-02-02
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HAROONI, SHAHIN	INST ASST - SPECIAL ED SPECIAL ED	06-28-02 08-02-02
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KELLER, EVELYN	INST ASST - SPECIAL ED SPECIAL ED	06-28-02 08-02-02
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LAWRENCE, DIRK D II	INST ASST - SPECIAL ED SPECIAL ED	06-28-02 08-02-02
LEON, FELIPE	CUSTODIAN I ROOSEVELT	07-01-02 06-30-03
MARINEZ, M V	INST ASST - SPECIAL ED SPECIAL ED	06-28-02 08-02-02
MARTINEZ, KIM	INST ASST - SPECIAL ED SPECIAL ED	06-28-02 08-02-02
RICHARDSON, RANDOLF	CUSTODIAN I SAMOHI	07-12-02 09-30-02
RICHARDSON, RANDOLF	CUSTODIAN I OPERATIONS	07-01-02 06-30-03
RIOS, RAUL	CUSTODIAN I SAMOHI	07-16-02 07-23-02
RIOS, RAUL	CUSTODIAN I MALIBU	07-24-02 09-30-02
TANAMAS, AYDA	INST ASST - SPECIAL ED SPECIAL ED	06-28-02 08-02-02
TAYLOR, CANDACE	CUSTODIAN I SAMOHI	07-01-02 06-30-03
TOPPS, LEONARD	CUSTODIAN I OLYMPIC	07-01-02 06-30-03
TREVATHAN, DARLENE	INST ASST - SPECIAL ED SPECIAL ED	06-28-02 08-02-02
VITARTAS, CHERYL	INST ASST - SPECIAL ED SPECIAL ED	06-28-02 08-02-02
WATSON, RHANSFORD	CUSTODIAN I OPERATIONS	07-01-02 06-30-03
WOODARD, ANNETTE	INST ASST - SPECIAL ED SPECIAL ED	06-28-02 08-02-02
<b><u>RETIREMENT</u></b>		
ESCALERA, FRANCISCO	EQUIPMENT OPR TREE TRIMMER OPERATIONS	09-30-02

**RESIGNATION**

COLAJEZZI, DENISE	OFFICE ASSISTANT II SMASH	06-26-02
DEVILLERES, DAVID	CAFETERIA WORKER I ADAMS	06-23-02
MORALES, MARVIN	CAFETERIA WORKER I WEBSTER	08-15-02
ORELLANA, CORINNA	CHILDREN CENTER ASSISTANT PINE STREET	08-06-02

**ESTABLISHED POSITION**

SR OFFICE SPECIALIST 4.0 HRS/10	OLYMPIC/SARB	09-03-02
INST ASST - SPECIAL ED 3.0 HRS/SY	PINE STREET	09-01-02
INST ASST - SPECIAL ED 3.0 HRS/SY	PINE STREET	09-01-02
SWIM INSTRUCTOR/LIFEGUARD 8.0 HRS/SY	LINCOLN	09-03-02

MOTION MADE BY:

SECONDED BY:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT

08-22-02

FROM: SUPERINTENDENT/JOHN SLISS

RE: CLASSIFIED PERSONNEL - NON-MERIT

RECOMMENDATION NO. A.16

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

**STUDENT INTERN - ALLIANCE**

DE LA TORRE, ALMA	SAMOH	07-01-02 - 08-31-02
FESSEHATSUBB, YOHANNES	SAMOH	07-01-02 - 08-31-02

**STUDENT HELPER - WORKABILITY**

MANJARREZ, LISETTE	WORKABILITY	07-30-02 - 06-30-03
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**ASSISTANT COACH**

AUSTIN, PHILIP	SAMOH	08-01-02 - 01-01-03
BAILEY, MICHAEL	SAMOH	08-01-02 - 01-01-03
CLARK, TRAVIS	SAMOH	08-01-02 - 01-01-03
DEARN, TIMOTHY	SAMOH	08-01-02 - 01-01-03
DELEO, NICHOLAS	MALIBU	08-10-02 - 12-31-02
GARNER, RICHARD	SAMOH	08-01-02 - 01-01-03
HERRERA, LUKE	SAMOH	08-01-02 - 01-01-03
HUMPHREY, REGENCE	SAMOH	08-01-02 - 01-01-03
MARSDEN, RAYMOND	SAMOH	08-01-02 - 01-01-02
PAGE, FRANK	MALIBU	07-01-02 - 06-20-03
ROBERTSON, HUGH	SAMOH	08-01-02 - 01-01-03
SATO, LIANE	SAMOH	08-01-02 - 01-01-03
SZUPINSKI, KONRAD	SAMOH	08-01-02 - 01-01-03
TRINH, NGUYEN	SAMOH	08-01-02 - 01-01-03

**CHILD CARE ASSISTANT**

BARBA, MARIA	CDS	07-29-02 - 08-30-02
CAMPOS, MARIA	CDS	07-29-02 - 08-30-02
CEJA, ELIZABETH	CDS	07-29-02 - 08-30-02
CEJA, ROCIA	CDS	07-29-02 - 08-30-02
CHUN-MARTIN, ZOILA	CDS	07-29-02 - 08-30-02
DIAZ, MARIA	CDS	07-29-02 - 08-30-02
DIAZ, MARIA S	CDS	07-29-02 - 08-30-02
GALLARDO, IRMA	CDS	07-01-02 - 06-30-03
GOMEZ, MONICA	CDS	07-29-02 - 08-30-02
GUTIERREZ, ISAURA	CDS	07-29-02 - 08-30-02
GUTIERREZ, SARAH	CDS	07-29-02 - 08-30-02
ISLAS, GLORIA	CDS	07-29-02 - 08-30-02
JUAREZ, MARIA	CDS	07-01-02 - 06-30-03
MARTIN, MARIA-ESTELA	CDS	07-29-02 - 08-30-02

MARTIN-NUNEZ, MARIA	CDS	07-29-02 - 08-30-02
MORALES, CARMELA	CDS	07-29-02 - 08-30-02
PEREZ, MARIA	CDS	07-29-02 - 08-30-02
RODAS, DELFINA	CDS	07-29-02 - 08-30-02
SAENZ, ALICIA	CDS	07-29-02 - 08-30-02
SAYKALI, DORIS	CDS	07-29-02 - 08-30-02
URENA, HILDA	CDS	07-01-02 - 06-30-03
URENA, HILDA	CDS	07-29-02 - 08-30-02
VARGAS, BRIDGETTE	CDS	07-01-02 - 06-30-03
VASQUEZ, EDITH	CDS	07-29-02 - 08-30-02
ZALDIVAR, GUADALUPE	CDS	07-29-02 - 08-30-02

MOTION MADE BY:  
 SECONDED BY:

AYES:  
 NOES:  
 ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/MAJOR  
08/22/02

FROM: SUPERINTENDENT

RE: APPROVAL OF REVISION TO BOARD PERMIT POLICIES 5116 and  
5117, INTERDISTRICT AND INTRADISTRICT PERMITS

RECOMMENDATION NO. A.17

It is recommended that the Board of Education adopt the following revisions to Board Policy 5116, Intradistrict Permits and to Board Policy 5117, Interdistrict Permits. These policies were previously revised August 8, 2002 and May 16, 2002. The recommendation is being presented in an attempt to help reconcile our desire to keep families together with the final permit language adjustments.

COMMENT: The language revision in these policies reflects **a one-year revision only, to end June 30, 2003**. It is understood that both permit policies will be revisited beginning in the spring of 2003, to coincide with the initial planning cycle for the 2003-04 school year.

The district has begun initial enrollment projections for the 2002-03 school year. While early indicators have pointed to a reduction of 300 students in total District enrollment, an unexpected spike in resident enrollment throughout the district narrows the reduction to less than 100 students. Considering the normal influx and outflow of August enrollments, and the impact of proposed changes listed below, staff believes the District see no change in total enrollment above last year's October 1<sup>st</sup> enrollment.

**NOTE: All previous revisions remain in place with the following additions: (see actual policy, following)**

In addition to guaranteeing same-school placement for all siblings of current and new **intradistrict** permit holders, the district will guarantee a seat in a district school to all children of district employees who have requested a new interdistrict permit; staff will do its best to accommodate requests for a specific school but will not guarantee requested placement. On-going permit holders are not effected and will continue in the home school being currently attended, and

Additionally, **if space and budget permit**, staff will do its best to accommodate requests for placement for siblings (of current interdistrict permit holders) who will be entering Kindergarten, 1<sup>st</sup>, 6<sup>th</sup> or 9<sup>th</sup> Grade. If a permit is received (granted) there is no guarantee of same-school placement. On-going permit holders are not effected and will continue in the home school being currently attended.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE: N/A

AYES:

NOES:

ABSTENTIONS:

STUDENTS  
INTRADISTRICT OPEN ENROLLMENT

BP 5116

The Board of Education desires to provide options that meet the diverse needs, potential and interests of district students and shall annually review enrollment options.

Students who reside within the district boundaries may apply for enrollment in any district school. The Superintendent or designee shall determine the enrollment for each district school. The Spring enrollment projection shall serve as the benchmark in determining available spaces for new enrollees the following school year. A random, unbiased selection process for the admission of new enrollees from outside the school's attendance area shall be established.

The Board of Education believes it is in the best interest of students that firm ties are established between families and schools. Therefore, once a family has received an Intradistrict permit, the receiving school shall be regarded as the home school of that family, and all siblings in the family may attend that school. Enrollment of Intradistrict siblings will be automatic, and shall not be subject to permit priorities or space availability.

The Board of Education retains the authority to set guidelines for racial/ethnic balance at district schools. As specified in the Board Policy 5145.3, D.I.1, Desegregation Plan, it is the goal of the board to insure that no school shall have a higher minority enrollment than 20 percentage points above the District average.

~~In the event that space is available in any district school. Requests for permits will be received (granted) in the following order:~~

1. Intradistrict permits allowing children who are residents of the cities of Santa Monica and/or Malibu to attend a school other than their neighborhood school;  
1.a the District guarantees same-school placement
2. Interdistrict permits for children of employees of the Santa Monica-Malibu Unified School District [certificated, classified, management, full and part-time (a minimum of 15 hours per week)];  
2.a the district guarantees a seat in a district school to all children of district employees who have requested a new interdistrict permit; staff will do its best to accommodate requests for a specific school but will not guarantee requested placement. On-going permit holders are not effected and will continue in the home school being currently attended.
3. If space and budget permit, staff will do its best to

accommodate requests for placement for siblings (of current interdistrict permit holders) who will be entering Kindergarten, 1<sup>st</sup>, 6<sup>th</sup> or 9<sup>th</sup> Grade. If a permit is received (granted) there is no guarantee of same-school placement. On-going permit holders are not effected and will continue in the home school being currently attended.

3.a Siblings of recent [within the last three (3) years] graduates of the Santa Monica-Malibu Unified School District who attended on interdistrict permits will be allowed to enroll under this section, under the same provisions

4. Interdistrict permits for children of employees of the cities of Malibu or Santa Monica.

Legal References:

EDUCATION CODE

35160.5	District Policies; rules and regulations
35291	Rules
35351	Assignment of students to a particular school
48980	Notice at the beginning of term
	<u>Crawford v. Board of Education (1976)17 Cal.3d 280</u>

DISTRICT POLICIES RELATED TO PERMITS:

BP 5117 Interdistrict Attendance Policy  
BP 5111 Attendance: Admission of Students  
BP 5145.3 Desegregation Plan

DISTRICT GOAL REFERENCE

A. Quality Education for All

STUDENTS

AR 5116

SUBJECT: INTRADISTRICT OPEN ENROLLMENT

ISSUED BY: DIRECTOR OF PUPIL SERVICES

- I. EFFECTIVE DATE
- II. AUTHORITY  
BOARD OF EDUCATION POLICY 5116
- III. PROCEDURES
  - A. ENROLLMENT PRIORITIES
    - 1. Students residing within a school's attendance areas shall have first priority for attending that school.
    - 2. No student currently residing within a school's attendance area shall be displaced by another student.
    - 3. The Board of Education retains the authority to set guidelines for racial/ethnic balance at district schools. As specified in the Board Policy 5145.3, D.I.1, Desegregation Plan, it is the goal of the board to insure that no school shall have a higher minority enrollment than 20 percentage points above the District average.
    - 4. Once enrolled in a school through this open enrollment policy, students living outside the school's attendance area shall be considered to be residing in the school's attendance area.
    - 5. Students placed in any school requested through this open enrollment policy no longer have first priority rights to enroll in the school of the attendance area in which they reside. Students who wish to return to the school in which they reside may apply for such enrollment without first priority rights.

## B. SELECTION PROCEDURES

1. The Superintendent or designee shall identify those schools which may have space available for additional students. Intradistrict Open Enrollment applications will be available at the District office and all school sites.
2. All students are eligible to submit an Intradistrict Open Enrollment application for their school of choice by date indicated on the application.
3. Enrollment in a school of choice shall be determined by a random, unbiased selection process from the eligible applicant pool, and a waiting list shall be established to indicate the order in which applicants may be accepted as more openings occur. Late applicants shall not be added to the waiting list. The selection process will be conducted by the staff of the permit office under the supervision of the Director of Pupil Services. Edison and SMASH will continue existing enrollment procedures.
4. The priority for granting intradistrict permits from the eligible applicant pool will be as follows: siblings of students on intradistrict permits, followed by new intradistrict permits. Students will be selected as a family unit if space is available. Interdistrict permits will be granted if space is available after eligible intradistrict permits have been granted.
5. Special Education students will continue to be placed through the IEP Team process on a space available basis. Applications will be referred to the Director of Special Education.
6. The Superintendent or designee shall inform applicants by mail prior to the end of the school year as to whether their applications have been approved, denied or placed on a waiting list. If the application is denied, the reasons for the denial shall be stated.
7. Applicants who receive approval must confirm their enrollment within two weeks after the date on the notification letter.

8. Admission to a particular school shall not be influenced by a student's academic or athletic performance except insofar as academic standards are required for admission to specialize schools or programs such as programs for gifted and talented students. Such standards shall be uniformly applied to all students. (Education Code 35160.5)
9. Any complaints regarding the selection process should be addressed to the Superintendent or designee.

C. NOTIFICATIONS

Parents/guardians shall be notified each school year of available attendance options including:

1. Residency requirements for school attendance.
2. A description of any special district program options.
3. A description of the procedure for application for alternative attendance areas or programs.
4. A district application form for requesting a change of attendance.
5. The explanation of attendance options under California law as provided by the California Department of Education.

D. TRANSPORTATION

1. The district will provide school to school transportation for those students living in Santa Monica who are approved for transfer to Malibu High School.

II. RELATED FORMS

INTRADISTRICT OPEN ENROLLMENT APPLICATION

III. APPROVAL

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**INTERDISTRICT ATTENDANCE POLICY**

- A. Although students generally must attend school in the district and school where their residence has been established, the Santa Monica-Malibu School District Governing Board recognizes justifiable reasons for interdistrict permits. Upon request, the Superintendent or designee may accept students from other districts and may allow students who live within the District to transfer to another school within the District or out of the District.
  - A.1 Involuntary loss of housing should not interfere with a child completing his/her education in the Santa Monica-Malibu Unified School District.
- B. Permits of this type are to be initiated by the student's parent or guardian who attests to the fact or shows evidence that the permit would be in the student's best interests. Cancellation of the permit shall occur if certain provisions are not adhered to by the student or parent/guardian, or if overcrowding should occur at the school of acceptance.
- C. The Board is committed to providing a quality education for all District students legally enrolled and will provide fair and consistent treatment for students and parent/guardians regardless of their residence or permit status. All applications for a permit will be treated in a fair and consistent manner.
- D. Final approval of permits for all students, including student needing specialized programs, such as GATE, special education, ELL, etc., shall rest at the District and shall be contingent upon space availability. The District will not pay excess costs to provide specialized services to students on permit.
- E. Except for the conditions listed below, effective September 2002, there will be a moratorium on the receipt of all new interdistrict attendance permits. The moratorium will be reviewed in February, 2003. Exceptions to the moratorium are as follows:
  - 1. All students currently attending on an interdistrict permit will be allowed to remain in the District until they leave or graduate, assuming that they uphold appropriate standards of behavior and attendance.
  - 2. Guidelines previously applied to SMASH, Edison, including the immersion program through Grade 8, and our preschools will remain in effect.

~~In the event that space is available in any district school, Requests for permits will be received (granted) in the following order:~~

1. Intradistrict permits allowing children who are residents of the cities of Santa Monica and/or Malibu to attend a school other than their neighborhood school;  
1.a the District guarantees same-school placement
2. Interdistrict permits for children of employees of the Santa Monica-Malibu Unified School District [certificated, classified, management, full and part-time (a minimum of 15 hours per week)];  
2.a the district guarantees a seat in a district school to all children of district employees who have requested a new interdistrict permit; staff will do its best to accommodate requests for a specific school but will not guarantee requested placement. On-going permit holders are not effected and will continue in the home school being currently attended.
3. If space and budget permit, staff will do its best to accommodate requests for placement for siblings (of current interdistrict permit holders) who will be entering Kindergarten, 1<sup>st</sup>, 6<sup>th</sup> or 9<sup>th</sup> Grade. If a permit is received (granted) there is no guarantee of same-school placement. On-going permit holders are not effected and will continue in the home school being currently attended.  
3.a Siblings of recent [within the last three (3) years] graduates of the Santa Monica-Malibu Unified School District who attended on interdistrict permits will be allowed to enroll under this section, under the same provisions
4. Interdistrict permits for children of employees of the cities of Malibu or Santa Monica.

**LEGAL REFERENCE:**

EDUCATION CODE

46600-46611	Interdistrict attendance agreements
48204	Residency requirements for school attendance
48915	Expulsion; particular circumstances
48915.1	Expelled individuals: enrollment in another district
48918	Rules governing expulsion procedures
48980	Notice at beginning of term
52317	Admission of persons including nonresidents to attendance area; workers' compensation for pupils

DISTRICT POLICIES RELATED TO PERMITS:

BP 5116 Intradistrict Open Enrollment  
BP 5111 Attendance: Admission of Students  
BP 5145.3 Desegregation Plan

**DISTRICT GOAL REFERENCE**

A. Quality Education for All

Policy Adopted: January 27, 1994  
Policy Amended: April 1, 1999  
Policy Amended:  
CSBA Updated: February, 1995

I. Interdistrict Attendance Procedures (transfers between districts):

**A. General Guidelines**

1. The permit office is responsible for processing interdistrict permits.
2. The request for a permit is initiated by the parent at their child's district of residence.
3. The parent(s) or guardian(s) of the child must be informed that the acceptance of their child is contingent upon the parent and the child assuming full responsibility for:
  - a. satisfactory attendance
  - b. satisfactory behavior
  - c. satisfactory academic effort
  - d. any necessary documentation requested regarding and including child care, employment, doctor's recommendations and guardianship documentation
  - e. understanding that the receiving school has the right to rescind any prior approved interdistrict permit if enrollment fluctuates during the course of the year or the parent/student does not fulfill the responsibilities listed in 3.a & b.
4. The interdistrict permit shall be valid for only the current school year.
5. It is the responsibility of each school to ensure that nonresident students accepted and registered accepted and registered without a valid permit be returned to the school of residence.

**B. Conditions for Accepting Interdistrict Attendance Permits**

The school site designee and the Superintendent or his designee shall approve or deny applications for transfers. The acceptance of interdistrict attendance permits for students from other school districts to attend classes within the Santa Monica-Malibu Unified School District shall be subject to the following:

1. The student seeking enrollment in the Santa Monica-Malibu Unified School District must present a permit authorizing his or her release from the

- school district of residence.
2. The student must be eligible to attend elementary school, middle school or senior high school classes maintained by the Santa Monica-Malibu Unified School District and there must be an existing opening in the class, grade level and school to which the student seeking the interdistrict permit would be initially enrolled.

### **C. Conditions for Cancellation of Interdistrict Permits**

The receiving school or district has the right to revoke any previously approved interdistrict permit for the following reasons:

1. Falsification or misrepresentation of information
2. Enrollment fluctuation
3. Unsatisfactory behavior
4. Unsatisfactory attendance
5. Poor academic effort/achievement
6. A change in child care arrangements
7. Inappropriate guardianship documentation
8. Reason for the original issuance of the permit by the school district of residence is no longer valid
9. Student becomes eligible for a program or class other than the one to which he/she was admitted and there is no available space in the new program or class.

### **D. Appeal Procedures**

1. Interdistrict transfer requests that are denied by Santa Monica-Malibu School District at the school level may be appealed by the parent/guardian to the Superintendent or his designee within two weeks from the day the request for acceptance of permit is denied.
2. The appeal is to be in writing and must provide all information and detail as to why the denial is being appealed.
3. The Superintendent or his designee shall review the permit appeal based on Board policy and regulations, state law, and in consultation with school site(s), parents and the appropriate district staff as necessary.
4. If the permit continues to be denied, the parent/guardian may within 30 calendar days of the denial, appeal to the County Board of Education

**E. Annual Report**

The Board will receive a report on permits by February  
28 of each year.

TO: BOARD OF EDUCATION ACTION/MAJOR  
8/22/02  
FROM: SUPERINTENDENT previously 5/16/02  
RE: ADOPT RESOLUTION NUMBER 02-02: DENYING CHARTER SCHOOL  
PETITION FOR THE HOLLYWOOD CHARTER SCHOOL

RECOMMENDATION NO. A.18

It is recommended that the Board of Education adopt Resolution Number 02-02, denying Charter School Petition for the Hollywood Charter School, a proposed new charter school that is to be located within the current geographical boundaries of the Santa Monica-Malibu Unified School District.

COMMENT: A formal petition for the establishment of the Hollywood Charter School, Alla Matusova, signatory, was filed with the Office of the Superintendent on behalf of the Board of Education of the Santa Monica-Malibu Unified School District in May, 2002. A public hearing was relative to the petition was initially held at the Board of Education meeting of May 16, 2002.

Subsequent to the May 16, 2002, Board of Education meeting, district staff met with the petitioners on June 3, 2002, to review the proposed budget and other areas of concern. Following the meeting, the petitioners requested more time to address/clarify specific areas of their petition. Modifications of the original have been filed with the district for its consideration, copies of which has been forwarded to the Board of Education.

Copies of all documentation are on file in the Office of the Deputy Superintendent and are available for public review during normal business hours. A public copy will be available at the meeting.

In reviewing petitions for the establishment of charter schools, the chartering authority shall be guided by the intent of the (California) Legislature that charter schools are and should become an integral part of the California educational system and that establishment of charter schools should be encouraged. A school district governing Board shall grant a charter for the operation of a school (under Ed Code 47605.3.b.) if it is satisfied that granting the charter is consistent with sound educational practice.

Pursuant to Section 47608 of the California Education Code, all meetings of the governing board of the school district at which the granting ... of a charter petition is discussed shall comply with GC§54950 as cited in the Ralph M. Brown Act.

MOTION MADE BY:  
SECONDED BY:

STUDENT ADVISORY VOTE: N/A  
YES:  
NOES:  
ABSTENTIONS:

**Resolution Number 02-02**  
**Denying Charter School Petition for**  
**Hollywood Charter School**  
**by the Governing Board of the**  
**Santa Monica-Malibu Unified School District**

WHEREAS, pursuant to Education Code Section 47605, *et seq.*, the Governing Board of the Santa Monica-Malibu Unified School District is required to review and authorize creation of a Charter School;

WHEREAS, Hollywood Charter School submitted a Charter School Petition on or about May, 2002;

WHEREAS, a public hearing was conducted on May 16, 2002, pursuant to Education Code Section 47605, to consider the level of public support for this Charter by teachers employed by the District, other employees of the District, and parents. The Board finds that at the hearing on the Petition, no teachers, other employees, or parents expressed support for the Petition;

WHEREAS, at the public hearing the Board members raised a number of questions, concerns, and requests for information regarding the Charter petition;

WHEREAS, a meeting was held on June 4, 2002, between District representatives and proponents of the Hollywood Charter School to address the concerns of the District, during which meeting the District explained to the petitioners numerous areas of concern with the Charter Petition and the petitioners have been given opportunities to submit additional materials, information, and revisions to the Charter Petition to address the District's concerns;

WHEREAS, in reviewing the Petition for the establishment of this Charter, the Governing Board has been cognizant of the intent of the Legislature that charter schools are and should become an integral part of the California educational system and that establishment of charter schools should be encouraged;

WHEREAS, the Board has reviewed and analyzed all information received with respect to the Petition, including information related to the operation and potential effects of the proposed Charter School;

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED AS FOLLOWS:**

That the Governing Board of the Santa Monica-Malibu Unified School District, having fully considered and evaluated the Petition for the establishment of the Hollywood Charter School, hereby denies the Petition pursuant to Education Code Section 47605, because it is not satisfied that the granting of the Charter is consistent with sound educational practice, based on the following factual findings:

**I. Granting the Charter is inconsistent with sound educational practice.**

As a general matter, the Petition's explanation of the educational program is inadequate to form the basis of a school for the education of students in kindergarten through twelfth grade. The explanations of both the program and how it will be implemented are inadequate and unconvincing. Many of the revisions received since the petitioners' June 4, 2002, meeting with District staff appear to be primarily "quick fixes" in an attempt to gain District approval rather than thorough and complete resolutions to the fundamental problems raised by the District, and, as such, they neither fit properly with the overall program envisioned for the Charter School nor adequately address the District's concerns. The Petition contains many generalized statements without an adequate explanation of what is actually meant or how and if these provisions can be implemented successfully, including from a fiscal basis.

**II. The Charter presents an unsound educational program for the pupils enrolled in the Charter School. [Education Code Section 47605(b)(1)]**

The Board, finds that the Charter presents an unsound educational program for the following reasons:

- # The revised Petition proposes a Charter School for students in kindergarten through twelfth grade. The program, however, does not take adequate account in the differences between the students in those grades. It provides for the same structure, subject matter, and teaching methodologies, for all 13 grade levels. The mere statements that the content of the lessons will be adjusted according to achievement level of the class does not provide adequate assurances that the proponents have an understanding of and will be able to address appropriately the significant differences in the proposed student population.
- # The proposed number and qualifications of the teaching staff are not adequate to provide a sound educational program to the students or even to meet the requirements for teaching the courses set forth in the Petition.
- # There is no explanation in the Charter of how students of such widely varying ages will be properly kept separated by age level, particularly in view of the proposed use of a single classroom for each subject, thus requiring students of all grade levels to use the same areas of the school.
- # The Petition itself, including the revised version, contains a large number of grammatical, typographical, word choice, writing, and related issues, as well as citations to incorrect laws and incomplete internal cross-references. A variety of statements contained in the Charter evidence a lack of understanding of basic tenets of state and federal law. Such lack of understanding causes the District concern with regard both to the care that was used in preparing this document which is intended to control the development and operation of a public school, and the qualifications or experience of those proposing to open and operate such a school.

- # While the Petition was revised to indicate that all classes will be taught in English, the use of multiple languages, particularly each student's primary home language, continues to be of particular importance in the Charter. The means of implementing the proposed system of providing, at a minimum, translation into each student's primary language, however, is both inadequate to meet the School's goal, and unworkable. For example, the Petition provides that for students who speak a language that no person at the school site is able to translate, "any volunteering family member, friend or community member may assist the student during the first two weeks." There is no explanation of what occurs after the first two weeks of school or what will be done in instances in which there is no volunteer available.
- # Many of the revisions received since the petitioners' June 4, 2002, meeting with District staff appear to be primarily "quick fixes" in an attempt to gain District approval rather than thorough and complete resolutions to the fundamental problems raised by the District, and, as such, they neither fit properly with the overall program envisioned for the Charter School nor adequately address the District's concerns. The discussion above concerning translation into a student's primary language is an example of this problem.

**III. The petitioners are demonstrably unlikely to successfully implement the program set forth in the Petition. [Education Code Section 47605(b)(2)]**

- # The Board finds that the petitioner's budget may not be sufficiently workable. A significant source of funding set forth in the budget is an interest free loan of \$200,000, but there has been no explanation of the source of such funding or whether the petitioners have obtained a commitment for such funding. Additionally, without knowing the source of the funding, the proposed loan raises issues concerning potential conflicts of interest, which are exacerbated by the reference elsewhere in the Petition to an intent to provide "preference" to students whose families provide financial support to the School.
- # The Petition does not allow for adequate teaching staff to carry out its proposed program. With only three full-time equivalent credentialed teachers the proposed program to instruct 13 grade levels of students in 11 required subjects, including a minimum of seven that are core college-preparatory courses, is simply not feasible. These issues are exacerbated by the different California credentialing requirements for teachers who teach different grade levels. The proposed program of assigning each teacher to teach "one specific subject, in one specific room" further complicates this problem. Even the sample one-week schedules submitted as part of the Charter Petition illustrate the problem. Pursuant to the sample schedule, all students at all grade levels will be learning math and English between 9:00 a.m. and 10:00 a.m. Even if all three credentialed teachers were fully qualified and credentialed to teach both math and English at all grade levels, it would not be possible for those three teachers to teach all of these courses, and any such program would run afoul of the proposed use of a single classroom and a single teacher for each subject.
- # In a number of instances, such as references to being able to search students and their possessions, the Petition contains statements that, if implemented as proposed, would

violate state and/or federal constitutional and/or statutory law.

**V. The Petition does not contain a *reasonably comprehensive description* of the elements required pursuant to Education Code Section 47605 (b)(5).**

The Board finds that the Petition does not contain a reasonably comprehensive description of each of the required elements. More specifically:

- # DESCRIPTION OF THE EDUCATIONAL PROGRAM. As explained more fully above, there are a number of concerns related to the viability and advisability of the program as a whole. The description in the Petition of the proposed program and the manner in which it will be applied to all grade levels is not adequate to provide the Board with an understanding of a workable program to be implemented at the School. Additionally, the Petition does not contain an adequate focus on how the School would deal with the problems of low performing students. Finally, the scope of the curriculum is generally too narrow.
- # GOVERNANCE STRUCTURE OF THE SCHOOL, INCLUDING PROCESS FOR ENSURING PARENTAL INVOLVEMENT. There are a variety of inconsistencies and confusing provisions in the proposed bylaws for the corporation intended to operate the School and the provisions of the Petition related to governance of the School. Additionally, there are concerns regarding the soundness of some of the proposed methods of governing, including the amount of power and discretion granted the President of the School and the ability of the Board to delegate all of its powers to a committee of as few as two members. This latter concept could also be used, as a practical matter, to strip the District of its statutory right to have a representative on the Board of the governing corporation.
- # QUALIFICATIONS TO BE MET BY INDIVIDUALS EMPLOYED BY THE SCHOOL. The qualifications for teaching staff proposed in the Petition are inadequate. Pursuant to Education Code Section 47605(1), charter school teachers are generally required to hold “a Commission on Teacher Credentialing certificate, permit, or other document equivalent to that which a teacher in other public schools would be required to hold.” The statute does provide that the Legislature intends for “charter schools be given flexibility with regard to noncore, noncollege preparatory courses.” This “flexibility” is not a statement that teachers of noncore courses are entirely excused from the credential requirement. The proponents, however, assume that many of their courses, including core course such as foreign languages, may be taught by non-credentialed employees.
- # HEALTH AND SAFETY PROCEDURES, INCLUDING CRIMINAL RECORD CHECKS. The provision that site committee members are to have apparently unlimited rights to search student backpacks, folders, and pockets raises significant constitutional concerns and evidences a lack of understanding on the part of those who have brought the Petition and plan to operate the School of the requirements that charter schools comply with applicable state and federal regulations of general application..
- # ADMISSION REQUIREMENTS. The Charter Petition provides that admission preference will be given to children of families “financially supporting” the Charter

School. As an initial matter, this preference would appear to be an attempt to circumvent the clear mandate that charter schools shall charge no tuition. Additionally, granting any type of benefit or privilege to students who make financial contributions to a public school, including a charter school, raises serious concerns with respect to California's constitutional free school requirement.

- # MANNER OF CONDUCTING ANNUAL, INDEPENDENT, FINANCIAL AUDITS, EMPLOYING GENERALLY ACCEPTED ACCOUNTING PRINCIPLES, AND THE MANNER IN WHICH AUDIT EXCEPTIONS AND DEFICIENCIES SHALL BE RESOLVED TO THE DISTRICT'S SATISFACTION. The statements in the Petition that audit deficiencies and exceptions will be resolved to the District's satisfaction are simply not an adequate explanation of the *manner* in which such exceptions and deficiencies will be resolved to the District's satisfaction. The petitioners have failed to address this concern despite being given the opportunity to amend their Petition.
  
- # PROCEDURES FOR STUDENT SUSPENSION AND EXPULSION. The policies and procedures included in the Petition, including the Policy for Frequent violators of School Rules and the Home-School Contract are not adequate or acceptable. While there is an extensive list of penalties for various violations, there is no explanation of the procedural protections, required by constitutional due process considerations, that will be afforded to students prior to suffering the various penalties. Additionally, the discussion of discipline to be imposed on students with special needs is not adequate to protect such students' rights under federal law. Additionally, there is discussion of disciplining students for various dress code violations, specifically including a requirement that all students wear an approved Charter School uniform. Such a requirement, without a waiver provision that is not included in the Petition, raises state and federal constitutional issues related to free expression, free exercise of religion, and the California free school requirement. Once again, these statements raise concerns about the petitioners' knowledge of their obligations under state and federal law.

The foregoing resolution was considered, passed, and adopted by this Board at its regular meeting of August 22, 2002.

**AYES IN FAVOR OF SAID RESOLUTION:**

\_\_\_\_\_  
Julia Brownley, President

\_\_\_\_\_  
Maria Leon-Vazquez, Vice President

\_\_\_\_\_  
Pam Brady

\_\_\_\_\_  
Jose Escarce

\_\_\_\_\_  
Brenda Gottfried

\_\_\_\_\_  
Mike Jordan

\_\_\_\_\_  
Tom Pratt

**NOES AGAINST SAID RESOLUTION:**

\_\_\_\_\_  
Julia Brownley, President

\_\_\_\_\_  
Maria Leon-Vazquez, Vice President

\_\_\_\_\_  
Pam Brady

\_\_\_\_\_  
Jose Escarce

\_\_\_\_\_  
Brenda Gottfried

\_\_\_\_\_  
Mike Jordan

\_\_\_\_\_  
Tom Pratt

Dated: \_\_\_\_\_

By: \_\_\_\_\_

Julia Brownley  
President, Governing Board  
Santa Monica-Malibu Unified School District

TO: BOARD OF EDUCATION

ACTION/MAJOR  
08/22/02

FROM: SUPERINTENDENT

RE: CALL FOR NOMINATIONS FOR CSBA DIRECTORS-AT-LARGE,  
ASIAN/PACIFIC ISLANDER AND HISPANIC

RECOMMENDATION NO. A.19

It is recommended that the Board of Education respond to the "Call for Nominations for CSBA Directors-at-Large, Asian/Pacific Islander and Hispanic" be determining which name, if any, they will submit for nomination.

BACKGROUND: Any CSBA member board is eligible to nominate board members for either or both of the Director-at-Large seats.

All nominees must serve on a CSBA member board and each nominating board must certify that the nominee has consented to run. The elections for these two-year seats will take place at the Delegate Assembly meeting in San Francisco, December 4 and 5, 2002.

The CSBA Board of Directors adopts the Association's Mission and Goals, the annual budget and Standing Rules. They also provide leadership and advocacy to achieve the Association's goals. The Director-at-Large, Asian/Pacific Islander and Director-at-Large, Hispanic, serve as members of the Board of Directors. Directors are expected to attend six (6) CSBA board meetings each year, as well as other CSBA functions and events. Directors also serve on committee and task forces. In addition, Directors-at-Large are expected to communicate regularly with board members and districts about education issues, CSBA activities, and to seek input from representative board members in order to effectively communicate their perspectives.

**The deadline for submitting nominations is Monday, September 30, 2002.**

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE: N/A

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/MAJOR

08/22/02

FROM: SUPERINTENDENT

REL ELECTION OF MEMBERS TO THE LOS ANGELES COUNTY  
COMMITTEE ON SCHOOL DISTRICT ORGANIZATION

RECOMMENDATION NO. A.20

It is requested the Board of Education give direction to its voting delegate, Brenda Gottfried, regarding the Los Angeles County Office of Education's call for nominations for membership on the Los Angeles County Committee on School District Organization.

COMMENT: The Los Angeles County Committee on School District Organization (County Committee) is an 11-member body charged by the legislature with responsibilities in the areas of school district organization, unification, formation, boundary changes, the manner in which the governing board members are elected and the establishment and abolishment of trustee areas. The County Committee is comprised of two (2) members representing each of the five (5) supervisorial districts, plus one member elected at-large. Santa Monica-Malibu Unified School District is in the Third Supervisorial District.

In October, 2002, the four year terms of the following two County Committee members will expire:

- Mr. Frank Ogaz (First Supervisorial District)
- Mr. Owen H. Griffith (Fourth Supervisorial District)

The following have been nominated:

First Supervisorial District

Mr. Frank Ogaz (incumbent)

Fourth Supervisorial District

Mr. Owen H. Griffith (incumbent)

Materials describing nominee requirements and the nomination process have been distributed to members of the Board under separate cover.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE: N/A

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/MAJOR

08/22/02

FROM: SUPERINTENDENT

RE: ESTABLISHING WORK SESSIONS AS A MEANS TO ENRICHING THE  
WORK OF THE BOARD OF EDUCATION

RECOMMENDATION NO. A.21

It is recommended that the Board of Education review and approve the following times, dates and topics for work sessions in a topically prioritized schedule for the current school year, 2002-2003.

COMMENT: In this context, a work session is an especially scheduled time for an open meeting among board members and district staff that will allow us, as a District, to wrestle with the larger issues that are before us.

It is anticipated that, following each work session, the Board may direct staff to agendaize certain suggestions for formal Board action.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE: N/A

AYES:

NOES:

ABSTENTIONS:

## Possible Board Work Session Dates and Topics

2002-2003 School Year

Work Sessions will be held from **5-7 PM** in the Boar Room of the District's Administrative Offices

Note: Unless indicated: all dates are on Thursday

Month	1 <sup>st</sup> Week	2 <sup>nd</sup> Week	3 <sup>rd</sup> Week	4 <sup>th</sup> Week	5 <sup>th</sup> Week	COMMENT
September	5: Regular Meeting	12	19: Regular Meeting	<b>26: Work Session / DATA *</b>		
October	3: Regular Meeting	10	17: Regular Meeting	24	<b>30: Work Session (W) / Race &amp; Discipline / Charter Schools</b>	(30: Wednesday)
November	7: Regular Meeting	14	21: Regular Meeting	28: Thanksgiving		
December	5: Regular Meeting (Organizational)	12	<b>19: Work Session / Board Agenda Mtg / SIPs **</b>			
January	2	9: Regular Meeting	16	23: Regular Meeting	30	
February	6: Regular Meeting	<b>11: Work Session (T) / Restructuring ***</b>	20: Regular Meeting	27		<b>1: Possible Board Retreat</b> 11: Tuesday
March	6: Regular Meeting	13	19: Regular Meeting (W)	27		
April	3: Regular Meeting	10	17: Regular Meeting	24		Spring Break: 4/16-4/25 17: Passover
May	1: Regular Meeting	8	15: Regular Meeting	22	29	22: Budget Workshop (if needed)
June	5: Regular Meeting	12	19	26: Regular Meeting		w/o 6/16: Graduations

\* = Data and Its Relationship to Bridging Student Achievement Gaps AND Data: Student Achievement Results for 2001-2002

\*\* = Board Agenda Management AND School Improvement Plans

\*\*\* = Organization: Structuring and Restructuring of Santa Monica High School

TO: BOARD OF EDUCATION DISCUSSION  
08/22/02  
FROM: SUPERINTENDENT/CHRIS CORLISS previously 6/06/02  
RE: REVIEW OF UPDATED INDEPENDENT STUDY COURSE CREDIT IN  
PHYSICAL EDUCATION (ISPE) PROPOSAL

DISCUSSION ITEM D.1

It is recommended that the Board of Education review and approve the attached, ***revised Application and Agreement For Independent Study Course Credit in Physical Education (ISPE) for the 2003-04 School Year.***

COMMENTS: This item was originally presented at the May 2, 2002, Board of Education meeting and subsequently as the meeting of June 17, 2002.

Staff was directed to revise the item based upon Board members' and public concerns and comments, review with the District Advisory Committee for Sports and Physical Education with the intention of receiving their sanction and approval and return to the Board for further discussion.

Attached is the revised ***Application and Agreement For Independent Study Course Credit in Physical Education (ISPE) for the 2003-04 School Year.***

BACK-

GROUND: Over the past 18 months District staff has received requests from secondary administrators, counselors, teachers and parents for information about any District guidelines and policies for use of Independent Study in Physical Education (ISPE). Independent Study can be used under certain conditions to enhance learning opportunities while receiving credit for core curriculum courses and learning activities outside the control/operation of the school.

A review of practices over the past 3 years reveal that students have increasingly applied for and have been granted Independent Study status. However, the application processes followed to determine eligibility, validate learning experiences, create an ISPE contract and provide follow-up services to the student were non-existent or varied greatly at each site.

During the 2000-01 school year there were approximately 77 ISPE students. In the 2001-02 school year there are almost 100 students currently identified as ISPE, a 23% increase in ISPE participation.

## **Santa Monica-Malibu Schools Application and Agreement For Independent Study in Physical Education (ISPE) Course Credit for the 2003-04 School Year**

### **A. ISPE Application Review Procedure and Timeline**

The ISPE Application Agreement shall be completed and submitted to site Principal or his/her designee no later than May 1, 2003. The site Principal or his/her designee will review each application, determine if it meets ISPE requirements and notify Applicants in writing of their decision no later than May 15, 2003. The site Principal or his/her designee will oversee the completion of all ISPE requirements per the Agreement.

### **B. Criteria for Participation in Independent Study Agreement in Physical Education**

1. Complete and submit the attached Application/Agreement for ISPE by the Application deadline.
2. Receive ISPE approval from the site principal or his/her designee.
3. Complete and document a minimum of 8 hours of Physical Education learning activities each school week.
4. Complete the ISPE course of study per the proposed schedule under the direction of a qualified instructor/coach and supervision of the applicant's parent/ guardian.

### **C. ISPE Documentation, Supervision and Grading Policy**

1. ISPE students will maintain a written Log/Schedule documenting weekly participation in ISPE learning activities and submit it to the Principal or his/her designee as evidence of completion of ISPE learning activities each semester.
2. ISPE Log/Schedule will be submitted to the principal and/or his/her designee no later than Friday, January 9, 2004 (2 weeks prior to the end of Fall semester on January 23, 2004) and again no later than Friday, June 11, 2004 (2 weeks prior to the end of Spring semester on June 25, 2004).
3. ISPE students will receive a semester PASS/FAIL grade and course credit upon completion of the proposed ISPE course of study and submission, review and approval of the Log/Schedule documentation.
4. The ISPE Log/Schedule of activities will include weekly dates and times of ISPE learning activities and a brief description of the 8 hours of activities that have been successfully completed.
5. Failure to attend the ISPE course of study as proposed or to maintain and submit a written Log/Schedule of ISPE activities will trigger a review of the ISPE agreement.

**Application / Agreement to Receive Independent Study  
Course Credit in Physical Education  
2003-04 School Year**

Directions for completing the ISPE Application

Please Print or Type all information clearly. Only this portion of the completed Application should be returned to your site Principal by **no later than May 1, 2003.**

**A. Student Information** (please print)

School Attended in 2003-04 \_\_\_\_\_ Grade Level in 2003-04 \_\_\_\_\_  
Last Name \_\_\_\_\_ First Name \_\_\_\_\_  
Student ID # \_\_\_\_\_ Parent/Guardian Name \_\_\_\_\_  
Street Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_  
Home Phone \_\_\_\_\_

**C. Proposed ISPE Course of Study**

Printed or typed responses on a separate sheet attached to form are also acceptable.

1. Briefly explain why this proposed ISPE course of study is requested and should be considered as a substitute for regular attendance and participation in the required school physical education program (attach separate sheet if necessary).
2. Please describe how many hours per week of learning activity are included in the proposed ISPE course of study and how the time will be used. (Minimum of 8 hours each school week).
3. Briefly describe the qualifications and background of the applicant's instructor / coach of this proposed ISPE course of study (attach a separate sheet if necessary).
4. What is the primary location where the proposed ISPE learning activities will take place:

**Facility Name** \_\_\_\_\_  
**Street Address** \_\_\_\_\_  
**City** \_\_\_\_\_ **Zip** \_\_\_\_\_  
**Phone Number ( )** \_\_\_\_\_

**D. Indemnification**

The ISPE Applicant and his/her parent or guardian shall indemnify, defend and hold harmless, to the maximum extent permitted by law, the Santa Monica-Malibu Unified School District and its officers, Board members, agents, employees and representatives ("related parties"), from and against any and all liability, suits, actions, proceedings, judgments, claims, losses, costs (including attorneys fees), liens, damages, injuries (whether in contract or in tort, including personal injury, accidental death or property damage, and regardless of whether the allegations are false, fraudulent or groundless), relating to the applicant's participation in any and all ISPE activities listed under this ISPE Agreement or any activities engaged in by the Applicant in use of any equipment, transportation or facility related to completion of this Agreement.

**I hereby certify that the information provided as a part of this Application is true and accurate. I agree to abide by all ISPE rules and regulations described in this Application/ Agreement.**

Parent / Guardian Signature (if student is under 18 years of age): \_\_\_\_\_ Date \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

**(Office use only)**

This ISPE Application has been reviewed by \_\_\_\_\_ on \_\_\_\_\_, 2003.

Application is \_\_\_\_\_ Accepted or \_\_\_\_\_ \* Denied due to the following reason(s): \_\_\_\_\_

Principal (or designee) \_\_\_\_\_ Date \_\_\_\_\_

**\*If Denied** – you may contact the site principal to request a meeting to review the reasons for denying the Application.

**ISPE ACTIVITY LOG / SCHEDULE REVIEW**

**Semester 1:**

ISPE Activity Log / Schedule was reviewed and a grade of \_\_\_\_\_ was recorded for Physical Education course # \_\_\_\_\_ for this student on \_\_\_\_\_, **200**\_\_.

Principal (or designee) \_\_\_\_\_ Date \_\_\_\_\_

**Semester 2:**

ISPE Activity Log / Schedule was reviewed and a grade of \_\_\_\_\_ was recorded for Physical Education course # \_\_\_\_\_ for this student on \_\_\_\_\_, **200**\_\_.

Principal (or designee) \_\_\_\_\_ Date \_\_\_\_\_

TO: BOARD OF EDUCATION DISCUSSION

8/22/02

FROM: SUPERINTENDENT

REL REPORT FROM DEAN KUBANI, REPRESENTING THE CITY OF SANTA MONICA'S SUSTAINABLE CITY PROGRAM, RELATIVE TO THE PUBLIC INPUT PROCESS

DISCUSSION ITEM NO. D.2

It is recommended that the Board receive a report from Dean Kubani of the City of Santa Monica relative to the processes available for public input for the Sustainable City update.

COMMENT: In 1994 the Santa Monica City Council adopted the Santa Monica City Sustainable City Program. It was developed by the city's task force on the environment as to create a more sustainable way of life - one that safeguards and enhances local resources, prevents harm to the natural environment and human health, and strengthens the community and local economy -- for the sake of current and future generations.

The report represented tonight will both update the Board on various levels of progress within the program as well as invite comment and input via an emerging public process.

Board member Pam Brady serves as the District liaison to the City's Sustainable City Task Force.

**AGENDA**

**NOTE:**

Copies of the materials will have been forwarded to the Board under separate cover. Public copies will be available at the meeting.

TO: BOARD OF EDUCATION

DISCUSSION

08/22/02

FROM: SUPERINTENDENT

RE: APPROVAL OF REDUCTION IN HARD COPY AGENDA DISTRIBUTION

DISCUSSION ITEM NO. D.3

It is recommended that the Board approve a reduction in distribution of the number of hard copies of the full agenda for regularly scheduled Board of Education meetings.

COMMENT: Currently the Office of the Superintendent sent 176 hard copies of various forms of the agenda to different organizations, private citizens and staff. This includes:

Board members	7	Full
Personnel Commissioners	3	Full
Senior Staff	6	Full
Directors/Managers	28	Full
All Other Staff	6	Full
City Managers	2	Full
Libraries	5	Full
School Principals	19	Full
Bargaining Units	4	Full
Media	7	Full
PTA Office	2	Full
Other	4	Full
PTA Presidents/Nominees	18	Table of Contents
DAC Chairs, Other	67	Table of Contents

At this time, no fees are being paid to the district for this service.

Production costs (printing, postage, envelopes, etc.) averaged \$891.58/month for the 2001-2002 school year, or \$9,807.38 for the year, based on 11 months. This does not include the recent 9% postage hike, nor does it include personnel costs.

Because the agenda is now available "24/7" in pdf format on the District's website, it being posted Friday afternoon prior to a Thursday meeting, it is recommended that hard copies of the agenda be limited to:

Board members	7
Senior Staff	6
Libraries	7
School Sites	19
PTA Council	1
Bargaining Units (@1)	2
City Managers	2
Public Copies	<u>2</u>

46 full agenda copies  
thereby reducing the number of full copies by 45; of  
the remaining 46 full agendas, only ten (10) require  
sending via US Mail.

It is further recommended that all but 20 hard copies  
of the Table of Contents be eliminated; the remaining  
copies will be available at the meeting.

The public posting, Friday afternoon prior to the  
subsequent Thursday meeting, in front of the District's  
administrative offices will continue. Those who do not  
have personal access to a home computer can either  
retrieve information at the one of the libraries or  
schools, either electronically or as hard copy.

It is anticipated that adopting this recommendation  
will save the district approximately \$5,000.00 in  
production costs this year plus an added saving in  
personnel costs.