

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

ACTION  
09/09/04

RECOMMENDATION NO. A.1

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

August 19, 2004  
August 26, 2004

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

09/09/04

FROM: SUPERINTENDENT

RE: APPROVAL OF INDEPENDENT CONTRACTORS

RECOMMENDATION NO. A.2

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.

<b>Contractor/Contract Dates</b>	<b>Description</b>	<b>Site</b>	<b>Funding</b>
Sharroky Hollie Sept.1, 2004 only  Cost Not to Exceed: \$300	To provide a staff development workshop for Olympic High buy back day, presenting the research base of the AEMP	Olympic	Gift  01-90120-0-11100-10000-5802-014-4140
AVID Center (Ron Ottinger, National Associate Director)  Sept. 3, 2004 only  Cost Not to Exceed: \$5,000	To present a one-day AVID path training to participating teachers	Ed Services	Instructional Administration  01-00000-0-19510-10000-5802-030-1300-
Adrienne Mack-Kirschner, Inc.  July 1,2004 - June 30th 2005  Cost: Not to exceed \$20,000	Amendment to previous contract approved by the Board on 8/19/04 to provide support to National Board candidates to complete and submit National Board Portfolios	Ed Services	State and Federal (National Board)  Amended Account#: 01-62670-0-11100-10000-5802-035-1300
Family Service of Santa Monica  July 15, 2004 - June 30, 2005  Cost: Not to exceed \$32,000	To provide mental health prevention and intervention services for preschool children and their families. Also provide training and technical assistance for classroom instructional staff	CDS	Head Start \$21,824 (68.02%)  12-52101-0-85000-10000-5802-070-2700  SPS \$10.176 (31.8%)  12-52101-0-85000-10000-5802-070-2700

Contractor/Contract Dates	Description	Site	Funding
Michael Hill July 15, 2004 - June 30, 2005  Cost: Not to exceed \$18,000	To monitor Preschool classrooms to ensure classrooms interactions and activities meet required Preschool guidelines for childrens' social and emotional growth and development	CDS	Head Start \$8,866 (49.3%)  12-52101-0-85000- 10000-5802-070- 2700  SPS \$9,134 (50.7%)  12-60550-0-85000- 10000-5802-070- 2700
Art Meets Technology  July 1, 2004 - June 30, 2005  Cost: Not to exceed \$6,000	To provide an update and maintain Samohi Website	SamoHi	Gift  01-90120-0-11100- 27000-5802-015- 4150
San Bernardino City Unified School District  Sept. 3, 2004 only  Cost: Not to exceed \$1,300	To present the Special Education workshop "The Basics Training, Moderate to Severe Basic Skills Curriculum Framework"	Ed Services	Title II, Teacher Quality  01-40350-0-11100- 10000-5802-035- 1300

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

09/09/04

FROM: JOHN E. DEASY/LINDA KAMINSKI

RE: BASIC AND SUPPLEMENTAL TEXTBOOKS TO BE ADOPTED

RECOMMENDATION NO. A.03

It is recommended that the Board of Education adopt the following textbooks for use in the Santa Monica-Malibu Unified School District. The Board will take action to adopt these materials at the next board meeting.

HOLT - Psychology. Principles in Practice - Psychology

Wright, Richard. (1938).

Uncle Tom's Children - English 10 Anaya, Rudolfo A. (1979).

Tortuga - English 10 Kingston, Maxine Hong. (1977).

China Men - English 10 Naylor, Gloria. (1980).

The Women of Brewster Place - A Novel in Seven Stories -

English 10 Sebold, Alice. (2002)

The Lovely Bones - English 10

COMMENT: In accordance with Board of Education policy, the textbooks listed below were on display for two (2) weeks at Educational Services.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

09/09/04

FROM: JOHN E. DEASY/SUPERINTENDENT

RE: CONFERENCE AND TRAVEL APPROVAL/RATIFICATION

RECOMMENDATION NO. A.04

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>CONFERENCE NAME</u>	<u>COST</u>
<u>SITE</u> Account Number Fund - Resource Number	<u>LOCATION</u> <u>DATE (S)</u>	<u>ESTIMATE</u>
<u>CUDA, Zach</u> Santa Monica High 01-00000-0-11100-27000-5220- 015-4150 General Fund - <b>Function:</b> School Admin.	Advanced Placement Micro/Macro Economics Palos Verdes, CA August 9 - 13, 2004	\$600
<u>D'AGOSTINO, Joan</u> Malibu High 01-91270-0-11110-10000-5220- 010-4100 General Fund - <b>Resource:</b> City of Malibu	L.A. County Advancement Via Individual Determination New Elective Teachers Meeting Downey, CA August 24, 2004	\$60 (mileage-regis. paid by LACOE)
<u>HO, Pat</u> Fiscal Services 01-00000-0-00000-72000-5220- 051-2510 General Fund - <b>Function:</b> Other Genl. Admin.	General Accounting Standards Board 34 - Advanced Topics Ontario, CA October 15, 2004	\$155
<b>Adjustments</b>		
(Preapproved expenses 10% in excess of approved costs that must be approved by Board/Changes in Personnel Attendance)		
NONE		
<b>Group Conference and Travel: In-State</b>		
* a complete list of conference participants is on file in the Department of Fiscal Services		
<u>ABDO, Judy</u> + 22 Additional Staff Child Development Serv. 12-52101-0-85000-10000-5220- 070-2700 Child. Dev. Fund- <b>Resource:</b> HeadStart-Basic	Seeds of Success; Cultivating Literacy Santa Monica, CA January 31, 2004	\$230 Total

<u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>DEASY, John</u> <u>BLOOMFIELD, Emily</u> <u>BROWNLEY, Julia</u> de la Torre, Oscar <u>LEON-VAZQUEZ, Maria</u> <u>McLOUD, Shane</u> Board of Education 01-00000-0-00000-71500-5220- 020-1200 General Fund - <b>Function:</b> Superintendent	Calif. School Boards Assn. Annual Education Conference San Francisco, CA December 2 - 4, 2004	\$9,500 Total
<u>DURAN-CONTRERAS, Martha</u> + 18 Additional Staff John Muir Elementary 01-90120-0-11100-10000-5220- 005-4050 General Fund - <b>Resource:</b> Gifts	John Muir Pre-Service Oxnard, CA September 1 - 2, 2004	\$2,329 Total
<u>HARRISON, Rebel</u> + 14 Additional Staff Regional Occupational Ctr. 01-96351-0-71100-10000-5220- 080-1501 General Fund - <b>Resource:</b> ROP Classroom	Celebrating 30 Years of Student Success Los Angeles, CA October 1, 2004	<b>8 SUBS ONLY</b>
<u>HAGEN, Marcia</u> <u>HOLMES, Beth</u> State & Federal Projects 01-40350-0-11100-10000-5220- 035-1300 General Fund - <b>Resource:</b> Title II	Credential Counselors and Analysts of California (CCAC) Fall Conference Sacramento, CA October 12-15, 2004	\$1800 Total
<u>KAMINSKI, Linda</u> <u>MUNCEY, Donna</u> State & Federal Projects 01-40350-0-11100-10000-5220- 035-1300 General Fund - <b>Resource:</b> Title II	School Services 2004 School Finance & Management Conference Ontario, CA August 13, 2004	\$550 Total
<b>Out-of-State Conferences: Individual</b>		
NONE		

<b>Out-of-State Conferences: Group</b>		
NONE		

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

TO: BOARD OF EDUCATION  
FROM: JOHN E. DEASY/VIRGINIA I. HYATT  
RE: APPROVAL OF PURCHASE ORDERS

ACTION/CONSENT  
09/09/04

RECOMMENDATION NO. A.05

It is recommended that the Board of Education approve the following Purchase Orders and Changed Purchase Orders from August 20 through September 2, 2004 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

ACTION/CONSENT

09/09/04

FROM: JOHN E. DEASY/SUPERINTENDENT

RE: RENEW CONTRACT-SCHOOL SERVICES OF CALIFORNIA, INC.

RECOMMENDATION NO. A.06

It is recommended that the Board of Education ratify an agreement for special fiscal services with School Services of California, Inc., effective July 1, 2004 and terminating June 30, 2005.

It is further recommended that in consideration for services provided by School Services of California, Inc., that the District agrees to pay \$2,580 annually, plus expenses.

Funding Information

Source: General Fund-Unrestricted

Currently Budgeted: Yes

Account Number: 01-00000-0-00000-72000-5800-050-1500

Description: Other Gen'l Admin/Contracts/Business Serv.

COMMENT: This request represents a renewal of our contract with School Services of California, Inc. There is a modest rate increase of 4% in the annual fee over the previous contract. School Services of California, Inc. provides fiscal services to the District including school finance, legislation, school budgeting and general fiscal issues. This agreement also includes up to 12 direct service hours at no additional cost.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:



TO: BOARD OF EDUCATION

ACTION/CONSENT

09/09/04

FROM: SUPERINTENDENT/MICHAEL D. MATTHEWS

RE: CERTIFICATED PERSONNEL - Elections, Separations

RECOMMENDATION NO. A.07

ADDITIONAL ASSIGNMENTS

EDISON ELEMENTARY

Brumer, Sandra	11 hrs @\$35.60	05/03/04-6/11/04	Est Hrly/\$392
Dworin, Jeanne	22 hrs @\$35.60	05/03/04-6/11/04	Est Hrly/\$783
Jacob-Marai, Nora	22 hrs @\$35.60	05/03/04-6/11/04	Est Hrly/\$783
Murcia, Constanza	5 hrs @\$35.60	05/03/04-6/11/04	Est Hrly/\$178
Nunez-Garcia, Veronica	5 hrs @\$35.60	05/03/04-6/11/04	Est Hrly/\$178
Rankin, Nancy	1 hr @\$35.60	05/03/04-6/11/04	<u>Est Hrly/\$36</u>
			TOTAL ESTABLISHED HOURLY\$2,350

COMMENT: After school intervention  
01-Unrestricted Resource

**TOTAL ESTABLISHED HOURLY = \$2,350**

SUBSTITUTE TEACHERS

Effective

REGULAR DAY-TO-DAY SUBSTITUTES

(@\$121.20 Daily Rate)  
Gomez, Carolina 9/3/04

PREFERRED SUBSTITUTES

(\$143.42 Daily Rate)  
Ackrich, Deborah 9/8/04  
Monastero, Jon 9/8/04  
Yook, Emily 9/8/04

LONG-TERM SUBSTITUTES

(\$185.84 Daily Rate)  
Gomez, Carolina 9/3/04- 11/24/04

PROBATIONARY CONTRACTS

Name/Assignment <u>Location</u>	Not to <u>Exceed</u>	<u>Effective</u>
Barreras-Graciano, Laura Will Rogers Elem/CDS	50%	9/3/04
Benitez, Lourdes John Muir Elementary	100% [replacing R. Suskin]	9/3/04
Eliazarov, Aliza Grant Elementary/3rd	100% [replacing J. Adams]	9/3/04
Greer, Katie Malibu HS/Counselor	100% [replacing A. Richert-Ballweg]	8/16/04
Killar, Rachel SAMOHI/SDC-RSP	100% [replacing B. Lipscomb]	9/3/04
Marcos, Eric Lincoln MS/Math	100% [replacing J. Crawford]	9/3/04

Klevs, Charles SAMOHI/Social Studies	100% [replacing T. Hadlock-Piltz] [Reinstatement-Prob II]	9/3/04
Navia, Brandon John Muir Elementary/1st	100% [rehire-Prob I]	9/3/04
Ramirez, Joseph A. John Muir Elementary/3rd	100% [rehire-Prob I]	9/3/04
Varner, John SMASH/RSP	50% [replacing N. Griffin]	9/3/04

TEMPORARY CONTRACTS

Name/Assignment <u>Location</u>	Not to <u>Exceed</u>	<u>Effective</u>
Ball, Marisa Will Rogers Elem/CDS	100%	9/3/04-6/24/05
Cook, Peter SAMOHI/Spanish	100% [replacing B. Sanders]	9/3/04-6/24/05
Dardick, Tracy Webster Elementary/3rd	100% [replacing D. Ackrich]	9/3/04-6/24/05
Ferre, Liwanag SAMOHI/Chemistry	100% [replacing D. Omura]	9/3/04-6/24/05
Huaman, Ricardo SAMOHI/Spanish	100% [replacing L. Wells]	9/3/04-6/24/05
Ortega, Sergio Edison Elementary/4th	100% [replacing M. Meade]	9/3/04-6/24/05
Pingatore, Lynda Malibu HS/SDC-IS	20% [replacing L. Szilagyi]	9/3/04-6/24/05
Riley, Elizabeth Malibu HS/Spanish	100% [replacing M. Mora]	9/3/04-1/28/05
Rodriguez, Luis SAMOHI/Algebra	100% [replacing M. Welford]	9/3/04-6/24/05

LEAVES OF ABSENCE (without pay)

Name/Assignment <u>Location</u>	<u>Effective</u>
Cady, Patrick SAMOHI	9/3/04-6/24/05 [personal-40% leave]
Cueva, Martha Will Rogers Elementary	9/3/04-6/24/05 [child care]
Lovett, Tiffany John Muir Elementary	9/3/04-6/24/05 [personal]
Sanders, Bryan SAMOHI	9/3/04-6/24/05 [child care]

RETURN FROM LEAVE OF ABSENCE

<u>Name/Assignment</u>	<u>Effective</u>
<u>Location</u> Herman, Melissa John Muir Elementary/1st	9/3/04

RESIGNATIONS

<u>Name/Assignment</u>	<u>Effective</u>
<u>Location</u> Close, Jacqueline Student & Family Support Svcs/Special Education	8/6/04
Farrell, Sarah SAMOHI	6/18/04
Rosales, Susan Edison Elementary	8/2/04
Toomey, Kathy Adult Education	8/5/04

RETIREMENTS

<u>Name/Assignment</u>	<u>Effective</u>
<u>Location</u> Adams, Judith Grant Elementary	6/18/04
Berson, Rosamund Will Rogers Elementary	6/18/04

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

TO: BOARD OF EDUCATION  
 FROM: SUPERINTENDENT/MICHAEL D. MATTHEWS  
 RE: SPECIAL SERVICES EMPLOYEES

ACTION/CONSENT  
 09/09/04

RECOMMENDATION NO. A.08

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>
Berger, Julie Student and Family Support Services, Special Education, provide psychology intern services as directed and supervised by a school district psychologist FUNDING: 01-65000-0-50010-31200-2917-043-1501-100% Special Education	\$4,200	9/13/04-9/10/05	\$60/day
Brotman, Mary Student and Family Support Services, Special Education, assist Occupational Therapist; provide direct services to students from 7/1/04 through 7/30/04 as per signed IEP's which have occupational therapy goals under the supervision of a licensed Occupational Therapist FUNDING: 01-65000-0-57700-11900-2917-042-1501-100% Special Education	\$2,700	7/1/04-7/30/04	\$15.58/hr + mileage reimbursement \$0.365/mile
Cohen, Arthur Business Services, consultant services needed to close out the Prop X modernization programs FUNDING: 21-00000-0-00000-82000-2917-098-1501-100% Unrestricted Resource	\$10,000	7/1/04-6/30/05	\$125/hr
deSoto-Foley, Alicia Food & Nutrition Services, provide tech support for all gardens, meet with gardening angels, pick up supplies, support teachers, PTA's in recruiting angels, assist in planning workshop, organize/submit reports FUNDING: 13-53100-0- 00000-37000-2917-057-1501 Child Nutrition	\$6,840	9/8/04-6/30/05	\$18/hr



Moran, Amy                    \$4,200            9/13/04-9/10/05            \$60/day  
Student and Family Support Services, Special Education, provide  
psychology intern services as directed and supervised by a  
school district psychologist

FUNDING: 01-65000-0-50010-31200-2917-043-1501-100%  
Special Education

Muncey, Donna                \$108,263        7/1/04-6/30/05            \$487.67/day  
+ stipend of  
\$2702/year  
for Doctorate  
degree

Educational Services, Director-Educational Services  
FUNDING: 01-00000-0-19600-21000-2917-030-1501-100%  
Unrestricted Resource

Rabin, Debbie                \$6,200            7/1/04-7/30/04            \$35.77/hr  
+ mileage reimbursement  
\$0.365/mile

Student and Family Support Services, Special Education,  
assist Occupational Therapist; provide direct services to  
students from 7/1/04 through 7/30/04 as per signed IEP's which  
have occupational therapy goals under the supervision of a  
licensed Occupational Therapist

FUNDING: 01-65000-0-57700-11900-2917-042-1501-100%  
Special Education

Ross, Jennifer                \$3,375            7/1/04-7/30/04            \$19.47/hr  
+ mileage reimbursement  
\$0.365/mile

Student and Family Support Services, Special Education,  
assist Occupational Therapist; provide direct services to  
students from 7/1/04 through 7/30/04 as per signed IEP's which  
have occupational therapy goals under the supervision of a  
licensed Occupational Therapist

FUNDING: 01-65000-0-57700-11900-2917-042-1501-100%  
Special Education

Schuman, Greta                \$4,200            9/13/04-9/10/05            \$60/day  
Student and Family Support Services, Special Education, provide  
psychology intern services as directed and supervised by a  
school district psychologist

FUNDING: 01-65000-0-50010-31200-2917-043-1501-100%  
Special Education



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

ACTION/CONSENT  
09-09-04

RECOMMENDATION NO. A.09

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**

BERNARD, GREGORY	INST ASST - SPECIAL ED 6.0 HRS/SY MALIBU RANGE: 20 STEP: 04	09-07-04
BRYANT, LORETTA	SR OFFICE SPECIALIST 8.0 HRS/10 ROGERS RANGE: 25 STEP: 01	08-31-04
DEWIG, MELISSA	INST ASST - CLASSROOM 3.5 HRS/SY MUIR RANGE: 18 STEP: 01	09-07-04
JACOBS, ALICIA RANGE: 18	INST ASST - CLASSROOM 3.0 HRS/SY MCKINLEY STEP: 01	09-07-04
KELLER, COLLEEN	INST ASST - SPECIAL ED 6.0 HRS/SY MALIBU RANGE: 20 STEP: 04	09-07-04
MCGARRY, MARGARET	INST ASST - CLASSROOM 4.0 HRS/SY PT.DUME RANGE: 18 STEP: 01	09-07-04
PARKS, MARI	INST ASST - CLASSROOM 3.0 HRS/SY PT.DUME RANGE: 18 STEP: 01	09-07-04
RILEY, MARTELLE	BUS DRIVER 7.0 HRS/10 TRANSPORTATION RANGE: 28 STEP: 01	08-31-04
STURGIS, LYNN	INST ASST - CLASSROOM 3.5 HRS/SY SMASH RANGE: 18 STEP: 01	09-07-04
ZWAHLEN, RYAN	INST ASST - CLASSROOM MUSIC 3.0 HRS/SY LINCOLN RANGE: 18 STEP: 01	09-07-04





**LATERAL TRANSFER**

RICHARDSON, MELVIN	INST ASST - PHYSICAL ED 6.0 HRS/SY LINCOLN FR: INST ASST - SPECIAL ED	09-06-04
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**PROFESSIONAL GROWTH**

COOPER, CAROLE	INST ASST - SPECIAL ED ROOSEVELT	03-01-02
MARTINEZ, LUZ	SITE FOOD SERVICE COORD FOOD SERVICES	02-01-02

**PAID MEDICAL LEAVE OF ABSENCE**

DOMINGUEZ-MORALES, YANET	COMPUTER LAB TECH SAMOHI	09-01-04 10-25-04
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**SUMMER ASSIGNMENT**

BIVENS, EMILY	CHILDREN CENTER ASST CDS	08-23-04 09-02-04
COJAN, CARMEN	CAFETERIA WORKER II FOOD SERVICES	08-22-04 08-31-04
COOPER, RAYMOND	CUSTODIAN I DAY OPERATIONS	08-01-04 08-31-04
COOPER, RAYMOND	CAMPUS SECURITY OFFICER SAMOHI	07-01-04 08-30-04
COOPER, RAYMOND	CAMPUS SECURITY OFFICER SAMOHI	08-24-04 08-27-04
DESAI, BELA	CAFETERIA WORKER II FOOD SERVICES	08-22-04 08-31-04
ESCOBAR, VICTORIA	CAFETERIA WORKER II FOOD SERVICES	08-22-04 08-31-04
LAI, CHONG FAH	PRODUCTION KITCHEN COORD FOOD SERVICES	08-22-04 08-31-04
LOPEZ, VICTORIA	CAMPUS SECURITY OFFICER SAMOHI	07-01-04 08-30-04
LOPEZ, VICTORIA	CAMPUS SECURITY OFFICER SAMOHI	08-24-04 08-27-04
MANGUM, DON	CAMPUS SECURITY OFFICER SAMOHI	07-01-04 08-30-04
MARTINEZ, LUZ	SITE FOOD SERVICE COORD FOOD SERVICES	08-22-04 08-31-04

MEJIA, LORENA	CHILDREN CENTER ASST CDS	06-21-04 06-30-04
MIRANDA, KARLA	CAFETERIA WORKER II FOOD SERVICES	08-22-04 08-31-04
NOLEN, HENRY	CAFETERIA WORKER II FOOD SERVICES	08-22-04 08-31-04
PRECIADO, IRIS	SR OFFICE SPECIALIST EDISON	08-23-04 08-31-04
TANGUM, CATHY	CAMPUS SECURITY OFFICER SAMOHI	07-01-04 08-30-04
TANGUM, CATHY	CAMPUS SECURITY OFFICER SAMOHI	08-24-04 08-27-04
WEEKS, CARLA	PRODUCTION KITCHEN COORD FOOD SERVICES	08-22-04 08-31-04
WILSON, STANLEY	CUSTODIAN I DAY OPERATIONS	08-01-04 08-31-04
YEPEZ, VICTORIA	CAFETERIA WORKER II FOOD SERVICES	08-22-04 08-31-04
<b><u>SUBSTITUTE</u></b>		
LOYA, JESSICA	OFFICE SPECIALIST PERSONNEL SERVICES	08-16-04 08-30-04
<b><u>SUSPENSION WITHOUT PAY</u></b>		
KRPAN, VERITY	STOCK & DELIVERY CLERK PURCHASING	09-15-04
<b><u>RESIGNATION</u></b>		
BARBA, VERONICA	INST ASST - CLASSROOM ROGERS	06-18-04
BARRERAS-GRACIANO, LAURA	INST ASST - BILINGUAL ROGERS	06-18-04
BATISTA, GLORIA	INST ASST - SPECIAL ED MCKINLEY	06-18-04
CHEBAIR, LUZ	CAFETERIA WORKER I ADAMS	08-24-04
GOMEZ-TAGLE, NANCY	INST ASST - SPECIAL ED SAMOHI	08-18-04

HENDRICKS, DAVID	CHILDREN CENTER ASST ROGERS	09-02-04
JAUREGUI, MARISSA	INST ASST - CLASSROOM ROOSEVELT	08-20-04
MIZEL, JULIA	INST ASST - SPECIAL ED ROOSEVELT	08-25-04
OZTOPCU, OZDEN	INST ASST - SPECIAL ED MUIR	08-24-04
RAIKHY, NICOLE	INST ASST - CLASSROOM FRANKLIN	06-18-04
VICKERS, LAURA	INST ASST - SPECIAL ED SAMOHI	06-18-04

**ESTABLISHED POSITION**

8.0 HRS/12	EQUIPMENT OPERATOR OPERATIONS	07-01-04
2 POSITION	INST ASST - CLASSROOM 3.5 HRS/SY CABRILLO	09-08-04
1.2 HRS/SY	INST ASST - CLASSROOM ADULT ED	09-01-04
2.1 HRS/SY	INST ASST - CLASSROOM ADULT ED	09-01-04

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

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

ACTION/CONSENT  
09-09-04

RECOMMENDATION NO. A.10

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

**STUDENT INTERN - ALLIANCE GRANT**

ECHERRERIA, MARIA	SAMOHI	07-01-04 - 08-31-04
HERNANDEZ, STEVEN	SAMOHI	07-01-04 - 08-31-04
RUIZ, JOANNA	SAMOHI	07-01-04 - 08-31-04

**STUDENT HELPER**

CAMPBELL, TAI	WORKABILITY	08-01-04 - 06-30-06
CORRODI, LAURA	WORKABILITY	07-01-04 - 06-30-05
DE PABLO, PETER	WORKABILITY	07-01-04 - 06-30-08
GUNSEKARA, CHANDRA	WORKABILITY	07-01-04 - 06-30-05
PAGE, ALICIA	WORKABILITY	07-01-04 - 06-30-08

**COACHING ASSISTANT**

GRAY, CARLOS	MALIBU	08-16-04 - 06-24-05
ZEMLIAK, WILLIAM	MALIBU	08-24-04 - 09-30-04

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

09/09/04

FROM: SUPERINTENDENT

RE: EXPULSION OF STUDENT (B/D 01-05-88)

RECOMMENDATION NO. A.11

It is recommended that the Board of Education expel student (B/D 01-05-88).

COMMENT: The Principal of Santa Monica High School recommended the

expulsion based on the student's violations of Education Code Sections 48900(a)(1) and 48900(k):

"Caused, attempted to cause, or threatened physical injury to another person." Education Code 48900(a)(1).

"Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other personnel engaged in the performance of their duties." Education Code 48900(k)

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

09/09/04

FROM: SUPERINTENDENT

RE: EXPULSION OF STUDENT (B/D 02-19-89)

RECOMMENDATION NO. A.12

It is recommended that the Board of Education expel student (B/D 02-19-89).

COMMENT: The Principal of Santa Monica High School recommended the

expulsion based on the student's violations of Education Code Section 48900(c):

"Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, any controlled substance, alcoholic beverage or intoxicant of any kind."  
Education Code 48900 (c).

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ABSTENTIONS:

TO: BOARD OF EDUCATION ACTION/MAJOR  
09/09/04  
FROM: JOHN E. DEASY/MICHAEL D. MATTHEWS/LINDA KAMINSKI  
RE: CERTIFICATED ADMINISTRATIVE APPOINTMENTS

RECOMMENDATION NO. A.13

It is recommended that the Board of Education approve the following certificated administrative appointments:

Hank Harris  
Coordinator of Assessment

Cindy Kratzer  
Coordinator of Literacy

Jessica Rishe  
Coordinator of Teacher Support

Susan Samarge  
Coordinator of Student Support

Irene Ramos  
Interim Principal  
John Adams Middle School

Amy Fowler  
Assistant Principal  
John Adams Middle School

Luis Ramirez  
Assistant Principal  
John Adams Middle School

Iraida Johns  
Assistant Principal  
Grant Elementary School

Irene Gonzalez  
Assistant Principal  
Roosevelt Elementary School

Susan Samarge  
Temporary Principal  
Pt. Dume Elementary School  
(Chi Kim on Maternity Leave)

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



TO: BOARD OF EDUCATION

ACTION/MAJOR

09/09/04

FROM: JOHN E. DEASY/MICHAEL D. MATTHEWS

RE: MULTI SCHOOL TEAM STATUS - CIF  
MALIBU HIGH SCHOOL AND CONCORD HIGH SCHOOL

RECOMMENDATION NO. A.14

It is recommended that the Board of Education deny the request for multi-school team status in Boys' Cross Country (CIF Rule 302) for Malibu High School and Concord High School.

COMMENT: At the Board meeting on August 26, 2004, a family in the district petitioned the Board of Education to approve a form for the CIF (California Interscholastic Federation) that would allow students who live in the Malibu attendance area and attend Concord High School to be eligible for the Boys' Cross Country Team at Malibu High School.

If the SMMUSD Board of Education approves this request, it must then be approved by the principal of Malibu High School, the principal of Concord High School, the presidents of the Boards of Education for the district and Concord High School, representatives of the Frontier League, and the Commissioner of the CIF.

In investigating this issue, staff spoke with the athletic directors at Malibu High School and Santa Monica High School, with an elected officer of the Southern Section of the CIF, and with the commissioner of athletics of another CIF section.

The reason for approving this multi-school status form in this case is that the student applying for the status has attended Malibu High School for two years and has had no disciplinary record.

However, staff sees several reasons why the Board should consider not approving the multi-team status.

! Although this student has no discipline infractions, the Board would have no control over the character of other students from Concord High School who might become eligible for the team.

! The district school would have the added burden of using the academic, attendance and behavioral records of the private school to determine eligibility.

From Rule 302:

*The administrative responsibility for all students involved in athletics shall rest with the principal of the CIF member school for which the students(s) is competing.*

- ! Students on the team would not have the same level of academic standards required to participate on the team.
- ! There may be liability questions when the student was driving from the private school to the district school to get to practice or a competition.
- ! The private school could state that their school has the added advantage of allowing its students to compete in CIF sports while assuming none of the costs or responsibilities.
- ! The district would open the door to further requests from students living in our attendance area and attending private schools without CIF sports, thus an approval would set a precedent.
- ! The District would bring the issue to the athletic leagues, which would then have to decide in each case what to do. The issue would bring up issues of competitive advantage and precedence. In the history of the Frontier League, there has not been one case of this rule even being brought before the League. In speaking with a CIF elected officer, she could not recall a public school district ever attempting to form a multi-school team with a private school.
- ! There is a differentiation between this request and requests from students in accredited home school situations where the district has certain obligations found in the Education Code.

Staff recommends that this request be denied as it is an inappropriate policy consideration because of the factors listed above.

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

TO: BOARD OF EDUCATION

ACTION/MAJOR  
09/09/04

FROM: JOHN E. DEASY/LINDA KAMINSKI/CINDY ATLAS

RE: AGREEMENT WITH STATE DEPARTMENT OF EDUCATION TO ACCEPT FUNDING FOR THE SPECIAL EDUCATION DEPARTMENT FOR FISCAL YEAR 2004-2005.

RECOMMENDATION NO. A.15

It is recommended that the Board of Education accept the contract with the State Department of Education, Department of Rehabilitation, and Santa Monica-Malibu School District's Special Education Department effective July 1, 2004 through June 30, 2005. This agreement is to be executed between the Superintendent of Public Instruction, State Department of Education, and the Santa Monica-Malibu Unified School District, wherein the State agrees to pay the Santa Monica-Malibu Unified School District Special Education Department an amount not to exceed \$131,377. The Board agrees to use the funds for transition services for special education students and to authorize John Deasy, Superintendent of Schools, to sign the contract on behalf of the governing board.

Funding Information:

Source: Department of Rehabilitation  
Currently Budgeted: Yes  
Account Number: 01-34100-0-00000-00000-8182-090-000  
Description: Transition Partnership Program -  
Special Education Department

COMMENT: This Transition Partnership Program grant from the Department of Rehabilitation will enable the special education department to expand the present transition services for special education students in high school. This grant is a renewal from the previous year.

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

TO: BOARD OF EDUCATION

ACTION/MAJOR  
09/09/04

FROM: JOHN E. DEASY/LINDA KAMINSKI

RE: TEMPORARY MODIFICATION OF BOARD POLICY SECTION 1330 (a)  
COMMUNITY RELATIONS-USE OF SCHOOL FACILITIES, SCHEDULE  
OF CHARGES-USE OF FACILITIES

RECOMMENDATION NO. A.16

It is recommended that the Board of Education approve and adopt a Temporary modification of BOARD POLICY section 1330 (a) COMMUNITY RELATIONS USE OF SCHOOL FACILITIES-Schedule of Charges-Use of Facilities for the fiscal years 2004-2005 and 2005-2006. (See Attachment "A". Temporary Modification of COMMUNITY RELATIONS USE OF SCHOOL FACILITIES-Revised Schedule of Charges-Use of Facilities).

COMMENTS: The current SMMUSD Schedule of Charges for Field Use was adopted at the June 12, 2003 Board of Education Meeting. At that time Board directed staff to suspend fees for field users at John Adams and Lincoln Middle Schools for one year or until the City of Santa Monica implemented it's new field fee schedule plan. Santa Monica City Council approved implementation of field fees and a schedule on June 15, 2004.

Working together, District and City Staff have created a plan to temporarily modify the School District rate to match the City's. This will be enforced at the City permitted field space at John Adams and Lincoln Middle Schools through the 2005-2006 fiscal year.

The District will assign a block of non-school field use time to City. City will include District field space in available field inventory when allocating and permitting space to non-profit youth sports user groups. The City will permit the space in coordination with District staff. City will charge for the District field space at the modified hourly rate, which is substantially lower than the District hourly rate. The City will send payments of fees paid by the permitted users at each site to the District. The plan will accommodate the youth sports user groups need for additional space, help the City implement it's field fee charges and provide the District some revenue to help cover cost of permit monitoring and custodial services.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

Attachment "A"

Temporary Modification of Facilities Use-Schedule of Charges  
 (revised 2003 for John Adams and Lincoln Middle School fields to  
 accommodate Youth Sports Groups and City of Santa Monica Field  
 Fee Implementation

John Adams and Lincoln Middle School Fields	SMMUSD "Basic Cost Rate" for Santa Monica based Non-Profit Youth Sports (per hour)	City of Santa Monica Rate for Santa Monica Based Non-Profit Youth Sports (per hour)
Soccer/Football w/o lights Practice/Games	\$15.00	\$2.50
Soccer/Football with lights Practice/Games	\$15.00	\$5.00
Softball/Baseball (2) (per field) w/o lights-Practice/Game	\$5.00	\$1.25
Softball/Baseball (2) (per field) with lights-Practice/Game	\$5.00	\$3.75

TO: BOARD OF EDUCATION

ACTION/MAJOR  
09/09/04

FROM: JOHN E. DEASY/SUPERINTENDENT

RE: NOMINATIONS FOR MEMBERSHIP TO THE LOS ANGELES COUNTY  
COMMITTEE ON SCHOOL DISTRICT ORGANIZATION - FIRST,  
FOURTH  
AND FIFTH SUPERVISORIAL DISTRICTS

RECOMMENDATION NO. A.17

It is recommended that the Board of Education consider nominations to the Los Angeles County Committee on School District Organization.

Nominations are to be forwarded to the Los Angeles County Office of Education by September 17, 2004.

COMMENT: LACOE Informational Bulletin #65 has been provided to members of the Board. It includes guidelines for the nomination process, election process and maps of the supervisorial districts in which the vacancies will occur in October of 2004.

Employees of school and community college districts and the Los Angeles County Office of Education are excluded from membership on the County Committee.

A member of a school or community college district governing board who is otherwise eligible, may simultaneously serve as a member of the County Committee.

The election is an at-large election. The voting representative from each district governing board will cast a vote for each vacant position. It is not necessary for a district to fall within the boundaries of a supervisorial district where a vacancy exists in order to make a nomination or to cast a vote.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION  
FROM: JOHN E. DEASY/BETH CONNORS  
RE: 2003-04 UNAUDITED ACTUAL FINANCIAL REPORT

ACTION/MAJOR  
9/09/04

RECOMMENDATION NO. A.18

It is recommended that the Board approve the 2003-04 Unaudited Actual Financial Report pursuant to Education Code §42100.

COMMENTS: The District's *2003-04 Unaudited Actual Financial Report* is being filed with the Los Angeles County Office of Education pursuant to Education Code §42100. All data contained in the report will be subjected to final audit by the District's independent auditor, Roy J. Blair, Certified Public Accountant. The complete report is attached to this Agenda as Attachment A.

The Santa Monica-Malibu Unified School District concluded the 2003-04 school year with a \$4,669,608.24 General Fund balance. The unrestricted portion of the General Fund balance is \$2,855,132.15. All of the available balance is designated for the Reserve for Economic Uncertainties, as required by the California Education Code. The Budget Act of 2003-04 granted a flexibility component that reduced the Reserve for Economic Uncertainties to 1.5% (instead of the usual 3%) for both 2003-04 and 2004-05. The Reserve requirement at 1.5% is \$1,543,689.84 and if it were at the 3% level, it would be \$3,087,379.68 for the 2003-04 fiscal year.

Another flexibility component of the 2002-03 Budget Act was the provision that allowed school districts the ability to transfer categorical reserves into unrestricted reserves, to the extent that school district's state revenues were reduced in 2002-03. Sixteen categorical program reserve balances were transferred into unrestricted funds as part of last year's closing. These balances have not been totally spent and are still part of the District's unrestricted reserve amounts. The total of these transfers was \$1,059,832. This total is part of the unrestricted General Fund balance of \$2,855,132.15.

The total operating expenditure over budget for the year was \$1,427,986.00. The District's reserves were used to fund this excess of expenditures over revenues. This year's expenditure over budget is considerably smaller than last year's amount of \$4,419,573.69. The District will not have the ability to sustain a similar event this year and meet the 3% reserve requirement.

**03-04 Unaudited Actuals  
Restricted Fund Balance  
(F.2 Ending Balance, Column B Restricted is made up of the following Programs)**

<u>Resource #</u>	<u>Description</u>	
56400	Medi-Cal Billing Option	\$ 489,517
62860	ELAP	\$ 2,641
62960	School Library	\$ 5,107
63000	Lottery - Instructional Materials	\$ 408,848
70450	Targeted Instruction	\$ 483,929
71200	Ed Tech Staff Development	\$ 5,264
71400	GATE	\$ 129,829
71560	IMFRP	\$ 261,762
73750	10th Grade Counseling	\$ 14,789
90180	RGK Foundation	\$ 11,878
91250	L.A. County Education Foundation	\$ 362
95190	Coach Training	<u>\$ 550</u>
	<b>TOTAL:</b>	<b><u>\$ 1,814,476</u></b>

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



TO: BOARD OF EDUCATION  
FROM: JOHN E. DEASY/SUPERINTENDENT  
RE: ADOPT POLICY 3290 -  
ACCEPTANCE OF GIFTS

ACTION/MAJOR  
09/09/04  
PREVIOUSLY  
1/22/04; 2/05,19&26/04  
3/11&25/04; 5/06; 6/24/04  
8/26/04

RECOMMENDATION NO. A.19

It is recommended that the Board of Education adopt policy 3290, Acceptance of Gifts, which incorporates the establishment of an Equity Fund.

COMMENT: In an effort to equalize opportunities for all students throughout the District, modifications to the Gift Policy, #3290 to include an Equity Fund were presented by the Superintendent to the Board of Education and community in November, 2003. Since that time, this item has returned to the agenda for continued discussion and modification. During this period of discussion, an Ad Hoc Gift Policy Committee was formed for the general purpose of helping the Board construct the finer points of the administrative regulations and to offer opinions on policy points when asked to provide input.

The Board of Education reviewed the policy at the regular meeting held August 26 and directed several modifications which are included in the attached AR (underlined and in bold print).

Once approved, the new policy and equity fund component will become effective for the 2004-05 school year.

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

### Acceptance of Gifts

The Board of Education adopts the following policy for acceptance of gifts to the District:

#### Philosophy

The Board of Education acknowledges that education is a fundamental right. Every child has a right to an education that will prepare him or her to be a skilled and productive member of our society. The goal of the Board of Education is to provide equitable and high quality educational opportunities for all students in Santa Monica-Malibu Unified School District.

The Board recognizes that the needs of students require various learning opportunities, and it is the responsibility of the board to identify and remove barriers that contribute to gaps in achievement for different groups of students. It is the intent of the Board that gifts accepted by the District provide equitable access to educational opportunities to meet the needs of all students. The board recognizes the community=s desire to participate in promoting excellence in our schools through fund-raising and gifts. While greatly appreciating acceptable donations, the Board discourages any gifts which may directly or indirectly impair its commitment to providing equal educational opportunities for all district students.

The Board recognizes that there are differences among various communities in their ability to contribute additional funds for programs and services at their local schools, and these differences perpetuate inequalities in educational opportunities from one district school to another. Therefore, the Board may not accept gifts by individuals, groups or organizations to specific schools intended to replace personnel, programs or services cut by the Board in the process of budget reduction, unless sufficient funds are received to restore those programs, services or personnel at all sites from which they were cut.

To achieve a greater level of equalization, the Board will establish an Equity Fund, which will be administered by an external organization of the Boards choosing. Contributions to this fund and distributions from this fund will be made in accordance with Administrative Regulations 3290. The purpose of the Equity Fund grants will be to improve the achievement of ALL students while simultaneously closing the achievement gap by mitigating the effects of the unequalized enrichment of schools.

Before accepting a gift, the Board shall consider whether the gift:

1. Has a purpose consistent with the district's vision and philosophy

2. Begins a program which the Board would be unable to continue when the donated funds are exhausted
3. Entails undesirable or excessive costs
4. Implies endorsement of any business or product

The Board shall carefully evaluate any conditions or restrictions imposed by the donor in light of district philosophy and operations. If the Board feels the district will be unable to fully satisfy the donor's conditions, the gift shall not be accepted.

Gift books and instructional materials shall be accepted only if they meet regular district criteria.

All gifts, grants and bequests shall become district property. At the Superintendent or designee's discretion, a gift may be used at a particular school.

Legal Reference:

EDUCATION CODE

- 1834 Acquisition of materials and apparatus
- 35162 Power to sue, be sued, hold and convey property
- 41030 School district may invest surplus monies from bequest or gifts
- 41031 Special fund or account in county treasury
- 41032 Authority of school board to accept gift or bequest; investments; gift of land requirements
- 41035 Advisory committee
- 41036 Function of advisory committee
- 41037 Rules and regulations

MANAGEMENT RESOURCES

ADOPTED January 23, 1984

REVISED  
CSBA DATE

DISTRICT GOAL

SUBJECT: Acceptance of Gifts

ISSUED BY: Assistant Superintendent, Business and Fiscal Services

I. EFFECTIVE DATE

II. AUTHORITY

BOARD OF EDUCATION POLICY 3290

III. PROCEDURES

A. ACCEPTANCE PROCEDURES

1. Gifts will be donated to the school District but can be designated for a particular school.
2. A needs assessment will be conducted by a committee at each school composed of parents, teachers and the principal. This committee will develop a prioritized list of needs for each school.
3. The committee and the principal of the school must approve the disposition of all gifts, which should be in accordance with the school's identified needs, before a request for acceptance is submitted to the Board of Education.

B. CRITERIA FOR ACCEPTING GIFTS

All gifts and donations will be formally accepted by the Board of Education in accordance with administrative procedures subject to the following criteria:

1. Gifts are of direct or closely related instructional value and will not cause the instructional program of the school in which the gift is used to differ from established district curriculum. If a gift is offered that does not appear on the prioritized list of needs or is not of direct institutional value, the committee and the principal will evaluate the gift and make a recommendation regarding acceptance.
2. Gifts of money for personnel will be used for instruction, consulting services, assemblies, aides to assist in the instructional program, for supervision of students (i.e., noon aides) or clerical help. Certificated personnel will be

hourly only; however, classified personnel may be hourly, part time or full time. All personnel whose services are paid for with gift funds must be hired through the Personnel Office.

3. The Business Services Division must approve all gifts requiring installation and maintenance, and appropriate money must accompany requests for acceptance of these gifts. If gift items require an ongoing maintenance contract, the money for that contract must accompany the gift.
4. Gift funds allocated to a school shall be placed in a specifically designated program account. Any funds remaining in this program at the end of the fiscal year shall carry forward into the ensuing fiscal year.
5. The foregoing rules also apply to gifts from student body organizations or any on-campus improvement projects not financed or processed through normal requisitioning procedures.
6. With gifts of opportunity, the Superintendent/designee is authorized to accept gifts on behalf of the Board of Education where a delay until the next Board of Education meeting will cause the gift offer to be retracted.
7. Schools will be allowed to establish a revolving cash fund created by gift money. The fund shall not exceed \$100 per teacher per semester.
8. Gifts given by individuals not in conjunction with fund raising under a value of \$100 do not need Board approval.

C. THE EQUITY FUND

To provide equitable and high quality educational opportunities for all students in Santa Monica-Malibu Unified School District, the Board will establish an Equity Fund, which will be administered by the Santa Monica Malibu Education Foundation. The Equity Fund will, annually, distribute block grants to all schools to address district and local school goals and mitigate the effects of the unequalized enrichment of schools. **The Board of Education will also annually distribute funds from the Equity Fund to address district-wide goals and programs in order to mitigate the effects of unequalized enrichment and opportunity for students.**

The District will establish two categories of contributions to the Equity Fund: mandatory contributions as described in this policy, and voluntary contributions.

1. Contributions and Collection Mechanisms:  
Contributions to the mandatory fund will be collected from the following sources:

- a. Fifteen percent of all cash gifts to either the District or any department or organization thereof, or individual schools, donated during a school year will be placed in the Equity Fund.

- b. Grants and Gifts

There are four (4) types of revenue sources to the district in the area of grants and gifts:

- 1.) Gifts to the district
- 2.) Grants to the district
- 3.) Gifts to a site/school
- 4.) Grants to a site/school

It is not the intent of this policy to discourage grants from private or public philanthropy.

All gifts given to either a site/school or district shall be required to make the 15% established donation to the Equity Fund.

Grants to the district shall be considered on a case-by-case basis. When the Board accepts each grant (as is normally required), it would also decide if the individual grant should be subjected to the guidelines of the policy or not. A test of how equitable the grant funds are to be distributed will be a guiding principle when making this type of decision.

Grants applied for and given to individual sites/schools shall be exempted from the policy. However, no grant will be submitted or accepted unless it is reviewed by the Assistant Superintendent/ Chief Academic Officer.

## 2. Exemptions

The following items are exempt from mandatory contributions to the Equity Fund:

- a) ASB activities initiated and administered by students.
- b) Operational costs of any organization contributing to the fund.
- c) Any expenditure made by any organization covered by this policy that does not provide a donation explicitly to the Santa Monica-Malibu Unified Public Schools.
- d) Field trips for students.
- e) Scholarships (either academic or to ameliorate fiscal hardship for a student in order to participate in a school sponsored activity).
- f) District approved capital programs.
- g) Grants as noted above.
- h) Non-monetary gifts: The first \$5,000 of assessed value from any donor is exempt. Any amount of value over \$5,000 is subject to the 15% portion of the policy. If a donor gives multiple gifts in a fiscal year, when totaled, the amount above \$5,000 is subject to the policy.
- i) Funds supporting copy machines, i.e. purchase, maintenance agreements, etc.

## 3. Distribution of Funds

Distributions from the Equity Fund will be made annually to District schools **and to pre-determined district-wide programs**. Prior to the purchase of any new service or material **at school sites** made by Equity Fund monies, a site must (to the extent fiscally possible) make whole the various organizations that contribute to the fund in the previous year.

The amount of money given to each school in block grants will be determined using a student weighted formula. See Appendix I. The formula contains equal and fractional weights.

This formula takes into account a number of impacting factors on a school. These are: socio-economic status, language acquisition, number of severely handicapped students, population size, and the academic performance of the student body. This formula shall be monitored regularly.

Making decisions about expenditures requires both a very local and very broad perspective simultaneously. These should not be considered as competing forces in this decision. As much as possible the Board of Education believes that the decisions be made as close to the classroom as possible when dealing with school site expenditures. A portion of the equity fund will be used for district-wide programs designed to support activities to achieve our mission. Funds should only be expended by either schools or the district for the following activities:

- a.) Enhance the degree of equity in our district within enrichment/advancement programs (this deals with the equity of advantage issues)
- b.) Intervention and supplemental support programs (this deals with the equity of opportunity issues)
- c.) District-wide intervention or acceleration programs (this deals with community-wide equity of acquisition issues)

It should be expected that over time, and on a yearly basis contributions to the voluntary side of the fund would fluctuate dramatically. In order to avoid a feast/famine cycle (like the State of California) the School Board will include the yearly decision on the amount of funds from the voluntary contributions that will be redistributed. Even growth will be the aim.

In the weighted student formula, the total number of school points is divided into the total amount of Equity Fund resources available. The quotient becomes the Equity Funding Point Value. The Equity Funding Point Value is multiplied by the total number of points at each site resulting in a budget weighted to provide resources differentiated for the needs of each site.



Before receiving block grant funds, each school will submit a detailed plan for expenditures, as part of their regular school site improvement plan, to the Chief Academic Officer. The plan must include: target population, number of students served, description of need, rationale for plan, detailed plan of interventions and support, budget, assessment and evaluation procedures.

The Site Governance Council will administer the funds provided to a school/site from the Equity Fund. In the absence of a governance council, a similar group should be designated.

**The Board of Education will establish an annual priority list of district-wide programs to be funded by the Equity Fund. Recommendations shall be solicited from staff and approved by the Board as part of the annual budget adoption process.**

D. ADDITIONAL CONSIDERATIONS FOR COLLECTION

A methodology to simplify the entire collection process will be to have schools/sites post a monthly update with the fiscal office on the amount of gift/donations made to or on behalf of the school during each month. The fiscal office will help schools track their ongoing gift amounts and contribution owed to the fund. Sites/schools would be responsible for 'holding aside' their required contribution. All contributions would be sent to the Equity Fund in June. The organization administering the Equity Fund would receive the donations and distribute the funds via the student-weighted formula in July. The district will provide an anticipated planning budget each year, so that sites/schools can plan accordingly for the expenditure of these funds. This would be made on the previous year's level of gift/fundraising.

E. VOLUNTARY CONTRIBUTIONS

No formula is applied to voluntary contributions to the Equity Fund. Any amount given is a 100 percent contribution.

F. EQUITY FUND ADMINISTRATION

The Board will designate the Santa Monica Malibu Education Foundation to administer the Equity Fund. The duties of this organization will include the collection and distribution of funds, and the public reporting through an annual audit. The Organization

will also be responsible for the collection of all voluntary donations to the Equity Fund. A board of directors from the Education Foundation will be established to oversee the Equity Fund and its activities. The School Board should seek membership and outline responsibilities for this board. The responsibilities of the Equity Fund Board include:

- 1.) Actively fundraise for the Fund
- 2.) Assist sites/schools in fundraising through a cadre of experts in this area. These volunteers will be at the disposal of various schools to help with this important work
- 3.) Support a sister site program for those who wish to participate
- 4.) Post an annual audit of both the finances and activities of the Equity Fund.

This group of community volunteers should report to the School Board on a regular basis.

***This policy will return to the Board of Education for review each year prior to October 1.***

IV. RELATED FORMS:

Request for Acceptance of Gift  
Block Grant Planning Form  
Student Weighted Formula

V. APPROVAL \_\_\_\_\_

TO: BOARD OF EDUCATION  
FROM: JOHN E. DEASY/SUPERINTENDENT  
RE: MALIBU PETITION FOR SEPARATION

ACTION/MAJOR  
09/09/04

RECOMMENDATION NO. A.20

It is recommended that the Board of Education support the Malibu community's investigation and feasibility study of establishing a separate Malibu unified school district.

When the requisite number of signatures have been collected by the supporters of the petition (at least 25% of the registered voters residing within the affected area) then the members Board of Education would **simultaneously**, affix their signatures to the petition, which would then be forwarded to the Los Angeles County Office of Education.

This action, to be taken, is done expressly without taking a position on this issue. Therefore, the Board of Education is explicitly maintaining a position of neutrality regarding the merits of the petition.

COMMENT: At the meeting of August 26, 2004, the superintendent presented information regarding the interest on the part of a group of citizens in Malibu who formed the Malibu Unified School Team (MUST) to investigate the process and feasibility of forming an independent unified school district for the area of the city of Malibu.

Following discussion of this matter, the Board of Education directed the superintendent to bring back a recommendation for the Board's consideration.

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

TO: BOARD OF EDUCATION

DISCUSSION

09/09/04

FROM: JOHN E. DEASY/LINDA KAMINSKI/CINDY ATLAS

RE: SPECIAL EDUCATION INITIATIVES UPDATE

DISCUSSION ITEM NO. D.1

Since the presentation of the Special Education Strategic Plan and the District's response at the June board meetings, the district has been developing implementation plans for 2004 - 2005. Progress to date will be highlighted as well as continuing plans for the coming year.