

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

ACTION
01/20/05

RECOMMENDATION NO. A.01

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

December 9, 2004
January 6, 2005

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

1/20/05

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 2004/2005 budget.

Contractor/Contract Dates	Description	Site	Funding
Alicia Thornton Feb. 24, - Feb. 25 2005 Cost Not to Exceed: \$2,450	To provide a 2 day training for Project TND "towards No Drug Abuse" drug prevention curriculum	SamoHi	Smaller Learning Community Grant 01-58100-0-11100- 10000-5802-015- 4150
Nan Henderson (Resiliency in Action) 03/15/05 Total amount of contract not to exceed \$800	Provide district staff trainin in Resiliency	Student Services	Student Services Medi-Cal reimbursement 01-56400-0-11100- 39000-5802-041- 1400

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

1/20/05

FROM: JOHN E. DEASY/LINDA KAMINSKI

RE: CONSOLIDATED APPLICATION - PART II

RECOMMENDATION NO. A.03

It is recommended that the Board of Education approve submission of the Consolidated Application - Part II.

COMMENT: The State of California requires each school district to submit a Consolidated Application detailing the use of federal and state categorical funds for the coming year. The Consolidated Application is completed in two stages: Part I by June 30th and Part II by January 31st. This is the regular mechanism that allows school districts to access state and federal entitlement funds. Final determination of funding levels occurs in late fall and is reflected in the Consolidated Application - Part III.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/20/2005

FROM: JOHN E. DEASY/JUDY ABDO

RE: APPROVAL OF FEE INCREASE FOR THE PRESCHOOL PROGRAM FOR
FISCAL YEAR 2005-2006

RECOMMENDATION NO. A.04

It is recommended that the Board of Education approve a fee increase for non-subsidized parents in the Preschool Child Development programs effective September 1, 2005.

COMMENT: The cost of the three-hour preschool programs is currently \$375 per month. We are recommending an increase of \$25 dollars per month. The recommended new monthly fee of \$400 is at or below market rate for comparable preschool programs.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/20/05

FROM: JOHN E. DEASY/WINSTON A. BRAHAM

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.)

<u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>ABRAMSON, Neal</u> Transportation 01-72300-0-11100-36000-5220-058-2580 General Fund - Resource: Transport: Home to School	Calif. Assn. of School Transportation Officials 37 th Annual State Conference Sacramento, CA March 19 - 21, 2005	\$425 (1/2 cost of conference paid by employee)
<u>ARNELLO, Gina</u> Malibu High 01-90141-0-11100-10000-5220-010-4100 General Fund - Resource: Shark Fund	Autism Spectrum Disorders Los Angeles, CA February 4, 2005	\$175 + SUB
<u>BLANCHARD, Cecile</u> John Adams Middle 01-00040-0-11100-10000-5220-011-4110 General Fund - Resource: Gov's. Perf. Awards	American Choral Director's Assn. Convention Los Angeles, CA February 2 - 5, 2005	\$165 + SUB

<u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>DAWS, Tracy</u> John Adams Middle 01-90120-0-11110-10000-5220-011 4110 General Fund - Resource: Gifts	Princeton Review Downey, CA December 14, 2004	\$150 +SUB
<u>DIAZ, Aida</u> Student & Family Services 01-42010-0-47600-10000-5220-032-2560 General Fund - Resource: Title III	High Point Trainer of Trainers Cerritos, CA January 26 -28, 2005	\$536
<u>FREDERICK, Sarah</u> Roosevelt Elementary 01-00000-0-11100-27000-5220-007-4070 General Fund - Function: School Administration	San Diego T3 Regional Conference San Diego, CA February 4 - 5, 2005	\$100 +SUB
<u>FREIMAN, Susan</u> Franklin Elementary 01-72600-0-11100-10000-5220-002-4020 General Fund - Resource: SIP K-6	Working with Children with Auditory Processing Disorders Van Nuys, CA January 25, 2005	\$165
<u>HARRIS, Hank</u> State & Federal Projects 01-30100-0-11100-10000-5220-035-1300 General Fund - Resource: Title I Basic	Categorical Program Director's Meeting Downey, CA November 19, 2004	\$30
<u>HYATT, Virginia</u> Fiscal Services 01-00000-0-00000-72000-5220-051-2510 General Fund - Function: Other General Administration	2005 Public Finance Seminar & Luncheon Pasadena, CA January 12, 2005	\$60
<u>LEUNG, Anita</u> John Muir Elementary 01-90120-0-11100-10000-5220-005-4050 General Fund - Resource: Gifts	Think.Com Los Angeles, CA October 19, 2004	\$15 +SUB
<u>LEVY, Nancy</u> Juan Cabrillo Elementary No Cost to District	Soar to Success Training Santa Monica, CA December 13 - 14, 2004	SUB ONLY

<u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>MARTINEZ, Emilio</u> Transportation No cost to District	Air Quality Management District Beta Test Sessions Whittier and Cypress, CA Various dates in January, 2005	0
<u>MATTHEWS, Mike</u> Personnel Services 01-00000-0-00000-72000-5220-025-1250 General Fund - Function: Other General Administration	Assn. of Calif. School Administrators Symposium for Negotiators San Diego, CA January 19 - 21, 2005	\$950
<u>SAMARGE, Susan</u> State & Federal Projects 01-72800-0-11100-10000-5220-035-1300 General Fund - Resource: Beginning Teacher Support	Transitional Peer Program Review Team Training Claremont, CA January 19, 2005	\$50
<u>SPITZ, Lisa</u> Webster Elementary 01-72600-0-11100-10000-5220-008-4080 General Fund - Resource: SIP K-6	Kindergarten Conference Burbank, CA February 25 - 26, 2005	\$170 +SUB
<u>WHALEY, Tom</u> Educational Services 01-91221-0-17100-10000-5220-030-1300 General Fund - Resource: Parcel Tax - Measure "S"	International Assn.. for Jazz Education Long Beach, CA January 5 - 8, 2005	\$300
<u>WHITLEY, Ann</u> Roosevelt Elementary No Cost to District	Examining Progress Toward the Dream of Martin Luther King West Los Angeles, CA January 13, 2005	SUB ONLY
<u>WINTNER, Lisa</u> Malibu High 01-90120-0-11100-10000-5220-010-4100 General Fund - Resource: Gifts	Developing Fluency - Reading Instruction Westwood, CA January 22 - March 19, 2005	\$350
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>BADER, Cheryl</u> + 6 Additional Staff Health Services 01-00000-0-11100-31400-5220- 041-1400 General Fund - Function: Health Services	Calif. School Nurses Org. 55 th Annual Conference - Unity in Diversity Los Angeles, CA February 2 - 5, 2005	\$1,250 Total + 3 SUBS
<u>BALL, Marisa</u> <u>ESTRADA, Tiffany</u> John Muir Elementary 01-72600-0-11100-10000-5220- 005-4050 General Fund - Resource: SIP K-6	Early Literacy Institute Westwood, CA November 22 & December 6, 2004 and January 24, 2005	\$480 Total + 2 SUBS
<u>MUGALIAN, Tamara</u> SMASH 01-90120-0-11100-10000-5220- 009-4090 General Fund - Resource: Gifts		\$240 + 1 SUB
<u>DELAWALLA, Ali</u> <u>HYATT, Virginia</u> Fiscal Services 01-00000-0-00000-72000-5220- 051-2510 General Fund - Function: Other General Administration	Position Control Introduction Workshop Downey, CA November 17, 2004	\$50 Total
<u>DIAZ, Aida</u> <u>HARRIS, Peggy</u> Student & Family Services 01-42010-0-47600-10000-5220- 032-2560 General Fund - Resource: Title III	Twp-Way Immersion Educators Network Meeting & Presentation Downey, CA January 14, 2005	\$50 Total
<u>GATES, Janie</u> <u>GECHT, Marcia</u> Educational Services 19-90180-0-91000-21000-5220- 030-1300 Foundation Trust Fund - Resource: RGK Foundation	High School Summit Sacramento, CA October 25 - 26, 2004	\$980 Total + 1 SUB
<u>JAY, Jessica</u> + 2 Additional Staff Point Dume Elementary 01-72600-0-11100-10000-5220- 019-4190 General Fund - Resource: SIP K-6	Read Naturally Los Angeles, CA January 25, 2005	\$600 Total

<u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>KANANACK, Lindsay</u> <u>NOVECK, Mary Anna</u> McKinley Elementary 01-30100-0-11100-10000-5220- 004-4040 General Fund - Resource: Title I Basic	National Council of Teachers of Mathematics 2005 Annual Meeting and Exposition Anaheim, CA April 6 - 9, 2005	\$360 Total + 2 SUBS
<u>McCLURE, Katie</u> <u>STEVENS, Lori</u> Webster Elementary 01-72600-0-11100-10000-5220- 008-4080 General Fund - Resource: SIP K-6	Marcy Cook - Using Math Centers Ontario, CA January 24, 2005	\$350 Total + 2 SUBS
<u>MOEN, Jodee</u> <u>ROSEN, Maureen</u> Malibu High 01-90141-0-11100-10000-5220- 010-4100 General Fund - Resource: Malibu Shark Fund	Tackling Math Basics - Plus Thinking Skills Burbank, CA February 16, 2005	\$400 Total + 2 SUBS
<u>SHAFIEY, Mariam</u> <u>JONES, Teri</u> + 17 Students Regional Occupational Center 01-35500-0-38000-10000-5220- 080-7800 General Fund - Resource: Carl Perkins II	Distributive Education Clubs of America Coastal District Career Development Conference Irvine, CA January 15, 2005	\$1,500 Total
Out-of-State Conferences: Individual		
<u>HIRT, Mary</u> Lincoln Middle 01-72600-0-11100-10000-5220- 012-4120 General Fund - Resource: SIP K-6	American Assn. Health, Physical Education, Recreation & Dance Chicago, IL April 12 - 16, 2005	\$205
<u>WOO, Angela</u> John Adams Middle 01-00040-0-11100-10000-5220- 011-4110 General Fund - Resource: Gov's. Perf. Award	Mid-West Band Clinic Chicago, IL December 14 - 17, 2004	\$75 + SUB
Out-of-State Conferences: Group		

<u>GELLIS, Wendy</u> <u>SERRATORE, Rosa</u> Santa Monica High 01-58100-0-11100-10000-5220- 015-4150 General Fund - Resource: Other Federal	Institute for Learning Instructional Leadership Program Pittsburgh, PA January 5 - 8, 2005	\$2,000 Total + 1 SUB
<u>GONZALEZ, Irene</u> Roosevelt Elementary 01-90120-0-11100-10000-5220- 007-4070 General Fund - Resource: Gifts		\$750
<u>BRADFORD, Maureen</u> State & Federal Projects 01-30100-11100-10000-5220- 035-1300		\$1,000

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

TO: BOARD OF EDUCATION
FROM: JOHN E. DEASY/WINSTON A. BRAHAM
RE: ACCEPTANCE OF GIFTS - 2004-05

ACTION/CONSENT
01/20/05

RECOMMENDATION NO. A.06

It is recommended that the Board of Education accept, with gratitude, checks and gifts totaling \$4,600.63 presented to the Santa Monica-Malibu Unified School District.

It is further recommended that the Fiscal/Business Services Office, in accordance with Educational Code §42602, be authorized to increase the 2004-2005 income and appropriations by \$4,550.63, as described on the attached listing.

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

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 01-20Gift.pdf

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

TO: BOARD OF EDUCATION ACTION/CONSENT
01/20/05
FROM: JOHN E. DEASY/WINSTON BRAHAM/VIRGINIA I. HYATT
RE: APPROVAL OF PURCHASE ORDERS

RECOMMENDATION NO. A.07

It is recommended that the Board of Education approve the following Purchase Orders and Changed Purchase Order from December 14, 2004 through January 12, 2005 for fiscal year 2004/05.

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:

TO: BOARD OF EDUCATION
FROM: JOHN E. DEASY/WINSTON A. BRAHAM
RE: DENIAL OF CLAIM

ACTION/MAJOR
01/20/05

RECOMMENDATION NO. A.08

It is recommended that the Board of Education reject the claim presented on December 2, 2004 by the parents of a District student [dob 10-19-86]. This claim was forwarded to the District's Insurance Administrator for determination.

COMMENTS: Claim alleges that the District did not provide their child with a free and appropriate public education. The Insurance Administrator and District legal advice reviewed and directed this denial of claim.

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/20/05

FROM: SUPERINTENDENT/MICHAEL D. MATTHEWS

RE: CERTIFICATED PERSONNEL - Elections, Separations

RECOMMENDATION NO. A.09

Unless otherwise noted, all items are included in the 2004/2005 approved budget.

ADDITIONAL ASSIGNMENTS

JOHN ADAMS MIDDLE SCHOOL

Brehm, Kristy	6 hrs @\$35.96	12/13/04	Est Hrly/\$216
Burgee, Martha	6 hrs @\$35.96	12/13/04	Est Hrly/\$216
Cady, Linda	6 hrs @\$35.96	12/13/04	Est Hrly/\$216
Daws, Tracy	6 hrs @\$35.96	12/13/04	Est Hrly/\$216
Dipley, Jeri	4 hrs @\$35.96	12/13/04	Est Hrly/\$144
Gonzalez, Maricela	4 hrs @\$35.96	12/13/04	Est Hrly/\$144
Hale, Shannon	6 hrs @\$35.96	12/13/04	Est Hrly/\$216
Jacobs, Ed	6 hrs @\$35.96	12/13/04	Est Hrly/\$216
Kilpatrick, Genevieve	6 hrs @\$35.96	12/13/04	Est Hrly/\$216
Mancini, Carmen	6 hrs @\$35.96	12/13/04	Est Hrly/\$216
McNamara, Jeanie	6 hrs @\$35.96	12/13/04	Est Hrly/\$216
Murphy, Titia	6 hrs @\$35.96	12/13/04	Est Hrly/\$216
O'Meara, Peggy	6 hrs @\$35.96	12/13/04	Est Hrly/\$216
Post, Joel	6 hrs @\$35.96	12/13/04	Est Hrly/\$216
Scotland, Alva	6 hrs @\$35.96	12/13/04	Est Hrly/\$216
Silvers, Larry	6 hrs @\$35.96	12/13/04	Est Hrly/\$216
Whitaker, Cathie	6 hrs @\$35.96	12/13/04	Est Hrly/\$216
Woo, Angela	4 hrs @\$35.96	12/13/04	<u>Est Hrly/\$144</u>
TOTAL ESTABLISHED HOURLY			\$3,672

Comment: Retreat with Donna Vigneau
01-Permits

Compton-Sugars, Shirley	12.5 hrs @\$35.96	1/20/05-3/3/05	<u>Est Hrly/\$450</u>
TOTAL ESTABLISHED HOURLY			\$450

Comment: Facilitate evening Parent Expectations Support Achievement Meetings
01-Medi-Cal Billing Option

Ahmadi, Parisa	52 hrs @\$35.96	12/1/04-6/24/05	Est Hrly/\$1,870
Mancini, Carmen	52 hrs @\$35.96	12/1/04-6/24/05	<u>Est Hrly/\$1,870</u>
TOTAL ESTABLISHED HOURLY			\$3,740

Comment: Saturday School
01-Unrestricted Resource

Cady, Linda	17 hrs @\$35.96	1/23/05-1/29/05	Est Hrly/\$600
Gray, Shana	17 hrs @\$35.96	1/23/05-1/29/05	Est Hrly/\$600
Hart, Matt	17 hrs @\$35.96	1/23/05-1/29/05	Est Hrly/\$600
Steinmetz, Brigitte	17 hrs @\$35.96	1/23/05-1/29/05	<u>Est Hrly/\$600</u>
TOTAL ESTABLISHED HOURLY			\$2,400

Comment: Chaperone Science Magnet Trip to Yosemite
01-Unrestricted Resource

Everett, Marie	6 days @\$464.14	6/29/04-7/12/04	<u>Own Daily/\$2,785</u>
		TOTAL OWN DAILY	\$2,785

Comment: Assist with Preparing Master Schedule
01-Gifts

CHILD DEVELOPMENT SERVICES

Barba, Yessenia	54 hrs @\$18.22	12/20/04-12/31/04	Own Hrly/\$984
Barrera-Graciano, Laura	28 hrs @\$15.35	12/20/04-12/31/04	Own Hrly/\$430
Cassy, Henry	28 hrs @\$19.18	12/20/04-12/31/04	Own Hrly/\$537
Cerrato, Wendy	64 hrs @\$19.86	12/20/04-12/31/04	Own Hrly/\$1,271
Conway, Kenyatta	56 hrs @\$17.91	12/20/04-12/31/04	Own Hrly/\$1,003
Daanish, Daa'im	54 hrs @\$16.95	12/20/04-12/31/04	Own Hrly/\$915
Gonzalez, Yolanda	48 hrs @\$20.25	12/20/04-12/31/04	Own Hrly/\$972
Herberg, Joan	28 hrs @\$24.07	12/20/04-12/31/04	Own Hrly/\$674
Mercier, Alisha	54 hrs @\$22.05	12/20/04-12/31/04	Own Hrly/\$1,191
Patel, Varsha	52 hrs @\$16.63	12/20/04-12/31/04	Own Hrly/\$865
Patton, Roxie	64 hrs @\$25.49	12/20/04-12/31/04	Own Hrly/\$1,631
Samimi, Leili	52 hrs @\$19.18	12/20/04-12/31/04	Own Hrly/\$997
Yadegari, Sholey	56 hrs @\$22.92	12/20/04-12/31/04	<u>Own Hrly/\$1,284</u>
		TOTAL OWN HOURLY	\$12,754

Comment: CDS Operating Winter Break
12-CD:St Genl Child Care (GCTR)

Cruse, Patricia	46 hrs @\$26.21	12/20/04-12/31/04	Own Hrly/\$1,206
Castellon-Gomez, Emma	46 hrs @\$20.14	12/20/04-12/31/04	Own Hrly/\$926
Vega, Dolores	64 hrs @\$25.25	12/20/04-12/31/04	<u>Own Hrly/\$1,616</u>
		TOTAL OWN HOURLY	\$3,748

Comment: CDS Operating Winter Break
12-Latchkey (GLTR)

Alidina, Jamila	64 hrs @\$24.93	12/20/04-12/31/04	Own Hrly/\$1,596
Langley, Zoe	54 hrs @\$24.15	12/20/04-12/31/04	Own Hrly/\$1,304
Martinez, Emelita	64 hrs @\$29.82	12/20/04-12/31/04	Own Hrly/\$1,909
Martinez, Maria	36 hrs @\$21.96	12/20/04-12/31/04	Own Hrly/\$791
Sterling-Molich, Patricia	18 hrs @\$21.21	12/20/04-12/31/04	<u>Own Hrly/\$382</u>
		TOTAL OWN HOURLY	\$5,982

Comment: CDS Operating Winter Break
12-Unrestricted Resource

LINCOLN MIDDLE SCHOOL

Dileo, Greg	24 hrs @\$35.96	10/1/04-12/31/04	<u>Est Hrly/\$863</u>
		TOTAL ESTABLISHED HOURLY	\$863

Comment: PTSA parent data base creation and implementation, list serve support
01-Reimbursed by PTA

DiLeo, Greg	8 hrs @\$35.96	12/3/04-6/24/05	Est Hrly/\$288
Finsten, Beth	8 hrs @\$35.96	12/3/04-6/24/05	Est Hrly/\$288
lee, Chon	8 hrs @\$35.96	12/3/04-6/24/05	Est Hrly/\$288
Shortt, Cindy	8 hrs @\$35.96	12/3/04-6/24/05	Est Hrly/\$288
Underwood, Brian	8 hrs @\$35.96	12/3/04-6/24/05	Est Hrly/\$288
Viera, Ron	8 hrs @\$35.96	12/3/04-6/24/05	<u>Est Hrly/\$288</u>
		TOTAL ESTABLISHED HOURLY	\$1,728

Comment: Dance Supervision
01-Reimbursed by ASB

Gies, Gretchen	4 hrs @\$35.96	11/6/04	Est Hrly/\$144
Gross, Stephanie	4 hrs @\$35.96	11/6/04	Est Hrly/\$144
Lee, Chon	4 hrs @\$35.96	11/6/04	Est Hrly/\$144

McNulty Mary Beth	4 hrs @\$35.96	11/6/04	Est Hrly/\$144
Stivers, Susan	4 hrs @\$35.96	11/6/04	Est Hrly/\$144
		TOTAL ESTABLISHED HOURLY	\$720
Comment: 8th grade English Planning 01-School Improvement Prog, 7-12			
<u>MALIBU</u>			
Mulligan, Michael	8.5 hrs @\$35.96	1/3/05-4/30/05	Est Hrly/\$300
		TOTAL ESTABLISHED HOURLY	\$300
Comment: Referee for Water Polo games 01-Reimbursed by ASB			
<u>MCKINLEY ELEMENTARY SCHOOL</u>			
Lemmon, Cheyenne	10 hrs @\$35.96	9/9/04-6/30/05	Est Hrly/\$360
Talbott, Deborah	10 hrs @\$35.96	9/9/04-6/30/05	Est Hrly/\$360
		TOTAL ESTABLISHED HOURLY	\$720
Comment: Family Forum 01-IASA:Title I Basic			
Spondike, Jessica	40 hrs @\$35.96	9/9/04-6/30/05	Est Hrly/\$1,438
		TOTAL ESTABLISHED HOURLY	\$1,438
Comment: SST preparation and set-up 01-IASA:Title I Basic			
<u>PT DUME MARINE SCIENCE ELEMENTARY SCHOOL</u>			
Jay, Jessica	139 hrs @\$35.96	1/10/05-4/15/05	Est Hrly/\$5,000
		TOTAL ESTABLISHED HOURLY	\$5,000
Comment: Reading and math intervention 01-School Improvement Prog, K-6			
Dunn, Margo	20 hrs @\$35.96	10/1/04-6/30/05	Est Hrly/\$750
		TOTAL ESTABLISHED HOURLY	\$750
Comment: Technology support for before and after school technology classes 01-School Improvement Prog, K-6			
<u>WILL ROGERS ELEMENTARY SCHOOL</u>			
Borquez, Catherine	23 hrs @\$35.96	11/29/04-6/3/05	Est Hrly/\$827
Braff, Sarah	22 hrs @\$35.96	11/29/04-6/3/05	Est Hrly/\$791
Dresher, Pam	11 hrs @\$35.96	11/29/04-6/3/05	Est Hrly/\$396
Friedman-Siddique, Lydia	11 hrs @\$35.96	11/29/04-6/3/05	Est Hrly/\$396
Hensel, Katja	23 hrs @\$35.96	11/29/04-6/3/05	Est Hrly/\$827
Serapiglia, Anne	23 hrs @\$35.96	11/29/04-6/3/05	Est Hrly/\$827
Witt, Carl	23 hrs @\$35.96	11/29/04-6/3/05	Est Hrly/\$827
Zundell, Nick	23 hrs @\$35.96	11/29/04-6/3/05	Est Hrly/\$827
		TOTAL ESTABLISHED HOURLY	\$5,718
Comment: Homework Club 01-IASA: Title I Basic			
Braff, Sarah	7 hrs @\$35.96	11/30/04-6/24/05	Est Hrly/\$252
DeLaRosa, Mary	7 hrs @\$35.96	11/30/04-6/24/05	Est Hrly/\$252
Elston, Becki	7 hrs @\$35.96	11/30/04-6/24/05	Est Hrly/\$252
Marmolejo, Yolanda	7 hrs @\$35.96	11/30/04-6/24/05	Est Hrly/\$252
Zundell, Nick	7 hrs @\$35.96	11/30/04-6/24/05	Est Hrly/\$252
		TOTAL ESTABLISHED HOURLY	\$1,260
Comment: 3rd Grade Planning Meeting 01-School Improvement Prog, K-6			
Cruz, Teresita	34 hrs @\$35.96	11/8/04-4/30/05	Est Hrly/\$1,223
DeLaRosa, Mary	19 hrs @\$35.96	11/8/04-4/30/05	Est Hrly/\$683
Demopoulos, Katherine	34 hrs @\$35.96	11/8/04-4/30/05	Est Hrly/\$1,223
Elston, Becki	34 hrs @\$35.96	11/8/04-4/30/05	Est Hrly/\$1,223
Hamilton, LaDawna	34 hrs @\$35.96	11/8/04-4/30/05	Est Hrly/\$1,223

Hensel, Katja	19 hrs @\$35.96	11/8/04-4/30/05	Est Hrly/\$683
Herrera, Mayra	19 hrs @\$35.96	11/8/04-4/30/05	Est Hrly/\$683
Jones, Tristen	34 hrs @\$35.96	11/8/04-4/30/05	Est Hrly/\$1,223
Marmolejo, Yolanda	19 hrs @\$35.96	11/8/04-4/30/05	Est Hrly/\$683
Mendinueto, Darwin	34 hrs @\$35.96	11/8/04-4/30/05	Est Hrly/\$1,223
Powell, Fay	34 hrs @\$35.96	11/8/04-4/30/05	Est Hrly/\$1,223
Smith, Devon	34 hrs @\$35.96	11/8/04-4/30/05	Est Hrly/\$1,223
Urias, Rebecca	34 hrs @\$35.96	11/8/04-4/30/05	Est Hrly/\$1,223
Witt, Carl	34 hrs @\$35.96	11/8/04-4/30/05	<u>Est Hrly/\$1,223</u>
		TOTAL ESTABLISHED HOURLY	\$14,962

Comment: After School
01-IASA: Title I Basic

ROOSEVELT ELEMENTARY SCHOOL

Vega, Dolores	167 hrs @\$35.96	9/8/04-6/24/05	<u>Est Hrly/\$6,000</u>
		TOTAL ESTABLISHED HOURLY	\$6,000

Comment: Community Liaison
01-School Improvement Prog, K-6

WEBSTER ELEMENTARY SCHOOL

Sanford, Carin	30 hrs @\$35.96	12/1/04-6/30/05	<u>Est Hrly/\$1,079</u>
		TOTAL ESTABLISHED HOURLY	\$1,079

Comment: Teaching math club to GATE students
01-Gifted/Talented Educ (GATE)

SANTA MONICA HIGH SCHOOL

Baroody, Reem	10 hrs @\$35.96	12/1/04-6/30/05	Est Hrly/\$360
Braunfeld, Daniel	10 hrs @\$35.96	12/1/04-6/30/05	Est Hrly/\$360
Cook, Peter	10 hrs @\$35.96	12/1/04-6/30/05	Est Hrly/\$360
DeLaCruz, Gilda	10 hrs @\$35.96	12/1/04-6/30/05	Est Hrly/\$360
Fales, Tony	10 hrs @\$35.96	12/1/04-6/30/05	Est Hrly/\$360
Hendra, Mary	10 hrs @\$35.96	12/1/04-6/30/05	Est Hrly/\$360
Jimenez, Jaime	10 hrs @\$35.96	12/1/04-6/30/05	Est Hrly/\$360
Kariya, Emily	10 hrs @\$35.96	12/1/04-6/30/05	Est Hrly/\$360
Killar-Sweet, Rachel	10 hrs @\$35.96	12/1/04-6/30/05	Est Hrly/\$360
Kim, Douglas	10 hrs @\$35.96	12/1/04-6/30/05	Est Hrly/\$360
Klevs, Charles	10 hrs @\$35.96	12/1/04-6/30/05	Est Hrly/\$360
Sato, Liane	10 hrs @\$35.96	12/1/04-6/30/05	<u>Est Hrly/\$360</u>
		TOTAL ESTABLISHED HOURLY	\$4,320

Comment: Freshman Seminar Workshops/Meetings
01-Other Federal

Audet, Amanda	4.5 hrs @\$35.96	12/1/04-12/31/04	Est Hrly/\$162
Barraza, Peter	4.5 hrs @\$35.96	12/1/04-12/31/04	Est Hrly/\$162
Cook, Peter	4.5 hrs @\$35.96	12/1/04-12/31/04	Est Hrly/\$162
Hardt, Rebecca	4.5 hrs @\$35.96	12/1/04-12/31/04	Est Hrly/\$162
Kariya, Emily	4.5 hrs @\$35.96	12/1/04-12/31/04	Est Hrly/\$162
Okla, Kelly	4.5 hrs @\$35.96	12/1/04-12/31/04	Est Hrly/\$162
Roberts, Lasonja	4.25 hrs @\$35.96	12/1/04-12/31/04	<u>Est Hrly/\$162</u>
		TOTAL ESTABLISHED HOURLY	\$1,134

Comment: Participation in Racial Harmony Retreat
01-Medi-Cal Billing Option

Demirjian, Lisa	56 hrs @\$68.96	10/25/04-1/28/05	<u>Own Hrly/\$3,862</u>
		TOTAL OWN HOURLY	\$3,862

Comment: Sixth Period Assignment
01-Unrestricted Resource

Kenney-Carlson, Michelle	43 hrs @\$35.96	9/3/04-6/30/05	<u>Est Hrly/\$1,546</u>
		TOTAL ESTABLISHED HOURLY	\$1,546

Comment: Coordination of Racial Harmony Retreat/Workshops
01-Medi-Cal Billing Option

WEBSTER ELEMENTARY SCHOOL

Cooley, Susan	220 hrs @\$35.96	1/3/05-5/31/05	Est Hrly/\$7911
Murdock, Sheryl	220 hrs @\$35.96	1/3/05-5/31/05	Est Hrly/\$7911
Rubin, Theresa	220 hrs @\$35.96	1/3/05-5/31/05	<u>Est Hrly/\$7911</u>
			TOTAL ESTABLISHED HOURLY \$23,733

Comment: Reading Intervention for struggling students Gr 3-5
01-School Improvement Program, K-6

HOURLY TEACHERS

STUDENT AND FAMILY SUPPORT SERVICES

Fisher-Lerer, Vicki	As needed @\$35.96/hr	1/3/05-6/30/05	<u>Est Hrly/\$- - -</u>
			TOTAL ESTABLISHED HOURLY \$- - -

Comment: Home Instruction
01-Unrestricted Resource (as needed)
01-Special Education (as needed)

EXTENDED DUTY UNITS

<u>LOCATION</u>	<u>RATE</u>	<u>ACTIVITY</u>	<u>EFFECTIVE</u>	<u>TOTAL</u>
<u>MALIBU HIGH SCHOOL</u>				
Bixler, William	2 units @\$227	MS Orchestra	9/04-1/05	\$454
Bowman-Smith, Carla	1 units @\$227	MS Yearbook	9/04-1/05	\$227
Cowgill, Elizabeth	1 units @\$227	MS CJSF	9/04-1/05	\$227
Leonard, Brigette	6 units @\$227	MS Drama	9/04-1/05	\$1,362
Messoloras, Irene	3 units @\$227	MS Choral Music	9/04-1/05	\$681
Silva, Alfredo	4 units @\$227	MS Student Council	9/04-1/05	\$908
Warshawki, David	2 units @\$227	MS Journalism	9/04-1/05	<u>\$454</u>
TOTAL EXTENDED DUTY UNITS				\$4,313
01-Unrestricted Resource				
Mulligan, Michael	12 units @\$227	JV Girls Water Polo	11/04-2/05	\$2,724
Segesman, Timothy	13 units @\$227	Var Girls Water Polo	11/04-2/05	<u>\$2,951</u>
TOTAL EXTENDED DUTY UNITS				\$5,675
01-Unrestricted Resource				

TOTAL ESTABLISHED HOURLY, OWN HOURLY and EXTENDED DUTY UNITS = \$120,652

SUBSTITUTE TEACHERS

Effective

REGULAR DAY-TO-DAY SUBSTITUTES

(@\$122 Daily Rate)

Goldberg, Sabrina	12/1/04
Gwyn, Melinda	12/14/04
Mora, Claudia	12/9/04
Murdock, Sheryl	12/14/04

LONG-TERM SUBSTITUTES

(\$186 Daily Rate)

Elston, Melissa	12/6/04-12/17/04
Goldberg, Sabrina	12/1/04-1/28/05
Hsu, Grace	5/10/04-6/3/04

PREFERRED SUBSTITUTES

(@\$143 Daily Rate)

Hardt, Rebecca	12/17/04
Montanez, Joe	1/6/05
Stout, Lewis	12/6/04

CHANGE IN ASSIGNMENT

Name/Assignment	Effective
<u>Location</u> Baltrushes, Susan Cabrillo Elementary	1/3/05-6/24/05
<u>From:</u> 50%	
<u>To:</u> 100%	
Lynch, Jennifer Roosevelt Elementary	1/3/05-6/24/05
<u>From:</u> Cabrillo Elementary	
<u>To:</u> Roosevelt Elementary [replacing K. Penland]	

TEMPORARY CONTRACTS

Name/Assignment	Not to Exceed	Effective
<u>Location</u> Krinski, Hallie John Adams MS/Science	100%	1/31/05-6/24/05 [replacing A. Frumovitz]
Montanez, Joe SAMOHI/Social Studies Freshman Seminar	100%	1/31/05-6/24/05 [replacing R. Baroody]
Ridgeway, Jason SAMOHI/RSP	100%	1/28/05-6/24/05

LEAVES OF ABSENCE (with pay)

Name/Assignment	Effective
<u>Location</u> Barker, Alison Lincoln MS	1/10/05-1/14/05 [bereavement]
Bush, Gary Special Education	12/10/04-1/20/05 [medical]
Chaheme, Yesenia CDS	11/1/04-1/31/05 [medical]
Crystal, Jan McKinley Elementary	11/15/04-6/24/05 [home assignment]
Diamond, Melanie Lincoln MS	11/17/04-1/19/05 [maternity]
Freiman, Susan Franklin Elementary	11/22/04-12/17/04 [worker comp]
Pekkanen, Jaana CDS	1/4/05-1/31/05 [medical]
Rishe, Jessica Educational Services	11/3/04-1/21/05 [maternity]
Rodionoff, Carolyn SAMOHI	12/8/04-1/18/05 [medical]
Simon, Monica CDS	12/17/04-1/18/05 [medical]

LEAVES OF ABSENCE (without pay)

<u>Name/Assignment</u> <u>Location</u>	<u>Effective</u>
Barker, Alison Lincoln MS	12/3/04-1/7/05 [family care]
Diamond, Melanie Lincoln MS	1/20/05-6/24/05 [family care]
Frumovitz, Alexandra John Adams MS	1/29/05-6/24/05 [child care]
Hammer, Carl SAMOHI	9/15/04-6/24/05 [suspension]

RESIGNATIONS

<u>Name/Assignment</u> <u>Location</u>	<u>Effective</u>
Bush, Mary Special Education	1/21/05
Haskin, Dorothy CDs-Roosevelt	12/31/04

TERMINATIONS

<u>Name/Assignment</u> <u>Location</u>	<u>Effective</u>
Cook, Barbara CDS	9/3/04

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/20/05

FROM: SUPERINTENDENT/MICHAEL D. MATTHEWS

RE: SPECIAL SERVICES EMPLOYEES

RECOMMENDATION NO. A.10

It is recommended that the following Special Services Employee contracts be approved in accordance with District policies and salary schedules and be assigned pursuant to BP 4213.5. Funding for the positions listed are included in the 2004/05 budget.

ELECTIONS

<u>Name/Location</u>	<u>Not to Exceed</u>	<u>Effective</u>	<u>Rate</u>
Cooper-Ayres, Janine Will Rogers Elementary School, art teacher FUNDING: 01-90150-0-11100-10000-2917-006-1501-100% Reimbursed by PTA	\$1,237	11/30/04-6/24/05	\$25/hr
Cox, Maria Student Services, Health Services, provide nursing services to school sites as a substitute FUNDING: 01-00000-0-11100-31400-1264-041-1501 Unrestricted Resource	\$7,250	10/28/04-6/30/05	\$145/day
Keller, Alicia Will Rogers Elementary School, art teacher FUNDING: 01-90150-0-11100-10000-2917-006-1501-100% Reimbursed by PTA	\$1,925	10/04/04-6/24/05	\$25/hr
Newell-Baker, Betsy Franklin Elementary School, teach choral music, movement, rhythm and hand instruments to all 1st grade classes culminating with a performance for parents FUNDING: 01-90150-0-11100-10000-2917-002-1501-100% Reimbursed by PTA	\$1,500	01/01/05-6/24/05	\$50/hr
O'Flynn, Julie Student Services, Health Services, provide nursing services to school sites as a substitute FUNDING: 01-00000-0-11100-31400-1264-041-1501 Unrestricted Resource	\$7,250	10/28/04-6/30/05	\$145/day

Searfoss, Janet \$3,500 01/01/05-6/24/05 \$50/hr
Franklin Elementary School, teach vocal music to all 4th
grade classes culminating with a performance for parents
FUNDING: 01-90150-0-11100-10000-2917-002-1501-100%
Reimbursed by PTA

Turner, Megan \$3,806 12/07/04-6/24/05 \$45/hr +
11.3% of
Non-health
Benefit

Educational Services, provide woodwind/brass instructions to
students who do not have additional instruction outside of
district musci program at Lincoln Middle School, John Adams
Middle School and four (4) Title I schools

FUNDING: 19-90300-0-17100-10000-2917-030-1501-100%
Cher Foundation

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

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

ACTION/CONSENT
01-20-05

RECOMMENDATION NO. A.11

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

ELECTION

BORNSTEIN, RENA	INST ASST - SPECIAL ED 6.0 HRS/SY MALIBU RANGE: 20 STEP: 04	12-14-04
ELLIS, LORI	INST ASST - PHYSICAL ED 6.0 HRS/SY MALIBU RANGE: 20 STEP: 01	12-01-04
FRITZ, EULA	INST ASST - CLASSROOM 4.0 HRS/SY PT.DUME RANGE: 18 STEP: 01	11-22-04
HARPER, SONJA	ELEMENTARY LIBRARY COORD 2.0 HRS/10 SMASH RANGE: 26 STEP: 01	12-08-04
RANKEL, CLAUDIA	PHYSICAL ACTIVITIES SPEC 5.0 HRS/SY CABRILLO RANGE: 26 STEP: 01	12-13-04
SHANNON, CATHERINE	CAFETERIA WORKER I 3.0 HRS/SY ADAMS RANGE: 11 STEP: 01	01-03-05

EXERCISE REEMPLOYMENT RIGHTS

HONDA, JULIE	ATHLETIC TRAINER 7.0 HRS/10 SAMOHI	12-06-04
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PROFESSIONAL GROWTH

CASILLAS, SYLVIA	PHYSICAL ACTIVITIES SPEC FRANKLIN	11-01-04
RAMIREZ, LAURA	CHILDREN CENTER ASST GRANT	12-01-04

SUASTE,
EDUARDO CUSTODIAN - NSI 01-01-05
EDISON

VILLATORO,
MARIA CHILDREN CENTER ASST 12-01-04
ROGERS

WORKING OUT OF CLASS 1ST EXTENSION

CARPENTER,
EDDIE SITE FOOD SERV COORD 11-19-04
7.0 HRS/SY ADAMS 01-31-05
FR: CAFETERIA WORKER I

FRANCO,
ALICIA CAFETERIA WORKER II 12-10-04
7.0 HRS/SY MCKINLEY 03-10-05
FR: CAFETERIA WORKER I
(HAS WORKED 66 DAYS)

QUIROZ,
TIMOTHY STOCK & DELIVERY CLERK 12-08-04
8.0 HRS/SY FOOD SERV 05-13-05
FR: CAFETERIA WORKER II
(HAS WORKED 68 DAYS)

VOLUNTARY DECREASE IN HOURS

STURGIS,
LYNN INST ASST - SPECIAL ED 10-01-04
3.0 HRS/SY SMASH
FR: 3.5 HRS/SY

INCREASE IN ASSIGNMENT

JENKINS,
WILLIAM INST ASST - SPECIAL ED 11-18-04
6.0 HRS/SY CABRILLO
FR: 5.0 HRS/SY

PERDIGONE,
AMY INST ASST - CLASSROOM 09-07-04
3.5 HRS/SY SMASH
FR: 3.0 HRS/SY

PURSELL,
ROBYN INST ASST - SPECIAL ED 11-22-04
7.0 HRS/SY LINCOLN/MCKINLEY
FR: 6.0 HRS/SY

RENDON,
VIRGINIA CAFETERIA WORKER II 01-01-05
5.0 HRS/SY WEBSTER
FR: 4.0 HRS/SY

VOLUNTARY TRANSFER

DURST,
PEGGY INST ASST - SPECIAL ED 01-03-05
6.0 HRS/SY SPECIAL ED
FR: 5.0 HRS/SY MCKINLEY

MEDICAL LEAVE OF ABSENCE

HEANEY, ANNE-MARTE	INST ASST - SPECIAL ED ROGERS	12-01-04 01-10-05
LOUISELL, SHANE	INST ASST - SPECIAL ED WEBSTER	11-30-04 02-06-05
ROJAS, AMBER	CAMPUS SECURITY OFFICER ADAMS	11-17-04 01-15-05
SERNA, MARIA	SR ADMINISTRATIVE ASST FISCAL SERVICES	01-03-05 01-11-05
WEBSTER-JOSEPH, SHIRLEY	CAFETERIA WORKER I LINCOLN	11-29-04 01-10-05

TEMP/ADDITIONAL ASSIGNMENT

BROOKS, HASAN	CAMPUS SECURITY OFFICER MALIBU	01-03-05 06-30-05
CARTEE-JENKINS, KERYL	CHIEF STEWARD DISTRICT OFFICE	12-09-04 06-30-05
COOPER, DIONNE	ELEMENTARY LIBRARY COORD PT.DUME	09-08-04 06-30-05
GILBERT, JANET	SR OFFICE SPECIALIST ED SERVICES	01-06-05 06-30-05
GRAY, BRIAN	CHILDREN CENTER ASST ADAMS	01-20-05 03-03-05
MESTERHAZY, YVONNE	SR OFFICE SPECIALIST WEBSTER	12-01-04 06-30-05
RAMOS, ALEX	CUSTODIAN I DAY EDISON	12-07-04 06-24-05
SUASTE, EDUARDO	CUSTODIAN I NSI EDISON	12-07-04 06-24-05

SUBSTITUTE

NICOLORO, NANCY	CHILDREN CENTER ASST CDS	12-14-04 06-30-05
NOORWOOD, LAKEISHA	OFFICE SPECIALIST FISCAL SERVICES	01-04-05 01-31-05

SAUCEDO, OLGA	OFFICE SPECIALIST ADULT ED	12-09-04 06-30-05
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SHAMSIAN, DALIA	CHILDREN CENTER ASST CDS	09-07-04 06-30-05
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DISQUALIFICATION FROM PROBATIONARY STATUS

BRYANT, LORETTA	SR OFFICE SPECIALIST ROGERS	01-21-05
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RESIGNATION

ALATORRE, MARTHA	ADMINISTRATIVE ASSISTANT EDISON	01-21-05
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CARRILLO, CYNTHIA	CAFETERIA WORKER I SAMOHI	12-16-04
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CONNELL, ELITA	CAFETERIA WORKER I FOOD SERVICES	01-05-05
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ROMERO, MAURA	ELEMENTARY LIBRARY COORD EDISON	01-07-05
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THACKER, ROBERT	INST ASST - SPECIAL ED SAMOHI	12-01-04
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ESTABLISHED POSITIONS

INST ASST - SPECIAL ED 5.0 HRS/SY SAMOHI	11-08-04
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MOTION MADE BY:
SECONDED BY:
STUDENT ADVISORY VOTE:
AYES:
NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

01-20-05

FROM: JOHN E. DEASY/RICHARD R. IDE

RE: CLASSIFIED PERSONNEL - NON-MERIT

RECOMMENDATION NO. A.12

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

STUDENT HELPER

DOODY, KIERAN WORKABILITY 11-15-04 - 06-30-05

STUDENT INTERN - ALLIANCE

CORREA JR, JOSE SAMOHI 10-01-04 - 06-30-05

NOON- DUTY

VALDIVIA, VICTORIA ROSERS 10-27-04 - 06-24-05

COACHING ASSISTANT

SUMALE, MARCO SAMOHI 12-09-04 - 02-28-05

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION
FROM: JOHN E. DEASY/LINDA KAMINSKI
RE: TITLE I CARRY-OVER WAIVER REQUEST

ACTION/MAJOR
01/20/05

RECOMMENDATION NO. A.13

It is recommended that the Board of Education approve submission of the Title I Carry-over Waiver Request for fiscal year 2002 - 2003.

COMMENT: To allow for continuation of program and services to students and to meet mandated requirements under No Child Left Behind, the state permits districts to carry-over 15% of Title I funds annually. Once every three years, districts may request to exceed the 15% limit through the Consolidated Application, Part II and by filing a waiver request with the California Department of Education. In fiscal year 2002 - 2003, the district carry-over for Title I funds was 23.1%.

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

TO: BOARD OF EDUCATION

ACTION/MAJOR

01/20/05

FROM: JOHN E. DEASY/MICHAEL D. MATTHEWS

RE: CERTIFICATED ADMINISTRATIVE APPOINTMENT - ASSISTANT
SUPERINTENDENT, SPECIAL EDUCATION

RECOMMENDATION NO. A.14

It is recommended that the Board of Education appoint Timothy Walker to the Certificated Administrative position of Assistant Superintendent, Special Education. The term of Mr. Walker's contract begins February 1, 2005 and ends January 31, 2007.

COMMENT: The Board of Education took action on November 18, 2004 to establish the position of Assistant Superintendent, Special Education and to seek an exceptional individual to serve in that capacity. The district actively recruited candidates for the position and is pleased to be able to put forth the recommendation of Mr. Walker for appointment. Mr. Walker's contract is attached.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

**EMPLOYMENT AGREEMENT
BETWEEN THE GOVERNING BOARD OF
THE SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
AND
ASSISTANT SUPERINTENDENT - SPECIAL EDUCATION**

The following Employment Agreement is entered into between the Governing Board of the Santa Monica-Malibu Unified School District (hereafter referred to as “District” or Board”), and **Timothy Walker** (hereafter referred to as “Assistant Superintendent - Special Education“ or “Assistant Superintendent”).

Section 1. Term. **Timothy Walker** is hereby employed as the Assistant Superintendent - Special Education. The term of employment for a two- year period commencing February 1, 2005, and ending January 31, 2007, and shall be subject to the terms and conditions hereinafter set forth.

Section 2. Salary. The Assistant Superintendent shall receive a base annual salary of One Hundred Twenty-Two Thousand Five Hundred Dollars (**\$122,500**). In addition to the base annual salary, the Assistant Superintendent shall receive a stipend for graduate degrees in the same amount given to other District employees.

This salary may be renegotiated with the Board of Education at the end of this contract. The Assistant Superintendent may reach a supplemental agreement with the Board of Education for a performance-based bonus up to 2% of the base salary. The parties agree not to reduce the annual salary below the figure stated unless by mutual consent.

Section 3. Duties and Responsibilities. The Assistant Superintendent shall be governed by and shall perform duties and responsibilities as set forth in the California Education Code and the formal job description for the position of “Assistant Superintendent - Special Education” adopted by the Board of Education, as well as, Rules and Regulations of the State Board of Education and Rules, Regulations, Policies, and Directives of the Governing Board of the Santa Monica-Malibu Unified School District, and shall perform such duties and responsibilities at a professional level of competence and with due diligence.

Section 4. Professional Activities/Organizations. The District encourages the Assistant Superintendent to participate in professional organizations and activities, provided that such participation is consistent with his overall responsibilities to the District and, further provided that such participation does not interfere with the satisfactory performance of his duties and obligations to the District. Actual and necessary expenses incurred by the Assistant Superintendent in connection with attendance at work related conferences and workshops approved by the Board, shall be paid by the District.

Section 5. Transportation. The Assistant Superintendent shall be provided with a District allowance of Five Hundred Dollars (\$500) per month for transportation in performance of his duties. The Assistant Superintendent shall pay fuel, maintenance, insurance and all other expenses for his own automobile. Trips beyond a hundred mile radius will be reimbursed at the District’s mileage rate in addition to the monthly sum provided in this paragraph.

Section 6. Work Year. The work year under this Agreement shall consist of 222 days during each school year. The work days shall be determined by the Superintendent. Any compensation for days worked beyond the required work year shall be at the discretion of the Superintendent in consultation with the Governing Board. Senior Management employees shall be entitled to holidays defined in Sections 37220 and 37221 of the California Education Code, and any additional local holiday granted by the Board for twelve (12)-month management employees of the District.

The Assistant Superintendent shall be entitled to thirteen (13) days of sick leave/personal necessity annually. Earned sick leave shall be cumulative, as provided by State law and Board policy. In addition to the 13 days of sick leave/personal necessity, the Assistant Superintendent shall be entitled to up to five (5) days of bereavement leave without loss of pay. Consultant services may be engaged in by the employee during regular working days only upon the written approval of the Superintendent/Board of Education.

Section 7. Fringe Benefits

A. Health and Welfare Benefits. The Assistant Superintendent shall be entitled to receive a choice of health insurance plans for the current school year to be selected from the plans available from the Public Employees Retirement System (PERS) health benefits program. The District will pay the costs for the Assistant Superintendent to choose PERS Choice coverage for his family. The District shall also provide full cost coverage of Delta Dental or PMI as well as Vision Service Plan (VSP) vision insurance for the Assistant Superintendent and his dependents. The District shall provide a stipend for out of pocket medical expenses.

B. Retirement Contributions. The District shall pay the employer contribution rate (currently 8.25%) to the State Teacher Retirement System (STRS) on behalf of the Assistant Superintendent. The employee's contribution shall be payable only to STRS and the Assistant Superintendent shall not be entitled to an equivalent amount with respect to severance pay, or any other compensation not specifically referred to in the Employment Agreement.

Section 8. Evaluation. The Superintendent shall annually review and establish the Assistant Superintendent's performance objectives on or before February 15th of each year. The performance of the Assistant Superintendent shall be evaluated at least once per year, by means of a written evaluation. The written evaluation shall be prepared by the Superintendent and shall be based upon, but not limited to, the Assistant Superintendent's performance of the duties and responsibilities contained in the job description, and written goals and objectives established by mutual agreement between the Superintendent and the Assistant Superintendent. The written evaluation shall be discussed with the Assistant Superintendent, after which a written summary of the discussion and evaluation shall be provided for the Assistant Superintendent.

Section 8. Termination of Agreement. Notwithstanding the provisions of this Agreement, said Agreement may be terminated at any time by mutual consent of the Assistant Superintendent and the Board of Education, subject to Government Code Sections 53260 and 53261.

During the term of this Agreement, the Assistant Superintendent may be dismissed by the Board **for cause** as defined in Education 44932. In the event such cause is for reasons other than unsatisfactory performance, an unsatisfactory evaluation shall not be a condition precedent for such dismissal.

During the term of this Agreement, the Assistant Superintendent may be dismissed by the Board **at will and/or without cause**, subject to Government Code Sections 53260 and 532861. Pursuant to Government Code Section 53260, the maximum cash settlement the Assistant Superintendent may receive shall be an amount equal to the monthly salary of the employee multiplied by the number of months left on the unexpired term of the Agreement. If the unexpired term of the agreement is greater than eighteen (18) months, the maximum cash settlement shall be an amount equal to the monthly salary of the Assistant Superintendent multiplied by eighteen (18). Pursuant to Government Code Section 53261, the cash settlement shall not include any other non-cash benefits except health benefits as set forth in this Agreement, which may be continued for the same duration of time as the cash settlement or until the Assistant Superintendent finds other employment, whichever occurs first. Such termination shall be effective ninety (90) days following written notice by the Board.

Notwithstanding any other provision of this Agreement or the policies and regulations of the Board, the Board may elect not to renew this Agreement, and/or not to reemploy the Assistant Superintendent upon expiration of this Agreement pursuant to Education Code Section 35031.

Section 9. Applicable Law. This Contract is subject to all applicable laws of the State of California, rules and regulations of the State Board of Education, and rules, regulations and policies of this Board.

DATED this _____, day of _____

ACCEPTED: SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

Signature

By _____
Secretary to the Board of Education

TO: BOARD OF EDUCATION

ACTION/MAJOR

01/20/05

FROM: JOHN E. DEASY/SUPERINTENDENT

RE: ADOPT RESOLUTION NO. 04-11 HONORING DR. NEIL SCHMIDT,
FORMER SMMUSD SUPERINTENDENT

RECOMMENDATION NO. A.15

It is recommended that the Board of Education adopt Resolution No. 04.11 in memory and in honor of Dr. Neil Schmidt.

COMMENT: Dr. Neil Schmidt served the district and community as superintendent of the Santa Monica-Malibu Unified School District from July 1992 through June 2001. Going by his first name, Neil, he made it a point to know everyone by his/her first name as well. He made a tremendous impact on the district and its students and families. Dr. Schmidt died on December 15, 2004 while working in his avocado orchard. He will be remembered with fondness for his dedication to students and his winning smile.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

Resolution No. 04-11
HONORING DR. NEIL SCHMIDT

WHEREAS, Dr. Neil Schmidt demonstrated extraordinary leadership as Superintendent of the Santa Monica-Malibu Unified School District from 1992-2001; and

WHEREAS, under Dr. Neil Schmidt's leadership the following programs were developed: Infant and Family Support program, AVID at Santa Monica High School, Health Champions/Farmers' Market, CREST, Career Development Program, Community Liaisons and The Alliance Program; and

WHEREAS, Dr. Neil Schmidt provided strong leadership that affected parents and students by developing the concept of Pathways Articulation, supported the achievement of students of color, expanded the Immersion Program from a K-5 program to a K-12 program; brought Multi-age and Looping to the District, personally reached out to and developed relationships with under represented parents; and

WHEREAS, Dr. Neil Schmidt supported staff by establishing a partnership with UCLA for teacher training and reform, increased diversity in hiring teaching and administrative staff, obtained an Annenberg Grant of one million dollars over five years; implemented the BTSA Program, and encouraged teachers to engage in collaborative inquiry to improve their teaching; and

WHEREAS, under the leadership of Dr. Neil Schmidt the Drop-Out rate at Santa Monica High School went from 9.1% to less than 1%; and

WHEREAS, Dr. Neil Schmidt successfully strengthened the School District's position in the community which aided in the successful passage of Proposition K, Parcel Tax; Proposition X, Facilities Bond; and Proposition Y, Parcel Tax renewal; and

WHEREAS, the renovation of Barnum Hall began with the support and determination of Dr. Neil Schmidt when he obtained a \$100,000 grant from the Weingart Foundation; and

WHEREAS, Dr. Neil Schmidt delighted many primary school students with his portrayal of President Abraham Lincoln complete with top hat; and

WHEREAS, Dr. Neil Schmidt demonstrated his passionate commitment to all children every day;

THEREFORE, BE IT RESOLVED, that the Santa Monica-Malibu Unified School District Board of Education adopts this resolution in honor and in memory of Dr. Neil Schmidt.

Passed and adopted by the Santa Monica-Malibu Unified School District Board of Education this 20th day of January, 2005.

Emily Bloomfield, President

Julia Brownley, Vice President

Oscar de la Torre, Member

Jose Escarce, Member

Maria Leon-Vazquez, Member

Shane McLoud, Member

Kathy Wisnicki, Member

John E. Deasy, Ph.D., Superintendent

TO: BOARD OF EDUCATION
FROM: JOHN E. DEASY/WINSTON A. BRAHAM
RE: BUDGET ADJUSTMENTS

ACTION/MAJOR
01/20/05

RECOMMENDATION NO. A.16

It is recommended that the Board of Education approve an increase to the General Fund - Unrestricted Budget in the amount of \$83,000 For the 2004-05 fiscal year, as detailed below:

- COMMENTS: 1. **Increase** the budget for Business Services in a not-to-exceed amount of \$23,000 for technical specialty and economic modeling support/advice to our Board and Executive Staff on the District's investment matters that will eventually lead to a more comprehensive policy approach to decisions related to the District's real estate holdings and investments. This is fundamentally intended to guide the Board in making sound strategic time-sensitive investment decisions.
2. **Increase** the budget for Information Services in the amount of \$60,000 to cover the services for Districtwide computer repairs.

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

TO: BOARD OF EDUCATION
FROM: JOHN E. DEASY/WINSTON A. BRAHAM
RE: PLANNING FOR THE 2005-06 BUDGET

ACTION/MAJOR
01/20/05
DRAFT

RECOMMENDATION NO. A.17

It is recommended that the Board of Education approve the following 2005-06 budget planning document, including the Budget Development Calendar. SMMUSD's leadership is committed to a planning and implementation process that is careful, and one that is reflective of our charge to safeguard our District's resources and assure public trust.

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



*Winston A. Braham
Assistant Superintendent
Fiscal, Business Services &
Chief Financial Officer*

TO: Superintendent and Members of the Board of Education

FROM: Winston A. Braham
Assistant Superintendent
Fiscal, Business Services &
Chief Financial Officer

RE: Superintendent's 2005-06 Budget Development Calendar and Related Issues
(Budget Development Planning Document)

DATE: January 10, 2005

Proposal:

It is proposed that the Board continue utilizing the necessary adoption schedule for the budget development in the 2005-06 fiscal year. It is further proposed that the Board adopt the Budget Planning & Development Calendar for the 2005-06 fiscal year contained herein composed by the following recitals.

Background:

In order to move into the 2005-06 fiscal year in a well-planned, organized and purposeful manner, it is necessary for the District to comply with all established Ed Codes, applicable Government Codes and best financial practices. It is further necessary for the District to comply with the Board's wishes as it relates to the planning process for this upcoming and future fiscal years. While Districts are allowed to choose between two budget adoption schedules, given this District's "positive rating" for our 2004-05 1st Interim, it is recommended we continue using a Single Budget Adoption schedule in which the budget is adopted no later than July 1st, following public hearings.

Budget Implications:

The provisions of bills, such as Assembly Bill (AB) 1200, (AB) 2756 and the Williams Case and other unfortunate fiscal realities, will impact the budget development schedule. In addition, the special session of our legislators and LACOE demands, coupled with policy changes at the Federal levels will all require sacrifices for this 2005-06 fiscal year and beyond.

Recommendations:

In order to provide an opportunity for Board Members, staff and the general public to review the State's Proposed Budget, and then make revisions as necessary to our District's official Final Budget, it is recommended that the District continue utilizing the adoption schedule that has been established prior to and leading into the upcoming 2005-06 fiscal year. It is therefore then also recommended that the Board adopt the following revised Budget Development Calendar for the 2005-06 fiscal year.

Note: The 2005-06 School District Budget will be prepared under very tentative/uncertain conditions and will be subjected to constant changes, thus, this planning document, especially the calendar, is in no way static, but will instead likely be revised to respond to decisions at the State & Federal levels, standards & criteria adjustments of LACOE and the determined mission-critical needs of SMMUSD that will require routine budget/spending adjustments.

WAB/dms

SMMUSD 2005-06 BUDGET PLANNING GUIDE

Overview:

The purpose of the Budget Planning Guide and Budget Development Calendar is to aid and/or facilitate the development of the District 2005-06 and subsequent Budgets. Contained in the budget planning guide and the Budget Development Calendar are details necessary for operational plan and information that will lead to a frugal and intelligent review and adoption process. Thus, it is necessary for us to structure a detailed process, which requires that every manager develop their budgets with more precision than in past years.

Therefore, to have a well-defined, sensible Budget, it will require full and complete cooperation of all key management staff and all individuals from the Board down to the field staff. It is very important that the various components of the Budget be developed in line with the fiscal reality of the State of California, and more particularly, with Santa Monica-Malibu Unified School District's deficit spending culture. This means that, even with significant revenue sources, we continue to have tremendous difficulty in controlling operational costs and expenditures that contribute to our ongoing "deficit spending".

As previously stated, the development of the 2005-06 Budget, though unfortunate, will be done under a State fiscal picture that is, at best, strained/painful. The only certainty that exists is that the legislators and California's fiscal condition will force us to look at developing and eventually adopting a budget that is "lean and mean", and tightly controlled as it relates to expenditures, with creation of new increased revenue sources and steep reduction in operational spending.

In order then to move toward a balanced Budget, it will be necessary for us to, among others:

- , Deal very carefully with the current policy to control enrollment which impacts ADA, our most significant single source of revenue; and,

- , That we identify every single position in the District, their appropriate funding source, and, where possible/appropriate, utilize multi-funded sources for those individuals who appropriately qualify. For example, Title I, Title II, etc. should be used in order to, as much as possible, remove the burden from the General Fund.

- , Develop and implement an aggressive Deficit Reduction Plan to include a Reduction in the rate of the Local General Fund Contribution (LGFC) to Special Education.

- , Complete a Comprehensive Debt Profile to identify opportunities to increase revenues connected to our Investment Instruments.

BUDGET DEVELOPMENT RESPONSIBILITIES

In developing the 2005-06 budgets, the following individuals and/or offices will have budget development responsibilities, as follows:

Board of Education - Responsible for reviewing and making budgetary policy guidance adjustment, as necessary, to the proposed Budget and then adopting the preliminary and the Final Budget to include important policy decisions affecting Budget, cost-saving revenue enhancements and work simplification.

NOTE: Board to refer to the Financial Oversight Committee (FOC) for consultation and advice at its pleasure.

Superintendent and/or Superintendent's Senior Cabinet - Responsible for developing overall general broad goals of the District with financial implications and responsible for reviewing, and if necessary, revising the submitted budgets to fit within available resources and/or required federal and state compliance standards and guidelines. Once the Superintendent or Senior Cabinet establishes a proposed budget for the 2005-06 fiscal year, the Superintendent, during a timeline to be established, will present to the Board with initial review in closed session (since it could contain personnel cuts), and also for ease of approval process, secure concessions from the Board leadership in advance of this presentation, without necessarily violating the Brown Act or the public trust.

Principals - Responsible for preparing their General Fund component budget, categorical and specially-funded personnel and non-personnel component budget with as much precision as possible.

Chief Financial Officer (CFO) - Responsible for planning the general direction and overall coordination of the budget development process. Oversee the strategic identification of all major revenue and expenditure sources to include a Strategic Deficit Reduction Plan and key Fiscal Policy changes. Finally, implementation of cost containment strategies, required Actuarial Studies and expenditure & revenue policy and practices.

Assistant Superintendent/Chief of Staff and Director, Human Resources - Responsible for guiding staff in Human Resources for providing the necessary personnel information for the General Fund budget, assisting with the budgeting of categorical and specially-funded budgeted personnel, establish with precision District enrollment and staffing count/projection figures in a timely manner, and guide the completion of the Collective Bargaining Agreement Negotiations. The Chief of Staff and Human Resources Leadership are also responsible for jointly developing and overseeing of a creditable Position Control (PC) Program.

Chief Academic Officer and/or Categorical Compliance Key Staff - Responsible for development of their respective personnel and non-personnel budgets as well as developing for and advising in all compliance requirements for the District's spending and budget development process as it relates to State and Federal funding sources. The Chief Academic Officer is also responsible for maintaining an accurate position control process for all instructional staff/FTEs. Present all proposed categorical and instructional program changes with full fiscal implications.

Assistant Superintendent for Special Education - Responsible for reviewing and/or analyzing existing special education needs and develop a budget that is both reflective of a compassionate service delivery model as well as one that reflects the general cost containment of today's budget environment. It will be necessary for the Assistant Superintendent for Special Education to make every attempt to be aware of and/or establish a baseline before developing the necessary special education budget for the 2005-06 fiscal year, meaning that it is extremely important that all outstanding debts and/or obligations that are related to special education should be cleared up and/or be established before the 2005-06 budget is put into place. Once that is completed, it is expected that the Assistant Superintendent for Special Education will become aware of the circumstances and the demands for special education and will, as a goal, limit/restrict/control the rate of increase of Local General Fund Contribution (LGFC) to Special Education support. Also, it is the responsibility of the Assistant Superintendent for Special Education to

clarify and delineate/develop position controls wherever possible and procedures involving all the ancillary service departments that interact on a daily basis with special education. Also, of extreme importance is a process of reimbursing NPS, NPA, parents, legal service providers through a refined relationship with the Fiscal Services department.

Director of Fiscal Services/Assistant Director of Fiscal Services - Responsible for providing fiscal information and projections as well as internal compliance responsibilities as are known for the development of the budget and for collecting and providing the necessary technical input on the required forms for both review and filing with LACOE and will also oversee the Data Entry processes with the Information Services section.

Director of Purchasing & Warehouse - Provide guidance and procurement counsel to staff in the implementation of the Procurement Freeze and carry out required controls, revise and develop those controls for all procurement and contracts to assure legal compliance, reduce District costs by taking advantage of economies of scale, identify all capital equipment needs, related valuation and advise on capital equipment buy or lease. Also, complete Annual Audit inventory/evaluation and guide the procurement of professional services.

District Office Level Administrators - Responsible for developing their General Fund budget, non-personnel budget, and as necessary, categorical programs and other specially-funded programs.

SMMUSD FEDERAL/STATE PROGRAM COMPLIANCE RESPONSIBILITY MATRIX

FEDERAL PROGRAMS		
Resource	Program	Direct Supervisor
30100	Title I	Linda Kaminski
35500	VEAII Carl Perkins Vocational	Linda Kaminski/Rebel Harrison
37100	Title IV: Drug-Free Schools	Laurel Schmidt/Kathy McTaggart
40350	Title II-A: Teacher Quality	Donna Muncey
40450	Title II-D: EEET	Will Carey/Donna Muncey/Peter Zrinzo
41100	Title V: Innovative Strategies	Donna Muncey
42010	Title III: Immigrant Students	Peggy Harris
42030	Title III: LEP	Peggy Harris
56400	Medi-Cal	Laurel Schmidt
58100	Smaller Learning Communities	Donna Muncey/Ruth Esseln

STATE PROGRAMS		
60910	CalSafe	Judy Abdo
62670	NBCT	Susan Samarge
62860	ELAP	Peggy Harris
62960	School Library	Suzanne Peterson
63000	Lottery Instruction	Linda Kaminski/SMASH
64050	School Safety	Laurel Schmidt
66600	TUPE	Laurel Schmidt/Kathy McTaggart
70180	VAPA	Donna Muncey/Tom Whaley
70450	TIIG	Donna Muncey/JAMS Science Magnet
70900	EIA	Peggy Harris
71400	GATE	Peggy Harris
71560	IMFRP Textbooks	Linda Kaminski & Sites
72300	Transportation - Regular	Winston Braham/Neal Abramson
72400	Transportation - Special Ed.	Winston Braham/Neal Abramson
72600	SIP K-6	Donna Muncey
72650	SIP 7-8	Donna Muncey
72710	PAR	Linda Kaminski
72800	BTSA	Donna Muncey/Jessica Rishe
73750	10 th Grade Counseling	Linda Kaminski & Sites

GENERAL FUND BUDGETARY NOTES:

All questions related to the budget development process should be directed to the individual leadership or the supervisor of the individual who is posing said question or request for clarification. For example, if the question related to the budget development process is posed by a member of a particular school site staff, then that particular question should be routed to the Principal and/or the person designated to handle budgetary/fiscal issues for said site. Should that individual become unable to respond to or answer said inquiry, then that individual is responsible for directing the inquiry to the CFO and /or the Assistant Director or Director of Fiscal Services for the appropriate advice.

NOTE: All budget allocations are temporary and subject to change as the General Fund budget is developed and approved by the Board of Education.

All enrollment projections used in the calculation of the 2005-06 Budget are, as indicated previously, the responsibility of the Assistant Superintendent/Chief of Staff and should indeed be based on a credible enrollment report. Therefore, the projections are subject to pending funding availability which could be increased or decreased accordingly.

Reallocation of Dollars

Within the impending fiscal constraints, the budget allocation from 2004-05 cannot simply be rolled into the 2005-06 Budget. All efforts will be made to prioritize/reallocate budget based on new priorities against approved established goals.

Personnel-Related Budget Responsibilities

The Assistant Superintendent/Chief of Staff has the overall responsibility for all General Fund budget-related personnel positions.

Increases in Authorized Personnel

No current staff has the authority to exceed the authorized personnel full-time equivalencies (FTEs); only the Superintendent and the Board of Education can approve increases in the authorized personnel FTEs. If the Board of Education grants the Superintendent and/or

the Chief Financial Officer said responsibility, it will be constrained and limited by a known and/or well-defined dollar limit, not FTE limit.

Personnel Allocations

Allocations for personnel have already been communicated, or soon will be, to the schools based on information gathered by the Independent Consultant during the January budget development initial planning site visits. A related process procedure is to be established by Human Resources to impact the Position Control process.

Required Justification/Approval for Increases

All school sites and all departments or all Cost Centers must function for the 2005-06 fiscal year within the approved limits of the budgets. Any and all increases and/or changes must be justified, must be approved by the Superintendent, and must subsequently be submitted to the Board of Education for their approval. This will not be limited or intended to exclude overtime for special events. All known special events should be projected based on the current 2004-05 fiscal year or historical and/or reasonably anticipated programs. This will also relate to Maintenance and Operations (M&O) which should, as much as possible, be approved through and in concert with the Director and/or Assistant Director of Facilities Management.

Independent Responsibility

No individual, outside of the CFO and/or the Superintendent/Director of Purchasing & Warehouse, shall retain independent responsibility for the selection of vendors and/or the approval of a contract for professional services or for the procurement of tangible goods that are at and/or exceed the required bidding levels. As required, exceptions will be granted only in consultation with the Director of Purchasing & Warehouse and LACOE.

Mileage

All mileage reimbursement for the 2005-06 fiscal year will be reimbursed at \$.405 per mile and shall be approved only if said travels are required, approved and are calculated from your administrative base site address.

Conferences & Travel

For budget purposes, a daily meal per diem or hotel cost shall not exceed/will be in line with General Government Standards Accounting (GSA) guidelines. Additionally, all travel and conferences must be in line with the priorities established for the particular site or department and must be approved by the most senior administrator responsible for the site and/or the department. For example, a Principal must have all conference and travel requests approved by the Chief Education Officer prior to final approval by the CFO. All conference and travel must again be in line with the priorities established by the District. Any conference and travel requests that are not in line with the priorities established by the District are at the discretion of his or her supervisor and will be subjected to the availability of staff coverage and based on the availability of budgeted funds.

NOTE: For any and all conferences that are being presented at multiple sites, the supervisor must authorize attendance to the conference closest to the School District. No out of town conference will be approved if it is being offered locally. No conferences will be approved for locations outside the continental United States without the specific and advance approval of the Board.

Dues and Memberships

The District will only pay for institutional memberships provided the organization, association, etc. is approved by the Board of Education and the respective budget managers have the required funds within their component budget to become responsible for assuming said memberships.

**2005-06 BUDGET PLANNING DOCUMENT TO INCLUDE
BUDGET DEVELOPMENT CALENDAR
& PERMIT POLICY REVISIONS**

- G **October, 2004 - Ongoing** - Systematic/clean-up all outstanding old/aged Accounts Payable debt reimbursements to parents, Non-Public Schools (NPS), Non-Public Agencies (NPA) and other related Special Education Vendors.

- G **October, 2004** - Complete and present Beginning Balance adjustments and First Interim Report, file with LACOE and present to Board for public discussion and adoption.

- G **October, 2004** - Complete State-required AB1200 for solvency certification, file with LACOE and present for Board action prior to adoption of SEIU new Agreement which includes personnel pay increases for the Fiscal Year of 2004-05.

- G **October-December, 2004** - Superintendent and Senior Cabinet to develop and present all 2005-06 major District goals and objectives having financial implications to the Board for public hearing, followed by adoption by the Board.

- G **December, 2004 - Ongoing** - Initiate an aggressive Workers' Compensation Case Review Process and settle where possible all aged outstanding chronic cases to include indemnity only cases, and secure Compromise & Release [C&R] jointly with the voluntary resignation of chronic/abusive Workers' Compensation filers.

- G **January, 2005** - Issue General Fund spending overtime/hiring and procurement freeze. Develop guide document with exceptions required controls and justification.

- G **January, 2005** - Complete school site meetings between Fiscal Services representative and site Principals to collect all ADAs/FTEs projections by funding source, all planned major expenditures, projections of all FTEs and/or hours of FTE increases beyond the 2004-05 budget levels.

- G **January, 2005** - Develop for Board review and approval of the new Gift/Equity calculation methodology, standards and intake accounting document.
- G **January, 2005** - Develop a Retirement strategy for District Certificates of Participation (COPs), 1997 Series A, and complete analysis recommendation to Board whether to continue participation or retire said investment instrument. Subsequent to Board approval for payoff, complete necessary filing with Escrow Servicing Agency & LACOE and execute payoff.
- G **January, 2005** - Establish Risk Management Retrospective & General Liability Premium Cost for 2005-06.
- G **January 7, 2005** - Complete and file with LACOE P-1 Attendance Report to cover the period from the first day of school, September, 2004 to December 17, 2004.
- G **January-February, 2005** - Preliminary overview hearing of Governor's Proposed Budget to determine its impact of SMMUSD's 2005-06 fiscal condition.
- G **January-February, 2005** - Complete identification of all current and projected multi-year Capital Programs and major budget/items with corresponding approved funding sources.
- G **February, 2005** - Initiate/develop and formalize with consensus, District's "position" for upcoming negotiations with Collective Bargaining unit(s).
- G **February, 2005** - Complete final design revisions of all 2005-06 budget intake documents and/or worksheets.
- G **February, 2005** - Meet with and present for review the necessary relevant planning instruments and outline for the 2005-06 fiscal year to the Financial Oversight Committee. **Protocol pending.**
- G **February, 2005** - Board review of programs recommended by staff for elimination and/or enhancement for the 2005-06 FY (Fiscal Year) and if any impact on FTE count.

- G **February, 2005** - Complete District Portfolio Debt profile to include economic modeling of key long-term revenue sources followed by presentation to Board.
- G **February 15, 2005** - Finalize supplemental funding agreement between the City of Santa Monica and the Santa Monica-Malibu Unified School District, "Book" revenue and file with LACOE.
- G **February 15, 2005** - Refine ADA Revenue Limit Calculation methodology modeling and complete enrollment projections, and initiate strategy discussion with the Board for establishment of Strategic Permit Controls in order to maintain break-even ADA/Revenue Limit.
- G **February 25, 2005** - Identify (include creation of new source) all major revenue sources outside of ADA and other pupil-generated revenues to include major grants.
- G **March, 2005** - Completion, filing and Board adoption of the District's 2nd Interim Report.
- G **March, 2005** - Notification to Certificated Staff that are to be phased out and/or reassigned, if any, as a result of 2005-06 Deficit.

NOTE: Reductions impacting Classified positions will require at least a 45-day notice in compliance with the State Law or SEIU's Bargaining Agreement terms.

- G **March, 2005** - Development of baseline budget for unrestricted funding sources, including prioritization and components of the budget in accordance with District goals.
- G **March 7, 2005** - Special Education Contribution: Establishment of Strategic Plan to reduce rate of increase of Local General Fund Contribution (LGFC).
- G **March 7, 2005 or with 2nd Interim (Whichever is First)** - Development of a broad Multi-Year Strategic Deficit Reduction Plan.

- G **March 15, 2005** - Complete analysis of all categorical and special funding programs, identify major objectives and align those objectives with their respective categorical and special funding sources.
- G **April, 2005** - Complete required AB1200 Actuarial Analysis for District Dental Plan.
- G **April, 2005 or as Required by LEA** - Projection of ADA Revenue Limit for 2005-06 and multi-year Budget.
- G **April 22, 2005** - Complete and file with LACOE P-2 Attendance Report and Class-Size Reduction report to cover the period from first day of school, September, 2004 to March, 2005.
- G **By End of April, 2005** - Complete analysis of PERS medical care costs versus that of Blue Cross, Blue Shield, Aetna, PacifiCare and Kaiser in advance of PERS annual rate increase notices, targeted/projected for June, 2005 to include employee health benefits utilization trends.
- G **May, 2005** - To reduce expenditure "Rollovers", complete all 2004-05 procurement of services and/or goods by May 15, 2005 in order to complete receipt and payables to vendors (expensed) by the end of business on June 30, 2005.
- G **May, 2005** - Review of State's "May Revise" for re-evaluation of the District's 2005-06 Budget plans.
- G **May, 2005** - Final layoff notices, if any, to certificated and classified staff.
- G **May, 2005** - Public Hearing to approve CPI-U increase to Measure "Y" parcel tax.
- G **May, 2005** - Presentation of initial 2005-06 Budget to Board for public hearings.
- G **May-August, 2005** - Begin Measure "S" Senior Exemption from Parcel Tax process, including mailing of applications/renewal forms, verifying proofs of age and property ownership, compiling responses in database and forwarding exempted parcel numbers to Los Angeles County Assessor's Office by first week in August, 2005.

- G **June, 2005** - Begin final study sessions and hearing on budget development/implementation to include public comments.
- G **June, 2005** - Final Board Meeting to adopt the 2005-06 Budget.
- G **June, 2005** - Final layoff notices, if any, to Administrators.
- G **July, 2005** - In accordance with the State's constitution Government requiring budget adoption by the State, the Santa Monica-Malibu Unified School District will review last-minute revenue changes and their impact on its budget, determine and accomplish, if any, adjustments.
- G **July, 2005** - Complete preliminary closure of expenditures, "close books" on 2004-05 budget year, identify all "Carryover", "Rollover" monies and identify related Accrual amounts.
- G **August, 2005** - In accordance with State laws, the District begins to amend it's Adopted Budget to comply with the 45-day rule from the date the State adopted its Budget. This revision is the final important step in determining the real 2005-06 expenditure plans.
- G **August-September, 2005** - The Santa Monica-Malibu Unified School District begins the final process of closing the District books for prior year's revenue and expenditures and begins to establish final year-end budget balances and final adjustments to the 2005-06 Budget.
- G **Fall, 2005** - Receipt of the Calculated/ Certification of Income the District will receive for District categorical programs, both continuing and new.
- Note of caution: Until the certifications are received, categorical or restricted expenditures are based on the best projections of income only.***
- G **September, 2005** - Complete Unaudited Actual Financial Report, file with LACOE and present to Board for public discussion and adoption.

- G **October, 2005** - Submission of Unaudited Actual Financial Report and the final 2005-06 Adopted Budget adjustments.
- G **November, 2005** - Completion, filing and Board adoption of the District's 1st Interim Report.
- G **December, 2005-January, 2006** - Completion and filing of the Independent Audit Report [CDE, State Controller's Office, LACOE] and Board discussion at the first meeting in January.
- G **January, 2006** - Review and adoption of the Budget Planning document for subsequent fiscal years.

NOTE: During the review and discussion phase of this planning document, the Board shall, at its discretion in consult with the Superintendent and the CFO, determine the number and timing of public hearings and press releases.

01-20-05Bud.wpd

TO: BOARD OF EDUCATION
5FROM: JOHN E. DEASY/PEGGY HARRIS/AIDA DIAZ
RE: BILINGUAL COMPETENCY RECOGNITION

ACTION/MAJOR
1/20/05

RECOMMENDATION NO. A.18

It is recommended that the Board of Education approve the implementation of a Bilingual Competency Awards Program effective as of the 2004-05 school year. This program honors language achievement of graduating high school seniors. The Bilingual Competency Awards Program grants recognition based on criteria that demonstrate competency in both academic English and a second language.

Comments: An increasing number of school districts currently implement programs to encourage and recognize bilingualism in students. SMMUSD has a longstanding commitment to producing multi-lingual students, as evidenced through the support of the K-12 Spanish Dual Language Program, as well as the wide variety of classical and modern languages offered in district secondary schools. This commitment is clearly enumerated in the district's Vision Statement that states:

"As a community of learners the Santa Monica-Malibu Unified School District works together in a nurturing environment to help students be visionary, versatile thinkers; resourceful, life-long learners; effective, multi-lingual communicators and global citizens."

Therefore, implementing a program that recognizes bilingual competency upon graduation from our high schools is very much in alignment with articulated district values. It is within this context that the SMMUSD Bilingual Competency Awards Program has been developed.

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

TO: BOARD OF EDUCATION

ACTION/MAJOR

01/20/05

FROM: OSCAR DE LA TORRE/JOHN E DEASY

RE: ADOPT RESOLUTION NO. 04-12, "NO SWEAT" PROCUREMENT
POLICY

RECOMMENDATION NO. A.19

It is recommended that the Board of Education adopt the attached resolution in support of a "No Sweat" Procurement Policy.

COMMENT: Under Board Member Comments, Mr. de la Torre introduced this item at the meeting of January 6, 2005 and requested that it be placed on the January 20, 2005 agenda for action. The Board of Education agreed to the request.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

Santa Monica-Malibu Unified School District

RESOLUTION NO. 04-11

"No Sweat" Procurement Policy

WHEREAS, Los Angeles County is the capital of sweatshop labor in the United States, adversely affecting thousands of immigrant families, and whereas some parents of children attending Santa Monica-Malibu Unified School District (SMMUSD) public schools may work in sweatshops; and

WHEREAS, Garments such as uniforms and athletic apparel, and sports equipment including soccer balls utilized in our public schools may be manufactured under sweatshop conditions, including by exploited child labor, overseas and in our own backyard in the Los Angeles garment district; and

WHEREAS, Public taxpayer dollars should not be expended to subsidize nor perpetuate sweatshop conditions, but rather to encourage responsible business practices among contractors and subcontractors to provide their employees with non-poverty wages and all rights and protections required by law; and

WHEREAS, The SMMUSD Board of Education recognizes that the Los Angeles Unified School District, the City of Los Angeles, the State of California, the Santa Monica Pier Restoration Corporation, Santa Monica Malibu Classroom Teachers Association, and more than one hundred colleges and universities in the United States have already adopted "sweat-free" and "no sweat" procurement guidelines with beneficial effects;

THEREFORE, BE IT RESOLVED, That the Board of Education of the Santa Monica-Malibu Unified School District direct staff to review and revise its procurement policies to ensure that District contractors and subcontractors do not employ exploitative child labor or sweatshop labor; and

RESOLVED FURTHER, That the Board is committed to developing a "Sweat-free Schools" Code of Conduct to ensure that all products including, but not limited to, apparel and sporting goods that are purchased, licensed, or required by the District, or any of its schools, be manufactured under "sweat-free," fair labor conditions.

This code of conduct shall be developed based on the following **minimal** principles:

- G Non-poverty wages;
- G Safe and healthy working conditions;
- G Worker rights to assemble and organize;
- G Prohibition of exploitative child labor;
- G Compliance with the code;
- G Disclosure of manufacturing plan locations;

- G Verification and enforcement mechanisms including but not limited to independent, outside monitoring;
- G Responsible bidder forms;
- G Remediation mechanisms for code violators;
- G Penalties; and

RESOLVED FURTHER, That the Superintendent be directed to create a working group to develop this "sweat-free" code of conduct, composed of appropriate District staff, employee representatives, union representatives, garment worker advocates, students, teachers and experts in the field;

RESOLVED FURTHER, That the Superintendent direct appropriate staff with technical knowledge or experience in current procurement policies to assist the working group in its considerations; and be it finally

RESOLVED FURTHER, That the working group report its findings and recommendation to the Board no later than (March 1, 2005).

Passed and adopted by the Santa Monica-Malibu Unified School District Board of Education this 20TH day of January, 2005.

Emily Bloomfield, President

Julia Brownley, Vice President

Oscar de la Torre, Member

Jose Escarce, Member

Maria Leon-Vazquez, Member

Shane McLoud, Member

Kathy Wisnicki, Member

John E. Deasy, Ph.D.,
Superintendent

TO: BOARD OF EDUCATION
FROM: JOHN E. DEASY/LINDA KAMINSKI
RE: COMMUNITY DAY SCHOOL POLICY 6185

ACTION/MAJOR
01/20/05

RECOMMENDATION NO. A.20

It is recommended that the Board of Education adopt policy #6185 authorizing the establishment of a Community Day School within the district, including procedures for the involuntary transfer of students.

COMMENT: Community day schools can provide an appropriate placement within the district for students who have been expelled or referred by the School Attendance Review Board. Community day schools can benefit secondary students who need a small, personalized learning environment. Specific criteria need to be established to determine which students would be eligible to attend the community day school, along with requirements and procedures for enrollment and exiting the program.

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

<u>NUMBER</u>	<u>ARTICLE</u>	<u>TITLE</u>	
6185	Instruction	Community Day School	
<u>SUBTOPIC</u>	<u>POLICY</u>	<u>REGULATION</u>	<u>EXHIBIT</u>
Instructional Arrangements	X		

DETAIL

The Board of Education recognizes the need to provide an appropriate alternative educational program for expelled students who are prohibited from attending regular schools in the district and for certain students referred by probation or district processes. The district shall operate one or more community day schools designed to meet the needs of these students. The Community Day School program is designed to provide students with the skills and attitudes necessary for success when they return to a regular school environment. The Superintendent or designee shall ensure that any such school is operated in accordance with legal requirements related to enrollment, instructional time and facilities.

The Board perceives the community day school as a flexible component of a comprehensive effort to meet the needs of expelled and other at-risk students throughout the county. The Superintendent or designee shall solicit input from the County Superintendent of Schools and neighboring districts when designing the district community day school and shall collaborate with them in fulfilling countywide needs.

In order to foster positive attitudes and academic progress, the Board recognizes that community day schools must give students substantial individual help with their problems. Community day school staff shall collaborate with district counselors, psychologists, and other support staff and with the county office of education, law enforcement, probation, and human services agency staff who work with at-risk youth. To the extent possible, community day school programs shall provide a low student-teacher ratio as well as individualized instruction and assessment.

The Superintendent or designee shall establish procedures for the involuntary transfer of students to a community day school in accordance with law and administrative regulation.

REFERENCE

Legal Reference:

EDUCATION CODE

1980-1986 County community schools

17085-17096 Emergency portable facilities

17280-17316 Field Act, approvals

17365-17374 Field Act, fitness of occupancy

48660-48666 Community day schools

48900-48926 Suspension or expulsion

WELFARE AND INSTITUTIONS CODE

300 Minors subject to jurisdiction

602 Minors violating laws defining crime; ward of court

UNITED STATES CODE, TITLE 20
1400-1487 Individuals with Disabilities Education Act
UNITED STATES CODE, TITLE 29
794 Rehabilitation Act of 1973, Section 504

MANAGEMENT RESOURCES

Management Resources:

CDE PROGRAM ADVISORIES

0306.96 Expulsion Policies and Expulsion Placements, SPB: 95/96-04

WEB SITES

CDE, Educational Options Office: <http://www.cde.ca.gov/spbranch/essdiv/edoptshome.html>

ADOPTED

REVISED

CSBA DATE

March 2000

DISTRICT GOAL

Quality Education for All

<u>NUMBER</u>	<u>ARTICLE</u>	<u>TITLE</u>
6185	Instruction	Community Day School

<u>SUBTOPIC</u>	<u>POLICY</u>	<u>REGULATION</u>	<u>EXHIBIT</u>
Instructional Arrangements		X	

DETAIL1.0 Involuntary Transfer

- 1.1 A student may be assigned to the community day school only upon meeting one or more of the following conditions: (Education Code 48662)
 - 1.1.1. The student is involved in an expulsion process except for those expelled under 48915(c).
 - 1.1.2. The student is probation-referred pursuant to Welfare and Institutions Code 300 and/or Welfare and Institutions Code 602.1.1.3
 - 1.1.3. The student is referred from the School Attendance Review Board (SARB).
 - 1.1.4. The student is referred through a district-level referral process.
- 1.2 The first priority shall be give to students who are expelled for 48900 and 48915(a). The second priority will be given to probation-referred students and SARB. The third priority will be given to students who are involuntary transferred through the district level referral process.
- 1.3 In addition, the district will maintain an agreement and/or contract with the County Superintendent of Schools to serve students assigned (E.C. 48662) or to any other placement options.
- 1.4 In case of any student who has been identified as eligible students, under the Individuals with Disabilities Education Act or Section 504 of the federal Rehabilitation Act of 1973, who are assignment to a community day school shall be first approved by the student's Individualized Education Program (IEP) team, Student Success Team (SST), or 504 team may recommend that the student be considered for placement in the community day school through the district level referral process. If the district level referral process concurs with the recommendation for consideration of placement by the IEP team, the SST, or the 504 team such team must reconvene to determine the final placement in accordance with federal and state law.
- 1.5 At least 10 calendar days prior to the involuntary transfer of a student as a result of district-level referral process, the Superintendent or designee shall provide written notice of the transfer to the student's parent/guardian or to the adult student age 18 or older. The notice shall contain a statement of the facts and circumstances upon which the transfer is based, its duration, and conditions of readmission. The notice shall advise the student's parent/guardian or adult student of the opportunity to inspect and obtain copies of all documents supporting the transfer. In addition, the notice shall also state that the parent/guardian or adult student has five school days to request a meeting with the Superintendent or designee to discuss the transfer.

- 1.6 If the Superintendent designates an individual to represent the district at the meeting, the individual so designated shall not be a member of the staff of the school at which the student is currently enrolled.
 - 1.7 At the meeting the reason for the transfer shall be reviewed with the parent/guardian or adult student and the parent/guardian or adult student may present evidence on the student's behalf.
 - 1.8 The Superintendent or designee shall send the parent/guardian or adult student written notice of the decision to transfer or not transfer within three school days of the meeting.
 - 1.9 If the parent/guardian or adult student desires to appeal the decision, he/she shall file written notice of the intent to appeal within 5 school days of receiving the decision. The Superintendent/designee will review the appeal within 10 calendar days of receipt of the notice of the appeal. The Superintendent's decision shall be final.
- 2.0 Instruction & Assessment
- 2.1 Academic programs at the community day school shall be comparable to those available to students of a similar age in the school district. (Education Code 48663)
 - 2.2 The minimum school day for community day school students shall be 360 minutes of **culturally relevant** classroom instruction provided by a certificated employee of the district reporting attendance for apportionment purposes. Independent study shall not be used as a means of providing any part of this minimum day. (Education Code 48663)
- 3.0 Community Day School Placement Procedures
- 3.1 The Director of Pupil Services will refer eligible expelled students to the community day school. Final placement must be authorized by the Superintendent or designee.
 - 3.2 The Director of Pupil Services will refer probation students returning from incarceration to the community day school. The process begins with a meeting including all of the following participants: probation officer, student, parent, and district representatives.
 - 3.3 The SARB Chair may recommend that students be considered for placement in the community day school through the district referral process. Final determination of placement shall be made by the district referral team. The SARB board will outline requirements of the students' rehabilitation for readmittance to the district.
 - 3.4 Additional students may be referred to the community day school through a district level referral process.
 - 3.4.1 At-risk students who are not eligible for other placement in the district maybe referred after all other interventions have been exhausted.
 - 3.5 A community day school contract will be developed for each student served based on their rehabilitation plan, court order or SARB contract. All students entering community day school will be expected to comply with their community day school contract, including but not limited to appropriate behavior and a high attendance rate. If a student does not comply with any or part of the contract, the student maybe assigned to an alternative placement. An IEP team meeting shall be held for students in special education who do not meet the requirements of the community day school contract and IEP goals.

4.0 Community Day School Exit Procedures

- 4.1 Students who are ready to be readmitted to a comprehensive site after a board expulsion action will meet with the Director of Pupil Services to provide evidence that all requirements of the expulsion have been completed and to determine that the student poses no threat to the safety of him/herself or others. .
- 4.2 Students who are on probation may be referred to a comprehensive site when they complete their community day school contract and meet their guidelines for credit acquisition.
- 4.3 Students who are under a SARB contract can be referred to a comprehensive site after review to determine if they have successfully completed their SARB and community day school contracts.
- 4.4 Students who are referred under a district referral process must successfully complete a minimum of one semester and comply with the rehabilitation plan and have successfully met conditions of their community day school contract.

5.0 Facilities

To house the community day school operations, the district shall do one or more of the following: (Education Code 17292.5)

- 5.1 Use available school facilities conforming with Field Act requirements
- 5.2 Apply for emergency portable classrooms pursuant to Education Code 17085-17096
- 5.3 Upon certifying to the State Allocation Board that all reasonable efforts have been made to use facilities that conform with the Field Act requirements of item #1 above, enter into lease agreements for facilities for which a structural engineer has submitted a report stating that substantial structural hazards do not exist.

Every three years, the Superintendent or designee shall report to the State Allocation Board on the facilities used for the district's community day programs and efforts to place these programs in facilities that conform with the requirements of #1 above. (Education Code 17292.5)

ADOPTED

REVISED

CSBA DATE

March 2000

DISTRICT GOAL

Equal Opportunity for All

TO: BOARD OF EDUCATION

ACTION/MAJOR

01/20/05

FROM: JOHN E. DEASY/BOARD OF EDUCATION/HARRY KEILEY/
KERYL CARTEE/PHIL COTT

RE: ADOPT RESOLUTION NO. 04-13 IN RESPONSE TO THE
GOVERNOR'S BUDGET

RECOMMENDATION NO. A.21

It is recommended that the Board of Education adopt Resolution No. 04-13 in response to the Governor's proposed Budget.

COMMENT: The Governor's proposed budget for education will have a devastating impact on California's children. The Governor and the Education Coalition agreed last year to two million dollars in cuts to education, with the provision that Prop. 98 would be fully funded this year. Now, the Governor has indicated that Prop. 98 is to be suspended and that he will work on a Constitutional Amendment to change Prop. 98 by eliminating future requirements to repay the K-12 remaining maintenance factors and also make the education budget subject to unanticipated mid-year cuts any time the State overspends its revenue. In light of the Governor's dire proposal for education in the State of California, members of the Board of Education, Superintendent, and Presidents/Chief of all three employee organizations feel it necessary to convey their strong disagreement with the Governor's proposed budget plan.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

RESOLUTION NO. 04-13

IN RESPONSE TO GOVERNOR SCHWARZENEGGER'S BUDGET PROPOSAL

WHEREAS, the Santa Monica-Malibu Unified School District Board of Education joins the grassroots advocacy effort denouncing the Governor Schwarzenegger's budget proposal for education; and

WHEREAS, Governor Schwarzenegger has broken his promise to California's public schools and six million students after they already agreed to \$2 billion in cuts with the Governor's promise that more harmful cuts would be avoided in the future years; and

WHEREAS, California Schools have already suffered \$9.8 billion in cuts in the last several years causing school closures, increases in class size at all grade levels, staff reductions at the school site and district office; and

WHEREAS, because of these cuts, California Schools have suffered critical reductions of librarians, counselors, nurses, basic supplies and instructional materials; and

WHEREAS, many California school districts cannot afford to offer art or music and after school programs have been decimated; and

WHEREAS, in 2001-02, California ranked 44th in the nation in per pupil funding and considering the multi-billion dollar cuts schools have suffered since, the Governor's education proposals suggest California ought to settle as the worst of the worst in public school funding; and

WHEREAS, California voters stood firm in their commitment to students by approving Proposition 98 in 1988 to protect schools and students from harmful budget cuts and to set a minimum level of education funding; and

WHEREAS, California holds its schools and its students to the highest academic expectations, the Governor's proposals would cut California's spending even further this year, suspend voter-approved Proposition 98, and then eviscerate what is left of Proposition 98 with a new, debilitating Constitutional amendment; and

WHEREAS, a study by the Rand Corporation shows that California's K-12 school system has fallen from a national leader thirty years ago to its current ranking near the bottom in every objective category, including class size, teacher salaries, and per-pupil funding while California remains the Nation's most ethnically diverse state with a large percent of students still learning to speak English; and

WHEREAS, The Santa Monica-Malibu Unified School District could take a direct hit causing as high as \$6 million in budget reductions if the Governor's budget passes;

THEREFORE, BE IT RESOLVED, that because of the outrageous and unacceptable outcomes resulting in irretrievable harm to the future of all school children in the State of California, the Santa Monica-Malibu Unified School District Board of Education takes a strong stance in opposition to Governor Schwarzenegger's devastating, dangerous, debilitating and immoral budget reductions to education.

Passed and adopted by the Santa Monica-Malibu Unified School District Board of Education this 20 day of January, 2005.

Emily Bloomfield, President
Board of Education

Julia Brownley, Vice President
Board of Education

Oscar de la Torre, Member
Board of Education

Jose J. Escarce, Member
Board of Education

Maria Leon-Vazquez, Member
Board of Education

Shane McLoud, Member
Board of Education

Kathy Wisnicki, Member
Board of Education

John E. Deasy, Ph.D.
Superintendent

Harry Keiley, President
SMMCTA

Keryl Cartee, Chief Steward
SEIU

Phil Cott, President
SMMASA

TO: BOARD OF EDUCATION

ACTION/MAJOR
01/20/05

FROM: SUPERINTENDENT/LINDA KAMINSKI/CINDY ATLAS

RE: APPROVAL OF SPECIAL EDUCATION CONTRACTS

RECOMMENDATION NO. A.22

It is recommended that the Board of Education approve the following Special Education Contracts for fiscal year 2004-2005 as follows:

NPS/NPA

2004-2005 Budget 01-65000-0-57500-11800-5825-043-1400

Nonpublic School/Agency	Student DOB	Service Description	Contract Number	Cost Not to Exceed
Devereux Vista	12-01-88	NPS 08/04 - 06/05	#74	\$ 27,461
Provo Canyon School	04-08-88	NPS 12/04 - 6/05	#75	\$ 16,383
Autism Spectrum Therapies	11-13-93	NPA - Behavior Therapy/1:1 Aide 01/05 - 06/05	#120	\$ 62,400
Autism Spectrum Therapies	04-18-94	NPA - Behavior Therapy/1:1 Aide 01/05 - 06/05	#121	\$ 50,400
Augmentative Communication Therapies	10-17-90	NPA - Training 01/05 - 03/05	#122	\$ 460
Beautiful Minds Center for Autism, Inc.	07-04-00	NPA - Behavior Therapy 01/05 - 03/05	#123	\$ 11,000
Beautiful Minds Center for Autism, Inc.	12-26-98	NPA - Behavior Therapy 01/05 - 06/05	#124	\$ 11,220
Can Do Kids, Inc.	05-22-00	NPA - PT 01/05 - 05/05	#125	\$ 1,900
Julia Hobbs Speech Pathology, Inc.	12-26-98	NPA - Speech 01/05 - 06/05	#126	\$ 5,460
Julia Hobbs Speech Pathology, Inc.	12-26-98	NPA - Speech 01/05 - 05/05	#127	\$ 1,820

Amount Budgeted NPS/NPA 04/05 \$ 3,500,000
Prior Board Authorization as of 01/06/05 \$ 3,213,828
Balance \$ 286,172
Total Amount of these Contracts \$ 188,504
Balance \$ 97,668

***Prior Year Authorization (01-22-04) \$2,912,297**

Instructional Consultants

2004-2005 Budget 01-65000-0-57500-11800-5802-043-1400

Instructional Consultant	Student DOB	Service Description	Contract Number	Cost Not to Exceed
Ali Jariabek	10-16-00	Instr.Consultant - Occupational Therapy 10/04 - 12/04	#61	\$ 1,600
Cynthia D. Ferber	05-05-94	Instr.Consultant - Recreation Therapy Assessment 01/05 - 06/05	#62	\$ 600
Pyramid Educational Consultants, Inc.	04-18-94	Instr.Consultant - Staff Training	#63	\$36,900
Susan M. Fosnot	10-16-00	Instr.Consultant - Speech/Language 10/04 - 06/05	#64	\$10,560
Trang Nguyen	01-03-91	Instr.Consultant - Vision Assessment 01/05 - 06/05	#65	\$ 500
Trang Nguyen	03-20-95	Instr.Consultant - Vision Assessment 01/05 - 06/05	#66	\$ 500
Trang Nguyen	12-24-97	Instr.Consultant - Vision Assessment 01/05 - 06/05	#67	\$ 500
Trang Nguyen	12-15-94	Instr.Consultant - Vision Assessment 12/04 - 06/05	#68	\$ 500
Devereux Institute of Clinical Training & Research Pyramid Educational Consultants, Inc. Contract Increase	05-02-95	Instr.Consultant - Staff Training on Functional Curriculum and Skills needed to teach students. For school year 2004-2005.	#11 UC05162	\$58,000

Amount Budgeted Instructional Consultants 04/05	\$ 500,000
Prior Board Authorization as of 01/06/05	\$ 341,038
Balance	\$ 158,962
 Total Amount of these Contracts	 \$ 109,660
Balance	\$ 49,302

Non-Instructional Consultants
 2004-2005 Budget 01-65000-0-57500-11800-5890-043-1400

Non-Instructional Consultant	Student DOB	Service Description	Contract Number	Cost Not to Exceed
Parent Reimbursement	08-07-97	Non-Instr. Consultant- Parent reimbursement for transportation for school year 2004-2005.	#25	\$ 500
Parent Reimbursement	02-23-98	Non-Instr. Consultant- Parent reimbursement for OT, PT and Speech services for school year 2004-2005.	#26	\$ 7,020

Amount Budgeted Instructional Consultants 04/05 \$ 200,000
Prior Board Authorization as of 12/09/04 \$ 148,182

Balance 51,818

Total Amount of these Contracts \$ 7,520

Balance \$ 44,298

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:

TO: BOARD OF EDUCATION
FROM: JOHN E. DEASY/WINSTON A. BRAHAM
RE: DISTRICT INVESTMENT POLICY

DISCUSSION
01/20/05
First Reading

DISCUSSION ITEM NO. D.1

It is recommended that the Board of Education adopt the following Santa Monica-Malibu Unified School District Investment Board Policy.

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT INVESTMENT BOARD POLICY - BP (TBD)

The governing Board, the Superintendent, and all management employees of the District support prudent investment of all revenues received by the District. The goals are compliance with all relevant laws, protection and security of principal and interest, and liquidity.

The District shall deposit in the LACOE Treasury, pursuant to Education Code §41001, to be placed to the credit of the proper Fund, all General funds, Adult Education funds, Cafeteria funds, Deferred Maintenance funds, General Obligation Bond funds, Capital Facilities funds, Developer Fees/School Facility funds, Special Reserve funds and Foundation Trust funds. The District and the LACOE Treasury shall make investment of all such funds within the requirements of the previously referred to prudent investor rules in California Probate Code §16045 et seq.

The District also may deposit funds in a bank or other financial institution whose accounts are federally insured in accordance with Education Code §41002.5 or any other law or provisions of the California School Accounting Manual.

The District shall deposit all other monies, such as Revolving Cash Fund, allowed by law to be deposited in other than the LACOE Treasury in any fully-insured banking institution in the Los Angeles County selected by the Superintendent, CFO and/or their joint designee.

The Superintendent, CFO or designee, as stipulated by applicable LACOE/California Education Codes, shall file periodic reports with the Board of Education regarding the status of all District investments in the LACOE Treasury and all monies deposited in banking institutions. Note: It is preferred, however, that these reports be continued/reflected in the 1st and 2nd Interim Reports as well as the annually-required Independent Audit Report, unless otherwise specified by the Board of Education.

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
INVESTMENT BOARD POLICY - BP (TBD)

I. Purpose

This policy is designed to govern the investment of funds held by the Santa Monica-Malibu Unified School District that will be henceforth referred to as "The District". The policy also governs the issuance of debt by the District. This policy is based upon Federal, State and Local Laws as well as prudent money management practices. To the extent that this policy conflicts with applicable laws, the applicable law shall prevail. The primary goals of this policy are:

- , To assure compliance with all federal, state and local laws governing the investment of monies and the issuance of debt;
- , To protect the principal deposits of the District; and,
- , To generate investment income within the parameters of this policy and established and/or known government codes.

II. Policy

The District's primary investment objective shall be to maintain the safety and liquidity of its funds. Safety of principal is the foremost objective of the District Investment Policy. The investment factors the District shall consider, in order of descending importance, are as follows:

- , Safety of invested funds;
- , Sufficient liquidity to meet future cash flow requirements; and,
- , Attain maximum flexible yield consistent with the above requirements.

In addition, the District/Board of Education shall adopt measures as set forth in this document to ensure that the issuance of debt by the District complies with all applicable federal and state laws, including federal and state security laws.

The Chief Financial Officer (CFO)/Assistant Superintendent for Fiscal/Business Services, under the direction of the Superintendent and the Board of Education, shall have the responsibility for all decisions and activities performed under the District's Investment Policy. The CFO shall have the ability to allocate resources or delegate responsibilities as necessary with external/oversight expert independent advice in order to optimize the safety and liquidity of the investment portfolio and to implement this particular Investment Policy.

III. Legal Constraints

Pursuant to California Education Code §41001, the District shall deposit all funds received or collected from any source into the LACOE Treasury to be placed to the credit of the proper Fund of the District, except as otherwise provided by a policy or practices to be adopted by the Board of Education and will be described herein.

Pursuant to California Education Code §41015, the District may invest all or part of funds deposited in a Special Reserve Fund or any surplus monies not required for immediate necessities of the District in any of the investments specified in California Government Code §16430 or §53601. Special Reserve Funds are defined as those Funds which the Board of Education has designated for capital outlay or other purposes where an accumulation over a period of a fiscal year is desired.

IV. Authorized Investments

The District shall make investments in the context of "prudent investor rules" [Government Civil Code §2261 et seq.] which in substance states that:

"Investments shall be made with the judgment and care under circumstances then prevailing which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment considering the probable safety of the capital as well as the probable income to be derived."

The District shall deposit all funds received or collected from any source into the LACOE Treasury, except as provided for through the California Education Code. Those funds maintained in a Special Reserve Fund or any surplus funds not required for the immediate necessities of the District shall be available for investments in "funds available for investment" on the conditions set forth in this policy.

1. The LACOE Investment Pool, established by the LACOE Treasurer for the benefit of local agencies and/or schools: the District may invest up to 100% of its funds available for investment in the LACOE Investment Pools.
2. The local Agency Investment Fund established by the California State Treasury for the benefit of the local agencies and/or schools: the District may also invest up to 100% of its funds available for investment in the Local Agency Investment Fund.
3. To the extent that the District directs the investments of its funds to specific securities, those securities shall be limited to the securities identified in the California Government Code §53601. However, the District will not under any circumstances direct the investment of this Fund to reverse re-purchase agreement unless such transaction are matched to their maturity.
4. Monies received from the sources or for the purposes listed below may be deposited in a bank or other financial institution. Monies so deposited shall be in fully-insured or collateralized accounts or instruments in bank accounts maintained outside of the LACOE Treasury and shall be limited to the following purposes:
 - A. Revolving Cash
 - B. Associated Student Body Accounting
 - C. Self-Insurance Funds
 - D. If applicable at all, in the Santa Monica-Malibu area, Mello-Roos bond proceeds
 - E. Tax and Revenue Anticipation Notes (TRANS) proceed.
 - F. Cafeteria Fund

V. Compliance with Federal and State Security Laws

The District will take reasonable steps to ensure that any debt offerings issued by the District comply fully with all applicable federal and state security laws. In connection with all debt offerings issued by the District, the District shall retain bond counsel and disclosure counsel to review the offering materials prepared in connection with the debt offering to ensure that disclosures contained in offering materials comply with federal and state security laws. The CFO shall be responsible for reviewing the offering materials regarding the accuracy of information disclosed in such materials. This will be done in concert with the Superintendent, Board of Education and/or any retained expert consultant.

VI. Deposit of Proceeds from the Issuance of Debt

The District shall not issue debt for the sole purpose of generating funds for investment. The District shall limit the issuance of debt for the purposes of meeting short-term cash flow needs and to fund capital projects. Debt issuance shall be reviewed by the Financial Oversight Committee, the Superintendent, Board of Education and any authorized outside legal or specialty consultant. When depositing proceeds from the issuance of debt, the District shall limit such investment to those authorized investments identified in this policy. Should, for example, a Trust Agreement of a particular debt issued by the District become more restrictive than the District policy on authorized investments, then the Trust Agreement shall take precedence.

VII. Investment Reviews

The CFO shall review quarterly reports, or as available, on investment performance and present the same to the Superintendent, Board of Education and the Financial Oversight Committee, as required, and this shall be done in a manner determined to be timely by both the Superintendent and the Board of Education.

VIII. Changes to Investment Policy

This policy will be reviewed on an annual basis or as is determined to be necessary by the Office of the CFO, Superintendent, Board of Education and/or as dictated by the Los Angeles County Office of Education (LACOE) policies or rules. The policy will also upon its review ensure its consistency with the objectives of income growth and safety, and changes in applicable laws and, most importantly, financial trends. Any proposed amendments to the policy will require approval by the Board of Education and, prior to submission to the Board, must be endorsed/approved by both the CFO and the Superintendent.

IX. Financial Professional Compliance with Investment Policy

All outside investment advisors/managers/attorneys and other financial professionals employed or retained by the District and/or its representatives including without limitation financial advisors, underwriters, bond counsel and disclosure counsel must review this policy and sign a Statement of Compliance confirming that they have reviewed this policy and will comply fully with this policy and/or all instructions delivered and approved by the Board of Education that are within applicable Government/Education Codes.

X. Legal Reference

The foregoing policy was developed using as its primary basis Education Codes §41001 and §41015, and Government Codes §16430 and §53601.

XI. No Sweat Policy

This Investment Board Policy is intended to reflect the District's position as it relates to the adoption of a "No-Sweat" Resolution. This means that the District is committed to and resolved not to knowingly invest and/or participate for the purposes of gaining increased or investment revenue with companies that knowingly align with and/or utilize "Sweat Gains" or disregard the District's language, intent or spirit of this "No Sweat" Resolution.

TO: BOARD OF EDUCATION

DISCUSSION

01/20/05

FROM: SUPERINTENDENT/LINDA KAMINSKI/TOM WHALEY

RE: APPROVAL OF PRE-K-12 VISUAL AND PERFORMING ARTS EDUCATION
PLAN

DISCUSSION ITEM NO. D.2

In the Fall of 2003, Santa Monica-Malibu Unified School District was selected by the oversight commission of the Los Angeles County Regional Blueprint for Arts Education: Arts For All as one of five Vanguard Districts in the County. Each Vanguard District was responsible for developing a Board Policy Statement regarding arts education and a PreK-12 standards-based arts education plan.

Chair and Co-chairs were named and a District Arts For All Committee comprised of educators, parents, local artists, community stakeholders was formed. The California Alliance For Arts Education (CAAE) contributed a coach to guide facilitation and leadership training.

The Arts For All Committee met for 18 months during which time the committee developed the revised Board Policy on Arts Education (already adopted by the Board on 12/9/04), assessed the current status and funding of district-wide arts programs, identified areas of need in arts programs, created a Pre-K-12 standards-based Arts Education Plan and timeline and determined the funding costs.

Copies of the plan have been made available to the Board of Education. Copies will be available at the meeting and are available for review in the Educational Services Office.

**Board of Education/ Liaison Assignments/ 2005
District Advisory Committees**

District Committee	<u>Staff</u> Liaison	Board Liaison Assignment	Meetings
Accessibility (inactive)		-----	As needed
Title I	Linda Kaminski	Oscar de la Torre, Maria Leon-Vazquez	Four times a year – usually on a Friday morning
Child Care and Development	Judy Abdo	Emily Bloomfield	3 rd Tuesdays - CDS Auditorium
Community Health and Safety	Kathy McTaggart	Oscar de la Torre	Monthly, usually the 3 rd Wednesday – 7pm
DAC – Bilingual	Peggy Harris	Oscar de la Torre	Monthly, usually Friday – 9-11am, various sites
DAC – GATE	Peggy Harris	Emily Bloomfield	Four times a year – 7pm, various sites
Proposition X Oversight	Wally Berriman	Julia Brownley	Only One more meeting this year
Fine Arts	Tom Whaley	Jose Escarce	Monthly, Thursday’s p.m.
Financial Oversight Committee	Winston Braham	Julia Brownley, Kathy Wisnicki	Monthly, 2 nd & 4 th Tuesdays – 10am
Instructional Technology	Peter Zrinzo	Shane McLoud	Monthly, 2 nd Tuesday -4-6 pm AEC Room 20
Intercultural Advisory Council	Peggy Harris	Jose Escarce, Maria Leon-Vazquez	Monthly, 1 st Tuesday
Special Education	Cindy Atlas	Maria Leon-Vazquez, Kathy Wisnicki	TBA Monthly 7pm Samohi Cafeteria
Sports and Physical Education	Donna Muncey	Oscar de la Torre	Four times a year - 7 p.m. , various sites
School Improvement	Donna Muncey	Shane McLoud, Emily Bloomfield	Four times a year, Tuesday afternoons (TBA)
Strategic Planning	All Sr. Cabinet Members	Shane McLoud	As needed (TBA)

Article 9 of the Bylaws of the Board of Education, Section 1 states: “The President of the Board of Education of the Santa Monica-Malibu Unified School District shall serve without election, as a non-voting director of the Santa Monica-Malibu Education Foundation during his/her term of office.”

The President or the President’s designee shall serve as a liaison to the Santa Monica and Malibu City Councils.

The President and Vice President or designee(s) shall serve as liaisons to the Liaison Committee (City of Santa Monica, SMMUSD, SMC).

The Board President or the President’s designee shall be the liaison between the Board of Education and the following organizations: PTA, Santa Monica & Malibu Chambers of Commerce and other committees as deemed necessary by the Board of Education.

Shaded areas = Some or all members appointed by the Board of Education.

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