

Santa Monica-Malibu Unified School District  
Board of Education  
**MINUTES**

**Unadopted  
February 6, 2003**

A regular meeting of the Santa Monica-Malibu Unified School District's Board of Education was held on Thursday, February 6, 2003, in the Auditorium of Malibu High School, 30215 Morningview Drive, Malibu, California. Following Roll Call, at 5:00 PM, at the high school's Library, the Board moved to Closed Session, for reasons listed in Section III, below. The Board reconvened in Open Session at 7 PM in the Auditorium of Malibu High School.

**I CALL TO ORDER**

- A. Roll Call
- B. Pledge of Allegiance

**II PUBLIC COMMENTS FOR CLOSED SESSION ITEMS ONLY**

**III CLOSED SESSION**

- Conference with Superintendent and Assistant Superintendents regarding 2001-2002 Strategies for Negotiations with Non-Represented Employee, the Santa Monica-Malibu Classroom Teachers Association (SMMCTA) and the Santa Monica Chapter, Local 660, of the Service Employees International Union (SEIU) pursuant to §GC 54957.6, as cited in the Brown Act
- Personnel Matters Related to Public Employee discipline/dismissal/ release/employment status pursuant to GC§54947, as cited in the Brown Act
- Conference with Real Property Negotiator regarding various district properties pursuant to §CG54954.5, as cited in the Brown Act

**IV BOARD OF EDUCATION - COMMENDATIONS/RECOGNITIONS**

Webster Elementary School - Mr. Cott reported that 80, fourth and fifth graders had a fantastic learning experience in creating Websterville.  
Webster Elementary School PTA - Co-Presidents Kevin Montgomery and Lisa Toledo spoke about the events and activities taking place at Webster through the PTSA.

**V APPROVAL OF THE AGENDA**

Moved by Ms. Brownley, seconded by Dr. Jordan and approved 6/0 (Ms. Leon-Vazquez entered later) to approve the agenda.

**VI APPROVAL OF MINUTES**

A.1 ..... 1  
February 2-3, 2001    February 8, 2001    February 15, 2001  
March 1, 2001        February 6, 2002

**VII CONSENT CALENDAR**

Consent agenda items are considered routine, as agreed by the President, Vice President and Superintendent, requiring no discussion, and are normally all approved at one time by the Board of Education. However, members of the Board of Education, staff, or the public may request an item be removed from the consent agenda for clarification and/or discussion. Consideration will occur during Section XI.

**Curriculum and Instruction**

A.2	Approval of Basic/Supplemental Textbooks	2
A.3	Approval of Independent Contractors	3-4
A.4	Approval of Overnight Field Trips	5

**General Functions**

None.

**Business and Finance**

A.5	Approval of Gifts	6-6d
A.6	Approval of Conference and Travel	7-9

**Proposition X /State Modernization**

**Personnel**

A.7	Approval of Certificated Personnel - Elections, Separations	10-11
A.8	Approval of Special Services Employees	12
A.9	Approval of Classified Personnel - Merit	13-15
A.10	Approval of Classified Personnel - Non-Merit	16

**VIII PUBLIC COMMENTS**

Public Comments is the time when members of the audience may address the Board of Education on items not scheduled on the meeting's agenda. All speakers are limited to three (3) minutes. When there is a large number of speakers, the Board may reduce the allotted time to two(2) minutes per speaker. The Brown Act (Government Code) states that Board members may not engage in discussion of issues raised during "VIII, Public Comments" except to ask clarifying questions, make a brief announcement, make a brief report on his or her own activities, or to refer the matter to staff. This Public Comment section is limited to 20 minutes.

**IX COMMUNICATIONS**

The Communications section provides an opportunity for the Board of Education to hear reports from the individuals or Committee representative listed below. All reports are limited to 5 minutes or less. However, if more time is necessary, or if a report will not be presented, please notify the Board secretary eight work days prior to the date of the meeting.

- A. Student Board Reports
- B. SMMCTA Report
- C. SEIU Report
- D. Malibu Youth Foundation
- E. PTA Council President Report

**X Superintendent’s Report**

The Superintendent and/or Assistant Superintendents may report on items not requiring action by the board but are of interest to the Board and public.

- √ Parcel Tax Update

*As a general rule, items under MAJOR and DISCUSSION will be listed in order of importance as determined by the President, Vice President and Superintendent. Individual Board members may move to request a change in the order prior to consideration of any Major item. The Board may also move any of these items out of order to be heard immediately following PUBLIC COMMENTS if it appears that there is special interest by the public or as a courtesy to staff members making presentations to the Board.*

**XI MAJOR ITEMS**

These items are considered to be of major interest and/or importance and are presented for **ACTION (A)** or **INFORMATION (I)** at this time. Many have been reviewed by the Board at a previous meeting under the Discussion Items section of the agenda.

- A.11 Approval of Special Education Contracts ..... 17-18
- A.12 Approval of Increase in Fingerprint Fees ..... 19
- A.13 Approval of Contract Renewal for Head Start Collaboration with the  
Los Angeles County Office of Education ..... 20-21
- A.14 Endorse of Santa Monica High School Redesign Plan ..... 22
- A.15 Approval of Resolutions Relative to Staff Layoffs; Supplemental Materials  
and Informational Items ..... 23-62e
- A.15.a General Memorandum from John E. Deasy and Kenneth R. Bailey,  
Superintendent and Chief Financial Officer (Information) ... 25-28d
- A.15.b Memorandum from Superintendent John E. Deasy:  
Decision-Making Process from Reduction of Services  
2003-04 School Year (Information) ..... 29-31
- A.15.c Memorandum from Superintendent John E. Deasy:  
Reduction or Discontinuance of Particular Kinds of Services  
(“Layoff”) (Information) ..... 32-36

<b>A.15.d</b>	Adoption of <u>Resolution Number 02-11: Release and Reassignment of Certificated Administrative Employees</u> (Action) . . . . .	37-38
<b>A.15.e</b>	Adoption of <u>Resolution Number 02-12: Release and Reassignment of Certificated Administrative Employees</u> (Action) . . . . .	39-40
<b>A.15.f</b>	Adoption of <u>Resolution Number 02-13: Reduction or Discontinuance of Particular Kinds of Service/ CSR</u> (Action) . . . . .	41-43
<b>A.15.g</b>	Adoption of <u>Resolution Number 02-14: Reduction or Discontinuance of Particular Kinds of Service/ Music/Nurses</u> (Action) . . . . .	44-46
<b>A.15.h</b>	Adoption of <u>Resolution Number 02-15: Reduction or Discontinuance of Particular Kinds of Service/ Categorical Programs</u> (Action) . . . . .	47-49
<b>A.15.i</b>	Adoption of <u>Resolution Number 02-16: Determination of Seniority Among Certificated Employees with the Same Seniority Date</u> (Tie-Breaker Resolution) (Action) . . . . .	50-54
<b>A.15.j</b>	Adoption of <u>Resolution Number 02-17: Reduction or Discontinuance of Particular Kinds of Classified Services</u> (Action) . . . . .	55-57
<b>A.15.k</b>	Time Line of Activities Related to Reducing or Eliminating Certificated Services (Discussion) . . . . .	58
<b>A.15.l</b>	Governor’s Mid-Year Budget Proposal (Discussion) . . . . .	59-61b
<b>A.15.m</b>	Enrollment Projection for 2003-04 . . . . .	62-62e

**XII DISCUSSION ITEMS**

These items are submitted for information and discussion. Action may be considered at the next regularly scheduled meeting of the Board.

D.1	Approval of Revised Graduation Requirements . . . . .	63-64a
D.2	Budget Reduction Proposals (as needed) . . . . .	65

**XIII INFORMATIONAL ITEMS**

I.1	Basic/Supplemental Textbooks to be Adopted . . . . .	66
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**XIV BOARD MEMBER ITEMS**

These items are submitted by individual Board members for information or discussion, as per Board Policy 8320(b).

**XV REQUESTS BY MEMBERS OF THE PUBLIC OR DISTRICT ADVISORY COMMITTEES TO ADDRESS THE BOARD OF EDUCATION**

These items are submitted by members of the public to address the Board of Education on a matter within the jurisdiction of the Board, as per Board Policy 8320(c). Requests must be submitted to the Superintendent in writing ten days before the Board meeting or prior to agenda planning, in accordance with the established agenda planning schedule, whichever is less. The written request will not exceed 500 words and will include, as an attachment, brief background information and the reason for the request.

**XVI CONTINUATION OF PUBLIC COMMENTS**

A continuation of Section VIII, as needed.

**XVII BOARD MEMBER COMMENTS**

Board Member Comments is the section where a Board member may make a brief announcement or make a brief report on his or her own activities relative to Board business. There can be no discussion under "BOARD MEMBER COMMENTS".

**XVIII FUTURE AGENDA ITEMS**

Items for future consideration will be listed with the projected date of consideration. The Board of Education will be given any backup information available at this time.

**XIX CLOSED SESSION**

The Board of Education will adjourn to CLOSED SESSION to complete discussion on items listed for CLOSED SESSION following the regular business meeting.

**XX ADJOURNMENT**

At 12:05 a.m., it was moved by Dr. Escarce, seconded by Ms. Bloomfield and voted 7/0 to adjourn the meeting in memory of Reverend Ron Williams. The next regular meeting of the Board of Education is scheduled to be held on **Thursday, February 20, 2003**, at 7 PM in Council Chambers of the City of Santa Monica, 1685 Main Street, Santa Monica, California, unless otherwise noticed.

Meetings held in Santa Monica are taped for rebroadcast and played on Cable Channel 16 (City TV) at 11:00 AM on the Sunday following the Board meeting.  
Meetings are rebroadcast in Malibu on Government Access Channel 15 every Thursday at 2 PM; every Saturday & Sunday at 8 PM

*For a Listing of All Upcoming Board Meetings see Page 6 of this Table of Contents*

Approved: \_\_\_\_\_

\_\_\_\_\_  
President

\_\_\_\_\_  
Superintendent

<b>Board Of Education Meeting Schedule</b>					
<b>JULY THROUGH DECEMBER, 2002</b>					
<b>Month</b>	<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>	<b>3<sup>rd</sup></b>	<b>4<sup>th</sup></b>	<b>Special/Comment and NOTE: The second meetings of the month will generally be devoted to the discussion of critical issues facing the learning community. Topics are noted in boldface type.</b>
July					No Meetings in July
August		8		22	23: Board Retreat (29)
September	5		19 *		<b>19: Data and Its Relationship to Bridging the Achievement Gap</b>
October	3 **		17 *		<b>17: Race and Discipline Task Force</b>
November	7		21 *		(28: Thanksgiving)
December		12	19		12: Organizational Meeting <b>19: Board Agenda Management; School Improvement Plans (sips)</b>
<b>REVISED JANUARY THROUGH JUNE, 2003 REVISED</b>					
January		9		23	<b>23: Samohi Redesign Plan</b> <b>30: Special Meeting: Parcel Tax</b>
February	6 **		20 *		<b>20: Permits; Institute for Learning</b>
March	6		19 (W)		<b>19: Standards-based Instruction</b> 20-21: Stairway
April	3		17 *		<b>17: Preliminary Budget Planning</b> 17: Passover (Spring Break: 4/16/03 thru 4/25/03)
May	1 **		15 *		<b>15: Budget Planning</b> (29)
June	5 **			26	W/O 6/16: Graduations

NOTE: \*\* Malibu High School Auditorium - 30215 Morning view Drive, Malibu  
\* Santa Monica City Council Chambers - 1685 Main Street, Santa Monica

Agenda Distribution:

A copy of the Table of Contents is posted 72 hours in advance of regularly scheduled Board of Education meetings and is also accessible to the public 24 hours/day at the District Offices' entrance, 1651 16<sup>th</sup> Street in Santa Monica.

Complete Board of Education agendas are also available in PDF format, 24/7, on the District's website, [www.smmusd.org](http://www.smmusd.org).

**SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION  
February 6, 2003**

I CALL TO ORDER

5:00 p.m.

Moved to Closed Session 5:01 p.m.  
Reconvened Public Meeting: 7:00 p.m.

A Roll Call

Maria Leon-Vazquez - President - entered 8:30 p.m.

Jose Escarce - Vice President

Emily Bloomfield

Julia Brownley

Oscar de la Torre

Mike Jordan

Shane McCloud

Christine Hoff - Malibu High School Student Board Representative (voting)

Moises Castillo - Santa Monica High School Student Board Representative

Amelia Tomlin - Olympic High School - absent

B Pledge of Allegiance

Led by Dr. Jordan

II CLOSED SESSION

No action taken in Closed Session.

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

ACTION  
02/06/03

RECOMMENDATION NO. A.1

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

February 2-3, 2001  
February 8, 2001  
February 15, 2001  
March 1, 2001  
February 6, 2002

MOTION MADE BY: Dr. Escarce  
SECONDED BY: Ms. Brownley

STUDENT ADVISORY VOTE: none  
AYES: Ayes (7)\*  
NOES: None (0)  
ABSTENTIONS: none

\* This item was held until the end of the meeting.



TO: BOARD OF EDUCATION

ACTION/CONSENT

02/06/03

FROM: SUPERINTENDENT

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.

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

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

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

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

MOTION MADE BY: Ms. Brownley

SECONDED BY: Dr. Jordan

STUDENT ADVISORY VOTE: aye

AYES: All (6) (*in absentia*: Ms. Leon-Vazquez)

NOES: None (0)

ABSTENTIONS: none

TO: BOARD OF EDUCATION

CONSENT/ACTION

02/06/03

FROM: SUPERINTENDENT

RE: APPROVAL OF INDEPENDENT CONTRACTORS

RECOMMENDATION NO. A.3

It is recommended that Board of Education enter into an agreement with the following Independent Contractors. These contracts are included in the 2002/2003 budget.

<b>Contractor/Contract Dates</b>	<b>Description</b>	<b>Site</b>	<b>Funding</b>
Will Geer Theatricum Botanicum  May 22, 2003  Cost: Not to exceed \$4,095	To provide students experience to live stage productions, including Shakespeare, and what lies behind these productions, the Theatricum was founded by actor Will Geer and has served the community well for years	Franklin	GATE  01-71400-0-11100- 10000-5802-002- 4020
Jewish Family Service  Feb. 6 - June 13, 2003  Cost: Not to exceed \$8,025	To provide individual and group counseling as need and other mental health support services as requested and available to all students	Roosevelt	Gift  01-90120-0-11100- 10000-5802-007- 1501
Francisco Martinez Music Center, Artist in Residence  Jan 15, June 20, 2003  Amount of Increase: \$940  Total Contract cost: Not to exceed \$8,610	Amendment of previous contract approved by the Board 08/08/02 to provide dance workshops to 3rd and 4th graders	Roosevelt	Gift  01-90120-0-11100- 10000-5802-007- 1501

Contractor/Contract Dates	Description	Site	Funding
Mad Science of Los Angeles  Feb. 2003 - June 2003  Cost: Not to exceed \$5,460	To provide a science based program that will teach upper grade students about scientific methods	Rogers	Gate  01-71400-0-11100-10000-5802-006-4060
Jon Pearson  Feb. 18, 2003  Cost: Not to exceed \$1,010	To provide a learning techniques assembly	McKinley	Gift  01-90120-0-11100-10000-5802-004-4040

MOTION MADE BY: Ms. Brownley  
 SECONDED BY: Dr. Jordan

STUDENT ADVISORY VOTE: aye  
 AYES: All (6) (*in absentia: Ms. Leon-Vazquez*)  
 NOES: None (0)  
 ABSTENTIONS: none

TO: BOARD OF EDUCATION

ACTION/CONSENT

02/06/03

FROM: SUPERINTENDENT

RE: OVERNIGHT FIELD TRIP (S) 2002-03

RECOMMENDATION NO. A.4

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>
Samohi Seniors 32 students	Berkeley, San Francisco and Monterrey Bay  February 6-7, 2003	Ms. Garcia-Hecht Mr. Veral Mr. Wells	Fund Raising by Committee 41 Club  No cost to District	College Visitation	Annual Overnight Trip to visit various colleges

MOTION MADE BY: Ms. Brownley

SECONDED BY: Dr. Jordan

STUDENT ADVISORY VOTE: aye

AYES: All (6) (*in absentia: Ms. Leon-Vazquez*)

NOES: None (0)

ABSTENTIONS: none

TO: BOARD OF EDUCATION

ACTION/CONSENT  
02/06/03

FROM: JOHN E. DEASY/KENNETH R. BAILEY

RE: ACCEPTANCE OF GIFTS - 2002-03

RECOMMENDATION NO. A. 5

It is recommended that the Board of Education accept, with gratitude, checks and gifts totaling \$135,070.91 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 \$134,024.10, 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 02-06gif.pdf

MOTION MADE BY: Ms. Brownley

SECONDED BY: Dr. Jordan

STUDENT ADVISORY VOTE: aye

AYES: All (6) (*in absentia: Ms. Leon-Vazquez*)

NOES: None (0)

ABSTENTIONS: none

School/Site	Account Number	Gift Amount	In-kind Value	Donor	Purpose
JAMS	01-90120-0-00000-00000-8699-011-0000	\$ 1,585.00		Volvo of Santa Monica	Teacher Training Conference - AVID Program
		\$ 35.00		Christie Henkes Fulton	Jack Hinds Memorial Scholarship
<b>Adult Education</b>					
	11-90120-0-00000-00000-8699-090-0000				
<b>Alternative (SMASH)</b>					
	01-90120-0-00000-00000-8699-009-0000				
<b>Cabrillo</b>			\$ 246.81	Feikis Family	Listening Center for Library
	01-90120-0-00000-00000-8699-017-0000				
<b>PTA Reim. - Resource #90150</b>		\$ 30,000.00		Cabrillo PTA	Instructional Aides
<b>CDS</b>					
	12-90120-0-00000-00000-8699-090-0000				
<b>Edison</b>					
	01-90120-0-00000-00000-8699-001-0000				
<b>PTA Reim. - Resource #90150</b>					
<b>Franklin</b>					
	01-90120-0-00000-00000-8699-002-0000				
<b>PTA Reim. - Resource #90150</b>					
<b>Grant</b>		\$ 35,000.00		Grant School Booster Club	Inst. Aides/Spec. Svc.-Class./Spec. Svc.-Cert.
	01-90120-0-00000-00000-8699-003-0000	\$ 3,500.00		Morley Group Foundation	5th Grade Field Trips/Instructional Supplies
<b>Lincoln</b>		\$ 350.00		Prudential Foundation Matching Gifts	General Supplies & Materials
	01-90120-0-00000-00000-8699-012-0000				
<b>Matibu High School</b>		\$ 150.00		Various	Theater Supplies
	01-90120-0-00000-00000-8699-010-0000				
<b>McKinley</b>					
	01-90120-0-00000-00000-8699-004-0000				
<b>Muir</b>		\$ 280.00		Washington Mutual	Field Trip to Ocean Discovery Center
	01-90120-0-00000-00000-8699-005-0000				
<b>Olympic HS</b>					
	01-90120-0-00000-00000-8699-014-0000				

School/Site Account Number	Gift Amount	In-kind Value	Donor	Purpose
Rogers 01-90120-0-00000-00000-8699-006-0000 <i>PTA Reim. - Resource #90150</i>	\$ 2,475.00		Various	Camp Colby Science Camp Field Trip
Roosevelt 01-90120-0-00000-00000-8699-007-0000 <i>PTA Reim. - Resource #90150</i>				
Samohi 01-90120-0-00000-00000-8699-015-0000				
Barnum Hall 01-91150-0-00000-00000-8699-015-0000	\$ 1,000.00		Carla Tulchin	Restore Barnum Hall!
	\$ 300.00		Bryan & Aileen Cooke	Restore Barnum Hall!
	\$ 300.00		Economy Roofing	Restore Barnum Hall!
	\$ 300.00		Richard & Pamela Foust	Restore Barnum Hall!
	\$ 300.00		Reginald & Margaret Schultz-Akerson	Restore Barnum Hall!
	\$ 300.00		Steven & Gail Krieger	Restore Barnum Hall!
	\$ 250.00		Kirk & Nan Borcharding	Restore Barnum Hall!
	\$ 150.00		Brad & Laurie Tukey	Restore Barnum Hall!
	\$ 150.00		Christhild M. Andersen	Restore Barnum Hall!
	\$ 150.00		Thomas Glennon & Jody Kreiman	Restore Barnum Hall!
	\$ 150.00		David & Heather Rasche	Restore Barnum Hall!
	\$ 150.00		Mary E. Booth	Restore Barnum Hall!
	\$ 150.00		Crystal Reed	Restore Barnum Hall!
	\$ 100.00		Karin & Edward Korvin	Restore Barnum Hall!
	\$ 50.00		Hope & Lee Warner	Restore Barnum Hall!
	\$ 50.00		Laura Campbell & Harris Mack	Restore Barnum Hall!
	\$ 50.00		Stephen & Mirtam Youngerman	Restore Barnum Hall!
	\$ 40.00		Karen Carrey	Restore Barnum Hall!
Pt. Dume Marine Science 01-90120-0-00000-00000-8699-019-0000	\$ 108.50		Various Parents	Field Trips
	\$ 100.60		Access Computer Products	General Supplies & Materials
<i>PTA Reim. - Resource #90150</i>	\$ 56,000.00	\$ 800.00	Michele Clark Promotion	4 Battery Back-Up Systems for PC Computers
Webster 01-90120-0-00000-00000-8699-008-0000 <i>PTA Reim. - Resource #90150</i>			Pt. Dume Marine Science PTA	Jan. portion of 2002-03 commitment
Others: Educational Services 01-90120-0-00000-00000-8699-030-0000	\$ 500.00		Rotary Club of Santa Monica	General Supplies & Materials
<b>TOTAL</b>	<b>\$ 134,024.10</b>	<b>\$ 1,046.81</b>		

School/Site	Y-T-D Adjusted	Current	Cumulative	Y-T-D	Current	Cumulative
Account Number	Gift Total	Gift Amount	Gift Amount	In-Kind Value	In-Kind Value	In-Kind Value
JAMS	\$ 27,963.70	\$ 1,620.00	\$ 29,583.70	\$ 1,245.00	\$ -	\$ 1,245.00
01-90120-0-00000-00000-8699-011-0000						
Adult Education	\$ 730.00	\$ -	\$ 730.00	\$ 600.00	\$ -	\$ 600.00
11-90120-0-00000-00000-8699-090-0000						
Alternative (SMASH)	\$ 7,640.00	\$ -	\$ 7,640.00	\$ 250.00	\$ -	\$ 250.00
01-90120-0-00000-00000-8699-009-0000						
Cabrillo	\$ 12,895.07	\$ -	\$ 12,895.07	\$ -	\$ 246.81	\$ 246.81
01-90120-0-00000-00000-8699-017-0000						
PTA Reim. - Resource #90150	\$ 30,000.00	\$ 30,000.00	\$ 60,000.00			
01-90120-0-00000-00000-8699-090-0000						
CDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
12-90120-0-00000-00000-8699-090-0000						
Edison	\$ 716.56	\$ -	\$ 716.56	\$ 50.00	\$ -	\$ 50.00
01-90120-0-00000-00000-8699-001-0000						
PTA Reim. - Resource #90150	\$ 5,466.00	\$ -	\$ 5,466.00			
01-90120-0-00000-00000-8699-002-0000						
Franklin	\$ 3,851.31	\$ -	\$ 3,851.31	\$ -	\$ -	\$ -
01-90120-0-00000-00000-8699-002-0000						
PTA Reim. - Resource #90150	\$ 50,000.00	\$ -	\$ 50,000.00			
01-90120-0-00000-00000-8699-003-0000						
Grant	\$ 22,316.30	\$ 38,500.00	\$ 60,816.30	\$ 5,400.00	\$ -	\$ 5,400.00
01-90120-0-00000-00000-8699-003-0000						
Lincoln	\$ 49,994.01	\$ 350.00	\$ 50,344.01	\$ -	\$ -	\$ -
01-90120-0-00000-00000-8699-012-0000						
Malibu High School	\$ 34,759.21	\$ 150.00	\$ 34,909.21	\$ 8,035.00	\$ -	\$ 8,035.00
01-90120-0-00000-00000-8699-010-0000						
McKinley	\$ 1,360.04	\$ -	\$ 1,360.04	\$ -	\$ -	\$ -
01-90120-0-00000-00000-8699-004-0000						
Muir	\$ 19,779.26	\$ 280.00	\$ 20,059.26	\$ -	\$ -	\$ -
01-90120-0-00000-00000-8699-005-0000						
Olympic HS	\$ 3,557.46	\$ -	\$ 3,557.46	\$ -	\$ -	\$ -
01-90120-0-00000-00000-8699-014-0000						



School/Site	Y-T-D Adjusted Gift Total	Current Gift Amount	Cumulative Gift Amount	Previous In-Kind Value	Current In-Kind Value	Cumulative In-Kind Value
Rogers	\$ 31,180.11	\$ 2,475.00	\$ 33,655.11	\$ -	\$ -	\$ -
01-90120-0-00000-00000-8699-006-0000						
PTA Reim. - Resource #90150	\$ 12,314.10	\$ -	\$ 12,314.10			
Roosevelt	\$ 48,387.00	\$ -	\$ 48,387.00	\$ 2,396.00	\$ -	\$ 2,396.00
01-90120-0-00000-00000-8699-007-0000						
PTA Reim. - Resource #90150	\$ 78,985.00	\$ -	\$ 78,985.00			
Samohi	\$ 60,177.52	\$ -	\$ 60,177.52	\$ 300.00	\$ -	\$ 300.00
01-90120-0-00000-00000-8699-015-0000						
<i>[See Below for Barnum Hall]</i>						
Pt. Dume Marine Science	\$ 59,636.74	\$ 209.10	\$ 59,845.84	\$ 200.00	\$ 800.00	\$ 1,000.00
01-90120-0-00000-00000-8699-019-0000						
PTA Reim. - Resource #90150	\$ 93,583.32	\$ 56,000.00	\$ 149,583.32			
Webster	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
01-90120-0-00000-00000-8699-008-0000						
PTA Reim. - Resource #90150	\$ 100,000.00	\$ -	\$ 100,000.00			
All Others:						
Educational Services	\$ 34,415.97	\$ 500.00	\$ 34,915.97	\$ 1,375.00	\$ -	\$ 1,375.00
01-90120-0-00000-00000-8699-030-0000						
Student and Family Support Services	\$ 12,800.00	\$ -	\$ 12,800.00	\$ -	\$ -	\$ -
01-90120-0-00000-00000-8699-041-0000						
Special Education	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
01-90120-0-00000-00000-8699-044-0000						
Regional Occupational Program (ROP)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
01-90120-0-00000-00000-8699-080-0000						
<b>TOTAL GIFTS</b>	<b>\$ 802,508.68</b>	<b>\$ 130,084.10</b>	<b>\$ 932,592.78</b>	<b>\$ 19,851.00</b>	<b>\$ 1,046.81</b>	<b>\$ 20,897.81</b>
<b>BARNUM HALL - Current Year</b>						
01-91150-0-00000-00000-8699-015-0000	\$ 2,750.00	\$ 3,940.00	\$ 6,690.00	Organ (Belt) (Est.)		\$ 250,000.00
<b>Previous Years' Gifts</b>						
2001-02	\$ 66,200.00			Organ (Dollinger)		350,000.00
2000-01	\$ 137,863.00			Dollinger Organ donated at 4/11/02 Board Mtg. (Item A.21) to Tweson Fox Foundation		\$ (350,000.00)
1999-00	\$ 175,700.00			n/a		
1998-99	\$ 10,945.00			n/a		
1997-98	\$ 26,645.00					\$ 250,000.00
<b>TOTAL CASH GIFTS FOR BARNUM HALL</b>	<b>\$ 417,353.00</b>					
<b>Total Cash Gifts for District, incl. Barnum Hall:</b>	<b>\$ 134,024.10</b>					

TO: BOARD OF EDUCATION

ACTION/CONSENT

02/06/03

FROM: JOHN E. DEASY/KENNETH R. BAILEY

RE: CONFERENCE AND TRAVEL APPROVAL/RATIFICATION

RECOMMENDATION NO. A.6

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

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

<u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number	<u>CONFERENCE NAME</u> <u>LOCATION</u> DATE (S)	<u>COST</u> <u>ESTIMATE</u>
<u>CANNELL, Steve</u> State & Federal Projects 01-30100-0-11100-10000-5220- 035-1300 General Fund - <u>Resource:</u> Title I	Categorical Directors Meeting Glendale, CA January 17, 2003	\$30.00
73-90200-0-00000-21400-5220- 030-1300 Stupski Found Fund <u>Resource:</u> Stupski Foundation	Stupski Foundation Meeting Sacramento, CA January 28 - 29, 2003	\$310.00
<u>DAWS, Tracy</u> State & Fedl/Adams Middle  No Cost to District	Teacher Workshop III-Socratic Seminars Culver City, CA February 12, 2003	<b>SUB ONLY</b>
<u>FREEDMAN, Marolyn</u> Student Services  No Cost to District	Crisis Intervention Skills & Strategies - Advanced Westchester, CA March 7, 2003	0

<u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>JUSTIN, Susan</u> Roosevelt Elementary 01-72600-0-11100-10000-5220- 007-4070 General Fund - <b>Resource:</b> SIP K-6	Calif. Music Educators Conference Orange, CA January 24 - 25, 2003	\$30.00
<u>KIEHM, Monique</u> Lincoln Middle 01-72650-0-11100-10000-5220- 012-4120 General Fund - <b>Resource:</b> SIP 7-12	UCLA Chancellor's Conference Westwood, CA December 7, 2002	\$75.00
<u>NIX, Marcia</u> Webster Elementary 01-72600-0-11100-10000-5220- 008-4080 General Fund - <b>Resource:</b> SIP K-6	Handwriting Without Tears Los Angeles, CA April 12, 2003	\$165.00
<b>Adjustments</b> (Preapproved expenses 10% in excess of approved costs that must be approved by Board/Changes in Personnel Attendance)		
<u>MARTINEZ, Gloria</u> Malibu High 01-56400-0-00000-39000-5220- 041-1400 General Fund - <b>Resource:</b> Medi-Cal Billing Option	AVID Site Team Conference Big Bear, CA December 3 - 4, 2002	<b>\$100.38</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>ELLIOTT, Eugene</u> + 2 Additional Staff Special Ed/McKinley 01-65000-0-50010-21000-5220- 043-1400 General Fund - <b>Resource:</b> Special Education	PECS Training Santa Ana, CA January 16 - 17, 2003	\$690.00 total <b>+ 3 SUBS</b>
<u>SHAFIEY, Mariam</u> + 17 Additional Staff ROP 01-35500-0-38000-10000-5220- 080-7800 General Fund - <b>Resource:</b> Carl Perkins	DECS's Coastal District Career Development Conference San Diego, CA February 1, 2003	\$1,300.00 total

<u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>BARNARD, Russell</u> + 2 Additional Staff Personnel Commission 01-00000-0-00000-72000-5220- 027-2270 General Fund - <b>Function:</b> Other Genl. Admin.	California School Personnel Commissioner Assn. San Diego, CA January 30 - February 2, 2003	\$2,166.00

<u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>ARNELLO, Gina</u> Malibu High <u>TONOOKA, Janis</u> Cabrillo Elementary  No Cost to District	Dynavox Workshop Santa Monica, CA (District Offices) February 13, 2003	1 SUB ONLY
<b>Out-of-State Conferences: Individual</b>		
<u>WOO, Angela</u> Adams Middle  No Cost to District	Midwest International Clinic Chicago, IL December 17 - 20, 2002	0
<b>Out-of-State Conferences: Group</b>		
None		

MOTION MADE BY: Ms. Brownley  
 SECONDED BY: Dr. Jordan

STUDENT ADVISORY VOTE: aye  
 AYES: All (6) (*in absentia: Ms. Leon-Vazquez*)  
 NOES: None (0)  
 ABSTENTIONS: none

TO: BOARD OF EDUCATION

CONSENT/ACTION

02/06/03

FROM: SUPERINTENDENT/JOSEPH N. QUARLES/RICK BAGLEY

RE: CERTIFICATED PERSONNEL - Elections, Separations

RECOMMENDATION NO. A.7

SUBSTITUTE TEACHERS

Effective

PREFERRED SUBSTITUTES

(@\$142 Daily Rate)

Inguanzo, Ana 1/13/03

LONG-TERM SUBSTITUTES

(@\$180 Daily Rate)

Doyle, Gloria 1/13/03

LEAVES OF ABSENCE (with pay)

Name/Assignment

Location

Effective

Becher, Lyle 1/24/03-6/20/03  
SAMOHI [medical]

Brumer, Sandra 12/1/02-1/20/03  
Edison Elementary [medical]

Govindraz, Kristen 5/5/03-6/20/03  
Franklin Elementary [maternity]

Matthews, Jill 1/6/03-2/1/03  
Cabrillo Elementary [medical]

Neumann, Stephanie 1/27/03-3/16/03  
Grant Elementary [maternity]

Neumann, Stephanie 3/17/03-4/11/03  
Grant Elementary [family]

Tejeda De Leon, Karina 1/21/03-3/7/03  
Edison Elementary [maternity]

RESIGNATIONS

Name/Assignment

Location

Effective

Johnson, Kimberly 1/10/03  
SAMOHI

RETIREMENTS

<u>Name/Assignment</u>	<u>Effective</u>
<u>Location</u>	
Esquivel, Rita	6/30/03
Adult Education	

MOTION MADE BY: Ms. Brownley  
SECONDED BY: Dr. Jordan

STUDENT ADVISORY VOTE: aye  
AYES: All (6) (*in absentia: Ms. Leon-Vazquez*)  
NOES: None (0)  
ABSTENTIONS: none

TO: BOARD OF EDUCATION

ACTION  
02/06/03

FROM: SUPERINTENDENT/JOSEPH N. QUARLES/RICK BAGLEY

RE: SPECIAL SERVICES EMPLOYEES

RECOMMENDATION NO. A.8

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>
Jauregui, Jose McKinley Elementary School, provide technical support in the lab and for teachers FUNDING: 01-90120-0-11100-10000-2917-004-1501-100% Gifts	\$8,000	11/22/02-6/27/03	\$15/hr
Saffren, Genevieve Child Development Services, assist the Head Start Coordinator with updating all licensing forms FUNDING: 12-52101-0-85000-72000-2917-070-1501-100% Head Start Model 1	\$3,125	8/1/02-6/30/03	\$25/hr

MOTION MADE BY: Ms. Brownley

SECONDED BY: Dr. Jordan

STUDENT ADVISORY VOTE: aye

AYES: All (6) (*in absentia: Ms. Leon-Vazquez*)

NOES: None (0)

ABSTENTIONS: none



TO: BOARD OF EDUCATION

ACTION/CONSENT

02-06-03

FROM: JOHN E. DEASY/JOHN SLISS

RE: CLASSIFIED PERSONNEL - MERIT

RECOMMENDATION NO. A.9

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**

BUENDIA, INST ASST - CLASSROOM 01-14-03  
CAROLINA 2.0 HRS/SY FRANKLIN  
RANGE: 18 STEP: 01

FUNES, INST ASST - BILINGUAL 01-14-03  
JANICE 3.5 HRS/SY ROGERS  
RANGE: 20 STEP: 01

**WORKING OUT OF CLASS**

BAXTER-LAM, JOB DEVELOPMENT/PLACE SPEC 01-04-03  
BEATRICE 5.0 HRS/SY SPECIAL ED 05-09-03  
FR: INST ASST - SPECIAL ED

CARPENTER, CAFETERIA WORKER II 01-01-03  
EDDIE 6.5 HRS/SY ADAMS 04-30-03  
FR: CAFETERIA WORKER I

LANCASTER, FOOD SERV OPERATION SUPR 01-10-03  
KELLY 8.0 HRS/12 FOOD SERVICES 04-30-03  
FR: CAFETERIA WORKER II

PEREZ, CAFETERIA WORKER II 01-01-03  
MARIA 4.0 HRS/SY PT.DUME 04-30-03  
FR: CAFETERIA WORKER I

THOMAS, DIRECTOR OF FOOD SERVICES 01-10-03  
TRACIE 8.0 HRS/12 FOOD SERVICES 02-11-03  
FR: FOOD SERV OPERATION SUPR

**PROFESSIONAL GROWTH**

CORIA-ALVAREZ, CAFETERIA WORKER II 12-01-02  
CONSUELO GRANT

DAHLEM, KAREN	ADMINISTRATIVE ASSISTANT ED SERVICES	09-01-02
GUPTA, SAROJ	CAFETERIA WORKER II WEBSTER	11-01-02
MESROBIAN, VARSO	SR. OFFICE SPECIALIST FRANKLIN	01-01-03
<b><u>INCREASE IN HOURS</u></b>		
LOPEZ, MARIBEL	INST ASST - SPECIAL ED 6.0 HRS/SY MCKINLEY FR: 3.5 HRS/SY	01-14-03
<b><u>FAMILY CARE LEAVE</u></b>		
BENJAMIN, TAKIYA	INST ASST - SPECIAL ED LINCOLN	01-13-03 04-07-03
<b><u>UNPAID LEAVE OF ABSENCE</u></b>		
ALTMAN, ALICE	ELEMENTARY LIBRARY COORD ROGERS	01-06-03
<b><u>MEDICAL LEAVE OF ABSENCE</u></b>		
ARVANITES, LINDA	ADMINISTRATIVE ASSISTANT FRANKLIN	01-24-03 06-20-03
JOHNSTON, HOLIDAY	INST ASST - SPECIAL ED ADAMS	04-01-03 09-01-03
MACKAVOY, MARTHA	INST ASST - SPECIAL ED GRANT	01-09-03 01-23-03
MISHURIS, LYUBOV	CAFETERIA WORKER I SAMOHI	12-16-02 01-06-03
PADILLA, ELIZABETH	CHILDREN CENTER ASSISTANT CDS	01-14-03 02-03-03
<b><u>TEMP/ADDITIONAL</u></b>		
RODRIGUEZ, DIANA	INST ASST - CLASSROOM SAMOHI	10-10-02 01-31-03

**SUBSTITUTE**

ATKINSON, INST ASST - SPECIAL ED 01-21-03  
          JOANNE SPECIAL ED 06-30-03

PEREZ, INST ASST - PHYSICAL ED 01-15-03  
          BRISA PERSONNEL COMMISSION 06-30-03

TAIT JR., INST ASST - PHYSICAL ED 01-22-03  
          WILLIS PERSONNEL COMMISSION 06-30-03

**RESIGNATION**

MONGE, BUS DRIVER 01-31-03  
          BRENDA TRANSPORTATION

MOTION MADE BY: Ms. Brownley  
SECONDED BY: Dr. Jordan

STUDENT ADVISORY VOTE: aye  
AYES: All (6) (*in absentia: Ms. Leon-Vazquez*)  
NOES: None (0)  
ABSTENTIONS: none

TO: BOARD OF EDUCATION

ACTION/CONSENT

02-06-03

FROM: JOHN E. DEASY/JOHN SLISS

RE: CLASSIFIED PERSONNEL - NON-MERIT

RECOMMENDATION NO. A.10

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.

**NOON AIDES**

SANDOVAL, PAULINA

ROGERS

01-13-03 - 06-20-03

**ASSISTANT COACH**

CARTER, AUNDRELL

MALIBU

12-17-02 - 02-28-03

HEARN, MICHAEL

SAMOHI

01-13-03 - 02-28-03

MOTION MADE BY: Ms. Brownley

SECONDED BY: Dr. Jordan

STUDENT ADVISORY VOTE: aye

AYES: All (6) (*in absentia: Ms. Leon-Vazquez*)

NOES: None (0)

ABSTENTIONS: none

TO: BOARD OF EDUCATION  
 FROM: JOHN E. DEASY/PEGGY HARRIS  
 RE: APPROVAL OF SPECIAL EDUCATION CONTRACTS

ACTION/MAJOR  
 02/06/03

RECOMMENDATION NO. A. 11

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
Wayne Tashjian	07-24-94	NPA- Behavior Therapy	#56	\$ 1,680

**Amount Budgeted NPS/NPA 02/03** \$ 2,862,000  
**Prior Board Authorization as of 01/23/03** \$ 2,818,574  
**Balance** 43,426  
**Total Amount for these Contracts** \$ 1,680  
**Balance** \$ 41,746

**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
Santa Monica Music Center	10-14-86	Instructional Consultant- Music Services	#18	\$ 744
Bill Takeshita	08-09-86	Instructional Consultant- Vision Assessment	#19	\$ 500

**Amount Budgeted Instructional Consultants** \$ 140,000  
**Prior Board Authorization as of 12/12/02** \$ 131,413  
**Balance** \$ 8,587  
**Total Amount for these Contracts** \$ 1,244  
**Balance** \$ 7,343

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: Ms. Brownley

SECONDED BY: Dr. Jordan

STUDENT ADVISORY VOTE: aye

AYES: All (6) (*in absentia: Ms. Leon-Vazquez*)

NOES: None (0)

ABSTENTIONS: none

TO: BOARD OF EDUCATION

ACTION/MAJOR  
02/06/03

FROM: JOHN E. DEASY/JOHN J. SLISS

RE: APPROVAL OF INCREASE IN FINGERPRINT FEES

RECOMMENDATION NO. A.12

It is recommended that the Board of Education approve the increase of outside agency fingerprint fees to \$15.00.

BACKGROUND:

The staff of the Personnel Commission has surveyed other agencies who provide the livescan service and concluded that the average service/rolling fee amount is \$20.00. The current service/rolling fee for SMMUSD is \$12.00. Based on the survey, the Director of Classified Personnel/Secretary of the Personnel Commission recommends increasing the fee to \$15.00

Also based on the survey SMMUSD does not provide comparable days and hours of service as other locations. SMMUSD only fingerprints on Tuesday, Wednesday, and Thursday from 11:00am - 1:00pm. Since we do not offer comparable services, by increasing fees to \$20.00 we might discourage the use of our service.

Location	Hours	Rolling Fee
SM Police Dept	M&W 8:30am-12:00pm T&Th 1:00pm-4:00pm	\$12.00
UCLA Police	-F 9:00am-7:00pm	\$20.00
Culver City Police	M&T 8:00am-6:30pm Wed 8:00am-3:30pm Th&F 11:00am-6:00pm	\$20
El Camino College	T&Th 9:00am-8:00pm Sat 9:00am-2:45pm	\$15.00
Inglewood USD	-F 8:30am - 4:00 pm	\$12.00
<b>SMMUSD</b>	<b>T-Th 11:00am-1:00 pm</b>	<b>\$12.00 (currently)</b>

MOTION MADE BY: Ms. Brownley

SECONDED BY: Dr. Jordan

STUDENT ADVISORY VOTE: aye

AYES: All (6) (*in absentia: Ms. Leon-Vazquez*)

NOES: None (0)

ABSTENTIONS: none

TO: BOARD OF EDUCATION

ACTION/MAJOR  
2/06/03

FROM: JOHN E. DEASY/ JUDY ABDO

RE: APPROVAL OF RENEWAL OF CONTRACT FOR HEAD START  
COLLABORATION WITH THE LOS ANGELES COUNTY OFFICE OF  
EDUCATION

RECOMMENDATION NO. A.13

It is recommended that the Board of Education authorize the renewal of the contract with (LACOE) Los Angeles County Office of Education for the purpose of providing Head Start Services to eligible families within the District effective July 1, 2003 through June 30, 2004. This agreement is to be executed between the Superintendent of Public Instruction, LACOE, and the Santa Monica-Malibu Unified School District, wherein LACOE agrees to pay the Santa Monica-Malibu Unified School District Child Development Fund an amount not to exceed \$1,510,272.

COMMENT: Head Start is a federal grant program with a long history of providing comprehensive child development and support services to young children and families with incomes at or below the poverty level. The contract, operates on a minimum of 200 days, provides for the operation of 15 Head Start classes - approximately 294 children.

MOTION MADE BY: Ms. Brownley  
SECONDED BY: Dr. Jordan

STUDENT ADVISORY VOTE: aye  
AYES: All (6) (*in absentia: Ms. Leon-Vazquez*)  
NOES: None (0)  
ABSTENTIONS: none



SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT  
CHILD DEVELOPMENT SERVICES

HEAD START/STATE PRESCHOOL PROPOSED BUDGET SUMMARY - 2003/04

Cost Category	LACOE-Head Start	State Preschool/ General Child Care	Total Costs
Personnel	\$ 956,623	\$ 613,812	\$ 1,570,435
Fringe Benefits	234,344	153,887	388,231
Supplies	169,008	170,350	339,158
Contractual	97,798		91,765
Other Costs	52,500	106,019	148,969
Total	\$ 1,510,272	\$ 1,044,068	\$ 2,538,558

TO: BOARD OF EDUCATION

ACTION/MAJOR  
02/06/03

FROM: JOHN E. DEASY

RE: ENDORSE SANTA MONICA HIGH SCHOOL REDESIGN PLAN

RECOMMENDATION NO. A.14

It is recommended that the Board of Education endorse the Santa Monica High School Redesign Plan as it was presented at the Board meeting of January 23, 2003. It is stipulated that the plan is a work in progress and that updates of this progress will be on a regular basis.

Should major changes to the presented plan be necessary, the Board requests that it be notified well in advance and that those specific changes be brought back for additional approval.

Public Comments:

Cheri Orgel  
Joyce Smith  
Janine Brownstone  
Mike Smith  
Louise Jaffe  
Maria Rodriguez

MOTION MADE BY: Ms. Brownley  
SECONDED BY: Dr. Jordan  
STUDENT ADVISORY VOTE: aye  
AYES: All (6) (*in absentia: Ms. Leon-Vazquez*)  
NOES: None (0)  
ABSTENTIONS: none

At the request of the Board, Item A.9 from the agenda of 1/30/03 is being brought forward to this meeting in its entirety for the purposes of in-depth discussion, Item A.15 is the exact textual duplicate of Item A.9 with the exception that A.15.m is now the Enrollment Projection 2003-04 Information Item.

TO: BOARD OF EDUCATION ACTION/MAJOR  
02-06-03  
FROM: JOHN E. DEASY/JOSEPH N. QUARLES/ KENNETH R. BAILEY/  
RICK BAGLEY  
RE: APPROVAL OF RESOLUTIONS RELATIVE TO STAFF LAYOFFS,  
SUPPLEMENTAL AND INFORMATIONAL ITEMS

RECOMMENDATION NO. A.15

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

**It is specified that in adopting Recommendation A.15, this mega item, there is no implication that any of the subsequent items are adopted. It is implicitly stated that each action item will be passed separately.**

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

- A.15.g Adoption of Resolution Number 02-14: Reduction or Discontinuance of Particular Kinds of Service/Music/Nurses (Action)
- A.15.h Adoption of Resolution Number 02-15: Reduction or Discontinuance of Particular Kinds of Service/Categorical Programs (Action)
- A.15.i Adoption of Resolution Number 02-16: Determination of Seniority Among Certificated Employees with the Same Seniority Date ("Tie-Breaker" Resolution) (Action)
- A.15.j Adoption of Resolution Number 02-17: Reduction or Discontinuance of Particular Kinds of Classified Services (Action)
- A.15.k Time Line of Activities Related to Reducing or Eliminating Certificated Services (Discussion)
- A.15.l Governor's Mid-Year Budget Proposal (Discussion)
- A.15.m Enrollment Projection for 2003-2004 (Information)

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

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

**Public comments:**

Bill Sampson	Larry Drapkin	Erin Johnson	Bonnie Lockrem
Renee Henn	Tenaya Drapkin	Tyrus Emory	Jack Sholder
Hannah Robinson	Megan Majd	Tyler Robinson	Zina Josephs
Julia Wisnicki	Nanika Marshall	Lenny Goldsmith	Susan Hartley
Bianna Coleman	Ren Martinez	Jouise Jaffe	Adam Philipson
Mia Schulam	Asia Ray	Anne Ernst	
Tom Whaley	Todd Ray	Meg Mahon	
Aimee Hamel	Savanah Fletcher	Steve Ravaglioli	

MOTION MADE BY: Ms. Brownley

SECONDED BY: Dr. Jordan

STUDENT ADVISORY VOTE: N/A

AYES:

NOES: **These items will be returned to the Board of Education.**

TO: BOARD OF EDUCATION  
FROM: JOHN E. DEASY/KENNETH R. BAILEY  
RE: PROPOSED BUDGET REDUCTIONS

DISCUSSION  
02-06-03

**ITEM NO. A.15.a**

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

The specifics of the Governor's Budget proposals are:

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

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

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

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

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

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

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

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

### **Administration**

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

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

**Total Administrative Reductions      12 FTEs      \$1,372,519**

### **Certificated Staff**

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

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

**Classified Staffing Reductions**

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

**Departments:**

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

**Classified Positions:**

, Senior Admin. Asst.	2.00 FTE	
, Admin. Asst.	5.00 FTE	
, Senior Office Specialist	8.00 FTE	
, Instructional Aides Classroom	1.87 FTE	
, Staff on Special Assign.	1.00 FTE	
, Community Liaisons	2.00 FTE	
, Career Center Specialist	1.00 FTE	
, Computer/AV Technician	3.00 FTE	
, Textbook Coordinator	1.00 FTE	
, Cafeteria Worker	<u>.25 FTE</u>	
	25.12 FTEs	\$1,289,853
<b>Total Classified Staffing</b>		
<b>Reductions Pgm. &amp; Salaries</b>		
	<b>56.18 FTEs</b>	<b><u>\$3,242,522</u></b>

Name:	Position	Monthly Salary	FTE	Assign. Mos.	Annual Salary
<b>BUDGET REDUCTIONS 2003/2004</b>					
<b>ADMINISTRATIVE STAFFING REDUCTIONS:</b>					
	ASSISTANT SUPERINTENDENT STUDENT SERV		1.00		
	DIRECTOR ASSESSMENT		1.00		
	DIRECTOR PROF DEVELOPMENT		1.00		
	DIRECTOR CURRICULUM		1.00		
	DIRECTOR PERS. COMM.		1.00		
	COORDINATOR OF FINE ARTS		1.00		
	COORDINATOR OF PE/HEALTH		1.00		
	COORDINATOR BILING/LANGUAGE		1.00		
	FISCAL SERVICES SUPERVISOR		1.00		
	ELEM SCH PRIN.		1.00		
	ELEM SCH ASST. PRIN.		2.00		
	<b>TOTAL ADMINISTRATIVE REDUCTIONS</b>		<b>12.00</b>		<b>\$ 1,372,519</b>
	GENERAL FUND UNRESTRICTED				<b>\$1,268,334</b>
	GENERAL FUND RESTRICTED				<b>\$104,185</b>
					<b>\$1,372,519</b>



Name:	Position	Monthly Salary	FTE	Assign. Mos.	Annual Salary
				# OF	
<b>SPECIAL SERVICES CONTRACTS REDUCTIONS</b>				<b>SITES/DEPTS WITH CONTRACTED SERVICES</b>	
<b>CERTIFICATED</b>				<b>6</b>	<b>\$64,474</b>
<b>CLASSIFIED</b>				<b>18</b>	<b>\$766,430</b>
<b>TOTAL SPECIAL SERVICES REDUCTIONS:</b>					<b>\$830,904</b>
<b>GENERAL FUND UNRESTRICTED</b>					<b>\$328,362</b>
<b>GENERAL FUND RESTRICTED - CATEGORICALS</b>					<b>\$502,542</b>
					<b>\$830,904</b>
<b>MISCELLANEOUS REDUCTIONS IN INDEPENDENT CONTRACTORS</b>					
<b>GENERAL FUND 02/03 BUDGET</b>					<b>\$167,355</b>
<b>TOTAL SPEC. SERVICES / INDEPENDENT CONTRACT REDUCTION</b>					<b>\$998,259</b>

Name:	Position	Monthly Salary	FTE	Assign. Mos.	Annual Salary
<b>CLASSIFIED STAFFING REDUCTIONS</b>					
	CUSTODIAN REDUCTIONS		11.81		
	FACILITIES REDUCTIONS		4.00		
	GROUNDS REDUCTIONS		3.00		
	ELEM LIBRARY COORD. REDUCTIONS		9.00		
	MS LIBRARY ASSISTANTS		1.38		
	HS LIBRARY ASSISTANTS		2.00		
	PE AIDES / SPECIALISTS REDUCTIONS		10.88		
	INSTRUCTIONAL AIDES CLASSROOMS		1.87		
	MUSIC AIDES / ACCOMPANISTS		5.19		
	MS/HS ATHLETIC SUPPORT		7.28		
	CAFETERIA WORKER		0.24		
	STAFF ON SPECIAL ASSIGNMENT		1.00		
	COMMUNITY LIAISONS		2.00		
	CAREER CENTER SPECIALIST		1.00		
	COMPUTER/AV TECHNICIANS		3.00		
	TEXTBOOK COORDINATOR		1.00		
<b>OTHER DEPARTMENTS:</b>					
	PURCHASING		2.00		
	FISCAL		3.00		
	COMPUTER SERVICES		2.00		
	PERSONNEL COMMISSION		1.00		
	SUPERINTENDENT OFFICE		0.25		
	PERSONNEL (CERTIFICATED)		1.00		
	EDUCATION SERVICES		2.00		
	STUDENT SERVICES		1.00		
<b>VARIOUS SITES / DEPARTMENTS:</b>					
<b>(MAY OVERLAP DEPARTMENT REDUCTIONS LISTED ABOVE)</b>					
	ADMINISTRATIVE ASSISTANTS		5.00		
	SR. ADMINISTRATIVE ASSISTANTS		2.00		
	SR. OFFICE SPECIALISTS		8.00		
<b>TOTAL CLASSIFIED REDUCTIONS:</b>			<b>91.90</b>		<b>\$ 4,664,018</b>

Name:	Position	Monthly Salary	FTE	Assign. Mos.	Annual Salary
<b>CERTIFICATED STAFFING REDUCTIONS</b>					
<b>REGULAR EDUCATION STAFF AND TEACHERS ON SPEC. ASSIGNMENT</b>			<b>66.00</b>		<b>\$3,254,130</b>
				H/W	\$435,600
				BENEFITS	\$384,638
					<b>\$4,074,368</b>
<b>ELEM. INSTRUMENTAL MUSIC TEACHERS</b>			<b>6.67</b>		<b>\$411,238</b>
				H/W	\$44,022
				BENEFITS	\$48,608
					<b>\$503,868</b>
<b>NURSES</b>			<b>5.20</b>		<b>\$273,329</b>
				H/W	\$34,320
				BENEFITS	\$32,307
					<b>\$339,956</b>
<b>TOTAL GENERAL FUND CERTIFICATED:</b>					<b>\$4,918,193</b>
<b>VARIOUS CATEGORICAL POSITIONS</b>		<b>APPROX</b>	<b>25.00</b>		<b>\$1,465,275</b>
<b>GENERAL FUND RESTRICTED PROGRAMS</b>				H/W	\$165,000
				BENEFITS	\$173,196
					<b>\$1,803,471</b>
<b>TOTAL CERTIFICATED REDUCTIONS</b>			<b>102.87</b>		<b>\$6,721,663</b>
<b>TOTAL PROPOSED STAFFING AND CONTRACT REDUCTIONS</b>					<b>\$13,756,459</b>

**Programs and Services**

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

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

**Special Services Contracts**

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

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

**ITEM NO. A.15.b**  
(Information)

DATE: JANUARY 24, 2003

TO: THE BOARD OF EDUCATION

FROM: JOHN DEASY

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

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

**1. The Board utilizes its expressed commitment to extraordinary achievement for all, closing the achievement gap, and equity and access as the organizing principles through which all decisions are screened.** The many programs and services that the District currently offer each have constituents and each possess desirability and value to some students and families. However given the scarcity of financial resources, I propose that it is our obligation as a District to first protect those services that promote the core work of the District.

**II. The Board listens to the community to obtain extensive input.**

Invariably the decisions related to cuts will impact every family in the District. Therefore, the opportunity for the public to share with you information related to those cuts is a vital component of your ability to make fully informed decisions. Additionally, such an opportunity, coupled with the wide spread understanding of the process, has the

potential of engendering in the community a sense of credibility and fairness in the decision making process.

**III. The Board examines all proposed cuts and reductions and creates prioritized lists for both elimination, and in the event of available funding, restoration of services.**

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

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

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

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

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

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

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

**ITEM NO. A.15.c**  
(Information)

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT  
*Office of the Superintendent*

January 24, 2003

TO: Members of the Board of Education

FROM: John E. Deasy, Superintendent

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

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

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

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

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



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

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

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

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

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

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

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

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

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

The remaining FTEs will need to be converted into actual certificated employee names and positions for purposes of layoff. Staff will then go through a process of identifying individual employees for layoff, using a seniority list that is sorted by the date each employee first rendered service in a probationary position. In the event two or more employees have the same date of first probationary service, we will need to apply specific criterion for "breaking the tie". A fourth Resolution has been placed on the January 30th agenda, which gives specific direction to staff relative to determining seniority in such instances.

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

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

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

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

Memorandum to Board of Education  
January 24, 2003  
Page 5

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

TO: BOARD OF EDUCATION

ACTION/MAJOR

02/06/03

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

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

**ITEM NO. A.15.d**

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

MOTION MADE BY:

SECONDED BY:

AYES:

NOES:

ABSTENTIONS:

**RESOLUTION NUMBER 02-11**

**RELEASE OF  
CERTIFICATED ADMINISTRATIVE EMPLOYEES**

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

Employee 013003-1153  
Employee 013003-6724  
Employee 013003-8979  
Employee 013003-4842  
Employee 013003-6749

APPROVED, this 6th day of February, 2003, by the Board of Education of the Santa Monica-Malibu Unified School District.

\_\_\_\_\_  
President

\_\_\_\_\_  
Vice President

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

TO: BOARD OF EDUCATION

ACTION/MAJOR

02/06/03

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

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

**ITEM NO. A.15.e**

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

MOTION MADE BY:

SECONDED BY:

AYES:

NOES:

ABSTENTIONS:

**RESOLUTION NUMBER 02-12**

**RELEASE AND REASSIGNMENT OF  
CERTIFICATED ADMINISTRATIVE EMPLOYEES**

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

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

APPROVED, this 6th day of February, 2003, by the Board of Education of the Santa Monica-Malibu Unified School District.

\_\_\_\_\_  
President

\_\_\_\_\_  
Vice President

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member



TO: BOARD OF EDUCATION ACTION/MAJOR  
02/06/03

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

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

**ITEM NO. A.15.f**

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

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

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

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

	<b>Current 2002-03</b>	<b>2003-04</b>
K-2	20:1	20:1
3rd	20:1	30:1
4-5	30:1	30:1
6-8	30:1	35:1
Malibu HS	30:1	37:1
SAMOHI	33:1	37:1

MOTION MADE BY:

SECONDED BY:

AYES:

NOES:

ABSTENTIONS:

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

**RESOLUTION NUMBER 02-13**

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

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

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

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

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

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

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

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

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

BE IT FURTHER RESOLVED, that due to the reduction or discontinuance of particular kinds of services, the legal number

of employees of the District, pursuant to Education Code Section 44955, not be reemployed for the 2003-2004 school year.

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

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

The foregoing Resolution was adopted by the Board of Education of the Santa Monica-Malibu Unified School District on the 6th day of February, 2003 by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

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

I, \_\_\_\_\_, Secretary of the Board of Education of the Santa Monica-Malibu Unified School District, do certify that the foregoing Resolution was regularly introduced, passed and adopted by the Board of Education at its Special Board Meeting held on February 6, 2003.

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

TO: BOARD OF EDUCATION ACTION/MAJOR  
02/06/03  
FROM: JOHN E. DEASY/JOSEPH N. QUARLES/RICK BAGLEY  
RE: ADOPTION OF RESOLUTION NUMBER 02-14: REDUCTION OR DISCONTINUANCE OF PARTICULAR KINDS OF SERVICE

**ITEM NO. A.15.g**

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

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

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

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

MOTION MADE BY:  
SECONDED BY:

AYES:  
NOES:  
ABSTENTIONS:

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

**RESOLUTION NUMBER 02-14**

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

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

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

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

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

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

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

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

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

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

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

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

The foregoing Resolution was adopted by the Board of Education of the Santa Monica-Malibu Unified School District on the 6th day of February, 2003 by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

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

I, \_\_\_\_\_, Secretary of the Board of Education of the Santa Monica-Malibu Unified School District, do certify that the foregoing Resolution was regularly introduced, passed and adopted by the Board of Education at its Special Board Meeting held on February 6, 2003.

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

TO: BOARD OF EDUCATION ACTION/MAJOR  
02/06/03  
FROM: JOHN E. DEASY/JOSEPH N. QUARLES/RICK BAGLEY  
RE: ADOPTION OF RESOLUTION NUMBER 02-15: REDUCTION OR DISCONTINUANCE OF PARTICULAR KINDS OF SERVICE

**ITEM NO. A.15.h**

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

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

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

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

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

MOTION MADE BY:  
SECONDED BY:  
AYES:  
NOES:  
ABSTENTIONS:

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

**RESOLUTION NUMBER 02-15**

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

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

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

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

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

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

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

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

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



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

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

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

The foregoing Resolution was adopted by the Board of Education of the Santa Monica-Malibu Unified School District on the 6th day of February, 2003 by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

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

I, \_\_\_\_\_, Secretary of the Board of Education of the Santa Monica-Malibu Unified School District, do certify that the foregoing Resolution was regularly introduced, passed and adopted by the Board of Education at its Special Board Meeting held on February 6, 2003.

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

TO: BOARD OF EDUCATION

ACTION/MAJOR  
02/06/03

FROM: SUPERINTENDENT/JOSEPH N. QUARLES/RICK BAGLEY

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

**ITEM NO.A.15.i**

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

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

MOTION MADE BY:

SECONDED BY:

AYES:

NOES:

ABSTENTIONS:

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

**RESOLUTION NUMBER 02-16**

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

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

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

NOW, THEREFORE, BE IT RESOLVED, as follows:

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

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

Teaching experience shall be evaluated in the following priority order:

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

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

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

The foregoing Resolution was adopted by the Board of Education of the Santa Monica-Malibu Unified School District, on the 6th day of February, 2003 by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTAINED: \_\_\_\_\_

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

I, \_\_\_\_\_, Secretary of the Board of Education of the Santa Monica-Malibu Unified School District, do certify that the foregoing Resolution was regularly introduced, passed and adopted by the Board of Education at its special meeting held on February 6, 2003.

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

TO: BOARD OF EDUCATION

ACTION/MAJOR  
02/06/03

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

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

**ITEM NO. A.15.j**

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

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

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

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

MOTION MADE BY:

SECONDED BY:

AYES:

NOES:

ABSTENTIONS:

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

**RESOLUTION NUMBER 02-17**

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

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

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

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

1. Reduce classified services by 50.0 FTE

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

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

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

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

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



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

The foregoing Resolution was adopted by the Board of Education of the Santa Monica-Malibu Unified School District on the 6th day of February, 2003 by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

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

I, \_\_\_\_\_, Secretary of the Board of Education of the Santa Monica-Malibu Unified School District, do certify that the foregoing Resolution was regularly introduced, passed and adopted by the Board of Education at its Special Board Meeting held on February 6, 2003.

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

TO: BOARD OF EDUCATION

DISCUSSION

02/06/03

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

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

**ITEM NO. A.15.k**

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

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

TO: BOARD OF EDUCATION  
FROM: JOHN E. DEASY/KENNETH R. BAILEY  
RE: GOVERNOR'S MID-YEAR BUDGET PROPOSAL

DISCUSSION  
02-06-03

**ITEM NO. A.15.1**

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

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

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

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

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

**TABLE 1  
CATEGORICAL FUNDS RECEIVED BY THE DISTRICT**

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

70450	Targeted Instructional Improvement Grant
70900	Economic Impact Aid
71010	Ed Tech: Digital High Tech Support
71100	Ed Tech: CTAPS
71200	Ed Tech: Staff Development
71400	Gifted/Talented Education
71550	Instructional Materials K-8
71600	Instructional Materials 9-12
71800	Standards-Based Instructional Materials
71860	Instructional Materials/Staff Buyout
72000	Miller-Unruh Reading Program
72300	Transportation: Home/School
72350	Transportation: Bus Replacement
72400	Transportation: Special Education
72600	School Improvement Program K-6
72650	School Improvement Program 7-12
72710	Calif. Peer Assistance & Review Program
72800	Staff Development: Beginning Teacher Support
72820	Calif. High School Coaching Educ/Training
72920	Standards-Based Math Staff Development
73250	AB 75 Principal Training Program
73750	Tenth Grade Counseling

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

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

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT  
Department of Human Resources

**Total District Enrollment Projection for 2003-04**

	K	1	2	3	4	5	6	7	8	9	10	11	12	TOTAL	Ind. Study	SDC	Grand Total	Inc/Dec Prior Yr.	Adjust.	Adj. Total
Elem. 2003-04	830	835	843	854	847	897								5106	0	136	5242	-114	0	5242
Resident	745	750	714	706	702	737								4354	0	129	4483	-48	0	4483
Permit	85	85	129	148	145	160								752	0	7	759	-66	0	759
2002-03	826	851	857	851	907	928								5220	0	136	5356	0	0	5356
Resident	741	722	709	706	747	777								4402	0	129	4531	0	0	4531
Permit	85	129	148	145	160	151								818	0	7	825	0	0	825
MS 2003-04							1018	975	1093					3086	0	108	3194	21	0	3194
Resident							861	830	856					2547	0	101	2648	101	0	2648
Permit							157	145	237					539	0	7	546	-80	0	546
2002-03							972	1080	1013					3065	0	108	3173	0	0	3173
Resident							827	843	776					2446	0	101	2547	0	0	2547
Permit							145	237	237					619	0	7	626	0	0	626
HS 2003-04										1027	972	1096	1014	4109	25	141	4275	21	0	4275
Resident										789	753	835	730	3107	25	131	3263	22	0	3263
Permit										238	219	261	284	1002	0	10	1012	-1	0	1012
2002-03										975	1121	1032	960	4088	25	141	4254	0	0	4254
Resident										756	860	748	721	3085	25	131	3241	0	0	3241
Permit										219	261	284	239	1003	0	10	1013	0	0	1013
DIST. TOTAL	830	835	843	854	847	897	1018	975	1093	1027	972	1096	1014	12301	25	385	12711	-72	0	12711
Resident	745	750	714	706	702	737	861	830	856	789	753	835	730	10008	25	361	10394	75	0	10394
Permit	85	85	129	148	145	160	157	145	237	238	219	261	284	2293	0	24	2317	-147	0	2317
2002-03	826	851	857	851	907	928	972	1080	1013	975	1121	1032	960	12373	25	385	12783	0	0	12783
Resident	741	722	709	706	747	777	827	843	776	756	860	748	721	9933	25	361	10319	0	0	10319
Permit	85	129	148	145	160	151	145	237	237	219	261	284	239	2440	0	24	2464	0	0	2464

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SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT  
Department of Human Resources

**Elementary Enrollment Projection for 2003-04**

		K	1	2	3	4	5	TOTAL	Ind. Study	SDC	Grand Total	Inc/Dec Prior Yr.	Adjust.	Adj. Total
Cabrillo	2003-04	47	47	41	61	46	52	294	0	19	313	-15		313
	Resident	42	42	34	51	37	43	249	0	18	267	-11		267
	Permit	5	5	7	10	9	9	45	0	1	46	-4		46
	2002-03	48	40	56	46	46	73	309	0	19	328			328
	Resident	43	33	46	37	37	64	260	0	18	278			278
	Permit	5	7	10	9	9	9	49	0	1	50			50
Edison	2003-04	77	69	71	66	69	67	419	0	0	419	-16		419
	Resident	46	38	28	39	27	33	211	0	0	211	-17		211
	Permit	31	31	43	27	42	34	208	0	0	208	1		208
	2002-03	76	76	65	74	69	75	435	0	0	435			435
	Resident	45	33	38	32	35	45	228	0	0	228			228
	Permit	31	43	27	42	34	30	207	0	0	207			207
Franklin	2003-04	123	125	134	133	122	139	776	0	19	795	-17		795
	Resident	116	118	127	121	116	116	714	0	17	731	-13		731
	Permit	7	7	7	12	6	23	62	0	2	64	-4		64
	2002-03	121	131	129	121	141	150	793	0	19	812			812
	Resident	114	124	117	115	118	139	727	0	17	744			744
	Permit	7	7	12	6	23	11	66	0	2	68			68
Grant	2003-04	107	111	109	104	108	96	635	0	18	653	-22		653
	Resident	102	106	96	91	95	84	574	0	18	592	-12		592
	Permit	5	5	13	13	13	12	61	0	0	61	-10		61
	2002-03	108	109	109	111	95	125	657	0	18	675			675
	Resident	103	96	96	98	83	110	586	0	18	604			604
	Permit	5	13	13	13	12	15	71	0	0	71			71
McKinley	2003-04	78	75	59	75	58	78	423	0	13	436	13		436
	Resident	72	69	48	58	44	63	354	0	12	366	17		366
	Permit	6	6	11	17	14	15	69	0	1	70	-4		70
	2002-03	75	61	78	60	77	59	410	0	13	423			423
	Resident	69	50	61	46	62	49	337	0	12	349			349
	Permit	6	11	17	14	15	10	73	0	1	74			74
Muir	2003-04	49	55	53	50	60	57	324	0	22	346	-17		346
	Resident	43	49	45	46	50	46	279	0	22	301	-8		301
	Permit	6	6	8	4	10	11	45	0	0	45	-9		45
	2002-03	54	56	49	60	59	63	341	0	22	363			363
	Resident	48	48	45	50	48	48	287	0	22	309			309
	Permit	6	8	4	10	11	15	54	0	0	54			54

Pt. Dume	2003-04	<b>46</b>	<b>51</b>	<b>48</b>	<b>52</b>	<b>60</b>	<b>53</b>	<b>310</b>	<b>0</b>	<b>0</b>	<b>310</b>	<b>-9</b>	<b>310</b>
	Resident	46	51	47	50	58	48	300	0	0	300	-6	300
	Permit	0	0	1	2	2	5	10	0	0	10	-3	10
	2002-03	<b>48</b>	<b>45</b>	<b>51</b>	<b>60</b>	<b>56</b>	<b>59</b>	<b>319</b>	<b>0</b>	<b>0</b>	<b>319</b>		<b>319</b>
	Resident	48	44	49	58	51	56	306	0	0	306		306
	Permit	0	1	2	2	5	3	13	0	0	13		13
Rogers	2003-04	<b>102</b>	<b>106</b>	<b>100</b>	<b>112</b>	<b>104</b>	<b>123</b>	<b>647</b>	<b>0</b>	<b>15</b>	<b>662</b>	<b>-8</b>	<b>662</b>
	Resident	88	92	79	81	79	98	517	0	12	529	-6	529
	Permit	14	14	21	31	25	25	130	0	3	133	-2	133
	2002-03	<b>104</b>	<b>104</b>	<b>117</b>	<b>102</b>	<b>129</b>	<b>99</b>	<b>655</b>	<b>0</b>	<b>15</b>	<b>670</b>		<b>670</b>
	Resident	90	83	86	77	104	83	523	0	12	535		535
	Permit	14	21	31	25	25	16	132	0	3	135		135
Roosevelt	2003-04	<b>122</b>	<b>124</b>	<b>129</b>	<b>121</b>	<b>129</b>	<b>124</b>	<b>749</b>	<b>0</b>	<b>30</b>	<b>779</b>	<b>6</b>	<b>779</b>
	Resident	119	121	123	106	114	114	697	0	30	727	24	727
	Permit	3	3	6	15	15	10	52	0	0	52	-18	52
	2002-03	<b>120</b>	<b>129</b>	<b>121</b>	<b>129</b>	<b>126</b>	<b>118</b>	<b>743</b>	<b>0</b>	<b>30</b>	<b>773</b>		<b>773</b>
	Resident	117	123	106	114	116	97	673	0	30	703		703
	Permit	3	6	15	15	10	21	70	0	0	70		70
SMASH	2003-04	<b>18</b>	<b>18</b>	<b>18</b>	<b>20</b>	<b>20</b>	<b>24</b>	<b>118</b>	<b>0</b>	<b>0</b>	<b>118</b>	<b>-7</b>	<b>118</b>
	Resident	13	13	12	14	17	17	86	0	0	86	-6	86
	Permit	5	5	6	6	3	7	32	0	0	32	-1	32
	2002-03	<b>19</b>	<b>19</b>	<b>20</b>	<b>19</b>	<b>23</b>	<b>25</b>	<b>125</b>	<b>0</b>	<b>0</b>	<b>125</b>		<b>125</b>
	Resident	14	13	14	16	16	19	92	0	0	92		92
	Permit	5	6	6	3	7	6	33	0	0	33		33
Webster	2003-04	<b>61</b>	<b>54</b>	<b>81</b>	<b>60</b>	<b>71</b>	<b>84</b>	<b>411</b>	<b>0</b>	<b>0</b>	<b>411</b>	<b>-22</b>	<b>411</b>
	Resident	58	51	75	49	65	75	373	0	0	373	-10	373
	Permit	3	3	6	11	6	9	38	0	0	38	-12	38
	2002-03	<b>53</b>	<b>81</b>	<b>62</b>	<b>69</b>	<b>86</b>	<b>82</b>	<b>433</b>	<b>0</b>	<b>0</b>	<b>433</b>		<b>433</b>
	Resident	50	75	51	63	77	67	383	0	0	383		383
	Permit	3	6	11	6	9	15	50	0	0	50		50

Elem.		K	1	2	3	4	5	TOTAL	Ind. Study	SDC	Grand Total	Inc/Dec Prior Yr.	Adjust.	Adj. Total
Totals	2003-04	<b>830</b>	<b>835</b>	<b>843</b>	<b>854</b>	<b>847</b>	<b>897</b>	<b>5106</b>	<b>0</b>	<b>136</b>	<b>5242</b>	<b>-114</b>	<b>0</b>	<b>5242</b>
	Resident	745	750	714	706	702	737	4354	0	129	4483	-48	0	4483
	Permit	85	85	129	148	145	160	752	0	7	759	-66	0	759
Totals	2002-03	<b>826</b>	<b>851</b>	<b>857</b>	<b>851</b>	<b>907</b>	<b>928</b>	<b>5220</b>	<b>0</b>	<b>136</b>	<b>5356</b>	<b>0</b>	<b>0</b>	<b>5356</b>
	Resident	741	722	709	706	747	777	4402	0	129	4531	0	0	4531
	Permit	85	129	148	145	160	151	818	0	7	825	0	0	825



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SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT  
Department of Human Resources

**Secondary Enrollment Projection for 2003-04**

		6	7	8	9	10	11	12	TOTAL	Ind. Study	SDC	Grand Total	Inc/Dec Prior Yr.	Adjust.	Adj. Total
Adams	2003-04	394	357	408					1159	0	34	1193	-16		1193
	Resident	312	293	289					894	0	32	926	13		926
	Permit	82	64	119					265	0	2	267	-29		267
	2002-03	354	408	413					1175	0	34	1209			1209
	Resident	290	289	302					881	0	32	913			913
	Permit	64	119	111					294	0	2	296			296
Lincoln	2003-04	433	428	461					1322	0	46	1368	13		1368
	Resident	391	374	378					1143	0	44	1187	62		1187
	Permit	42	54	83					179	0	2	181	-49		181
	2002-03	432	455	422					1309	0	46	1355			1355
	Resident	378	372	331					1081	0	44	1125			1125
	Permit	54	83	91					228	0	2	230			230
Malibu M.S.	2003-04	175	170	208					553	0	28	581	24		581
	Resident	148	152	180					480	0	25	505	26		505
	Permit	27	18	28					73	0	3	76	-2		76
	2002-03	166	200	163					529	0	28	557			557
	Resident	148	172	134					454	0	25	479			479
	Permit	18	28	29					75	0	3	78			78
SMASH 6-8	2003-04	16	20	16					52	0	0	52	0		52
	Resident	10	11	9					30	0	0	30	0		30
	Permit	6	9	7					22	0	0	22	0		22
	2002-03	20	17	15					52	0	0	52			52
	Resident	11	10	9					30	0	0	30			30
	Permit	9	7	6					22	0	0	22			22
<b>TOTAL MIDDLE SCHOOL</b>															
		6	7	8	9	10	11	12	TOTAL	Ind. Study	SDC	Grand Total	Inc/Dec Prior Yr.	Adjust.	Adj. Total
	2003-04	1018	975	1093					3086	0	108	3194	21		3194
	Resident	861	830	856					2547	0	101	2648	101		2648
	Permit	157	145	237					539	0	7	546	-80		546
	2002-03	972	1080	1013					3065	0	108	3173			3173
	Resident	827	843	776					2446	0	101	2547			2547
	Permit	145	237	237					619	0	7	626			626

		6	7	8	9	10	11	12	TOTAL	Ind. Study	SDC	Grand Total	Inc/Dec Prior Yr.	Adjust.	Adj. Total
Malibu HS	2003-04 Resident Permit				192	161	186	144	683	5	31	719	18		719
					163	148	174	132	617	5	25	647	11		647
					29	13	12	12	66	0	6	72	7		72
2002-03 Resident Permit					167	190	149	159	665	5	31	701			701
					154	178	137	137	606	5	25	636			636
					13	12	12	22	59	0	6	65			65
Olympic HS	2003-04 Resident Permit				4	1	32	95	132	3	12	147	2		147
					3	0	30	88	121	3	12	136	10		136
					1	1	2	7	11	0	0	11	-8		11
2002-03 Resident Permit					1	11	52	66	130	3	12	145			145
					0	9	45	57	111	3	12	126			126
					1	2	7	9	19	0	0	19			19
SAMO HI	2003-04 Resident Permit				831	810	878	775	3294	17	98	3409	1		3409
					623	605	631	510	2369	17	94	2480	1		2480
					208	205	247	265	925	0	4	929	0		929
2002-03 Resident Permit					807	920	831	735	3293	17	98	3408			3408
					602	673	566	527	2368	17	94	2479			2479
					205	247	265	208	925	0	4	929			929

**TOTAL HIGH SCHOOL**

		6	7	8	9	10	11	12	TOTAL	Ind. Study	SDC	Grand Total	Inc/Dec Prior Yr.	Adjust.	Adj. Total
2003-04 Resident Permit					1027	972	1096	1014	4109	25	141	4275	21		4275
					789	753	835	730	3107	25	131	3263	22		3263
					238	219	261	284	1002	0	10	1012	-1		1012
2002-03 Resident Permit					975	1121	1032	960	4088	25	141	4254			4254
					756	860	748	721	3085	25	131	3241			3241
					219	261	284	239	1003	0	10	1013			1013

TO: BOARD OF EDUCATION

INFORMATION

02/06/03

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

RE: ENROLLMENT PROJECTION FOR 2003-04

**Item No. A.15.m**

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

In compiling this projection, the following assumptions were made:

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

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

**AGENDA**

**NOTE:** The enrollment projection information is available on the District's website, [www.smmusd.org](http://www.smmusd.org), as a pdf file; to view it:

- 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 "Enrollment Projections"

Copies will also be available at the meeting.

TO: BOARD OF EDUCATION

DISCUSSION

02/06/03

FROM: JOHN E. DEASY

RE: APPROVAL OF REVISED GRADUATION REQUIREMENTS

DISCUSSION ITEM NO. D.1

At its meeting of January 23, 2003, the Board of Education received a report from the Redesign Team at Santa Monica High School. One of the requests included in that report was to revise high school graduation requirements to meet more the rigorous academic expectations and the resultant environment that will take place at the "new" Samohi.

Because any such revision of high school graduation requirements would have district-wide effect, staff was directed to bring recommendations to the Board for discussion. All district high schools are in agreement in spirit with these proposals.

**Public Comments:**

Louise Jaffe

## High School Graduation Requirement Comparison

Subject	UC/CSU Requirement	Current SMMUSD Requirement	Proposed SMMUSD Requirement
English	4 years	4 years	No Change
Mathematics	3 years	2 years	3 years
Science	2 years	2 years	No Change
Social Studies	2 years	3 years	No Change
Language	2 years	1 year of either	1 year *
Vis/Perf. Arts	1 year		1 year *
College Prep Elective	1 year	None	No Change
Physical Ed.	None	2 years	No Change
Health	None	1 semester	No Change
Humanities	None	1 semester	No Change

\* This requirement is not recommended for implementation until such time as financial conditions allow for hiring of additional staff.

**SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT**  
*Office of the Superintendent*

January 30, 2003

TO: Members of the Board of Education

FROM: John E. Deasy, Superintendent

RE: High School Graduation Requirements

On January 23, 2003 the administrative staff from Santa Monica High School presented recommendations on behalf of both SAMOHI and Malibu High, that the Board strongly consider modification of the minimum requirements for high school graduation.

Specifically, staff recommends:

- A. Increase the current mathematics requirement from two (2) to three (3) years, and
- B. Modify the current foreign language/arts requirement to require one (1) year of foreign language and one (1) year of a visual or performing art. At present, students are required to take one (1) year of either visual or performing arts, speech, debate, foreign language or American Sign Language.

With respect to the above staff recommendations concerning adding an additional year of mathematics to the current requirement, the first grade level to be impacted would be the Class of 2007 (current 8th graders). This recommendation therefore, would not go into implementarion until the 2005-06 school year.

With respect to the second recommendation, requiring all students to take a full year of foreign language would require immediate additional staffing for the 2003-04 school year. The number of additional FTE required could be as high as five (5), but would likely be lower given we are currently staffed to accommodate those students who would have taken a foreign language anyway.

My recommendation at this time is that we increase the mathematics requirement from two (2) to three (3) years effective with the 2005-06 school year. With respect to the foreign language/visual and performing arts requirement, I recommend we hold on implementation until such time that the district's financial resources will allow us to properly implement it.

**NOTE:** A graph (High School Graduation Requirement Comparison) is available on the district's website in pdf format: [www.smmusd.org](http://www.smmusd.org), "Board Meetings: 2/6/03: "Grad Req."

TO: BOARD OF EDUCATION

DISCUSSION

02/06/03

FROM: JOHN E. DEASY

RE: BUDGET REDUCTION PROPOSALS

DISCUSSION ITEM NO. D.2

Further in-depth discussion regarding proposed budget reductions for the 2003-04 school year will take place. Any supplementary materials that are germane to the discussion will be distributed at the meeting and will subsequently be available for public review in the Office of the Chief Financial Officer.

TO: BOARD OF EDUCATION

INFORMATION

02/06/03

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.

**HOLT LITERATURE & LANGUAGE THIRD COURSE / 9TH GRADE**, Published by Holt Rinehart Winsten for English Language Arts, requested for adoption by Chris Rivera, Educational Services

**HOLT LITERATURE & LANGUAGE FOURTH COURSE / 10TH GRADE**, Published by Holt Rinehart Winsten for English Language Arts, requested for adoption by Chris Rivera, Educational Services

**HOLT LITERATURE & LANGUAGE FOURTH COURSE / 11TH GRADE**, Published by Holt Rinehart Winsten for English Language Arts, requested for adoption by Chris Rivera, Educational Services

**HOLT LITERATURE & LANGUAGE FOURTH COURSE / 12TH GRADE**, Published by Holt Rinehart Winsten for English Language Arts, requested for adoption by Chris Rivera, Educational Services

**CALIFORNIA HIGH SCHOOL EXIT EXAM WORKBOOK-MATH** , Published by Coordination Group Publications, requested for adoption by Chris Rivera, Educational Services