

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

ACTION  
11/21/02

RECOMMENDATION NO. A.1

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

November 7, 2002

MOTION MADE BY:  
SECONDED BY:

STUDENT ADVISORY VOTES:  
AYES:  
NOES:  
ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT

11/21/02

FROM: JOHN E. DEASY

RE: BASIC/SUPPLEMENTAL TEXTBOOKS TO BE ADOPTED

RECOMMENDATION NO. A.2

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

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

**TO THE LIGHTHOUSE**, by Virginia Woolf, Grade 12 English 12AP Literature, Carol Jago requesting adoption from Samohi, SUPPLEMENTAL

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT

11/21/02

FROM: JOHN E. DEASY

RE: OVERNIGHT FIELD TRIP (S) 2002-03

RECOMMENDATION NO. A.3

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

<u>School Grade # of Students</u>	<u>Destination Dates</u>	<u>Principal Teacher</u>	<u>Cost / Paid for</u>	<u>Subject</u>	<u>Purpose of Trip</u>
EDISON 5th grade 75	CATALINA 2/10/03 to 2/12/03	Tom Boyd Steve Martinez	\$200.00 per student paid for by parents & fund raisers	Science	To culminate the 5th grade experience and initiate students into the Science Program at John Adams
MALIBU 9-12 grade 35	Europe 4/15/03 to 4/25/03	Irene Messaloras Mike Matthews	\$2150.00 per student paid for by parents & fund raisers	Music	The vocal department will be participating in a performing acts European tour.
MUIR 5TH grade 60	Camp Bloomfield 4/28/03 to 5/2/03	Patty Flynn Ruth Fiala	\$180.00 per student paid for by students families	Science	A five day science enrichment program offered to 5th grade students including tide pool studies, nature walks, and studies, and outdoor observations.
SAMOHI 9-12 grade 85	Washington D.C. 7/2/03 to 7/5/03	Ilene Straus Terry Sakow	\$900.00 per student paid for by sponsors and donations	Music	Representing California in the National Independence Day Parade; Touring the Nations Capitol, visiting monuments and museums.
SAMOHI 9-12 grade 130	Boston 4/23/03 to 4/29/03	Chris Rhodes Ilene Straus	\$950.00 per student paid for by sponsors and donations	Music	Boston Choral Festival. Students will perform for professional adjudicators for ratings and comments.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT

11/21/02

FROM: JOHN E. DEASY

RE: CALIFORNIA PUBLIC SCHOOL LIBRARY ACT OF 1998 (K-12)

RECOMMENDATION NO. A.4

It is recommended that the Board of Education re-approve The Santa Monica-Malibu Unified School District Library Plan 2001-2002. This plan was written with the input from a district-wide committee made up of librarians, library aides, teachers, administrators, and a member of the Board of Education. This plan is written and submitted in compliance with AB862. The 2001-2002 Plan has been reviewed, and remains in effect for the 2002-2003 school year.

Background and Rationale

AB682 stipulates that a district must have a school library plan approved and certified by the governing board in order to receive the allocation attached to this legislation. The District will receive approximately \$5.33 per ADA for grades K-12, and these funds will then be distributed according to the district-wide school library plan.

AB862 does not identify the elements of the school library plan, but rather leaves that up to the local governing board. The SMMUSD plan includes:

- Vision and Mission Statements
- Library and Information Literacy Student Outcomes
- Teacher Outcomes
- Purposes of School Librarians/status of SMMUSD Libraries
- Three-year Action Plan and Timeline
- Budget recommendations
- Evaluation Process

The items that can be purchased with the funds include:

- Library resources, *i.e.*, Books, periodicals, microforms, AV materials, computer software, CD ROMs.

All materials purchased must conform to California Curriculum standards and frameworks, and to standards for the use of library media program materials and resources.

- Equipment necessary to provide access to school library resources within the school library and on-line resources.

Timeline:

Districts must submit to the State Department of Education prior to January 17, 2003:

- Certification that the governing board has approved the California Public School Library Act of 1998 Plan.

Comment:

The SMMUSD Library Plan 2001-2002 is on file in the Educational Services Department.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT

11/21/02

FROM: KENNETH R. BAILEY/ VIRGINIA I. HYATT

RE: APPROVAL OF PURCHASE ORDERS

RECOMMENDATION NO. A.5

It is recommended that the Board of Education approve the following Purchase Orders and Changed Purchase Orders from November 1, 2002, through November 7, 2002, for fiscal year 2002/03.

**AGENDA**

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

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT

11/21/02

FROM: JOHN E. DEASY/KENNETH R. BAILEY

RE: ACCEPTANCE OF GIFTS - 2002-03

RECOMMENDATION NO. A. 6

It is recommended that the Board of Education accept, with gratitude, checks and gifts totaling \$99,667.12 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 \$97,271.12, as described on the attached listing.

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

Also attached for informational purposes is a report itemizing Cumulative Totals of Gifts and Donations for Fiscal Year 2002-2003.

**AGENDA**

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

- 1) go to [www.smmusd.org](http://www.smmusd.org)
- 2) click on "Board Meetings"
- 3) scroll to the date for this meeting
- 4) click on 11-21gif.pdf

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT

11/21/02

FROM: JOHN E. DEASY/KENNETH R. BAILEY

RE: CONFERENCE AND TRAVEL APPROVAL/RATIFICATION

RECOMMENDATION NO. A.7

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>ACOSTA, Veronica</u> Educ. Serv. (Lincoln) 01-00000-0-19480-10000-5220- 030-1300 General Fund - <b>Function:</b> Instruction	Calif. Middle School Physical Education Workshop Fullerton, CA July 28 - 31, 2002	\$170.00
<u>BAXTER-LAM, Nan</u> Special Education 01-34050-0-57700-11900-5220- 044-1400 General Fund - Resource: Workability I	Workability I Region 3 Fall Training Torrance, CA October 15, 2002	\$41.79
<u>BUNAYOG, Jesse</u> Fiscal Services 01-00000-0-00000-72000-5220- 051-2510 General Fund - <b>Function:</b> Other Genl. Admin.	Human Resource System Training Arcadia, CA November 5, 13, 14 & 19, 2002	\$66.00
<u>BUSH, Gary</u> Special Education 01-65000-0-57700-11900-5220- 043-1400 General Fund - <b>Resource:</b> Special Education	31st National Conference on Physical Activity for Exceptional Individuals Sacramento, CA October 25 - 26, 2002	\$400.00



<u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>COHN, Jeff</u> Special Educ. (Samohi) 01-65000-0-57700-11900-5220- 043-1400 General Fund <b>Resource:</b> Special Education	Cortical Vision Impairment West Los Angeles, CA November 7, 2002	0
<u>ESQUIVEL, Rita</u> Adult Education Center 11-39110-0-41100-10000-5220- 095-2950 Adult Educ. Fund- <b>Resource:</b> Adult Basic Ed-ESL	ACSA Adult Education Meeting Long Beach, CA November 1, 2002	\$61.90
<u>HOLLIE, Ada</u> Samohi No Cost to District	EdFund, CASFAA, CA Aid Comm. High School Counseling Workshop Redondo Beach, CA November 21, 2002	0
<u>JAGO, Carol</u> Samohi  No Cost to District	California Reading Association Sacramento, CA November 8, 2002	<b>SUB ONLY</b>
<u>PAULSON, Janet</u> Special Educ. (Grant) 01-65000-0-57700-11900-5220- 043-1400 General Fund - <b>Resource:</b> Special Education	Techniques & Tools for Effective Supervision of SLPAS Pasadena, CA October 5, 2002	\$85.00
<u>ROBINSON, Maria</u> Child Development Serv. 12-52101-0-85000-10000-5220- 070-2700 Child Dev. Fund- <b>Resource:</b> HeadStart Model I	LACOE Education Training Cerritos, CA September 24, 2002	\$27.12
<u>TONOOKA, Janis</u> Cabrillo	Mentor Laptop Adult Education Center October 30, 2002	0
<u>WHALEY, Tom</u> Educational Services 01-70180-0-17100-10000-5220- 035-1300 General Fund - <b>Resource:</b> Arts Partnership - MAP	MAP Network San Diego, CA November 19 - 20, 2002	\$300.00
<b>Adjustments</b> (Preapproved expenses 10% in excess of approved costs that must be approved by Board/Changes in Personnel Attendance)		
NONE		

<u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<b>Group Conference and Travel: In-State</b> * a complete list of conference participants is on file in the Department of Fiscal Services		
<u>CONSTANZA, Siugen</u> + 2 Additional Staff Health Services (Malibu) 01-56400-0-00000-39000-5220- 041-1400 General Fund - <b>Resource:</b> Medi-Cal Billing Option	AVID Conference San Diego, CA July 29 - August 2, 2002	\$138.06 total
<u>COX, Daniel</u> + 2 Additional Staff Santa Monica High  No Cost to District	A+ Computer Certification Los Angeles, CA October 28, 2002	<b>3 SUBS  ONLY</b>
<u>CAIRNS, Pat</u> <u>ERLANDSON, Staci</u> Educ. Serv. (Cabrillo) 01-40100-0-11100-10000-5220- 035-1300 General Fund - <b>Resource:</b> IASA Title II - Eisenhower  <u>MULKEN, Nicole</u> + 2 Additional Staff Educ. Serv. (Roosevelt & Franklin)	CCR Training Los Angeles, CA October 28, 2002	\$200.00 total <b>+ SUB</b>  \$350.00 total
<u>ALLEN-JONES, Pam</u> <u>McCOY, Donna</u> Student Services 01-91230-0-19200-10000-5220- 040-1400 General Fund - <b>Resource:</b> City of Santa Monica	Surviving and Thriving: Activating Strengths Long Beach, CA November 8, 2002	\$314.00 total

<u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>ABDO, Judy</u> Child Development Serv. 12-50250-0-85000-10000-5220- 070-2700 Child Dev. Fund- <b>Resource:</b> Federal Child Care  <u>DE LOS SANTOS, Marco</u> Child Development Serv. 12-00000-0-85000-10000-5220- 070-2700 Child Dev. Fund- <b>Function:</b> Instruction  <u>RIVERA, Nancy</u> Child Development Serv. 12-90130-0-85000-10000-5220- 070-2700 Child Dev. Fund- <b>Resource:</b> Parent Fees	2003 Child Care & Development State Budget Policy Los Angeles, CA January 30, 2003	\$150.00   \$150.00   \$150.00
<b>Out-of-State Conferences: Individual</b>		
<u>BAGLEY, Rick</u> Personnel Services No Cost to District	Visiting International Faculty Costa Rica November 7 - 11, 2002	Paid by V.I.F.
<b>Out-of-State Conferences: Group</b>		
NONE		

MOTION MADE BY:  
SECONDED BY:

STUDENT ADVISORY VOTE:  
AYES:  
NOES:  
ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT

11/21/02

FROM: SUPERINTENDENT/JOSEPH N. QUARLES

RE: APPROVAL FOR INDEPENDENT CONTRACTS - JOHN C. JARBOE

RECOMMENDATION NO. A.8

It is recommended that the Board of Education enter into the following Independent Contracts. These contracts are included in the 2002/03 budget.

CONTRACTOR	DESCRIPTION	SITE	FUNDING
John C. Jarboe  Contract UC03170  Total amount of Contract is open-ended:  Contract starting November 1, 2002 and is on-going as needed.  10/10/02	Serve as Independent Hearing Officer in disciplinary matters and research and writing of findings.	Human Resources	Independent Contractors/Consultant  01-00000-0-00000-72000-5802-026-1250

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION CONSENT/ACTION  
11/21/02

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

RE: CERTIFICATED PERSONNEL - Elections, Separations

RECOMMENDATION NO. A.9

ELECTIONS

ADDITIONAL ASSIGNMENTS

<u>Name/Location</u>	<u>Rate</u>	<u>Effective</u>	<u>Not to Exceed</u>
<u>JOHN ADAMS MIDDLE SCHOOL</u>			
Daws, Tracy	\$100 Stipend	10/25/02	Stipend/\$100
Dipley, Jeri	\$100 Stipend	10/25/02	Stipend/\$100
Goldberg, Cori	\$100 Stipend	10/25/02	Stipend/\$100
Hart, Matt	\$100 Stipend	10/25/02	Stipend/\$100
O'Brien, Lourdes	\$100 Stipend	10/25/02	Stipend/\$100
Torres, Lupe	\$100 Stipend	10/25/02	<u>Stipend/\$100</u>
		TOTAL STIPEND	\$600

Comment: Chaperone School Dance  
01-Reimbursed by ASB

Austin, Heather	2 hrs @\$35.60	10/1/02-6/20/03	Est Hrly/\$71
Brehm, Kristy	2 hrs @\$35.60	10/1/02-6/20/03	Est Hrly/\$71
LaDuke, Jan	2 hrs @\$35.60	10/1/02-6/20/03	Est Hrly/\$71
O'Connell, Cheryl	2 hrs @\$35.60	10/1/02-6/20/03	Est Hrly/\$71
Santiago, Carol	2 hrs @\$35.60	10/1/02-6/20/03	<u>Est Hrly/\$71</u>
		TOTAL ESTABLISHED HOURLY	\$355

Comment: Teaching Saturday Scholars  
01-School Improvement Program, K-6

Compton, Shirley	16 hrs @\$35.60	9/28/02-6/20/03	Est Hrly/\$570
Daws, Tracy	16 hrs @\$35.60	9/28/02-6/20/03	Est Hrly/\$570
Goetz, Kristin	16 hrs @\$35.60	9/28/02-6/20/03	Est Hrly/\$570
Gonzalez, Maricela	16 hrs @\$35.60	9/28/02-6/20/03	Est Hrly/\$570
Moore, Jon	16 hrs @\$35.60	9/28/02-6/20/03	Est Hrly/\$570
O'Connell, Cheryl	16 hrs @\$35.60	9/28/02-6/20/03	Est Hrly/\$570
O'Meara, Peggy	16 hrs @\$35.60	9/28/02-6/20/03	Est Hrly/\$570
Torres, Lupe	16 hrs @\$35.60	9/28/02-6/20/03	<u>Est Hrly/\$570</u>
		TOTAL ESTABLISHED HOURLY	\$4,560

Comment: Saturday School Supervision  
01-Unrestricted Resource

CHILD DEVELOPMENT SERVICES

Brown, Victoria	\$880 Stipend	8/4/02	<u>Stipend/\$880</u>
		TOTAL STIPEND	\$880

Comment: Teaching CPR-First Aid Classes  
12-Other Local Income/50%  
12-Unrestricted Resource/50%

EDISON ELEMENTARY

Beasley, Linda	170 hrs @\$35.60	10/1/02-6/20/03	Est Hrly/\$6052
Boyd, Tom	170 hrs @\$35.60	10/1/02-6/20/03	Est Hrly/\$6052
Brumer, Sandra	170 hrs @\$35.60	10/1/02-6/20/03	Est Hrly/\$6052

Castillo, Alma	170 hrs @\$35.60	10/1/02-6/20/03	Est Hrly/\$6052
Dworin, Jeannie	170 hrs @\$35.60	10/1/02-6/20/03	Est Hrly/\$6052
Garcia-Nunez, Veronica	170 hrs @\$35.60	10/1/02-6/20/03	Est Hrly/\$6052
Hakamori, Teri	170 hrs @\$35.60	10/1/02-6/20/03	Est Hrly/\$6052
Ipina, Elizabeth	170 hrs @\$35.60	10/1/02-6/20/03	Est Hrly/\$6052
Jimenez, Sylvia	170 hrs @\$35.60	10/1/02-6/20/03	Est Hrly/\$6052
Maiztegui, Laura	170 hrs @\$35.60	10/1/02-6/20/03	Est Hrly/\$6052
Murcia, Constanza	170 hrs @\$35.60	10/1/02-6/20/03	Est Hrly/\$6052
Rankin, Nancy	170 hrs @\$35.60	10/1/02-6/20/03	Est Hrly/\$6052
Rosales, Susan	170 hrs @\$35.60	10/1/02-6/20/03	Est Hrly/\$6052
Salmaggi, Aileen	170 hrs @\$35.60	10/1/02-6/20/03	Est Hrly/\$6052
Tejeda, Carina	170 hrs @\$35.60	10/1/02-6/20/03	<u>Est Hrly/\$6052</u>
TOTAL ESTABLISHED HOURLY			\$90,780

Comment: State after school intervention program  
01-Unrestricted Resource

EDUCATIONAL SERVICES

Hentschell, Denise	\$3000 Stipend	9/1/02-6/30/03	<u>Stipend/\$3000</u>
TOTAL STIPEND			\$3,000

Comment: Teacher  
01-Cal Safe Child Care Development

FRANKLIN ELEMENTARY

Ferrell, Sue	229 hrs @\$35.60	9/3/02-6/30/03	<u>Est Hrly/\$8152</u>
TOTAL ESTABLISHED HOURLY			\$8,152

Comment: Science Specialist  
01-School Improvement Program, K-6

GRANT ELEMENTARY

Raymond, Jeanette	570 hrs @\$35.60	9/5/02-6/21/03	<u>Est Hrly/\$20,292</u>
TOTAL ESTABLISHED HOURLY			\$20,292

Comment: ELD Instruction/Administer EL Tests/Determine Placement  
01-Economic Impact Aid

Grafton, Kim	12 hrs @\$35.60	9/11-20/02	<u>Est Hrly/\$427</u>
TOTAL ESTABLISHED HOURLY			\$427

Comment: Additional hours for classroom set-up  
01-Unrestricted Resource

LINCOLN MIDDLE SCHOOL

Asgharzadeh, Rozita	152 hrs @\$35.60	8/30/02-6/20/03	Est Hrly/\$5411
Burrows, Linda	152 hrs @\$35.60	8/30/02-6/20/03	Est Hrly/\$5411
Huls, Jeff	152 hrs @\$35.60	8/30/02-6/20/03	Est Hrly/\$5411
Hunt, Mark	152 hrs @\$35.60	8/30/02-6/20/03	Est Hrly/\$5411
Kittel, Gina	152 hrs @\$35.60	8/30/02-6/20/03	Est Hrly/\$5411
Kleis, Heidi	152 hrs @\$35.60	8/30/02-6/20/03	Est Hrly/\$5411
McElvain, Nora	152 hrs @\$35.60	8/30/02-6/20/03	Est Hrly/\$5411
McNulty, MaryBeth	152 hrs @\$35.60	8/30/02-6/20/03	Est Hrly/\$5411
O'Brien, Marianna	152 hrs @\$35.60	8/30/02-6/20/03	Est Hrly/\$5411
Reynolds, Laree	152 hrs @\$35.60	8/30/02-6/20/03	Est Hrly/\$5411
Sinclair, Michele	152 hrs @\$35.60	8/30/02-6/20/03	Est Hrly/\$5411
Stauffer, Nathaniel	152 hrs @\$35.60	8/30/02-6/20/03	Est Hrly/\$5411
Young, F.E.	152 hrs @\$35.60	8/30/02-6/20/03	<u>Est Hrly/\$5411</u>
TOTAL ESTABLISHED HOURLY			\$70,343

Comment: Saturday School Program  
01-Unrestricted Resource

Asgharzadeh, Rozita	3 hrs @\$35.60	10/10-16/02	Est Hrly/\$107
McCracken, Amy	3 hrs @\$35.60	10/10-16/02	Est Hrly/\$107
TOTAL ESTABLISHED HOURLY			\$214

Comment: Read 5th Grade portfolios  
01-School Improvement Prog, K-6

MALIBU

Baldwin, Audra	136 hrs @\$35.60	10/1/02-6/20/03	Est Hrly/\$4842
Blanchard, Irene	136 hrs @\$35.60	10/1/02-6/20/03	Est Hrly/\$4842
Bowman-Smith, Carla	136 hrs @\$35.60	10/1/02-6/20/03	Est Hrly/\$4842
Cary, John	136 hrs @\$35.60	10/1/02-6/20/03	Est Hrly/\$4842
Lovejoy, Anna	136 hrs @\$35.60	10/1/02-6/20/03	Est Hrly/\$4842
Messoloras, Irene	136 hrs @\$35.60	10/1/02-6/20/03	Est Hrly/\$4842
TOTAL ESTABLISHED HOURLY			\$29,052

Comment: Saturday School  
01-Unrestricted Resource

Warshawski, David	60 hrs @\$35.60	11/1/02-5/31/03	Est Hrly/\$2136
TOTAL ESTABLISHED HOURLY			\$2,136

Comment: Scorekeeper for HS athletics  
01-Reimbursed by ASB

MCKINLEY ELEMENTARY

Taslimi, Laila	3 hrs @\$35.60	10/28/02	Est Hrly/\$107
TOTAL ESTABLISHED HOURLY			\$107

Comment: Teacher  
01-CA Peer Assistance and Review

OLYMPIC

Alcalay, Vivian	152 hrs @\$35.60	9/5/02-6/30/03	Est Hrly/\$5411
Casey, John	152 hrs @\$35.60	9/5/02-6/30/03	Est Hrly/\$5411
Siemer, Deborah	152 hrs @\$35.60	9/5/02-6/30/03	Est Hrly/\$5411
Tarbell, Harlan	152 hrs @\$35.60	9/5/02-6/30/03	Est Hrly/\$5411
TOTAL ESTABLISHED HOURLY			\$21,644

Comment: Saturday School  
01-Unrestricted Resource

PT DUME MARINE SCIENCE

Armfield, Gina	\$1500 Stipend	9/4/02-6/20/03	Stipend/\$1500
TOTAL STIPEND			\$1,500

Comment: Art Program for 2002/03 school year  
01-Reimbursed by PTA

WILL ROGERS ELEMENTARY

Ferrell, Peggy Sue	143 hrs @\$35.60	10/1/02-6/30/03	Est Hrly/\$5091
TOTAL ESTABLISHED HOURLY			\$5,091

Comment: Coordinate Science Program  
01-Reimbursed by PTA

SANTA MONICA HIGH SCHOOL

Avalos, Adam	\$209 Stipend	9/1-2/02	Stipend/\$209
Bouse, Amy	\$209 Stipend	9/1-2/02	Stipend/\$209
Busse, Nathan	\$209 Stipend	9/1-2/02	Stipend/\$209
Fischer, Tania	\$209 Stipend	9/1-2/02	Stipend/\$209
Louria, Meredith	\$209 Stipend	9/1-2/02	Stipend/\$209

Sawaya, Peter	\$209 Stipend	9/1-2/02	<u>Stipend/\$209</u>
		TOTAL STIPEND	\$1,254

Comment: Prox X Stipend for moving  
30-Unrestricted Resource

Boers-Palmer, Desiree	152 hrs @\$35.60	7/1/02-6/30/02	Est Hrly/\$5411
Herrera, David	152 hrs @\$35.60	7/1/02-6/30/02	Est Hrly/\$5411
Irwin, Sanford	152 hrs @\$35.60	7/1/02-6/30/02	Est Hrly/\$5411
Jessie, Jennifer	152 hrs @\$35.60	7/1/02-6/30/02	Est Hrly/\$5411
Lawrence, Laura	152 hrs @\$35.60	7/1/02-6/30/02	Est Hrly/\$5411
Marek, Celia	152 hrs @\$35.60	7/1/02-6/30/02	Est Hrly/\$5411
McGee, Richard	152 hrs @\$35.60	7/1/02-6/30/02	Est Hrly/\$5411
Perkins, Stacie	152 hrs @\$35.60	7/1/02-6/30/02	Est Hrly/\$5411
Shafiey, Mariam	152 hrs @\$35.60	7/1/02-6/30/02	Est Hrly/\$5411
Wisner, Paul	152 hrs @\$35.60	7/1/02-6/30/02	<u>Est Hrly/\$5411</u>
		TOTAL ESTABLISHED HOURLY	\$54,110

Comment: Saturday School Teacher  
01-Unrestricted Resource

ROP

Jeffries, Jane	10 hrs @\$35.60	9/1/02-6/30/03	<u>Est Hrly/\$356</u>
		TOTAL ESTABLISHED HOURLY	\$356

Comment: Administer TB test to ROP EMT students  
01-ROC/P Apportionment

STUDENT SERVICES

Niemi, Charlene	24 hrs @\$35.60	10/1/02-6/30/03	Est Hrly/\$854
Relles, Ellen	24 hrs @\$35.60	10/1/02-6/30/03	<u>Est Hrly/\$854</u>
		TOTAL ESTABLISHED HOURLY	\$1,708

Comment: CPR Training-District Employees  
01-Medi-Cal Billing Option

HOURLY TEACHERS

STUDENT SERVICES

Erlandson, Staci	As Needed @\$35.60	10/4/02-6/20/03	<u>Est Hrly/\$ - -</u>
		TOTAL ESTABLISHED HOURLY	\$ - -

Comment: Home Instructor  
01-Special Education/As Needed  
01-Unrestricted Resource/As Needed

**TOTAL ESTABLISHED HOURLY and STIPENDS = \$316,561**

SUBSTITUTES

<u>REGULAR DAY-TO-DAY</u>	<u>EFFECTIVE</u>
(Daily Rate @\$120)	
Alcalay, Ronald	10/24/02
Kahn, Debra	10/24/02
 <u>PREFERRED SUBSTITUTE</u>	
(Daily Rate @\$142)	
Blasi, Tasha	10/23/02
Fagan, Susan	10/1/02

CHANGE IN ASSIGNMENT

Name/Assignment



Location                      Effective  
 Ferrell, Peggy Sue    9/02-6/03  
    Franklin Elementary  
From: 60%  
To:    20% [multiage ½ teacher-job share]

Klein, Joan                      8/30/02  
    Rogers Elementary  
From: 100%  
To:    50%

Nordberg, Karrie            10/28/02-6/20/03  
    McKinley Elementary  
From: 100%  
To:    20%

Romo, Patricia              9/3/02  
    Child Development Services  
From: Pine Street  
To:    Franklin

Taslimi, Laila                10/21/02-6/30/03  
    McKinley Elementary  
From: 100%  
To:    80%

Wetmore, Elayne            10/21/02-6/30/03  
    McKinley Elementary  
From: 100%  
To:    80%

PROBATIONARY CONTRACTS

Name/Assignment	Not to	
<u>Location</u>	<u>Exceed</u>	<u>Effective</u>
Patel, Varsha	50%	10/21/02
CDS	[replacing S. Smith]	

TEMPORARY CONTRACTS

Name/Assignment		
<u>Location</u>	<u>Percentage</u>	<u>Effective</u>
Griffin, Nancy	50%	10/09/02-6/20/03
SMASH/Res Specialist	[replacing M. Hubbell/loa]	
Kincannon, Marie	20%	10/28/02-6/20/03
McKinley Elementary		
Laufer, Lorraine	100%	10/07/02-3/14/03
Roosevelt Elementary	[replacing H. Estersohn/medical leave]	

LEAVES OF ABSENCE (with pay)

Name/Assignment	
<u>Location</u>	<u>Effective</u>
Estersohn, Harriet	9/30/02-03/14/03
Roosevelt/Franklin	[medical]

RESIGNATIONS

<u>Name/Location</u>	<u>Effective</u>
Harris, Ree Child Development Services	11/8/02

MOTION MADE BY:  
SECONDED BY:

AYES:  
NOES:  
ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT

11/21/02

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

RE: SPECIAL SERVICES EMPLOYEES

RECOMMENDATION NO. A.10

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>
Ellman, Beverly	\$10,000	09/05/02-6/30/03	\$30/hr
Grant Elementary, instruct students K-5 on computers			
FUNDING: 01-90150-0-11100-21000-1910-003-1501-100%			
Reimbursed by PTA			

MOTION MADE BY:

SECONDED BY:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION  
FROM: JOHN E. DEASY/JOHN SLISS  
RE: CLASSIFIED PERSONNEL - MERIT

ACTION/CONSENT  
11-21-02

RECOMMENDATION NO. A.11

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**

BARBA, VERONICA	INST ASST - CLASSROOM 3.0 HRS/SY ROGERS RANGE: 18 STEP: 01	11-05-02
BERNIER, ANDREW	INST ASST - CLASSROOM 2.0 HRS/SY FRANKLIN RANGE: 18 STEP: 01	10-07-02
RAIKHY, NICOLE	INST ASST - CLASSROOM 2.10 HRS/SY FRANKLIN RANGE: 18 STEP: 01	11-04-02
RICHWINE, DONA	CHILD NUTRITION SPECIALIST 6.0 HRS/SY FOOD SERVICES RANGE: 36 STEP: 06	10-01-02
SAIRRINO, DENISE	INST ASST - CLASSROOM 3.0 HRS/SY SMASH RANGE: 18 STEP: 01	10-14-02
YERMIAN, VANESSA	INST ASST - CLASSROOM 3.0 HRS/SY ROGERS RANGE: 18 STEP: 01	10-22-02

**REINSTATED**

STEELE, EDWARD	PHYSICAL ACTIVITIES SPEC 4.0 HRS/SY SMASH RANGE: 26 STEP: 02	10-14-02
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**PROMOTION**

PADILLA, GLORIA	INST ASST - SPECIAL ED 5.0 HRS/SY ROGERS FR: CHILDREN CENTER ASST	10-28-02
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**WORKING OUT OF CLASS**

DOTY, KENNETH	LEAD CUSTODIAN 8.0 HRS/12 SAMOHI FR: CUSTODIAN I NSI	07-24-02 11-15-02
MARES, JOSE	GROUND LEAD PERSON 8.0 HRS/12 OPERATIONS FR: EQUIPMENT OPR TREE TRIMMER	10-17-02 11-29-02

**PROFESSIONAL GROWTH**

CASILLAS, SYLVIA	PHYSICAL ACTIVITIES SPEC FRANKLIN	11-01-02
LOPEZ, MARIBEL	INST ASST - SPECIAL ED MCKINLEY	11-01-02
MONGE, BRENDA	BUS DRIVER TRANSPORTATION	10-01-02

**STIPEND OF \$50.00 PER FOOTBALL GAME FOR SELLING TICKETS AT THE DOOR**

BOLAN, ANETTE	SAMOHI
EMHARDT, JANA	SAMOHI
MC GEE, LESLEE	SAMOHI
WASHINGTON, CHANEE	SAMOHI

**STIPEND FOR P.S.A.T. PROCTOR**

BARRETT, LYNDA	SAMOHI	\$125.00
BOLAN, ANETTE	SAMOHI	\$125.00
DAHLEM, KAREN	SAMOHI	\$125.00
DAVIS, GLORIA	SAMOHI	\$125.00
HUMPHREY, REGENCE	SAMOHI	\$125.00
JONES, CECELIA	SAMOHI	\$125.00
LOPEZ, LOREN	SAMOHI	\$125.00
MORRIS, TERRY	SAMOHI	\$200.00
SAVAGE, STEPHANIE	SAMOHI	\$125.00
SKOWLUND, CAROL	SAMOHI	\$125.00
SLAWTER, MARY	SAMOHI	\$125.00

**INCREASE IN HOURS**

TORRES, KENNIA	INST ASST - SPECIAL ED 5.0 HRS/SY LINCOLN FR: 3.0 HRS/SY	10-14-02
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**VOLUNTARY REDUCTION IN HOURS**

GISS, WENDY	INST ASST - CLASSROOM 3.0 HRS/SY WEBSTER FR: 5.0 HRS/SY	10-28-02
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**MEDICAL LEAVE OF ABSENCE**

ANTOINE, ANITRA	BUS DRIVER TRANSPORTATION	10-15-02 02-01-03
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ARVANITES, LINDA	ADMINISTRATIVE ASSISTANT FRANKLIN	08-19-02 11-07-02
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PADILLA, ELIZABETH	CHILDREN CENTER ASSISTANT GRANT	11-04-02 01-13-03
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TANGUM, CATHY	CAMPUS SECURITY OFFICER SAMOHI	08-27-02 11-18-02
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**FAMILY CARE LEAVE OF ABSENCE**

DO, THU HONG	INST ASST - SPECIAL ED LINCOLN	11-04-02 11-27-02
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GUPTA, SAROJ	CAFETERIA WORKER II WEBSTER	12-09-02 12-20-02
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**VOLUNTARY TRANSFER**

TRUJILLO, SANDY	CHILDREN CENTER ASSISTANT 3.5 HRS/SY MCKINLEY FR: 3.5 HRS/SY MUIR	10-21-02
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WARD, VICTOR	CUSTODIAN I NSI 8.0 HRS/12 OPERATIONS FR: 8.0 HRS/12 LINCOLN	09-03-02
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**INVOLUNTARY TRANSFER**

BIVENS, EMILY	CHILDREN CENTER ASSISTANT 3.5 HRS/SY PINE STREET FR: 3.5 HRS/SY ADAMS	10-16-02
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EPIFANI-WORTHY, CARLA	CHILDREN CENTER ASSISTANT 3.5 HRS/12 WASHINGTON WEST FR: 3.5 HRS/12 ADAMS	10-14-02
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FOWLER, DAMONE	CAFETERIA COOK BAKER 8.0 HRS/SY SAMOHI FR: 8.0 HRS/SY MALIBU	11-06-02
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GUTIERREZ, CAROLINA	CHILDREN CENTER ASSISTANT 3.5 HRS/SY PINE STREET FR: 3.5 HRS/SY ADAMS	10-15-02
LOPEZ, ALEX	CAFETERIA WORKER I 3.0 HRS/SY ADAMS FR: 3.0 HRS/SY ROOSEVELT	10-30-02
MINOR, TYRONE	CAFETERIA WORKER I 3.0 HRS/SY ROOSEVELT FR: 3.0 HRS/SY ADAMS	10-30-02
MOORE, JENNIFER	CHILDREN CENTER ASSISTANT 3.5 HRS/SY CDS FR: 3.5 HRS/SY LINCOLN	10-01-02
PINEDA-LARA, BLANCA	CHILDREN CENTER ASSISTANT 3.5 HRS/SY PINE STREET FR: 3.5 HRS/SY ADAMS	10-18-02
RAMIREZ, GUADALUPE	CAFETERIA WORKER I 3.5 HRS/SY SAMOHI FR: 3.5 HRS/SY MUIR	10-07-02
RIAD, NERMIN	CHILDREN CENTER ASSISTANT 3.5 HRS/SY PINE STREET FR: 3.5 HRS/SY MCKINLEY	10-15-02
RICHSON, JENNIFER	CAFETERIA COOK BAKER 8.0 HRS/SY MALIBU FR: 8.0 HRS/SY SAMOHI	11-06-02
<b><u>SUMMER ASSIGNMENT</u></b>		
MORICH, KARIN	INST ASST - SPECIAL ED SPECIAL ED	06-26-02 07-26-02
<b><u>TEMP/ADDITIONAL</u></b>		
ANDERSON, BRUNO	CUSTODIAN I NSI SAMOHI	09-01-02 06-30-03
ARKIN, CHATOM	INST ASST - CLASSROOM ADAMS	10-22-02 06-20-03
BOYD, KATHERINE	CUSTODIAN I DAY SAMOHI	07-01-02 06-30-03
COPLIN, KELLY	I/A SIGN LANGUAGE INTERP SPECIAL ED	09-01-02 06-21-03

HUGHES, CLARENCE	UTILITY WORKER SAMOHI	09-01-02 09-30-03
HUMPHREY, REGENCE	INST ASST - SPECIAL ED SAMOHI	10-07-02 06-20-03
MARTIN, CHARLES	CAMPUS SECURITY OFFICER LINCOLN	09-04-02 06-20-03
NICOLORO, NANCY	INST ASST - PHYSICAL ED MALIBU	11-01-02 05-31-03
SMITH, DUNELL	CAMPUS SECURITY OFFICER LINCOLN	09-04-02 06-20-03
SUGARS, CURTIS	UTILITY WORKER SAMOHI	09-01-02 09-30-03
WILSON, STANLEY	CAMPUS SECURITY OFFICER ADAMS	10-25-02 10-25-02
<b><u>SUBSTITUTE</u></b>		
AZINGA, P.M.	INST ASST - SPECIAL ED SPECIAL ED	10-16-02 06-30-03
BERRIOS, MERCEDES	OFFICE SPECIALIST MCKINLEY	10-21-02 12-31-02
BROWN, JAMIE	INST ASST - PHYSICAL ED PERSONNEL COMMISSION	10-21-02 06-30-03
CONNELL, ELITA	CAFETERIA WORKER I FOOD SERVICES	09-04-02 06-30-03
COOPER, CORY	INST ASST - PHYSICAL ED PERSONNEL COMMISSION	09-04-02 06-30-03
ESCALERA, FRANCISCO	EQUIPMENT OPR TREE TRIMMER OPERATIONS	10-01-02 06-30-03
FRUCHTMAN, BETTELYN	OFFICE SPECIALIST FRANKLIN	10-14-02 06-30-03
HART, WALTER	CUSTODIAN I OPERATIONS	10-28-02 06-30-03
LANZAS, EUGENIO	CAFETERIA WORKER I FOOD SERVICES	10-16-02



MANGUM, MARTHA	SITE FOOD SERVICE COORD FOOD SERVICES	10-01-02 12-30-02
OSTERDAY, DAVID	ADMINISTRATIVE ASSISTANT PERSONNEL SERVICES	10-24-02 10-31-02
PASS, MICHAEL	CUSTODIAN I OPERATIONS	10-29-02 06-30-03
RAMIREZ, LYDIA	CHILDREN CENTER ASSISTANT CDS	10-01-02 06-20-03
ROBINSON, KHADEVIS	INST ASST - SPECIAL ED SPECIAL ED	09-01-02 06-20-03
SHAMSIAN, DALIA	INST ASST - SPECIAL ED SPECIAL ED	10-16-02 06-20-03
SYMONS, ALYSON	INST ASST - SPECIAL ED SPECIAL ED	10-17-02 06-30-03
<b><u>SUSPENSION WITHOUT PAY</u></b>		
LAI, CHONG	PRODUCTION KITCHEN COORD SAMOHI	11-06-02 11-12-02
<b><u>RETIREMENT</u></b>		
BARBOZA, LUPE	INST ASST - BILINGUAL ROGERS	10-22-02
<b><u>RESIGNATION</u></b>		
BERNIER, ANDREW	INST ASST - CLASSROOM FRANKLIN	10-23-02
COLEMAN, SAMUEL	INST ASST - PHYSICAL ED FRANKLIN	06-21-02
HARPER, DANIELLE	OFFICE SPECIALIST MCKINLEY	10-21-02
KAYE, LIZA	LIBRARY ASSISTANT I LINCOLN	11-02-02

**RESCIND TERMINATION**

COLEMAN, SAMUEL	INST ASST - PHYSICAL ED FRANKLIN (EMPLOYEE RESIGNED, CORRECTION TO BOA 06-27-02)	06-21-02
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**ABOLISH POSITION DUE TO LACK OF FUNDS**

VACANT	RISK MGMT/BENEFITS TECH INSURANCE	11-08-02
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MOTION MADE BY:  
SECONDED BY:

AYES:  
NOES:  
ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT

11-21-02

FROM: JOHN E. DEASY/JOHN SLISS

RE: CLASSIFIED PERSONNEL - NON-MERIT

RECOMMENDATION NO. A. 12

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**

CHARBONNEAU, LUCAS	SAMOHI	10-01-02 - 06-30-03
NICHOLSON, CURTIS	SAMOHI	10-01-02 - 06-30-03

**ASSISTANT COACH**

CHARUVASTRA, MARCUS	SAMOHI	11-01-02 - 02-28-03
GIPSMAN, DANNY	MALIBU	11-01-02 - 02-28-03
LIN, JASON	SAMOHI	11-01-02 - 12-31-02
MARTIN, JENNIFER	SAMOHI	11-01-02 - 02-28-03
MILLER, RICHARD	MALIBU	11-01-02 - 02-28-03
NICOLORO, NANCY	MALIBU	11-01-02 - 02-28-03
SCHRADER, CHERIE	SAMOHI	10-05-02 - 02-28-03
SHUGARS, RUSSELL	SAMOHI	11-01-02 - 02-28-03
SIMPSON, DAVID	MALIBU	11-01-02 - 02-28-03
VINOGRAD, DANIEL	SAMOHI	10-01-02 - 02-28-03

**CHILD CARE ASSISTANT**

TREJO, MARIA	CDS	10-12-02 - 06-30-03
VASQUEZ, EDITH	CDS	09-03-02 - 06-20-03

**NOON AIDE**

GISS, WENDY	WEBSTER	10-28-02 - 06-30-03
JUAREZ, BERTHA	SMASH	10-21-02 - 06-20-03
KELLER, EVELYN	PT.DUME	09-04-02 - 06-20-03
SILVERBERG, KELLY	WEBSTER	09-01-02 - 06-30-03
SEPULVEDA, BRIAN	WEBSTER	09-01-02 - 06-30-03

MOTION MADE BY:

SECONDED BY:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/MAJOR  
11/21/02

FROM: JOHN. E. DEASY/PEGGY HARRIS

RE: APPROVAL OF SPECIAL EDUCATION CONTRACTS

RECOMMENDATION NO. A.13

It is recommended that the Board of Education approve the following Special Education Contracts for fiscal year 2002-2003 as follows:

**NPS/NPA**

**2002-2003 Budget 01-65000-0-57500-11800-5825-043-1400**

Nonpublic School/Agency	Student DOB	Service Description	Contract Number	Cost Not to Exceed
Speech, Language & Educational Associates	Various	NPA - Speech	#49	\$ 10,000
Step by Step	08-14-99	NPA - Behavior Therapy	#50	\$ 30,360
Step by Step	09-30-97	NPA - Behavior Therapy	#51	\$ 2,760

**Amount Budgeted NPS/NPA 02/03** \$ 2,820,000  
**Prior Board Authorization as of 11/07/02** \$ 2,719,362  
**Balance** 100,638

**Total Amount for these Contracts** \$ 43,120

**Balance** \$ 57,518

**Instructional Consultants**

**2002-2003 Budget 01-65000-0-50010-11800-5802-043-1400**

Instructional Consultant	Student DOB	Service Description	Contract Number	Cost Not to Exceed
Dorry A. Tooke	Various	Instr. Consultant- Physical Therapy Assessments	#16	\$ 5,000

**Amount Budgeted Instructional Consultants 02/03** \$ 152,000  
**Prior Board Authorization as of 11/07/02** \$ 125,413  
**Balance** \$ 26,587

**Total Amount for these Contracts** \$ 5,000

**Balance** \$ 21,587

**Non-Instructional Consultants**  
**2002-2003 Budget 01-65000-0-50010-11800-5890-043-1400**

<b>Instructional Consultant</b>	<b>Student DOB</b>	<b>Service Description</b>	<b>Contract Number</b>	<b>Cost Not to Exceed</b>
Parent Reimbursement	04-11-90	Reimbursement to Parent for a private Educational Assessment as per IEP.	#10	\$ 2,536

<b>Amount Budgeted Instructional Consultants</b>	<b>\$ 90,000</b>
<b>Prior Board Authorization as of 11/07/02</b>	<b>\$ 78,555</b>
<b>Balance</b>	<b>\$ 11,445</b>
<b>Total Amount for these Contracts</b>	<b>\$ 2,536</b>
<b>Balance</b>	<b>\$ 8,909</b>

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

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

MOTION MADE BY:  
 SECONDED BY:

STUDENT ADVISORY VOTE:  
 AYES:  
 NOES:  
 ABSTENTIONS:

TO: BOARD OF EDUCATION ACTION/MAJOR  
11/21//02

FROM: JOHN E. DEASY/KENNETH R. BAILEY/J.W. BERRIMAN

RE: REVISION TO THE CONTRACT BETWEEN THE DISTRICT AND  
JACOBS FACILITIES, INC.

RECOMMENDATION NO. A.14

It is recommended that the Board of Education approve Amendment 3.3 to the contract between the District and Jacobs Facilities, Inc., which increases the budget for the projects being managed by Jacobs Facilities, Inc., in accordance with actions previously taken by the Board of Education and the most current approved State Funding allocations. The increases are reflected in the revised Exhibit A attached herewith.

COMMENTS: The agreement between the District and Jacobs Facilities, Inc, is to be amended in order to bring it into alignment with the Facility Program Budget. The changes associated with Amendment 3.3 reflects the following:

BARNUM HALL PHASE II

- (a) Consistent with SMMUSD Board Action A.15, dated November 1, 2001, design certain acoustical improvements to Barnum Hall, specifically acoustically baffled walls at the north and south interior walls of the Barnum Hall Auditorium. The design shall be performed by WLC Architects and assisted by Menlo Acoustics.
- (b) Additional changes to design were approved by Board Action to WLC Architects related to interface and transition between the Music Building and Barnum Hall and to incorporate certain addendum items issued during the bidding phase into the construction drawing set. In accordance the agreement with Jacobs, third-party architect fees, which are paid out of the Jacobs program management fee, shall be reimbursed by the District.

COST

Consistent with the terms of the Jacobs agreement;

- (a) The cost of the Barnum Hall acoustical panel improvements design service is \$24,800, based upon a negotiated change order with Menlo Scientific Acoustics; and
- (b) The cost of the three WLC change orders, as negotiated, total \$36,000.

The total cost is \$60,800.00 (Sixty Thousand Eight Hundred Dollars).

SCHEDULE

There are no schedule impacts attributed to these changes.

The Proposition X Oversight Committee has reviewed this item and recommends approval.

AGENDA

NOTE:

The detailed breakdown is not available as part of the electronic agenda. A copy is on file in the Office of the Chief Financial Officer.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

**CONTRACT AMENDMENT NO. 3.3**

This document (hereinafter as "Amendment") dated November 6, 2002, will serve as Contract Amendment Number 3.3 to the Program Management Agreement ("**PM Agreement**") dated August 12, 1999, and is between the Santa Monica-Malibu Unified School District ("**Owner**") and Jacobs Facilities Inc. ("**Jacobs**"). This Amendment supplements Amendment No. 3 dated April 6, 2000. All initially capitalized terms used herein without definitions shall have the respective meanings given such terms in the PM Agreement.

In consideration of the mutual covenants and agreements set forth below, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the parties hereto, the Owner and Jacobs hereby amend and supplement the PM Agreement as follows:

**SCOPE**

Scope adjustments within this Amendment covering the following Projects and associated work are described below:

Barnum Hall Phase II

(a) Consistent with SMMUSD Board Action A.15, dated November 1, 2001, design certain acoustical improvements to Barnum Hall, specifically acoustically baffled walls at the north and south interior walls of the Barnum Hall Auditorium. The design shall be performed by WLC Architects and assisted by Menlo Scientific Acoustics.

Consistent with SMMUSD Board Action A.\_\_\_\_, dated **November 21, 2002**, and the PM Agreement, compensation is provided for SMMUSD-authorized changes to WLC Architects.

**COST**

Consistent with the terms of the PM Agreement,

- (a) the cost of the Barnum Hall acoustical panel improvements design service is \$24,800 based upon a negotiated change order with Menlo Acoustics; and
- (b) the cost of the three WLC change orders, as negotiated, total \$36,000.

The total cost is \$60,800.00 (sixty thousand eight hundred dollars).

**IN WITNESS WHEREOF**, the Owner and Jacobs have executed this Amendment as of the day and year first written above.

**SANTA MONICA-MALIBU UNIFIED  
SCHOOL DISTRICT**

**JACOBS FACILITIES INC.**

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

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

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



TO: BOARD OF EDUCATION ACTION/MAJOR  
11/21/02  
FROM: JOHN E. DEASY/KENNETH R. BAILEY/J.W. BERRIMAN  
RE: RECOMMENDATION FOR AN INCREASE IN BUDGET LIMITATION  
AGREEMENT #4, AMENDMENT 7.2

RECOMMENDATION NO. A.15

It is recommended that the Board of Education approve an increase in Budget Limitation (BLA #4) from \$12,621,298 to \$12,857,673 in the form of Contract Amendment 7.2 with an amount equal to \$236,375 for the modernization work attributed to differing site conditions and added scope of work.

Funding: State Modernization Funds

COMMENTS: During the course of construction at the Grant, Adams, Lincoln, Rogers and Olympic schools, certain added work was performed by Jacobs' subcontractors attributed to either differing site conditions, unanticipated hazardous material remediation or added work requested by the District. In addition, certain work specified by design, but not required under field conditions was deleted.

Jacobs Facilities, Inc. has negotiated twenty-five change orders with four of its subcontractors to perform the necessary work as set forth in the attached proposed Contract Amendment 7.2. The change order amount is \$236,375, the associated contingency is \$16,953 and the Jacobs Facilities, Inc. Program construction management fee is \$66,843. Funding for the work will come from the unallocated budget for Santa Monica Schools. The following page is a summary of the cost associated with the BLA #4, including this proposed amendment.

The Proposition X Oversight Committee has reviewed this item and recommends approval.

AGENDA

NOTE: A copy of the bid tabulation and BLA Summary are not available as part of the electronic agenda. Copies are available in the Office of the Chief Financial Officer.

MOTION MADE BY:  
SECONDED BY:

STUDENT ADVISORY VOTE:  
AYES:  
NOES:  
ABSTENTIONS:

**CONTRACT AMENDMENT NO. 7.2**

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This document (hereinafter as "Amendment") dated November 6, 2002, will serve as Contract Amendment Number 7.2 to the Program Management Agreement ("**PM Agreement**") dated August 12, 1999 **and** is between the Santa Monica-Malibu Unified School District ("**Owner**") and Jacobs Facilities, Inc. ("**Jacobs**"). This Amendment supplements Contract Amendments 7 and 7.1 All terms and conditions used herein shall reflect the original language as stated in the PM Agreement or any subsequent amendments as currently approved.

In consideration of the mutual covenants and agreements set forth below, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the parties hereto, the Owner and Jacobs hereby amend and supplement the PM Agreement as follows:

**SCOPE**

Scope adjustments within this Amendment cover work associated with Bid Package 1B, Modernization of Grant, Rogers, Adams, Lincoln and Olympic schools, as identified in the attached twenty-five change order documents issued to one of four subcontractors performing work under contracts with Jacobs.

**COST**

Costs **as stated in** the current contract as **amended** will be modified in accordance with the attached summary. **A fixed price** amount of \$127,442 to compensate Jacobs and its subcontractors is added to BLA 4 accordingly.

**SCHEDULE**

The work described herein has been performed and, therefore, impacts to schedule, if any, have been incurred. Jacobs agrees to waive any claim for extended performance and consequent impact damages provided that the Owner does not assess liquidated damages against this BLA.

This Amendment applies only after it has been fully executed by both parties.

**IN WITNESS WHEREOF**, the Owner and Jacobs have executed this Amendment as of the date written above.

**SANTA MONICA-MALIBU UNIFIED  
SCHOOL DISTRICT**

**JACOBS FACILITIES INC.**

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

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

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

TO: BOARD OF EDUCATION

ACTION/MAJOR

11/21/02

FROM: SUPERINTENDENT/KENNETH R. BAILEY

RE: BUDGET REDUCTIONS FOR 2002-03

RECOMMENDATION NO. A.16

It is recommended that the Board of Education approve the following list of budget reductions for the 2002-03 fiscal year.

COMMENTS: The First Interim Report budget revisions will be presented at the December 12, 2002 Board Meeting. Based on a draft of the First Interim Report, an anticipated shortfall is predicted at \$1,500,000 to the current budget. The actual savings from these budget reductions will be approximately 40-50% of the annual amounts show in this report.

Immediate Implementation

1. Institute an immediate hiring freeze in lieu of layoffs for the current fiscal year. **\$300,000**
2. Communicate to the Principals a reduction of their SIP Budget by 25%, which represents State budget reductions/delays. **\$198,000**
3. Communicate to the Program Managers a reduction of their Targeted Instructional Improvement Grant budgets by 25%, which represents State budget reductions/delays. **\$100,000**
4. Freeze the Medicare Budget - discontinue the carryover allocations for this year. **\$294,000**
5. Consult with the Merit Systems Commissioners regarding the concept of combining the management of both Classified Personnel and Certificated Personnel under the Director of Human Resources. Consideration be given to avoid filling the position of Personnel Analyst and to postpone any reclassification studies. **To Be Determined**
6. Fill the current Special Education Coordinator positions (2) from existing staff. Staff should currently hold administrative credential. **\$219,000**

Budget Reductions for 2002-03 (page 2 of 3)

7. To reduce, then eliminate the warehousing service.  
**\$176,000**
8. Target a 20% reduction in energy use as prescribed in current Board Policy.  
**\$298,000**

Estimated Annual Costs Savings

1.	\$ 300,000
2.	\$ 198,000
3.	\$ 100,000
4.	\$ 294,000
5.	TBD
6.	\$ 219,000
7.	\$ 176,000
8.	<u>\$ 298,000</u>
	<b>\$1,585,000</b>

Implementation by January 1, 2003

1. Implement an increase in transportation fees (double the current bus pass fees) to cover the General Fund contribution for home-to-school transportation.  
**\$238,000**  
*(See attached Board Action A.21 dated 8/2/01.)*
2. Implement a 10% increase in food service fees.  
**\$175,000**  
*(See attached Board Action A.20 dated 6/6/02.)*
3. Implement an increase in permit fees. Authorize a study to develop revenues from the communities' use of athletic facilities, Barnum Hall, auditoriums and multi-use rooms, etc.  
**\$50,000**
4. Eliminate security positions at elementary schools.  
**\$25,000**
5. Authorize a study of the Targeted Instructional Improvement Grant (TIIP) which includes Extended Day Care Program, SMASH Science Magnet, and Bilingual Immersion Program (at Edison and John Adams). This program requires General Fund contribution of \$650,000. The study should identify alternative methods of funding or recommend eliminating these services.  
**To Be Determined**

Budget Reductions for 2002-03 (page 3 of 3)

6. Authorize a study of the current Special Education staffing ratios. Make revisions in those ratios to effect cost savings in the development of the department's 2003-04 Budget.

**To Be Determined**

7. Authorize a study of the Class Size Reduction Program. The study should develop alternatives to the current K-3 20:1 programs that would allow cost savings in the 2003-04 program. Alternatives to the current program should include the possible elimination of the total program.

**To Be Determined**

Estimated Annual Costs Savings

1.	\$ 238,000
2.	\$ 175,000
3.	\$ 50,000
4.	\$ 25,000
5.	TBD
6.	TBD
7.	<u>TBD</u>
	<b>\$ 488,000</b>
	<b><u>\$1,585,000</u></b>
	<b>\$2,073,000 (Total Page 1, 2 &amp; 3 Reductions)</b>

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:



**MEAL PRICE COMPARISON TABLE**

<b>DISTRICT</b>	<b>ELEM. BREAKFAST</b>	<b>ELEM. LUNCH</b>	<b>SECONDARY BREAKFAST</b>	<b>SECONDARY LUNCH</b>	<b>ADULT LUNCH</b>
Beverly Hills	N/A	\$2.50	N/A	\$3.00	\$3.50
Culver City	\$1.00	\$2.00	\$1.00	\$2.25	\$2.50
Las Virgenes	N/A	\$2.00	\$1.00	\$2.50	\$2.75
Palos Verdes	N/A	\$2.25	\$1.25	\$2.75	\$3.50
Manhattan Beach	N/A	\$2.00	\$1.25	\$2.50	\$3.00
Arcadia	\$1.00	\$3.00	\$1.00	\$3.00	\$3.50
SMMUSD (2001/02)	\$1.00	\$2.25	\$1.25	\$2.75	\$3.75
SMMUSD (2002/03)	\$1.00	\$2.50	\$1.50	\$3.00	\$4.00

MOTION MADE BY: Mr. Pratt  
 SECONDED BY: Mrs. Brady

STUDENT ADVISORY VOTE: Aye  
 AYES: 7 (All)  
 NOES: 0 (None)  
 ABSTENTIONS: 0 (None)





- 1) any Special Education student for whom transportation is a part of the written IEP
- 2) a resident Malibu student attending Santa Monica High School
- 3) a resident Santa Monica student or non-resident permit student, attending any district school for which there is existing district transportation, for voluntary desegregation purposes
- 4) any student, resident or non-resident, who qualifies for the district's free lunch program under current Federal guidelines; resident or non-resident students who qualify for reduced lunches under current Federal guidelines will pay a reduced fee
- 5) pupils of school district employees are eligible to receive reduced bus pass fees for intradistrict transportation at current Board-approved per pupil rates of \$50 for routes of 10 miles or less in one direction and \$100/ routes of 11 miles or more

Proof of eligibility for free or reduced fares must be provided at the time of application for ridership.

Bus pass fees are established by approval of the Santa Monica-Malibu Unified School District Board of Education.

The current fee structure is:

Full Fee Schedule			Reduced Fee Schedule		
Pupils/Family	Annual	Semester	Pupils/Family	Annual	Semester
1	\$236	\$126	1	\$56	\$29
2	\$412	\$220	2	\$95	\$52
3 or more	\$554	\$295	3 or more	\$132	\$69

MOTION MADE BY: Ms. Brownley  
 SECONDED BY: Mrs. Brady

STUDENT ADVISORY VOTE: N/A  
 AYES: 5 (Mrs. Gottfried, Mr. Jordan *in absentia*)  
 NOES: 0 (none)  
 ABSTENTIONS: 0 (none)

TO: BOARD OF EDUCATION

ACTION/MAJOR  
11/21/02

FROM: JOHN E. DEASY

RE: APPROVAL OF AMENDMENT TO BOARD POLICY 6300 (a) (b):  
ACCEPTANCE OF GIFTS

RECOMMENDATION NO. A.17

It is recommended that the Board of Education approve the attached amendment to Board Policy 6300: Acceptance of Gifts.

COMMENT: This amendment is being made to ensure that equity and opportunity in all educational programs remain constant throughout the district. The need for this amendment has arisen because of the failure of the State of California to fund the District's budget adequately and due to the failure of Measure EE to pass.

The gift policy will be revisited in the Spring of 2004.

MOTION MADE BY:  
SECONDED BY:

STUDENT ADVISORY VOTE:  
AYES:  
NOES:  
ABSTENTIONS:

Section 1 - Elementary and Secondary

F. Acceptance of Gifts

Philosophy

The goal of the Board of Education is to provide each student with the highest quality educational program. The Board recognizes that the needs of the students require various learning opportunities. It is the intent of the Board that gifts accepted by the District provide equitable educational opportunities to meet the needs of our students.

Amendment to Board Policy 6300 (a)(b): Acceptance of Gifts. This amendment (where applicable) supercedes all criteria listed below.

Specifically, this amendment prohibits giving of gifts by individuals, groups or organization to specific schools in order to replace any personnel/program/item authorized by the Board of Education in its budget reduction decisions for the 2002-03 and 2003-04 budget.

While funds may continue to be donated for certain areas, those educational programs which have been impacted by budget reductions in the 2002-03 and 2003-04 school year may not benefit from donations to discreet sites. Furthermore, any personnel/program/item may be restored only if it is restored at all sites from which it was cut.

Gifts that relate to areas in which there have been budget reductions will be donated to the school district but can be designated for a particular school. A needs assessment will be conducted by a committee at each school composed of parents, teachers and the principal. The committee must approve the disposition of all gifts, which should be in accordance with the schools identified needs, before a request for acceptance is submitted to the Board of Education. All gifts and donations will be formally accepted by the Board of Education in accordance with administrative procedures subject to the following criteria:

1. Gifts are of direct or closely related instructional value and will not cause the instructional program of the school in which the gift is used to differ from established district curriculum. If a gift is offered that does not appear on the prioritized list of needs or is not of direct instructional value, the committee and the principal will evaluate the gift and make a recommendation regarding acceptance.

F. Acceptance of Gifts (b) (continued)

2. Gifts of money for personnel will be used for instruction, consulting services, assemblies, aides to assist in the instructional program, for supervision of students (*i.e.*, noon aides) or clerical help. Certificated personnel will be hourly only; however, classified personnel may be hourly, part time or full time. All personnel whose services are paid for with gift funds must be hired through the Personnel Office.
3. The Business Services Division must approve all gifts requiring installation and maintenance, and appropriate money must accompany requests for acceptance of gifts. If gift items require an ongoing maintenance contract, the money for that contract must accompany the gift.
4. Gift funds allocated to a school, which meet the above-referenced criteria, shall be placed in a specifically designated restricted program account. And funds remaining in this account at the end of the fiscal year shall carry forward into the ensuing fiscal year.
5. The foregoing rules also apply to gifts from student body organizations or any on-campus improvement projects not financed or processed through normal requisitioning procedures.
6. With gifts of opportunity, the Superintendent/designee is authorized to accept gifts on behalf of the Board of Education where a delay until the next Board of Education meeting will cause the gift offer to be retracted.
7. Schools will be allowed to establish a revolving cash fund created by gift money. The fund shall not exceed \$100 per teacher per semester.
8. Gifts given by individuals not in conjunction with fund raising under a value of \$100 do not need Board approval, it being stipulated that such funds have successfully met the above-referenced criteria.

Policy adopted: January 23, 1984

Amended: \_\_\_\_\_

Educational Code Reference: Sections 42600-42604

TO: BOARD OF EDUCATION

ACTION/MAJOR  
11/21/02

FROM: JOHN E. DEASY

RE: APPROVAL TO RESCIND CURRENT ONE-YEAR MORATORIUM RELATIVE TO  
INTERDISTRICT PERMITS/ BOARD POLICY 5117: INTERDISTRICT  
PERMIT POLICIES

RECOMMENDATION NO. A.18

It is recommended that the Board of Education rescind the one-year moratorium established August 22, 2002, in Board Policy 5117, Interdistrict Permits.

COMMENT: In light of the failure of the State of California to fund the District's budget adequately and due to the failure of Measure EE to pass, the Board of Education must take every step available to generate substantial income for on-going district programs.

One way of increasing the revenue stream almost immediately is to:

- 1) rescind the one-year moratorium established by the Board August 22, 2002, for receipt of new interdistrict permit students and
- 2) actively solicit new interdistrict students to begin classes here at the onset of the second semester, Tuesday, January 28, 2003.

Permits may be received at any time but new interdistrict permit students may not begin instruction until January 28, 2003.

**As space is identified,** school assignments will be made in the following prioritized order:

- 1) Intradistrict permit students who are currently on a wait-list (according to existing district policy)
- 2) Siblings of current interdistrict permit students who could not be assigned to the district school of choice and who have not previously enrolled in the District

- 3) Space created by either or both of the above-referenced reassignment will be offered to new interdistrict permit student on a first come, first serve basis.

MOTION MADE BY:  
SECONDED BY:

STUDENT ADVISORY VOTE:  
AYES:  
NOES:  
ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/MAJOR  
11/21/02

FROM: JOHN E. DEASY

RE: CREATION OF A DISTRICT AD HOC ADVISORY COMMITTEE TO CONSIDER  
PLACING A NEW PARCEL TAX (OR OTHER TAXING MECHANISM) ON THE  
SPRING (OR FUTURE DATE TO BE DETERMINED )BALLOT

RECOMMENDATION NO. A.19

It is recommended that the Board of Education approve the creation of a new Ad Hoc Advisory Committee to consider placing a new parcel tax (or other taxing mechanism) on the Spring, 2003, (or future date to be determined) ballot and approve the following charge and membership.

CHARGE

The Ad Hoc Advisory Committee shall review and analyze projected District revenues and expenditures, and recommend to the Board of Education the advisability of requesting the general public to authorize a new parcel tax or modified version thereof. The Committee should be established and begin its work immediately, but no later than December 10, 2002, and be directed to submit its recommendation(s) to the Board no later than the last Board Meeting in January, 2003.

The Committee should address the following questions:

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

MEMBERSHIP

It is suggested that the Committee have 25-30 members, and should be representative of:

- / the business community
- / the governments of the Cities of Santa Monica and Malibu
- / employee organizations
- / parent groups
- / the community at large
- / any signers of the ballot argument against Measure EE

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

The Committee shall select its own chairperson, establish its meeting schedule and determine its information needs. The Superintendent of Schools and the Assistant Superintendent for Fiscal and Business Services will facilitate the work of the

Committee and make arrangements for providing information and human resources as needed by the Committee.

COMMENT: Board members are requested to submit names to the Superintendent's office to be considered for nomination to this committee. Appointments will be made at this Board of Education meeting (11/21/02).

MOTION MADE BY:  
SECONDED BY:

STUDENT ADVISORY VOTE:  
AYES:  
NOES:  
ABSTENTIONS:



TO: BOARD OF EDUCATION

INFORMATION

11/21/02

FROM: JOHN E. DEASY

RE: BASIC/SUPPLEMENTAL TEXTBOOKS TO BE ADOPTED

INFORMATIONAL ITEM NO. I.1

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

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

**MISS JANE PITTMAN**, by Ernest J. Gaines, Grade 8 Honors Language Arts, Jan La Duke requesting adoption from John Adams, SUPPLEMENTAL

**FRIDAY NIGHT LIGHTS**, by H.G. Bissinger, Grade 12 Sports Literature, David Herrera requesting adoption from Samohi, BASIC

**ECONOMICS**, by John S. Morton, Grade 12 AP Economics, Michael Burnett requesting adoption from Samohi, BASIC ISBN#1-56183-477-7

**ECONOMICS**, by John S. Morton, Grade 12 AP Economics, Michael Burnett requesting adoption from Samohi, BASIC ISBN#1-56183-478-5