

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

ACTION
03/17/04

RECOMMENDATION NO. A.01

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

January 17, 2002

March 4, 2004

MOTION MADE BY:
SECONDED BY:

STUDENT ADVISORY VOTE:
AYES:
NOES:
ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/17/04

FROM: SUPERINTENDENT

RE: APPROVAL OF INDEPENDENT CONTRACTORS

RECOMMENDATION NO. A.02

It is recommended that Board of Education enter into an agreement with the following Independent Contractors. These contracts are included in the 2003/2004 budget.

Contractor/Contract Dates	Description	Site	Funding
Children's Museum of L.A. Mar 3, 2004 one day only Cost: Not to Exceed:\$1,250	To provide two Reader's Theater Performances	Rogers	PTA Gift 01-90120-0-11100-10000-5802-006-4060
National Conference for Community & Justice (NCCJ) Nov. 2, 2003- June 11, 2004 Cost: Not to Exceed \$5,000	To provide professional development for teachers and facilitate book study groups	Student and Family Support Services	City of Santa Monica/Multicultural Programs \$3,000 01-91230-0-19200-24950-5802-032-2560 Title II \$2,000 01-40350-0-11100-10000-5802-035-1300
Martha Stevens May 10- June 4,2004 Cost: Not to Exceed \$2,040	To provide professional storytelling to 7th grade Language Arts classes	JAMS	GATE 01-71400-0-11100-10000-5802-011-4110

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION ACTION/CONSENT
03/17/04
FROM: SUPERINTENDENT/JOSEPH N. QUARLES/LAUREL SCHMIDT
RE: SERVICE AGREEMENT - PARADIGM SERVICES, INC.,

RECOMMENDATION NO. A.03

It is recommended that the Board of Education enter into a Service Agreement between Paradigm Services, Inc., a California Corporation ("Paradigm") and Santa Monica-Malibu Unified School District ("LEA")

INSTITUTION: Paragidm Services, Inc., a California Corporation
EFFECTIVE: July 1, 2003 - June 30, 2007
("Initial Term")
PAYMENT: 10% of the MAA Claim paid by the Department of Health Services

COMMENT: LEA (Santa Monica-Malibu Unified School District), hereby retains Paradigm to perform the services set forth in the agreement. Paradigm will assist the LEA with development and submission to the Lead County or Regional Agency, claim plans for all claiming units in accordance with State Department of Health Services MAA Claim plan instructions. Provide participating staff with appropriate training, assist LEA in the calculation of transportation direct charge rates and complete claims in accordance with State Department of Health Services guidelines.

MOTION MADE BY:
SECONDED BY:

STUDENT ADVISORY VOTE:
AYES:
NOES:
ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/17/04

FROM: JOHN E. DEASY/KENNETH R. BAILEY

RE: ACCEPTANCE OF GIFTS - 2003-04

RECOMMENDATION NO. A.04

It is recommended that the Board of Education accept, with gratitude, checks and gifts totaling \$38,804.70 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 2003-2004 income and appropriations by \$28,129.70, 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 2003-2004.

AGENDA

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

- 1) go to www.smmusd.org
- 2) click on "Board Meetings"
- 3) scroll to the date for this meeting
- 4) click on 3-17gif.pdf

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/17/04

FROM: JOHN E. DEASY/KENNETH R. BAILEY

RE: CONFERENCE AND TRAVEL APPROVAL/RATIFICATION

RECOMMENDATION NO. A.05

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.)

NAME SITE Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>KAMINSKI, Linda</u> State & Federal Projects 01-40350-0-11100-10000-5220- 035-1300 General Fund - Resource: Title II, Teacher Quality	American Assn. of School Administrators San Francisco, CA February 20 - 22, 2004	\$1,500
<u>QUARLES, Joseph</u> Personnel Services 01-00000-0-00000-72000-5220- 025-1250 General Fund - Function: Other Genl. Admin.	Charter School Consortium Long Beach, CA February 26, 2004	\$100
<u>SCOTLAND, Alva</u> English Language Develop. 01-42010-0-47600-10000-5220- 032-2560 General Fund - Resource: Title III	Teachers of English to Speakers of Other Languages Long Beach, CA March 29 - April 3, 2004	\$470 + SUB
<u>SIMMER, Heather</u> Malibu High 01-90141-0-11100-10000-5220- 010-4100 General Fund - Resource: Malibu Shark Fund	Non-Violent Crisis Intervention Camarillo, CA May 12, 2004	\$50 + SUB
Adjustments (Preapproved expenses 10% in excess of approved costs that must be approved by Board/Changes in Personnel Attendance)		
NONE		

<u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
Group Conference and Travel: In-State * a complete list of conference participants is on file in the Department of Fiscal Services		
<u>COPELAND, Barbara</u> <u>HOBBS, Lynne</u> Special Education No Cost to District	L.A. County Administrators in Special Education "Thinking About You, Thinking About Me" Downey, CA March 26, 2004	0
<u>DIPLEY, Jeri</u> + 2 Additional Staff John Adams Middle 01-90120-0-11110-10000-5220- 011-4110 General Fund - Resource: Gifts	71st Annual Calif. Assn. of Health, P.E., Recreation & Dance Pasadena, CA March 5 - 7, 2004	\$507 Total + 3 SUBS
<u>HARRIS, Peggy</u> + 2 Additional Staff Educational Services 01-00000-0-19510-10000-5220- 030-1300 General Fund - Function: Instruction	Parent Information for Calif. State Tests Downey, CA February 27, 2004	\$225 Total
<u>MUNCEY, Donna</u> + 9 Additional Staff State & Federal Projects 01-40350-0-11100-10000-5220- 035-1300 General Fund - Resource: Title II, Teacher Quality	Advancement Via Individual Determination-Making It Happen South Lake Tahoe, CA March 24 - 26, 2004	\$6,000 Total
<u>PETERSON, Suzanne</u> + 6 Additional Staff State & Federal Projects 01-40350-0-11100-10000-5220- 035-1300 General Fund - Resource: Title II, Teacher Quality	What's New in Children's Literature & How to Use It Oxnard, CA April 26, 2004	\$1,183 Total

<u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
Out-of-State Conferences: Individual		
<u>Deasy, John</u> Supt. Office 73-90180-0-00000-21400- 5220-130-1200 Resource: RGK Grant Funds	National Institute for School Leadership (NISL) Conference - presenter Jacksonville, FL March 28-30, 2004	\$ 900
<u>Deasy, John</u> Member, OPE National Advisory Board No Cost to District	OPE (Operation Public Education) National Advisory Board Meeting University of Pennsylvania April 3-6, 2004	-0-
Out-of-State Conferences: Group		
NONE		

MOTION MADE BY:
SECONDED BY:

STUDENT ADVISORY VOTE:
AYES:
NOES:
ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT
03/17/04

FROM: KENNETH R. BAILEY/ VIRGINIA I.HYATT

RE: APPROVAL OF PURCHASE ORDERS

RECOMMENDATION NO. A.06

It is recommended that the Board of Education approve the following Purchase Orders and Changed Purchase Orders from February 26, 2004 through March 10, 2005 for fiscal year 2003/04.

AGENDA

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

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION ACTION/CONSENT
03/17/04
FROM: SUPERINTENDENT/KENNETH R. BAILEY/VIRGINIA I. HYATT
RE: AMENDMENT TO CONTRACT WITH WHEATSTONE ENERGY FOR
LIGHTING RETROFIT PROJECT-RFP #3.05-CHANGE ORDER #2

RECOMMENDATION NO. A.07

It is recommended that the Board of Education authorize Change Order #2 as an amendment to the contract with Wheatstone Energy for the Districtwide lighting retrofit project. This change order will add \$5,160.50 to the contract for a total contract price of \$504,811.50.

Funding Information

Budgeted: Yes
Source: City of Santa Monica

COMMENT: This change order adds the adaptive PE room at Lincoln Middle School to the scope of work. This room was not originally surveyed for the original contract. Rebate dollars from California Edison will pay for the additional cost. Change Order #2 represents the work listed below:

ORIGINAL CONTRACT	\$499,651.00
CHANGE ORDER #1	\$ N/C
CHANGE ORDER #2	\$ 5,160.50
TOTAL CONTRACT AMOUNT	\$504,811.50

This change order constitutes the following changes:

1. Replace 50 (qty) 90 watt incandescent fixture in the Adaptive PE room at Lincoln Middle School.
\$5,160.50
2. Add ten(10) days to contract for a total of 114 days.

MOTION MADE BY:
SECONDED BY:

STUDENT ADVISORY VOTE:
AYES:
NOES:
ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/17/04

FROM: SUPERINTENDENT/KENNETH R. BAILEY/VIRGINIA I. HYATT

RE: APPROVAL FOR DISPOSAL/SALE OF SURPLUS EQUIPMENT

RECOMMENDATION NO. A.08

It is recommended that the Board of Education approve the disposal, sale, auction or donation of the surplus equipment and furniture listed below.

COMMENT: All items are obsolete, beyond economic repair, unusable or deemed as surplus. Items will be disposed of in accordance with Educational Code 17545-17555.

SCHOOL/D EPT	ITEM	QTY	MAKE/MODEL	SERIAL NUMBER	INVENTORY NUMBER
ROGERS	CPU	1	APPLE II E	E020W0ZA2S2128	03164
		1	APPLE MAC LCII	SG32331MF28	04658
		1	APPLE IIE	1A2S2- D4704HCA2S2064	04269
		2	APPLE MAC IICI	F12484P7724,F12456VA724	10469, UNKNOWN
		1	APPLE MAC LC550	L043158C2PQ	04248
		1	APPLE PERFORMA 475	SB43706T1PT	10598
		5	APPLE LC475	XB5013SB2BL, XB5013342BL, XB5013U12BL, XB5013U12BL, XB5013TY2BL	04504, 04265, 04264, 04505, 04291
		1	APPLE PERFORMA 460	UNKNOWN	10451
		1	APPLE LCII	SG3283P3F28	04653
		1	APPLE IIE	3A2S2- E5C181M82S2064	UNKNOWN
		1	APPLE MAC IICI	F12484RD724	UNKNOWN
		2	APPLE MAC LC575	MY4271R2427,SG3503G52GU	04245, 04262
		4	MAC LCII	SG209EQMF01,SG209GL6F01, SG209DSEF01,SG3232YQF28	UNKNOWN, UNKNOWN, UNKNOWN, 04324
		1	APPLE MAC LC550	L043053U2PQ	04512
		1	APPLE LC580	NH5384Z6647	04317
		2	APPLE MAC LC475	XB5013U62BL,XB5013U52BL	04254, 04253
		1	APPLE MAC IICI	F12484QN724	UNKNOWN
	Floppy Drives	2	APPLE 5.25 DRIVE	KJC8821, KEH4425	NONE

SCHOOL/D EPT	ITEM	QTY	MAKE/MODEL	SERIAL NUMBER	INVENTORY NUMBER
ROGERS CONT	Floppy Drives	1	APPLE DISK II	A2M0003-1717374	NONE
.		1	APPLE DUO DISK	357545YE	NONE
	Monitors	2	MAC COLOR DISPLAY	S12498DPE04, S533804WE04	NONE
		2	APPLE COLOR IIE	T512059, T123740	NONE
		3	MAC 12"RGB DISPLAY	M1236B03DT6, M12100NBDT6,M1236AZYDT6	NONE
		1	Apple Color+ 14" Display	CY5132R21S2	NONE
		1	Apple Vision 1710 Display	SG71618B35J	NONE
		1	GATEWAY EV500	150098413615	NONE
	FAX MACHINE	1	CANON CFX- L4000	UYJ14341	UNKNOWN
	Printers	2	DESKWRITER	3310S04535,3310S056 04	10629, UNKNOWN
		1	STYLEWRITER II	CE327FZQ%M8003G/A	04246
		2	Color Stylewriter 2400	CC435ZGT2C1, CE527X8W2C1	UNKNOWN, 04292
		1	Epson Stylus Photo 700	AWE1207052	UNKNOWN
		1	Apple Stylewriter II	CC249KE3%M8003G/A	UNKNOWN
		1	HP DESKWRITER 520	US48K1G16Z	04506
	Keyboards	1	APPLE EXTENDED II	AP244G2K%M0312	NONE
		1	APPLE II	MI2418FE03N	NONE
		1	KEYBOARD II	SR23867WO3N	NONE
ADULT ED. CENTER	CPU	1	MAC/MO420	E10820HMK043511/A	02998
		2	MAC/M5011	F938926B02, F750243M5011	02295, 02336
		1	MAC/M5119	F104364GK02	08003
		3	MAC/M4150	E1375E5M21542LL/A, EB55GM1540LL/A, E13172QM1540LL/A	02307, 02305, 02306

MOTION MADE BY:
SECONDED BY:

STUDENT ADVISORY VOTE:
AYES:
NOES:
ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/17/04

FROM: SUPERINTENDENT/JOSEPH N. QUARLES

RE: CERTIFICATED PERSONNEL - Elections, Separations

RECOMMENDATION NO. A.09

Unless otherwise noted, all items are included in the 2003/04 approved budget.

ELECTIONS

PROBATIONARY CONTRACTS

<u>Name/Assignment</u> <u>Location</u>	<u>Not to</u> <u>Exceed</u>	<u>Effective</u>
Hannan, Ellen John Adams MS/Nurse	60% [replacing L. Morn]	8/29/03-6/30/04

NOTE: Correction: on 10/02/03 Board Agenda as TEMPORARY CONTRACT

SUBSTITUTE TEACHERS

	<u>Effective</u>
<u>ADULT EDUCATION</u> (@\$35.60 Hourly Rate)	
Nemeth, Pamela	2/04-6/30/04
<u>LONG-TERM SUBSTITUTES</u> (@\$184 Daily Rate)	
Culp, Lauren	2/9/04-2/24/04
Oatway, Bruce	1/26/04-6/18/04

LEAVES OF ABSENCE (with pay)

<u>Name/Assignment</u> <u>Location</u>	<u>Effective</u>
Boxer, Lorissa Edison	3/2/04-3/17/04 [medical]
McElvain, Nora Health Svcs/Nurse/Lincoln	2/11/04-3/24/04 [military]

LEAVES OF ABSENCE (without pay)

<u>Name/Assignment</u> <u>Location</u>	<u>Effective</u>
McElvain, Nora Health Svcs/Nurse/Lincoln	3/25/04-TBD [military]
Toomey, Mary Ellen Special Education	7/1/04-6/30/05 [personal]

RESIGNATIONS

<u>Name/Assignment</u> <u>Location</u>	<u>Effective</u>
Holland, Kurt John Adams MS	6/18/04
Johnson, Larissa McKinley Elementary	6/18/04
Monroe, Sabrina John Adams MS	6/18/04
Nico, Adalgisa John Muir Elementary	6/18/04

Peacock, Lori Will Rogers Elementary	6/18/04
Pham, Vy Lincoln MS	6/18/04
Rhinehart, Rosalee SMASH	6/18/04
Soo, Jennifer Grant Elementary	6/18/04

MOTION MADE BY:
SECONDED BY:

STUDENT ADVISORY VOTE:
AYES:
NOES:
ABSTENTIONS:

TO: BOARD OF EDUCATION ACTION/MAJOR
03/17/04
FROM: SUPERINTENDENT/KENNETH R. BAILEY/CINDY ATLAS
RE: APPROVAL OF PRESCHOOL SDC TEACHER
RECOMMENDATION NO. A.10

It is recommended that the Board of Education approve an increase to the budget in the amount of \$70,746 to begin the hiring process for a Preschool Special Day Class (SDC) Teacher, and an increase from 10% to 20% Psychologist.

COMMENTS: Currently, the preschool special education programs have only three preschool collaborative-inclusion spaces and two Intensive Studies (I/S) preschool special day class spaces left open. In the Non-Severe (N/S) preschool day class, the enrollment is over by two students.

There are currently six pending Individual Education Plan (IEP) team meetings for students needing special day class placements. In addition, there are six initial speech/language only evaluations and eight initial full-team evaluations pending for new referrals.

The following proposal has been recommended to alleviate the need for additional space to meet the federal requirements as mandated by the Individuals with Disabilities Education Act, Part B:

, Open a Preschool Special Day Class at the Assistance League 15th Street site through "the Collaborative" with Santa Monica College (SMC), Easter Seals and the District's Child Development Services (CDS). This site will be no cost to the District except for the costs of one Special Education Teacher and two Instructional Assistants. SMC will provide custodial support to maintain the facilities and Easter Seals will leave all classroom furniture, manipulatives, supplies, etc.

Additional Use of the 15th Street site:

, This site will also be utilized for an assessment center. Currently, we are using a multi-disciplinary (each assessor evaluates the child independently and provides reports to a central figure) model to assess new preschool referrals. This can often leave families trying to make arrangements to meet with different SMMUSD staff up to 6-8 separate occasions before they reach their child's IEP meeting to learn whether or not their child is eligible for special education services.

, By utilizing the 15th Street site, an assessment center can be established so that a trans-disciplinary model (representation by all disciplines are present and the child is observed and discussed by all at the same time, thus providing an evaluation of the total child). One comprehensive assessment report (versus 5-6 separate reports) is then generated and presented to the parent(s). Best practice recommends a trans-disciplinary model for working with and evaluating young children with special needs.

, Additional benefits to operating under a trans-disciplinary model include:

- < All assessors will work with the child at the same time and discuss their observations and concerns immediately following the evaluation;
- < One comprehensive report can be generated that is more professional and streamlined for the parents;
- < More efficient process for staff and families (a set assessment and IEP schedule would be established instead of having assessments and IEPs at different times and days of the week) leaving time for staff to provide support and service to our students with special needs;
- < We would be in compliance with *Council for Exceptional Children-Division of Early Childhood Best Practice* guidelines.

MOTION MADE BY:
SECONDED BY:
STUDENT ADVISORY VOTE:
AYES:
NOES:
ABSTENTIONS:

TO: BOARD OF EDUCATION
 FROM: SUPERINTENDENT/JOSEPH N. QUARLES
 RE: SPECIAL SERVICES EMPLOYEES

ACTION
 03/17/04

RECOMMENDATION NO.

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 4213.5. Funding for the positions listed are included in the 2003/04 budget.

ELECTIONS

<u>Name/Location</u>	<u>Not to Exceed</u>	<u>Effective</u>	<u>Rate</u>
Kahn, Diana Franklin Elementary School, provide lessons in musica appreciation and choral singig, culminating in a performance for parents	\$1,500	02/24/04-06/08/04	\$50/hr

FUNDING: 01-90150-0-11100-10000-2917-002-1501-100%
 Reimbursed by PTA

Lovett, Robert Santa Monica Alternative School House, maintaining and upgrading computer system technology and educational instruction	\$13,000	9/01/03-6/18/04	\$30/hr
---	----------	-----------------	---------

FUNDING: 01-90120-0-11100-10000-2917-009-1501-100%
 Gifts

Odian, Regina Cabrillo Elementary School, computer lab aide	\$7,000	02/01/04-06/30/04	\$15/hr
--	---------	-------------------	---------

FUNDING: 01-90150-0-11100-10000-2917-017-1501-100%
 Reimbursed by PTA

Yeager, Amy Cabrillo Elementary School, GATE(lunch time) science and math club	\$1,000	01/26/04-06/07/04	\$35/hr +materials not to exceed \$500
---	---------	-------------------	---

FUNDING: 01-71400-0-11100-10000-2917-017-1501-100%
 Gifted/Talented Educ (GATE)

Zwahlen, Ryan \$4,444 11/10/03-06/30/04 \$45/hr
+10.95% non
health benefit

Educational Services, provide brass/winds instruction to students at four Title 1 schools and Lincoln and John Adams Middle School students who do not have additional instruction outside of district music program

FUNDING: 01-90830-0-17100-10000-2917-030-1501-100%
Santa Monica-Malibu Education Foundation

MOTION MADE BY:
SECONDED BY:

STUDENT ADVISORY VOTE:
AYES:
NOES:
ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT

03/17/04

FROM: SUPERINTENDENT/JOSEPH N. QUARLES

RE: RECOMMENDATION TO APPROVE RESOLUTION 03-18 FOR EMPLOYEE
TO PARTICIPATE IN THE VISITING EDUCATOR PROGRAM WITH
THE CALIFORNIA DEPARTMENT OF EDUCATION

RECOMMENDATION NO. A.12

It is recommended that the Board of Education approve attached Resolution No. 03-18 to approve the loan of an employee to the State Department of Education. This is an extension of the memorandum of understanding for Edison Language Academy teacher, Nancy Zarenda, to participate in the visiting educator program with the California Department of Education.

COMMENT: Approval of this resolution will allow the District to extend the memorandum of understanding to loan Ms. Zarenda to the State Department of Education. The original Memorandum of Understanding was approved by the Board of Education at their regular board meeting on January 18, 2001.

Although Ms. Zarenda is working with the California Department of Education, she will continue to be an employee of the Santa Monica-Malibu Unified School District with the State Department reimbursing the District for all costs associated with maintaining Ms. Zarenda's employment with us.

MOTION MADE BY:
SECONDED BY:

STUDENT ADVISORY VOTE:
AYES:
NOES:
ABSTENTIONS:

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

RESOLUTION NO 03-18

WHEREAS, this Resolution be adopted in order to certify the approval of the Santa Monica-Malibu Unified School District to approve a contract extension with the State Department of Education for the purpose of allowing an employee of this District to serve on loan to the California State Department of Education.

THEREFORE, although the employee is working with the California Department of Education, she will continue to be an employee of the Santa Monica-Malibu Unified School District with the State Department reimbursing the District for all costs associated with maintaining employment with the Santa Monica-Malibu Unified School District.

IN WITNESS WHEREOF, the foregoing Resolution was passed and adopted by the Board of Education of the Santa Monica-Malibu Unified School District, this 17th day of March, 2004.

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

I, John E. Deasy, 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 Regular Board Meeting held on March 17, 2004.

John E. Deasy, Superintendent and Secretary
Board of Education
Santa Monica-Malibu Unified School District

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

ACTION/CONSENT
 03-17-04

RECOMMENDATION NO. A.13

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

HUBER, LIBRARY ASSISTANT I 02-13-04
 TERESA 8.0 HRS/10 MALIBU
 RANGE: 22 STEP: 01

WOLFE, LIBRARY ASSISTANT I 02-18-04
 PETRA 6.0 HRS/10 LINCOLN
 RANGE: 22 STEP: 01

WORKING OUT OF CLASS 2ND EXTENSION

BAXTER-LAM, JOB DEVELOPMENT/PLACE SPEC 01-01-04
 BEATRICE 5.0 HRS/SY SPECIAL ED 05-07-04
 FR: INST ASST - SPECIAL ED

EMHARDT, ADMINISTRATIVE ASSISTANT 12-09-03
 JANA 8.0 HRS/12 SAMOHI 03-08-04
 FR: SR OFFICE SPECIALIST

MORRIS, ADMINISTRATIVE ASSISTANT 12-09-03
 TERRY 8.0 HRS/12 SAMOHI 03-08-04
 FR: SR OFFICE SPECIALIST

PEREZ, CAFETERIA WORKER II 02-23-04
 MARIA 4.0 HRS/SY WEBSTER 04-30-04
 FR: CAFETERIA WORKER I

VOLUNTARY TRANSFER

YBARRA, CUSTODIAN I NSI 02-19-04
 JOSE 8.0 HRS/12 OPERATIONS
 FR: 8.0 HRS/12 ROGERS

VOLUNTARY REDUCTION IN ASSIGNMENT

WILLIAMS, INST ASST - SPECIAL ED 02-09-04
 ROBERT 5.0 HRS/SY FRANKLIN
 FR: 8.0 HRS/SY SPECIAL ED

STIPEND - ATHLETIC SUPPORT STAFF - SELLING TICKETS FOR BASKETBALL

EMHARDT, SR OFFICE SPECIALIST 02-01-04
 JANA \$500.00 SAMOHI 06-30-04

MC GEE, ADMINISTRATIVE ASSISTANT 02-01-04
 LESLEE \$250.00 SAMOHI 06-30-04

MEDICAL LEAVE OF ABSENCE

KAHALEUAHI, JOAN	INST ASST - SPECIAL ED LINCOLN	01-30-04 02-05-04
NIEBERGALL, BROOKE	INST ASST - SPECIAL ED PT DUME	01-20-04 02-23-04
SEYMOUR, GEORGIA	BUYER PURCHASING	02-24-04 03-01-04

TEMP/ADDITIONAL

BROOKS, HASAN	CAMPUS SECURITY OFFICER ED SERVICES	03-18-04 03-19-04
COOLEY, SUSAN	INST ASST - CLASSROOM WEBSTER	02-01-04 03-31-04
COOPER, RAYMOND	CAMPUS SECURITY OFFICER ED SERVICES	03-18-04 03-19-04
FLORES, MARIA	INST ASST - SPECIAL ED SPECIAL ED	01-29-04 01-30-04
GONZALES, ERNESTO	CAMPUS SECURITY OFFICER ED SERVICES	03-18-04 03-19-04
GREENE, MILTON	CAMPUS SECURITY OFFICER ED SERVICES	03-18-04 03-19-04
JOHNSON, TRACEY	INST ASST - SPECIAL ED SPECIAL ED	01-29-04 01-30-04
LEGUIZAMON, SEBASTIAN	INST ASST - CLASSROOM SAMOHI	01-01-04 06-30-04
LOPEZ, VICTORIA	CAMPUS SECURITY OFFICER ED SERVICES	03-18-04 03-19-04
MANGUM, DON	CAMPUS SECURITY OFFICER ED SERVICES	03-18-04 03-19-04
MCGRATH, ROYAL	CAMPUS SECURITY OFFICER ED SERVICES	03-18-04 03-19-04
PARTRIDGE, FRANCES	OFFICE SPECIALIST ROOSEVELT	02-25-04 06-18-04
PEOPLES, JEFFREY	CUSTODIAN I NSI SAMOHI	02-01-04 06-30-04
SATO, NOAMI	INST ASST - CLASSROOM MUSIC ED SERVICES	01-29-04 03-30-04
STANLEY, WILSON	CAMPUS SECURITY OFFICER ED SERVICES	03-18-04 03-19-04

TANAMAS, AYDA	INST ASST - SPECIAL ED SPECIAL ED	01-29-04 01-30-04
TANGUM, CATHY	CAMPUS SECURITY OFFICER ED SERVICES	03-18-04 03-19-04
WALTERS, DANA	INST ASST - CLASSROOM ED SERVICES	02-24-04 06-30-04
YBARRA, ANGEL	CUSTODIAN I DAY SAMOHI	01-31-04 06-30-04
YBARRA, JOSE	CUSTODIAN I NSI LINCOLN	01-31-04 06-18-04
<u>SUBSTITUTE</u>		
ADLAN, ARFAH	INST ASST - SPECIAL ED SPECIAL ED	02-18-04 06-18-04
BAPTIST, D' MITRI	INST ASST - PHYSICAL ED PERSONNEL COMMISSION	02-05-04 06-18-04
BOLDEN, DEVYN	INST ASST - CLASSROOM ROGERS	01-14-04 06-18-04
BOULDIN, IAN	INST ASST - PHYSICAL ED PERSONNEL COMMISSION	02-24-04 06-18-04
COX, NATHALIE	INST ASST - SPECIAL ED SPECIAL ED	02-18-04 06-18-04
HERRADOR, CLAUDIA	INST ASST - BILINGUAL SAMOHI	02-20-04 06-18-04
KELLER, EVELYN	OFFICE SPECIALIST EDISON	03-02-04 04-30-04
KRONENBERG, SUSAN	INST ASST - SPECIAL ED SPECIAL ED	02-21-04 06-18-04
MARTIN, KEVIN	CAMPUS SECURITY OFFICER ED SERVICES	03-18-04 03-19-04
MCCLELLAN, MARK	CHILDREN CENTER ASST CDS	01-05-04 06-30-04
PERL, SHAYLA	INST ASST - SPECIAL ED SPECIAL ED	02-10-04 06-18-04
PRECIADO, DANIEL	INST ASST - PHYSICAL ED PERSONNEL COMMISSION	02-05-04 06-18-04
RUVALCABA, NANCY	INST ASST - BILINGUAL SAMOHI	02-02-04 02-13-04
SMITH, BRIAN	BUS DRIVER TRANSPORTATION	02-01-04 04-01-04

TAIT, WILLIS	INST ASST - PHYSICAL ED PERSONNEL COMMISSION	02-05-04 06-18-04
VASQUEZ, GRACIELA	CAMPUS SECURITY OFFICER SAMOHI	02-01-04 06-30-04
VILLA, ALEJANDRO	CUSTODIAN I OPERATIONS	02-11-04 06-30-04
WILMOTT, MARK	CHILDREN CENTER ASST CDS	01-30-04 06-30-04

DEFERRED LAYOFF/INCR HOURS

HERNANDEZ, PAULITA	INST ASST - CLASSROOM 6.0 HRS/SY MUIR	03-01-04 06-18-04
NAVIA, MARY	INST ASST - CLASSROOM 6.0 HRS/SY MUIR	03-01-04 06-18-04
SOLIMAN, THORAIA	INST ASST - CLASSROOM 6.0 HRS/SY MUIR	03-01-04 06-18-04
THRUSTON, LINDA	INST ASST - CLASSROOM 4.0 HRS/SY MUIR	03-01-04 06-18-04

EXHAUSTION OF ALL PAID LEAVE OF ABSENCES

JETER, BERNICE	CAFETERIA WORKER I EDISON	03-10-04
-------------------	------------------------------	----------

DISQUALIFICATION FROM PROBATIONARY STATUS

CARTER, AGNES	ACCOUNTING ASSISTANT II SAMOHI	03-18-04
------------------	-----------------------------------	----------

RESIGNED

BOLDEN, DAYLAN	PHYSICAL ACTIVITIES SPEC SMASH	03-12-04
MAYA, BARNERT	STUDENT INTERVENTION SPEC SAMOHI	02-21-04

RETIREMENT

GUPTA, SAROJ	CAFETERIA WORKER II WEBSTER	02-29-04
-----------------	--------------------------------	----------

ESTABLISHED POSITION

INST ASST - CLASSROOM 1.2 HRS/SY FRANKLIN	03-12-04
--	----------

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/CONSENT
03-17-04

FROM: JOHN E. DEASY/ROBERT SEEDS

RE: CLASSIFIED PERSONNEL - NON-MERIT

RECOMMENDATION NO. A.14

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

STUDENT HELPER

BLAAUW, JENNIFER	WORKABILITY	02-24-04 - 06-30-08
GRAY, NICOLE	WORKABILITY	02-16-04 - 06-30-08
MANDICH, DOMINIC	WORKABILITY	02-16-04 - 06-30-08

ASSISTANT COACH

DAWSON, JOEL	SAMOHI	02-01-04 - 06-30-04
DEBUS, CHUCK	SAMOHI	02-01-04 - 06-30-04
FISHER, BRETT	SAMOHI	03-01-04 - 06-30-04
GLADDEN, MIKE	SAMOHI	02-01-04 - 06-30-04
MACZKA, EVAN	SAMOHI	02-19-04 - 06-30-04
MEDRANO, LORENZO	SAMOHI	02-01-04 - 06-30-04
SCHRAEDER, CHERIE	SAMOHI	02-01-04 - 06-30-04
WHITE, GERALD	SAMOHI	02-01-04 - 06-30-04

NOON AIDE

BARZ, SULIETTE	ADAMS	02-23-04 - 06-18-04
JENKINS, KATRINA	ROGERS	02-18-04 - 06-18-04
LEONARD, HALEY	LINCOLN	03-01-04 - 06-18-04

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION/MAJOR
03/17/04

FROM: SUPERINTENDENT/LINDA KAMINSKI/CINDY ATLAS

RE: APPROVAL OF SPECIAL EDUCATION CONTRACTS 2003/2004

RECOMMENDATION NO. A.15

It is recommended that the Board of Education approve the following Special Education Contracts for fiscal year 2003-2004 as follows:

NPS/NPA

2003-2004 Budget 01-65000-0-57500-11800-5825-043-1400

Nonpublic School/Agency	Student DOB	Service Description	Contract Number	Cost Not to Exceed
Heritage	05-09-89	NPS	#72	\$ 6,709
Vista	06-15-87	NPS	#73	\$ 6,439
Vista	03-06-88	NPS	#74	\$ 7,154
Augmentative Communication Therapies	10-17-90	NPA - Augmentative Communication Assessment	#133	\$ 500
Augmentative Communication Therapies	08-14-93	NPA - Speech	#134	\$ 3,220
Baby & Baby	05-01-01	NPA - PT Evaluation	#135	\$ 480
Can Do Kids, Inc.	10-12-98	NPA - Physical Therapy Assesment	#136	\$ 400
Computer Access Center	04-09-93	NPA - Assisitive Technology Assessment	#137	\$ 552
Julia Hobbs Speech Pathology, Inc.	11-14-00	NPA - Speech Evaluation	#138	\$ 1,040
Kelter Center	02-28-92	NPA - Ed Therapy	#139	\$ 19,238
Pediatric Therapy Network	05-05-94	NPA - PT	#140	\$ 360
Therapy West	12-07-98	NPA - PT	#141	\$ 2,210
Wayne Tashjian	08-14-93	NPA - Behavior Therapy	#142	\$ 19,890
North Hills Prep	07-30-88	NPS	#65 UC04289	\$ 1,440
Contract Increase				

Nonpublic School/Agency	Student DOB	Service Description	Contract Number	Cost Not to Exceed
Bruce Gale Contract Increase	05-06-87	NPA -	#54 UC04169	\$ 964
Bruce Gale Contract Increase	10-31-90	NPA -	#88 UC04237	\$ 1,094
Hear to Talk - Sylvia Rotfleisch Contract Increase	01-04-99	NPA - Speech	#55 UC04170	\$ 1,152

Amount Budgeted NPS/NPA 03/04	\$ 3,000,000
Prior Board Authorization as of 03/04/04	\$ 3,226,816*
Balance	- \$ 226,816
Positive Adjustment	\$ 8,462
(See attachment)	- \$ 218,354
Total Amount for these Contracts	\$ 72,842
Balance	- \$ 291,196

***Prior Year Authorization (04-24-03) \$3,001,437**

Adjustment					
NPS/NPA Budget 01-65000-0-57500-11800-5825-043-1400					
There has been a reduction in authorized expenditures of NPS/NPA contracts for FY 2003-04 in the amount of \$ 8,462 as of March 17, 2004.					
Nonpublic School/Agency	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment
The Sycamores	NPS	#66 UC04290	R	\$ 1,987	Student no longer at NPS.
Lovass/Life	NPA	#93 UC04242	R	\$ 6,475	Adjustment to NPA contract.

Instructional Consultants

2003-2004 Budget 01-65000-0-57500-11800-5802-043-1400

Instructional Consultant	Student DOB	Service Description	Contract Number	Cost Not to Exceed
Lindsey Bergman	07-03-93	Instr. Consultant - Counseling	#42	\$ 2,000
Lynn Koegel	11-13-93	Instr. Consultant - Behavior Therapy - 1:1 Aide Training	#43	\$10,250
Pyramid Educational Consultants, Inc.	n/a	Instr. Consultant - 2-Day PECS Training Workshop.	#33 UC04296	\$ 2,052
Contract Increase				

Amount Budgeted Instructional Consultants 03/04 \$ 300,000
Prior Board Authorization as of 03/04/04 \$ 269,655
Balance 30,345

Total Amount for these Contracts \$ 14,302
Balance \$ 16,043

Non-Instructional Consultants

2003-2004 Budget 01-65000-0-57500-11800-5890-043-1400

Instructional Consultant	Student DOB	Service Description	Contract Number	Cost Not to Exceed
Parent Reimbursement	12-21-90	Non-Instr. Consultant - Mileage Reimbursement for school year 2003-2004.	#40	\$ 876

Amount Budgeted Non-Instructional Consultants 03/04 \$ 315,000
Prior Board Authorization as of 03/04/04 \$ 311,733
Balance \$ 3,267

Total Amount for these Contracts \$ 876
Balance \$ 2,391

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

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

MOTION MADE BY:
 SECONDED BY:

STUDENT ADVISORY VOTE:
 AYES:
 NOES:
 ABSTENTIONS:

TO: BOARD OF EDUCATION

ACTION
03-17-04

FROM: SUPERINTENDENT

RE: UPDATING BOARD POLICY 8324 - ELECTRONIC RECORDINGS OF
BOARD PROCEEDINGS

RECOMMENDATION NO. A.16

It is recommended that the Board of Education approve the addition of the following language to Policy 8234 to make audio and video recordings of Board meetings available for review by the public, in accordance with Section 54953.5(b) of The Brown Act.

"Any tape or film record of an open and public meeting made for whatever purpose by or at the direction of the local agency shall be subject to inspection pursuant to the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title I, but, notwithstanding Section 34000, may be erased or destroyed 30 days after the taping or recording. Any inspection of a video tape or tape recording shall be provided without charge on a video or tape player made available by the local agency."

Videotapes and audio recordings may be reviewed at the district office by appointment.

MOTION MADE BY:
SECONDED BY:

STUDENT ADVISORY VOTE:
AYES:
NOES:
ABSTENTIONS:

PROPOSED POLICY

<u>NUMBER</u>	<u>ARTICLE</u>	<u>TITLE</u>
8324	Internal Board Operations	Electronic Recordings of Board Proceedings

<u>SUBTOPIC</u>	<u>POLICY</u>	<u>REGULATION</u>	<u>EXHIBIT</u>
Meetings	x		

DETAIL

Where practicable, all meetings of the Board of Education shall be recorded in their entirety via tape recordings. Such recordings as are made shall be considered unofficial and are designed primarily to assist in the preparation of the minutes, and may be erased or destroyed six months after such recordings are made.

Any tape or film record of an open and public meeting made for whatever purpose by or at the direction of the local agency shall be subject to inspection pursuant to the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title I, but, notwithstanding Section 34000, may be erased or destroyed 30 days after the taping or recording. Any inspection of a video tape or tape recording shall be provided without charge on a video or tape player made available by the local agency."

Transcripts of recordings will not be made for any purpose other than assistance in the preparation of Board Minutes.

Videotapes and audio recordings may be reviewed at the district office by appointment.

REFERENCE

MANAGEMENT RESOURCES

<u>ADOPTED</u>	<u>REVISED</u>	<u>CSBA DATE</u>
May 19, 1981	August 2, 1983, September 10, 1992	

DISTRICT GOAL

Quality Education for All

TO: BOARD OF EDUCATION

DISCUSSION

03/17/04

FROM: JOHN E. DEASY/LINDA KAMINSKI/PEGGY HARRIS/AIDA DIAZ

RE: REPORT ON DISTRICT SERVICES TO ENGLISH LANGUAGE
LEARNERS

DISCUSSION ITEM NO. D.1

There are currently 1,635 students in district schools, grades K-12, classified as English Language Learners. In compliance with state and federal statutes, these students require specific programs and services to meet their academic and linguistic needs. In the spring of last school year, staff from the Department of Student and Family Support Services worked with teachers and administrators to create a programmatic design that improves/enhances District services to English Learners. Staff from the Department of Student and Family Support Services will present information on the program design and its implementation.

TO: BOARD OF EDUCATION

DISCUSSION
03/17/04

FROM: JOHN E. DEASY/ANDREA PURCELL/JESSICA RISHE

RE: THE MET-SANTA MONICA RESPONSE TO PUBLIC HEARING

DISCUSSION ITEM NO. D.2

Petitioners for The MET-Santa Monica charter school will respond to comments and questions received at the February 26 public hearing. Areas of focus are determined by the SMMUSD staff analysis as well as Board member questions. Many strengths were already identified in the educational program, therefore, most responses relate to facility, start up grants, special education plan, non-profit status, and some operational budget costs.

NOTE: Those items listed in the response column as being attached will be provided at the meeting by the petitioners.

**Santa Monica-Malibu Unified School District
Review of THE MET – SANTA MONICA Charter Petition
March 17, 2004**

I. FOUNDING GROUP

SUGGESTED REVISIONS

None

II. EDUCATIONAL PHILOSOPHY AND PROGRAM

SUGGESTED REVISIONS

P In conjunction with other California MET schools, THE MET – SANTA MONICA will develop evidence that high school courses meet the UC A-G requirements for college eligibility and transferability. This evidence should be provided to the District as soon as it is available.

RESPONSE

Petitioners for the MET-Santa Monica are currently working with other California Big Picture Schools to submit course applications for the UC A-G requirements. The petitioners participate weekly in conference calls with all California Big Picture principals, the California Big Picture coach, and staff from Big Picture. A central focus of these calls since January has been the construction of the A-G course applications. Attached is a draft application the group has been working on to meet the History requirement (please see Draft History Course Description). Each Big Picture High School will have access to these applications when needed. The petitioners also participated with the co-director of Big Picture, Elliot Washor, and the other California principals in a meeting with a representative from the UC BOARS (Board of Admissions and Relations) in January. This meeting was followed up by a very productive meeting between the co-director and the UC BOARS which continued the dialogue about how Big Picture schools can prove that their students qualify for admission to the UC system. This process is on-going. Last week Elliot Washor received a letter from the University of California Board Of Admissions and Relations. The sum of it says: *... the committee has agreed in concept to consider an alternative that would allow charter schools and others to present to UC a list of learning outcomes rather than a standard course outline in order to receive a-g approval so that UC continues to be accessible to the full range of eligible students in California.* Roman Stearns, a Big Picture advocate at the University of California, was instrumental in making this happen.

P Individual Learning Plans will be developed for each student and will address their unique learning needs. Examples of how this will be accomplished for low achieving students, English Learners and Special Education students would strengthen the proposal.

Individual Learning Plans are specifically designed to address the individual strengths and needs of every student. We will provide the board and district staff with an example of an ELL, a Special Ed, and a regular Ed student learning plan (please see attached learning plans).

III. MEASURABLE STUDENT OUTCOMES AND OTHER USES OF DATA

SUGGESTED REVISIONS

P To ensure that all students attain proficiency on the state content standards, the school-based evaluations need to be benchmarked against these standards.

RESPONSE

During a 3/5/04 meeting, Chief Academic Officer Linda Kaminski explained that the exhibitions referenced in the high school model are an excellent form of formative, benchmark assessments for the school when they are done with safeguards in place to guarantee academic rigor. The following elements ensure academic rigor through exhibitions:

- P Exhibitions are very rigorous because the work is public and individualized and there is strong follow up by the advisor and learning team after the exhibition.
- P The role of the principal and advisors is to prepare and train panelists in judging individual student work.
- P The advisor's role is to prepare students for the exhibition by 1) giving them clear expectations (both of the content and the presentation expected), 2) practicing with students – giving them an opportunity to ask questions and watch videos of other students, 3) calling all of the learning team (parents, mentor) and make sure that they come to the panel, 4) If you go to BP school exhibition, you often hear students ask, “Do you have proof of that?” “Why did you choose to do that?” “How does this support your learning and learning plan?” “What learning goals did you use or investigate to do this project?” - The probing of the panelists ensures that the exhibition is a process, not an ending. The presenting students are encouraged to take notes and at the end of the exhibition, when each panelist reflects and adds suggestions, the student now has in depth direction to add to their next learning plan. This is how the community holds one another accountable and pushes one another to the next level.
- P The principal is vital in supporting this process by: 1) creating the culture of exhibitions and a culture of quality, 2) creating schedules that allow for this 3) playing the role of the panelist 4) making sure advisors are doing the things listed above, 5) **inviting panelists from outside the school – college professors, professional people, district administrators, etc.**

IV. GOVERNANCE STRUCTURE

SUGGESTED REVISIONS

P Provide bylaws to the District as soon as possible to insure consistency with District governing procedures.

RESPONSE

A copy of The MET-Santa Monica governance bylaws will be given to the district as soon as possible. The bylaws will state that one position is held for a SMMUSD Board of Education member.

V. HUMAN RESOURCES

SUGGESTED REVISIONS

C The charter and district need to specify whether teachers will have appropriate transfer and return rights for certificated employees that are hired exclusively by the charter, particularly if they are members of the SMMUSD bargaining unit.

C The charter school needs to demonstrate how the teaching staff will meet the compliance requirements for Highly Qualified Teachers under the provisions of No Child Left Behind for schools receiving Title I funds.

RESPONSE

Per Assistant Superintendent Ken Bailey on 2/25/04, although there is no formal agreement to give teachers seniority credit yet, the petitioners have expressed an interest and it is possible to create an MOU at a later date that puts provisions in place regarding transfer, return, and seniority only for teachers already permanent employees of SMMUSD.

Across the country, small schools, rural schools, and alternative programs (such as Olympic High School in SMMUSD) are developing ways to address the NCLB Highly Qualified Teacher requirements. Many ideas are currently being considered. 1) Distance Learning [Subject area credentialed teachers from each of the Big Picture schools will agree to supervise students on-line during specific coursework.] 2) Hiring Interviews [Prospective teachers who meet all other school criteria will go through a Housse (high objective uniform state standard of evaluation) survey similar to the one being piloted by SMMUSD's Human Resources Spring 2004] 3) Team Teaching [MET advisors team teach all day, as part of an interdisciplinary team thereby representing their subject matter on the team.] We will continue to investigate ways to meet these NCLB HQT (highly qualified teacher) requirements and will provide the district with our final plan when it is ready 4) Teachers with multiple certifications [It may be possible to hire people with multiple certifications.] and 5) Charter definitions of core teachers [please see attached recent correspondence between Charter Voice and MET-Sacramento Principal Beth Kay regarding potential options for charter schools.]

VI. STUDENT ADMISSIONS, ATTENDANCE, AND SUSPENSION/EXPULSION POLICIES

SUGGESTED REVISIONS

P The charter petition should list the reasons students may or must be suspended or expelled in order to demonstrate that these have been reviewed.

P The charter petition needs to identify the attendance rights of Special Education students who have committed an offense for which the usual consequence is suspension or expulsion.

RESPONSE

While mandatory expulsions are required by Ed. Code and were already addressed in the charter petition, permissive expulsions will be handled according to the criteria provided by Laurel Schmidt, SMMUSD's Director of Pupil Services (please see attached excerpts from A Rock And a Hard Place).

In suspension or expulsion cases regarding students with Individual Education Plans (IEPs), the students' IEP will be used in making the decision. The criteria attached was provided by Laurel Schmidt.

P The charter petition needs to identify how it will meet the requirements for an independent review panel for expulsion cases.

Per Chief Academic Officer Linda Kaminski and Assistant Superintendent Ken Bailey 2/25/04, the petitioners may use the SMMUSD independent review panel already in place through Laurel Schmidt's office for expulsion cases. Per Laurel Schmidt 3/8/04, it is appropriate that the petitioners use the panel through her office with consideration of indirect costs.

VII. FINANCIAL PLANNING, REPORTING, AND ACCOUNTABILITY

SUGGESTED REVISIONS

RESPONSE

P There are provisions within the Charter Schools Act that allow "non-profit charitable organizations" to exempt their sponsoring school districts from any financial liabilities that may be incurred by the Charter School. It would be preferable if the petitioners would organize themselves as a non-profit charitable organization in order to limit the liability of the Santa Monica-Malibu Unified School District.

The MET-Santa Monica intends to file as a 501c organization.

In addition, the petitioners are not going to exercise the right to have the district provide space for the school.

P The estimate of Title I revenue would be contingent upon the Charter School meeting qualifications set forth by the CDE (California Department of Education).

Title I funding has been taken out of the proposed budget. The petitioners may investigate the potential for qualifying for Title I funding in the future.

P The petitioners have not applied a Cost of Living Adjustment (COLA).

The Cost of Living Adjustments proposed by CFO Bailey have been incorporated into the revised budget (see the attached budget).

P The estimates for Site Lease/Rent are based on \$.75 per square foot. We do not currently have a method to verify that cost. Some of the projections that we have received are considerably higher monthly costs per square foot, however, without knowing the type of building and the amenities included in the lease price, it is difficult to say whether an estimate of \$.75 per square foot is competitive in the Santa Monica market.

The petitioners are currently investigating possible school sites at this rate. The petitioners are not going to exercise the right to have the district provide space for the school.

P The other issue facing the petitioners would be the ability to increase the size of the facility in even increments that would match their projected growth of 38 students per year for 4 years.

The petitioners recognize that the school may need to move once or several times in order to accommodate school growth. The petitioners are currently investigating facilities that can accommodate the school for at least the first two years.

P The petitioners indicate that they are going to budget 5% of their revenue for District-provided services, including: Business, Fiscal, Food & Nutrition, Maintenance and Insurance. It is highly unlikely that the District can provide all of these items at a 5% indirect cost rate. If the petitioners plan to be an independent charter, all of these services will need to be contracted independently of the District.

The petitioners are investigating private charter management companies to compare rates. The petitioners investigated ExED, a charter management company. ExED quoted no more than 5% of the overall budget as a cost for providing business, management, and development services. The petitioners have already budgeted this amount in the original budget.

The petitioners have also contacted CFO Bailey requesting a counter proposal for indirect services.

P The petitioners' budget shows that, in the first three years of operation, the Charter School will be deficit spending. There will be a need for a loan or a grant to fund this deficit. There's no mention as to how this deficit will be funded. The earliest that a loan or grant can be repaid would not be until the fourth year of operation. Provisions for handling this budget deficit must be outlined in order for the District to approve this budget.

The petitioners, in collaboration with Big Picture fundraising staff, have prepared a list of potential funding agencies whose criteria for funding closely match the mission and program of the MET-Santa Monica. The petitioners intend to apply for funding from these agencies as soon as charter status is granted. Opening the first year of school is contingent on raising these funds (please see the attached list).

VII. FINANCIAL PLANNING, REPORTING, AND ACCOUNTABILITY (continued)

SUGGESTED REVISIONS

RESPONSE

P Currently, there is a requirement to maintain 5% or \$50,000 as a designation of the Reserve for Economic Uncertainties. This Reserve requirement will need to be added to the operating budget.

This line has been included in the proposed budget.

P There's no mention in the petition as to how the Special Education Program will be funded. Since the District's Special Education Program requires such a substantial Local General Fund Contribution (LGFC), the District would have considerable financial difficulty providing Special Education services without first identifying the reimbursement rates.

The charter budget reflects The MET's intention to return all government special education monies (approximately \$525 per student) to SMMUSD in order to maintain the district's special education program.

The petitioners will follow the current guidelines regarding non SMMUSD students (students on permits) who cost the district substantially over the allotted government monies. The sending districts will be asked to pay for these services. This will be written into The MET-Santa Monica's special education plan created with Director of Special Education Cindy Atlas.

During a March 1st consultation with Cindy Atlas, the petitioners were asked to collect data about the numbers of students with IEPs at each CA Big Picture school, the types of services the students receive, and any description of the special education program design and cost for these programs. Please see the attached information.

Due to a California Department of Education visit to SMMUSD's special education department, the follow up meeting with Cindy Atlas could not be scheduled until 3/19.

P The petitioners will need to be more specific about how they will handle annual audit requirements. It is unlikely that we could add this requirement to the District's current contract, especially if the District does not handle the financial accounting for the petitioners. More detail is needed on how the petitioners will contract for this service.

If a charter management company is used, the annual audit will be contracted separately. Estimated cost is \$5,000. Otherwise, the annual audit will be included in the list of contracted services to SMMUSD.

VIII. SCHOOL MANAGEMENT

SUGGESTED REVISIONS

None