

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

**UNADOPTED  
February 17, 2005**

A meeting of the Santa Monica-Malibu Unified School District Board of Education was held on Thursday, February 17, 2005 in the Santa Monica City Council Chambers, 1684 Main Street, Santa Monica, CA. The meeting was called to order at 6 p.m. in the District Office, Board Conference Room at which time the Board moved to Closed Session for the reason(s) listed in Section III, below. The Board will reconvene the public portion of the meeting at 7 p.m. in the Santa Monica City Council Chambers.

**I CALL TO ORDER**

- A. Roll Call
- B. Pledge of Allegiance

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

No speakers to Closed Session

**III CLOSED SESSION:**

- Receipt of recommendation for the approval of the proposed settlement cases pursuant to GC §54954.9 (b), as cited in the Brown Act:
  - Pre-Mediation Settlement Case
  - Compliance Complaint #S-0058-03/04

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

- The superintendent expressed his appreciation of Rebel Harrison and the tremendous leadership she has provided to the district's ROP program at Santa Monica High School. He then introduced Rebel Harrison, ROP Coordinator, and asked her to share information about the award given to Anita Kemp and Teri Jones. Rebel Harrison commented that The Freedoms Foundation at Valley Forge awarded Anita Kemp and Teri Jones the Leavey Award for Excellence in Private Enterprise Education, 2005. Ms. Kemp and Ms. Jones are full time ROP instructors teaching at Santa Monica High School. A portion of their teaching assignment includes three sections of ROP Project E.C.H.O. (Entrepreneurial Projects Hands On) program. For Project E.C.H.O. students operate two student-based businesses on the Santa Monica High School campus, the Vike's Inn and the Vike's Café. She commended both women for their outstanding contributions to the ROP program and for their work with students. Both teachers will be recognized at the Freedoms Foundation special awards ceremony in Philadelphia, PA in late April.

Anita Kemp and Teri Jones thanked the Board of Education for the recognition and also commended Rebel Harrison for her support.

## **V APPROVAL OF THE AGENDA**

Moved by Mr. de la Torre, seconded by Dr. Escarce and voted 6/0, with the Student voting Aye.

## **VI APPROVAL OF MINUTES**

A.01 Approval of Minutes: January 6, 2005 ..... 1

## **VII CONSENT CALENDAR**

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

### **Curriculum and Instruction**

A.02 Approval of Independent Contractors ..... 2-3  
A.03 Overnight Field Trip(s) 2004-05 ..... 4-5  
A.04 Approval of Fee Increase for the School-Age Program for  
Fiscal Year 2005-2004 ..... 6-7  
A.05 Carl D. Perkins Vocational and Applied Technology Education Act  
Of 2004-2005 ..... 8

### **Business and Fiscal**

A.06 Conference and Travel Approval/Ratification ..... 9-13  
A.07 Acceptance of Gifts - 2004-05 ..... 14-14d  
A.08 Award of Purchase Orders ..... 15-15e  
A.09 Acceptance of Work Completed for Truss Repairs at Webster Elementary  
School by SPS Inc. .... 16  
A.10 Acceptance of Work Completed for Asphalt Repairs by Ben's Asphalt -  
Malibu High School, Bid #4.05 ..... 17  
A.11 Accounting and Consulting Services/Mandated Cost Reimbursement Claims -  
Centration, Inc. .... 18  
A.12 Food and Nutrition Grant ..... 19

### **Personnel**

A.13 Certificated Personnel - Elections, Separations ..... 20-24  
A.14 Special Services Employees ..... 25  
A.15 Classified Personnel - Merit ..... 26-28  
A.16 Classified Personnel - Non-Merit ..... 29

## **III PUBLIC COMMENTS**

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

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If you will require accommodation to participate in the Board meeting, please notify the Superintendent's Office at least one day prior to the meeting.

### III PUBLIC COMMENTS (continued)

Due to the number of speakers, each person was allotted 2 minutes to address the Board of Education.

- The following speakers addressed the Board of Education in support of The Met-Santa Monica Charter and encouraged the Board to take action approving the Charter when it comes before the Board at a future meeting:

Arianwen Steele (Student)	Anna Flynn	Marty Smith	Cheri Orgel
Kurt Holland	Emory Mugalian (Student)	Amy Fowler	Jessica Rische
Jane Srebnik	Jack Srebnik	Dean Ichiyanag	Andrea Purcell
Tamara Mugalian	Roger Angle	Candis Berens	Amy Teplin
Mana Shukla	Maria Rodriguez	Christine Hardin	Deirdre Beckett

- Norma Perez address the Board of Education regarding Santa Monica High School and asked that proactive steps be taken to reduce the racial tension at the school.
- Lisa Balfus and Griselda dela Torre addressed the Board regarding security issues at Edison Elementary School. It was their contention that not enough has been done to improve security at the school since the shooting incident that occurred near campus approximately five months ago. It was noted that the safety committee at the school has worked with the Wright Group, a company conducting a second, extensive study of security and safety issues at the school. The Board of Education asked the superintendent to provide an update on this topic at an upcoming Board meeting.

### IX COMMUNICATIONS

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

#### A. Student Board Members Reports

Naomi Vasquez was present and filed the following report:

Second semester started off really good.

- Six teams are going to CIF championship: Boys & Girls Basketball, B & G soccer, G water polo, and wrestling.
- Cheer leading team is going to nationals
- We have anew cell phone policy in which students are allowed to use their cell phone during lunch.

- 2/7- 2/11 was Love & War week.  
Tuesday we had a Newlywed game and Thursday we had a singled out game both during lunch. The couples won a dinner at Buca di Bepo. During that week Senior Steering sold Valentine-Grams. This year we added something new to our grams. Students could purchase what we called a rose and a song. When the rose was delivered the Jazz choir would serenade the person receiving the rose. The valentine- grams were very successful because we sold three times more than last year.
- Monday 2/14 we concluded the valentine week with a pep rally that was very entertaining because our cheer leading team added boys to the team and we got to see them perform Nsync's song " Bye, Bye, Bye". The valentine-grams were delivered after the pep rally.
- During that week we had our Senior Parking Lottery.
- On Saturday 2/26th our school will be hosting Samohi Slam. It will be a basketball game in which SAMOHI teachers will be playing against JAMS and Lincoln teachers. The cast of the hit MTV show "Laguna Beach" will be there. Tickets will be sold at the door for \$10.
- Open House will be on March 1st.
- Our spring musical will be "The Music Man" and will be playing 3/3, 3/4, 3/5, and 3/12.
- Stairway will be 3/10th and 3/11th.

**B. SMMCTA Report - Mr. Harry Keiley**

- Mr. Keiley reported that the Union has called for a special meeting of the executive board and teachers from Olympic for February 28 to discuss choices and options for students at Olympic High School and whether the school can be expanded and include alternative options. Mr. Keiley would like this to fall under the governance sector for public schools. The union will also bring forward a proposal and recommendation endorsed by the union to downsize Santa Monica High School over a reasonable period of time. Mr. Keiley also stated that the district needs to work with the City of Santa Monica regarding the joint use of space. The Rep. Council will meet on March 7 to discuss both Santa Monica High School and Olympic High School. On April 7 the Rep Council will make an official proposal regarding both schools.

Lastly, Mr. Keiley noted an exchange at the last meeting about class size at Santa Monica High School. He stated that there are 331 course sections that have more than 30 students enrolled, and that 117 sections exceed the union contract.

**C. SEIU Report - Ms. Keryl Cartee - absent**

**D. PTSA Council - Ms. Rodriguez - no report**

**X SUPERINTENDENT'S REPORT**

- Budget Update - Dr. Deasy noted that there was nothing new to report with regard to the Governor's Budget, however, Winston Braham would be attending a meeting at the Los Angeles County Office of Education on Friday (Feb. 18) and that meeting would provide additional information for the district.

## **XI MAJOR ITEMS**

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

A.17	Amend Certification of Authorized Signatures .....	30-31
A.18	District Investment Policy .....	32-38
A.19	Revision to Policy 1340 - Access to District Records .....	39-42
A.20	Revision of Policy 5117 - Interdistrict Attendance .....	43-46
A.21	Revision of Policy 5131.61 Controlled Substances .....	47-52
A.22	Approval of Special Education Contracts .....	53-56
A.23	Appointment - Fine Arts DAC .....	57
A.24	Master Facilities Use Agreement Between the City of Santa Monica and The Santa Monica-Malibu Unified School District .....	58-77
	(Includes comments from the Financial Oversight Committee)	

## **XII DISCUSSION ITEMS**

These items are submitted for information (FIRST READING) and discussion. Action will generally be considered at the next regularly scheduled meeting of the Board.

## **XIII INFORMATIONAL ITEMS**

I.1	Basic/Supplemental Textbook(s) for Adoption .....	78
I.2	Report on Student Enrollment Projections for 2005-06 .....	79-85

## **XIV BOARD MEMBER ITEMS**

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

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

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

## **XVI CONTINUATION OF PUBLIC COMMENTS**

A continuation of Section VIII, as needed.

## **VII BOARD MEMBER COMMENTS**

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

## **XVIII FUTURE AGENDA ITEMS**

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

**XIX CLOSED SESSION**

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

**X ADJOURNMENT**

At 10:15 p.m. it was moved by Mr. de la Torre, seconded by Dr. Escarce and voted 6/0 to adjourn the meeting in memory of Mr. Charles Baxter, father of Samohi Dean, Catherine Baxter. The members of the Board of Education and superintendent extend their condolences to Catherine and her family and friends.

The next meeting is a workshop session scheduled to be held on Tuesday, February 22, 2005 at 7 p.m. in the Board Room of the Administrative Offices, 1651 16<sup>th</sup> Street, Santa Monica, CA.

The next **regular meeting** is scheduled to be held on Thursday, March 3, 2005 at 7 p.m. in the Board Room of the District's Administrative Offices, 1651 16<sup>th</sup> Street, Santa Monica, CA.

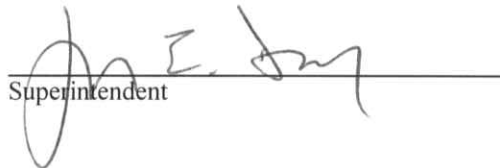
Approved: \_\_\_\_\_

*March 3, 2005*

President



Superintendent



**Meetings held at Santa Monica City Hall are broadcast live - City TV2, Cable Channel 16.  
Meetings held at the District Office and in Malibu are taped and rebroadcast  
in Santa Monica on CityTV2, Cable Channel 20 - Check TV listing.  
Meetings are rebroadcast in Malibu on Government Access  
Channel 3 every Saturday at 8 PM**

Board of Education Meeting Schedule					
July through December, 2004					
Month	1st Thurs	2nd Thurs.	3rd Thursday Discussion Mtg.	4th Thursday	Special Note:
July				22 DO	Special Meeting re: SMC Bond
August			19 DO	26 SM	
September		9 DO	<del>16</del> (Holiday)	23 M	3 <sup>rd</sup> Thursday is a District Holiday
October	7 DO		21 SM		(Resume 1st & 3 <sup>rd</sup> Meeting schedule)
November	4 M		18 SM		
December		9 DO			(CSBA Conference first week of Dec.)
January through June, 2005					
January	6 DO		20 SM		
February	3 M	5 DO	17 SM	22 DO	22 = Math workshop
March	3 DO		17 SM		Stairway: March 10-11
April	7 M		21 SM		
May	5 DO		19 SM		
June	2 DO		16 SM	30 DO (5 <sup>th</sup> Thursday)	(Graduation is week of 6/20) 6/30 one additional regular meeting

District Office (DO) 2004: 7/22, 8/19, 9/9, 10/7, 12/9, 1/6, 3/3, 5/5, and 6/2

Malibu City Council Chambers (M): 9/23 and 11/4/04 2/3 and 4/7/05  
23815 Stuart Ranch Road, Malibu, CA

Santa Monica City Council Chambers (SM): 8/26, 10/21, 11/18, 1/20, 2/17, 3/17, 4/21, 5/19 and 6/16  
1685 Main Street, Santa Monica.

Agenda Distribution:

A copy of the Table of Contents is posted 72 hours in advance of regularly scheduled Board of Education meetings and is also accessible to the public 24 hours/day at the District Office entrance, 1651 16th Street 16th Street, Santa Monica. Complete Board of Education agendas are available in *pdf* format, on the District's website:  
[www.smmusd.org](http://www.smmusd.org).

Amended: 2/3/05

If you will require accommodation to participate in the Board meeting, please notify the Superintendent's Office at least one day prior to the meeting.

Board of Education Meeting MINUTES: February 17, 2005

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**Santa Monica-Malibu Unified School District  
Board of Education  
February 17, 2005**

**I CALL TO ORDER**

6:00 p.m.  
Move to Closed Session: 6:01 p.m.  
Reconvene Public Session: 7:05 p.m.

- A     Roll Call  
Emily Bloomfield - President  
Julia Brownley - Vice-President  
Oscar de la Torre  
Jose Escarce  
Maria Leon-Vazquez  
Shane McLoud - excused absence  
Kathy Wisnicki

Student Board Members  
Kitty Smith - Malibu High School - excused absence  
Mari Sahba - Olympic High School - excused absence  
Naomi Vasquez - Santa Monica High School - out at 8:50 p.m.

- B     Pledge of Allegiance  
Led by Mr. de la Torre

**II CLOSED SESSION**

Report out: In closed session, the Board took action to approve the following settlement case pursuant to GC 54954.9(b) as cited in the Brown Act:

Compliance Complaint # S-0058-03/04



TO: BOARD OF EDUCATION

ACTION  
02/17/05

FROM: JOHN E. DEASY

RE: APPROVAL OF MINUTES

RECOMMENDATION NO. A.01

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

January 6, 2005

MOTION MADE BY: Mr. de la Torre

SECONDED BY: Dr. Escarce

STUDENT ADVISORY VOTE: Aye

AYES: All (6)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

02/17/05

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.

<b>Contractor/Contract Dates</b>	<b>Description</b>	<b>Site</b>	<b>Funding</b>
Florence Benjamin Jan 1 - May 31, 2005  Cost Not to Exceed: \$700	To provide parent advocate mentor outreach and networking with SamoHi families	SamoHi	Medi-cal Grant  01-56400-0-11100- 10000-5802-015- 4150
Esperanza Caballero Jan 1 - May 31, 2005  Cost Not to Exceed: \$700	To provide parent advocate mentor outreach and networking with SamoHi families	SamoHi	Medi-cal Grant  01-56400-0-11100- 10000-5802-015- 4150
Rosalina Ruendia Jan 1 - May 31, 2005  Cost Not to Exceed: \$700	To provide parent advocate mentor outreach and networking with SamoHi families	SamoHi	Medi-cal Grant  01-56400-0-11100- 10000-5802-015- 4150
Marlene Herrera Jan 1 - May 31, 2005  Cost Not to Exceed: \$700	To provide parent advocate mentor outreach and networking with SamoHi families	SamoHi	Medi-cal Grant  01-56400-0-11100- 10000-5802-015- 4150
Jerran Tillman Jan 1 - May 31, 2005  Cost Not to Exceed: \$700	To provide parent advocate mentor outreach and networking with SamoHi families	SamoHi	Medi-cal Grant  01-56400-0-11100- 10000-5802-015- 4150

<b>Contractor/Contract Dates</b>	<b>Description</b>	<b>Site</b>	<b>Funding</b>
Richard Straus Feb 28 - June 24, 2005  Cost Not to Exceed: \$5,074	To provide teacher training and support plus launch a new humanitites curriculum	Lincoln	GATE  01-71400-0-11100-10000-5802-012-41120
Joseph Soto Sept 27, 2004 - June 23, 2005  Cost Not to Exceed: \$32,000	To conduct parent leadership development sessions through the Enlace program for spanish speaking parents across the district	Student and Family Support Services	Multicultural/City of Santa Monica  01-92230-0-11100-24950-5802-032-2560
Stephen Tucker Feb 18 - March 11, 2005  Cost Not to Exceed: \$1,500	To guest conduct 2005 Stairway of the Stars Concert to be held on March 10 and 11, 2005 and rehearse stairway performers during the week of the concert in presence of their music directors	Ed Services	Stairway of the Stars  01-91221-0-17300-10000-5802-030-1300
Julia Lourdes Lopez Jan 1 - May 31, 2005  Cost Not to Exceed: \$700.	To provide parent advocate mentor outreach and networking with SamoHi families	SamoHi	Medi-cal Grant  01-56400-0-11100-10000-5802-015-4150
Reading and Writing Project Network April 11 - 15, 2005  Cost: Not to Exceed \$12,950	To provide professional development and site-based coaching with Project Leader, Laurie Pessah for a Primary and Upper Grade Writers' Workshop	Ed Services	Title I  01-30100-0-11100-10000-5802-035-1300

MOTION MADE BY: Mr. de la Torre  
 SECONDED BY: Dr. Escarce  
 STUDENT ADVISORY VOTE: Aye  
 AYES: All (6)  
 NOES: None (0)

TO: BOARD OF EDUCATION

ACTION  
2/17/05

FROM: SUPERINTENDENT

RE: OVERNIGHT FIELD TRIP(S) 2004-2005

RECOMMENDATION NO. A.03

It is recommended that the Board of Education approve the special field trip(s) listed below for students for the 2004-2005 school year. No child will be denied due to financial hardship.

<u>School Grade # students</u>	<u>Destination Dates</u>	<u>Principal Teacher</u>	<u>Cost Funding Source</u>	<u>Subject</u>	<u>Purpose of Trip</u>
JAMS grades 6-8 25 students	New York 6/2/05 to 6/6/05	Marcia McCarthy Amy Fowler	\$1,295 for 25+ students paid for by JAMS drama booster club	Drama	This educational trip will open the eyes and minds of children, unveiling the real life wonders of places found in history books, magazines, TV and the internet. It will be an interactive learning and cultural experience.
Samohi grades 9-12 6 students	San Francisco 3/6/05 to 3/7/05	Teri Jones Catherine Baxter	\$235 per student paid by fund raising	ROP	The purpose of this trip is for the Virtual Enterprise class to attend a trade show to promote their on-line virtual business. They will be competing with up to 68 other school businesses in salesmanship, best presentation of a booth, best web site design, best business plan, and best virtual enterprise project.

<u>School Grade # students</u>	<u>Destination Dates</u>	<u>Principal Teacher</u>	<u>Cost Funding Source</u>	<u>Subject</u>	<u>Purpose of Trip</u>
Samohi grades 9-12 6 students	Chico St. University 4/01/05 to 4/03/05	Teri Jones Catherine Baxter	\$240 per student. Money being raised through fund raisers and parents	ROP	The main purpose of this trip is for the entrepreneurship classes, Virtual Enterprise and Project ECHO to attend a trade show and State-level competition on their business projects. They will be competing with 30 of the top high school entrepreneurship programs in California in best presentation of a booth, best entrepreneurship project, environmental stewardship and social/ethic projects. Two days of activities have been organized by Chico State for SAGE (Students for the Advancement of Global Entrepreneurship.)

MOTION MADE BY: Mr. de la Torre  
 SECONDED BY: Dr. Escarce  
 STUDENT ADVISORY VOTE: Aye  
 AYES: All (6)  
 NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

02/17/2005

FROM: JOHN E. DEASY/JUDY ABDO

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

RECOMMENDATION NO. A.04

It is recommended that the Board of Education approve the attached proposed fee schedule for non-subsidized parents in the School-Age Child Development programs for fiscal year 2005 - 2006.

COMMENT: Child Development Services is recommending a fee increase for the School-Age programs. The fees proposed are at or below market rate for comparable services. The proposed fee increase is approximately five percent. The proposed daily rate increase for summer, winter, and spring is \$2.00 dollars a day, from \$34.00 to \$36.00 beginning the summer of 2005.

MOTION MADE BY: Mr. de la Torre

SECONDED BY: Dr. Escarce

STUDENT ADVISORY VOTE: Aye

AYES: All (6)

NOES: None (0)

CHILD DEVELOPMENT SERVICES  
PRIMARY CREST - PROPOSED FEE SCHEDULE - 2005-2006

SITE	GRADE	HOURS	MONTHLY FEE	*10% SIBLING DISCOUNT	5% SIBLING DISCOUNT
Elementary Schools Full-Time	"K" Only	Before & After School	\$350	K - \$315	K - \$333
				1-3 \$279	1-3 295
	1 - 3	Before & After School	\$310	\$279	\$295
Elementary Schools	K - 3	Winter & Spring Break 7:00 a.m. - 6:00 p.m.	\$144 per week		
A.M. Only	K - 5th Grade	7:00 - 8:30 a.m.	\$138		
Early Express	K	Dismissal until 2:45 p.m.	\$167		
Adams & Lincoln Middle Schools	6th- 8th Grade	2:45 - 6:00 p.m.			
		5-day plan	\$234	\$211	\$222
		3-day plan	\$139	\$125	\$132

\* To qualify for 10% discount, siblings must be in the same program either in upper CREST or primary CREST, otherwise the 5% discount is applicable.

TO: BOARD OF EDUCATION

ACTION/CONSENT

02/17/05

FROM: JOHN E. DEASY/LINDA KAMINSKY

RE: CARL D. PERKINS VOCATIONAL AND APPLIED TECHNOLOGY  
EDUCATION ACT OF 2004-2005

RECOMMENDATION NO. A.05

It is recommended that the Board of Education approve the Vocational Education Application for Funding Carl D. Perkins Vocational and Applied Technology Education Act of 1999, for secondary schools in the amount of \$52,795 for the 2004-2005 school year.

**COMMENT:** It is the purpose of the Carl D. Perkins Vocational and Applied Technology Education Act to make the District's students more competitive by developing more fully the academic and occupational skills of all segments of the student population. This purpose will principally be achieved through concentrating resources on improving educational programs leading to academic, and career/technical skill competencies needed to work in a technologically advanced society. These federal funds may only be used for program improvement at secondary school sites.

MOTION MADE BY: Mr. de la Torre

SECONDED BY: Dr. Escarce

STUDENT ADVISORY VOTE: Aye

AYES: All (6)

NOES: None (0)



TO: BOARD OF EDUCATION

ACTION/CONSENT

02/17/05

FROM: JOHN E. DEASY/WINSTON A. BRAHAM

RE: CONFERENCE AND TRAVEL APPROVAL/RATIFICATION

RECOMMENDATION NO. A.06

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>CADY, Linda</u> John Adams Middle 01-00000-0-13450-10000-5220-011-4110 General Fund - <b>Function:</b> Instruction	Yosemite Institute Extended Trip Yosemite, CA January 23 - 28, 2005	\$300 + SUB
<u>HARRIS, Hank</u> Educational Services 01-00000-0-19510-10000-5220-030 1300 General Fund - <b>Function:</b> Instruction	2005 Calif. Alternative Performance Assessment Program Downey, CA January 28, 2005	\$30
<u>HUNT, Mark</u> Lincoln Middle 01-72600-0-11100-10000-5220-012-4120 General Fund - <b>Resource:</b> SIP K-6	Calif. Band Directors Assn. Conference Fresno, CA February 17 - 20, 2005	\$200 + SUB

<u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>JAMES, Kimberly</u> Olympic High 01-00000-0-11100-27000-5220-014-4140 General Fund - <b>Function:</b> School Administration	Secondary Literacy Summit V San Diego, CA March 22 - 23, 2005	\$275
<u>KELLER, Anne</u> Special Ed 01-72600-0-11100-10000-5220-017-4170 General Fund - <b>Resource:</b> SIP K-6	Calif. Assn. of School Psychologists Sacramento, CA March 3 - 6, 2005	\$350
<u>LEININGER, Joy</u> Franklin Elementary 01-00030-0-11100-10000-5220-002-4020 General Fund - <b>Resource:</b> Governor's Performance Award	Good Teaching Conference - Santa Monica Classroom Teachers Assn. Hollywood, CA March 11, 2005	\$165 + SUB
MILLER, Stephanie Olympic High 01-00000-0-11100-27000-5220-014-4140 General Fund - <b>Function:</b> School Administration	A Framework for Understanding Poverty San Bernardino, CA February 24 - 25, 2005	\$225
<u>RANKEL, Claudia</u> Cabrillo Elementary 01-72600-0-11100-10000-5220-017-4170 General Fund - <b>Resource:</b> SIP K-6	Best of the Best Physical Education Workshop Pasadena, CA January 24, 2005	\$89 + SUB
<u>RHODES, Christopher</u> Santa Monica High No Cost to District	American Choral Directors National Convention Los Angeles, CA February 2 - 5, 2005	SUB ONLY
<u>SOLIMAN, Thoraia</u> Fiscal Services 01-00000-0-00000-72000-5220-051-2510 General Fund - <b>Function:</b> Other General Administration	Fiscal Management of Categorical Programs Glendora, CA March 2, 2005	\$240
<u>WOO, Angela</u> John Adams Middle No Cost to District	California Band Directors Assn. Fresno, CA February 18 - 20, 2005	SUB ONLY

<u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<p align="center"><b>Adjustments</b></p> <p align="center">(Preapproved expenses 10% in excess of approved costs that must be approved by Board/Changes in Personnel Attendance)</p>		
<u>BROWN, Juliann</u> + 3 Additional Staff Franklin Elementary 01-72600-0-11100-10000-5220- 002-4020 General Fund - <u>Resource</u> : SIP K-6	Marcy Cook: Active Math for K-3 Long Beach, CA Date Change: From 12/10/04 to 2/16/05	\$700 Total + 4 SUBS <b>PLUS A</b> <b>\$40 OVERAGE</b>
<u>WALLING, Cheryl</u> Franklin Elementary 01-72600-0-11100-10000-5220- 002-4020 General Fund - <u>Resource</u> : SIP K-6	Marcy Cook: Active Math for K-3 Long Beach, CA Date Change: From 12/10/04 to 2/16/05	\$159 + 1 SUB <b>PLUS A</b> <b>\$10</b> <b>OVERAGE</b>
<p align="center"><b>Group Conference and Travel: In-State</b></p> <p align="center">* a complete list of conference participants is on file in the Department of Fiscal Services</p>		
<u>ALLEN-JONES, Pam</u> + 2 Additional Staff Santa Monica High 01-56400-0-11100-10000-5220- 015-4150 General Fund - <u>Resource</u> : Medi-Cal Reimbursement	Soledad Enrichment Action Program "Parents Helping Parents" Los Angeles, CA April 11 - 15, 2005	\$550 Total
<u>ANDERSON, Judy</u> <u>O'BRIEN, Marianna</u> Lincoln Middle 01-72600-0-11100-10000-5220- 012-4120 General Fund - <u>Resource</u> : SIP K-6	Calif. League of Middle Schools Annual Conference San Diego, CA March 18 - 19, 2005	\$500 Total
<u>BAXTER, Catherine</u> <u>STRAUS, Ilene</u> + 13 Additional Staff 01-58100-0-11100-10000-5220- 015-4150 General Fund - <u>Resource</u> : Other Federal	Samohi Administrative Leadership Retreat Santa Monica, CA October 21, 2004	\$899.15 Total
<u>BEARD, Clara</u> <u>HOLLIE, Ada</u> Santa Monica High No Cost to District	Mt. St. Mary's Counselor Holiday Tea Los Angeles, CA December 8, 2004	0
<u>BORQUEZ, Catherine</u> + 5 Additional Staff Will Rogers Elementary 01-72600-0-11100-10000-5220- 006-4060 General Fund - <u>Resource</u> : SIP K-6	6-Trait Writing Workshop Anaheim, CA February 28 - March 2, 2005	\$2,550 Total <b>+ 5 SUBS</b>

<u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>BROCK, Miriam</u> <u>WOLD, Tanya</u> McKinley Elementary 01-30180-0-11100-10000-5220- 004-4040 General Fund - <b>Resource:</b> Title I Basic	The 3 A's - Autism, ADHD, Apraxia Irvine, CA February 25, 2005	\$558 Total <b>+ 2 SUBS</b>
<u>BURNETT, Michael</u> <u>CUDA, Zach</u> Santa Monica High 01-71400-0-11100-10000-5220- 015-4150 General Fund - <b>Resource:</b> Gifted & Talented Education	Advanced Placement Workshop: Economics Alhambra, CA February 12, 2005	\$400 Total
<u>CAREY, Will</u> <u>MANGLE, Ruthy</u> Information Services 01-00000-0-00000-77000-5220- 054-2540 General Fund - <b>Function:</b> Data Processing Services	Carter Pertaine Users Group Annual Conference Visalia, CA March 6 - 9, 2005	\$600 Total
<u>ESTRADA, Tiffany</u> <u>GUSMAO-GARCIA, Renata</u> John Muir Elementary 01-72600-0-11100-10000-5220- 005-4050 General Fund - <b>Resource:</b> SIP K-6	Creating a Thinking Curriculum Westwood, CA January - May, 2005 (Various Dates)	\$700 Total <b>+ 2 SUBS</b>
<u>JONES, Teri</u> <b>+ 2 Additional Staff &amp; 18-20 Students</b> Regional Occupational Program 01-35500-0-38000-10000-5220- 080-7800 General Fund - <b>Resource:</b> Carl Perkins II	Distributive Education Clubs of America Calif. State Career Development Conference Costa Mesa, CA March 4 - 6, 2005	\$2,000 Total
<u>RAMOS, Irene</u> <b>+ 3 Additional Staff</b> John Adams Middle 01-72600-0-11100-10000-5220- 011-4110 General Fund - <b>Resource:</b> SIP K-6	Calif. League of Middle Schools Annual Conference San Diego, CA March 17 - 20, 2005	\$458 Total <b>+ 1 SUB</b>
<u>ROWLAND, Chris</u> <u>YOUNG, Susan</u> Cabrillo Elementary 01-72600-0-11100-10000-5220- 017-4170 General Fund - <b>Resource:</b> SIP K-6	National Council of Teachers of Mathematics Anaheim, CA April 6 - 9, 2005	\$652 Total <b>+ 2 SUBS</b>

<u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<b>Out-of-State Conferences: Individual</b>		
<u>DEASY, John</u> Superintendent 01-00000-0-00000-71500-5220- 020-1200 General Fund - <u>Function:</u> Superintendent	Operation Public Education Advisory Board Mtg. Philadelphia, PA March 7 - 8, 2005	\$100 (misc. exp.) (Conference paid by OPE)
<b>Out-of-State Conferences: Group</b>		
NONE		

MOTION MADE BY: Mr. de la Torre  
 SECONDED BY: Dr. Escarce  
 STUDENT ADVISORY VOTE: Aye  
 AYES: All (6)  
 NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

02/17/05

FROM: JOHN E. DEASY/WINSTON A. BRAHAM

RE: ACCEPTANCE OF GIFTS - 2004-05

RECOMMENDATION NO. A.07

It is recommended that the Board of Education accept, with gratitude, checks and gifts totaling \$38,902.23 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 \$24,402.23, 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](http://www.smmusd.org), as a pdf file; to view the gift report:

- 1) go to [www.smmusd.org](http://www.smmusd.org)
- 2) click on "Board Meetings"
- 3) scroll to the date for this meeting
- 4) click on 02-17Gift.pdf

MOTION MADE BY: Mr. de la Torre

SECONDED BY: Dr. Escarce

STUDENT ADVISORY VOTE: Aye

AYES: All (6)

NOES: None (0)

School/Site Account Number	Gift Amount	In-kind Value	Donor	Purpose
<b>JAMS</b>	\$ 249.87		Coca-Cola Bottling Co.	General Supplies & Materials - P.E. Dept.
01-90120-0-00000-00000-8699-011-0000				
<b>Adult Education</b>	\$ 1,000.00		Akhide & Mieko Madenokoji	General Supplies & Materials - Graduation
11-90120-0-00000-00000-8699-090-0000	\$ 1,000.00		Law Offices of Kevin Levine	General Supplies & Materials - Distance Learning
	\$ 100.00		Monica Weil & Paul Schrade	General Supplies & Materials - Distance Learning
	\$ 100.00		Gene Oppenheim & Patricia Hoffman	General Supplies & Materials - Distance Learning
<b>Alternative (SMASH)</b>				
01-90120-0-00000-00000-8699-009-0000				
<b>Cabrillo</b>				
01-90120-0-00000-00000-8699-017-0000				
<b>PTA Reim. - Resource #90150</b>				
<b>CDS</b>				
12-90120-0-00000-00000-8699-070-0000				
<b>Edison</b>	\$ 392.25		Life Touch	General Supplies & Materials
01-90120-0-00000-00000-8699-001-0000				
<b>PTA Reim. - Resource #90150</b>	\$ 11,096.00		Edison PTA	Instructional Aide & Noon Aide
<b>Franklin</b>				
01-90120-0-00000-00000-8699-002-0000				
<b>PTA Reim. - Resource #90150</b>				
<b>Grant</b>				
01-90120-0-00000-00000-8699-003-0000				
<b>Lincoln</b>	\$ 51.51		Verizon Long Distance	General Supplies & Materials
01-90120-0-00000-00000-8699-012-0000				
<b>Malibu High School</b>	\$ 1,155.00		MHS PTSA	Reading Conference
01-90120-0-00000-00000-8699-010-0000	\$ 98.00		Various Parents	General Supplies & Materials - Counseling Office
	\$ 69.00		Verizon	General Supplies & Materials - Classroom
<b>Shark Fund - Resource #90141</b>		\$ 14,500.00	Shark Fund	5 Emac Computers & 10 Dell Computers for Library
	\$ 500.00		Shark Fund	General Supplies & Materials - AVID
<b>McKinley</b>	\$ 3,956.00		Various Parents	General Supplies & Materials (5th Grade Camping Trip)
01-90120-0-00000-00000-8699-004-0000	\$ 648.22		School Portraits by Kranz, Inc.	General Supplies & Materials
	\$ 20.50		Jessica Snyder	General Supplies & Materials

School/Site Account Number	Gift Amount	In-kind Value	Donor	Purpose
<b>Muir</b>	\$ 1,490.00		Various	5th Grade Field Trip
01-90120-0-00000-00000-8699-005-0000	\$ 202.00		Muir PTA	4th Grade Field Trip
<b>Olympic HS</b>				
01-90120-0-00000-00000-8699-014-0000				
<b>Rogers</b>	\$ 1,132.92		Wells Fargo Foundation	General Supplies & Materials/Science Camp Field Trip
01-90120-0-00000-00000-8699-006-0000				
<b>PTA Reim. - Resource #90150</b>				
<b>Roosevelt</b>				
01-90120-0-00000-00000-8699-007-0000				
<b>PTA Reim. - Resource #90150</b>				
<b>Samohi</b>	\$ 632.96		Coca-Cola Bottling Co.	General Supplies & Materials - P.E. Dept.
01-90120-0-00000-00000-8699-015-0000	\$ 350.00		Apple Valley USD	General Supplies & Materials
	\$ 131.00		Verizon	General Supplies & Materials
<b>Barnum Hall</b>				
01-91150-0-00000-00000-8699-015-0000				
<b>Pt. Dume Marine Science</b>	\$ 27.00		Access Computer Products	General Supplies & Materials
01-90120-0-00000-00000-8699-019-0000				
<b>PTA Reim. - Resource #90150</b>				
<b>Webster</b>				
01-90120-0-00000-00000-8699-008-0000				
<b>PTA Reim. - Resource #90150</b>				
<b>Others:</b>				
<b>Superintendent's Office</b>				
01-90120-0-00000-00000-8699-020-0000				
<b>Educational Services</b>				
01-90120-0-00000-00000-8699-030-0000				
<b>Student &amp; Family Services</b>				
01-90120-0-00000-00000-8699-040-0000				
<b>Special Education</b>				
01-90120-0-00000-00000-8699-044-0000				
<b>Food &amp; Nutrition Services</b>				
01-90120-0-00000-0000-8699-057-0000				
<b>District</b>				
01-90120-0-00000-00000-8699-090-0000				
<b>TOTAL</b>	\$ 24,402.23	\$ 14,500.00		



School/Site Account Number	Y-T-D Adjusted Gift Total	Current Gift Amount	Cumulative Gift Amount	Y-T-D In-Kind Value	Current In-Kind Value	Cumulative In-Kind Value
<b>JAMS</b>	\$ 34,191.07	\$ 249.87	\$ 34,440.94	\$ 750.00	\$ -	\$ 750.00
01-90120-0-00000-00000-8699-011-0000						
<b>Adult Education</b>	\$ 400.00	\$ 2,200.00	\$ 2,600.00	\$ -	\$ -	\$ -
11-90120-0-00000-00000-8699-090-0000						
<b>Alternative (SMASH)</b>	\$ 16,000.00	\$ -	\$ 16,000.00	\$ -	\$ -	\$ -
01-90120-0-00000-00000-8699-009-0000						
<b>Cabrillo</b>	\$ 10,925.78	\$ -	\$ 10,925.78	\$ -	\$ -	\$ -
01-90120-0-00000-00000-8699-017-0000						
<b>PTA Reim. - Resource #90150</b>	\$ 30.00	\$ -	\$ 30.00	\$ -	\$ -	\$ -
<b>CDS</b>	\$ 286.63	\$ -	\$ 286.63	\$ 503.00	\$ -	\$ 503.00
12-90120-0-00000-00000-8699-070-0000						
<b>Edison</b>	\$ 1,617.00	\$ 392.25	\$ 2,009.25	\$ 600.00	\$ -	\$ 600.00
01-90120-0-00000-00000-8699-001-0000						
<b>PTA Reim. - Resource #90150</b>	\$ 15,093.00	\$ 11,096.00	\$ 26,189.00	\$ 400.00	\$ -	\$ -
<b>Franklin</b>	\$ 332.18	\$ -	\$ 332.18	\$ -	\$ -	\$ -
01-90120-0-00000-00000-8699-002-0000						
<b>PTA Reim. - Resource #90150</b>	\$ -	\$ -	\$ -			
<b>Grant</b>	\$ 1,120.39	\$ -	\$ 1,120.39	\$ 146.20	\$ -	\$ 146.20
01-90120-0-00000-00000-8699-003-0000						
<b>Lincoln</b>	\$ 20,284.04	\$ 51.51	\$ 20,335.55	\$ -	\$ -	\$ -
01-90120-0-00000-00000-8699-012-0000						
<b>Malibu High School</b>	\$ 10,013.31	\$ 1,322.00	\$ 11,335.31	\$ -	\$ -	\$ -
01-90120-0-00000-00000-8699-010-0000						
<b>Malibu Shark Fund - Resource #90141</b>	\$ 96,997.50	\$ 500.00	\$ 97,497.50	\$ 18,120.00	\$ 14,500.00	\$ 32,620.00
<b>McKinley</b>	\$ 7,998.07	\$ 4,624.72	\$ 12,622.79	\$ -	\$ -	\$ -
01-90120-0-00000-00000-8699-004-0000						
<b>Muir</b>	\$ 27,324.14	\$ 1,692.00	\$ 29,016.14	\$ -	\$ -	\$ -
01-90120-0-00000-00000-8699-005-0000						
<b>Olympic HS</b>	\$ 883.00	\$ -	\$ 883.00	\$ -	\$ -	\$ -
01-90120-0-00000-00000-8699-014-0000						
<b>Rogers</b>	\$ 14,692.91	\$ 1,132.92	\$ 15,825.83	\$ -	\$ -	\$ -
01-90120-0-00000-00000-8699-006-0000						
<b>PTA Reim. - Resource #90150</b>	\$ -	\$ -	\$ -			
<b>Roosevelt</b>	\$ 83,812.00	\$ -	\$ 83,812.00	\$ 1,116.00	\$ -	\$ 1,116.00
01-90120-0-00000-00000-8699-007-0000						
<b>PTA Reim. - Resource #90150</b>	\$ 63,083.02	\$ -	\$ 63,083.02	\$ -	\$ -	\$ -

School/Site Account Number	Y-T-D Adjusted Gift Total	Current Gift Amount	Cumulative Gift Amount	Y-T-D In-Kind Value	Current In-Kind Value	Cumulative In-Kind Value
Samohi 01-90120-0-00000-00000-8699-015-0000	\$ 32,916.01 [See Below for Barnum Hall]	\$ 1,113.96	\$ 34,029.97	\$ -	\$ -	\$ -
Pt. Dume Marine Science 01-90120-0-00000-00000-8699-019-0000 PTA Reim. - Resource #90150	\$ 29,983.10 \$ -	\$ 27.00 \$ -	\$ 30,010.10 \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -
Webster 01-90120-0-00000-00000-8699-008-0000 PTA Reim. - Resource #90150	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -
<b>ALL OTHER LOCATIONS:</b>						
Superintendent's Office 01-90120-0-00000-00000-8699-020-0000	\$ 25,000.00	\$ -	\$ 25,000.00	\$ -	\$ -	\$ -
Educational Services 01-90120-0-00000-00000-8699-030-0000	\$ 15,000.00	\$ -	\$ 15,000.00	\$ 1,600.00	\$ -	\$ 1,600.00
Student and Family Support Services 01-90120-0-00000-00000-8699-041-0000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Special Education 01-90120-0-00000-00000-8699-044-0000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Food & Nutrition Services 01-90120-0-00000-00000-8699-070-0000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
District 01-90120-00000-0-00000-8699-090-0000	\$ 20,000.00	\$ -	\$ 20,000.00	\$ -		\$ -
<b>TOTAL GIFTS</b>	<b>\$ 507,983.15</b>	<b>\$ 24,402.23</b>	<b>\$ 532,385.38</b>	<b>\$ 23,235.20</b>	<b>\$ 14,500.00</b>	<b>\$ 37,335.20</b>
<b>BARNUM HALL - Current Year</b>	<b>Y-T-D Gifts</b>	<b>Current Gifts</b>	<b>Cumulative Gifts</b>	<b>Prev. In-Kind Gifts</b>	<b>Current In-Kind Gifts</b>	<b>Cumulative In-Kind</b>
01-91150-0-00000-00000-8699-015-0000	\$ -	\$ -	\$ -	Organ (Belt) (Est.)		\$ 250,000.00
<b>Previous Years' Gifts</b>				Organ (Dollinger)		350,000.00
2003-04	\$ 7,616.11					
2002-03	\$ 125,376.04					
2001-02	\$ 66,200.00			Dollinger Organ donated at 4/11/02 Board Mtg. (Item A.21) to Tucson Fox Foundation		\$ (350,000.00)
2000-01	\$ 137,863.00				n/a	
1999-00	\$ 175,700.00				n/a	
1998-99	\$ 10,945.00					
1997-98	\$ 26,645.00					
<b>TOTAL CASH GIFTS FOR BARNUM HALL</b>	<b>\$ 550,345.15</b>					<b>\$ 250,000.00</b>
<b>Total Cash Gifts for District, incl. Barnum Hall:</b>		<b>\$ 24,402.23</b>				

TO: BOARD OF EDUCATION ACTION/CONSENT  
02/17/05  
FROM: JOHN E. DEASY/WINSTON BRAHAM/VIRGINIA I. HYATT  
RE: APPROVAL OF PURCHASE ORDERS

RECOMMENDATION NO. A.08

It is recommended that the Board of Education approve the following Purchase Orders and Changed Purchase Order from January 28, 2005 through February 9, 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: Mr. de la Torre  
SECONDED BY: Dr. Escarce  
STUDENT ADVISORY VOTE: Aye  
AYES: All (6)  
NOES: None (0)

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT  
PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF FEBRUARY 17, 2005

PAGE 1

U-GENERAL FUND, UNRESTRICTED R-GENERAL FUND, RESTRICTED A-ADULT ED CD-CHILD DEVELOPMENT F-CAFETERIA  
SF-SPECIAL FINANCING (FLEX) EX-PROPOS and X D-DEVELOPER FEES SR-SPECIAL RESERVE CAPITAL  
SM-STATE MODERNIZATION

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
<u>*** CHANGED PURCHASE ORDERS ***</u>					
514877	APPLE COMPUTER CORP	INCORRECT PRICING	SANTA MONICA HIGH SCHOOL	588.88	R
514720	RHODE ISLAND NOVELTY	SHIPPING CHARGES	FRANKLIN ELEMENTARY SCHOOL	17.57	U
** CHANGED PURCHASE ORDERS TOTAL:				606.45	
<u>*** NEW PURCHASE ORDERS ***</u>					
514866	A-Z BUS SALES	OPEN ORDER FOR REPAIR PARTS/TR	TRANSPORTATION	4,000.00	R
514947	AMERICAN ASSN FOR EMPLOYMENT	NON-INSTRUCTIONAL SUPPLIES	PERSONNEL SERVICES	21.24	U
514883	AMERICAN SCHOOL COUNSELOR ASSN	MEMBERSHIP/COUNSELORS	JOHN ADAMS MIDDLE SCHOOL	270.00	R
514783	APPLE COMPUTER CORP	COMPUTERS FOR SCHOOL	WEBSTER ELEMENTARY SCHOOL	5,263.11	U
514870	APPLE COMPUTER CORP	MUSIC STUDIO EQUIPMENT	MALIBU HIGH SCHOOL	8,451.66	R
514737	AQUARIUM OF THE PACIFIC	FIELD TRIP/LB AQUARIUM	CHILD DEVELOPMENT CENTER	383.50	CD
514468	BEST BUY	PRINTER/COPIER/SCANNER	JOHN MUIR ELEMENTARY SCHOOL	210.26	R
514554	BEST BUY	DVD PLAYERS	SANTA MONICA HIGH SCHOOL	156.70	R
514822	BIG PICTURE COMPANY	GENERAL SUPPLIES/MATERIALS	BOE/SUPERINTENDENT	120.00	U
514794	BOISE CASCADE OFFICE/PAPER	Copy Paper	FRANKLIN ELEMENTARY SCHOOL	1,500.00	U
514816	BOISE CASCADE OFFICE/PAPER	COLOR XEROX PAPER	SANTA MONICA HIGH SCHOOL	486.20	R
514853	BOISE CASCADE OFFICE/PAPER	COPY PAPER	WILL ROGERS ELEMENTARY SCHOOL	162.96	U
514993	BORDERS BOOKS & MUSIC-WESTWOOD	PUBLICATIONS/BTSA	STATE AND FEDERAL PROJECTS	1,150.89	R
514718	BOXLIGHT CORPORATION	LCD PROJECTOR	LINCOLN MIDDLE SCHOOL	901.72	R
514829	BROWNLEY, JULIA	REIMBURSEMENT	BOE/SUPERINTENDENT	32.46	U
514524	BUSINESS PRINTING AND IMAGING	BUSINESS CARDS/TIM WALKER	SPECIAL EDUCATION REGULAR YEAR	32.15	R
514863	BUSINESS PRINTING AND IMAGING	PRINT BUSINESS CARDS	TRANSPORTATION	32.15	R
514750	CALLOWAY HOUSE INC	INSTRUCTIONAL MATERIAL	JOHN MUIR ELEMENTARY SCHOOL	198.92	R
514956	CANON BUSINESS SOLUTIONS-WEST	TRANSPARENCIES	GRANT ELEMENTARY SCHOOL	305.09	R
514760	CAROLINA BIOLOGICAL SUPPLY CO	SCIENCE LAB SUPPLIES	SANTA MONICA HIGH SCHOOL	866.00	R
514815	CAROLINA BIOLOGICAL SUPPLY CO	SCIENCE LAB SUPPLIES	SANTA MONICA HIGH SCHOOL	337.74	R
514927	CAROLINA BIOLOGICAL SUPPLY CO	SCIENCE LAB SUPPLIES	SANTA MONICA HIGH SCHOOL	337.74	R
514125	CHAMPION CHEMICAL	FLOOR WAX	FRANKLIN ELEMENTARY SCHOOL	136.40	R
514685	CHAMPION CHEMICAL	FLOOR WAX/STRIPPER	MALIBU HIGH SCHOOL	428.67	U
514825	CHAMPION CHEMICAL	FLOOR WAX	SANTA MONICA HIGH SCHOOL	227.33	U
514836	CHAMPION CHEMICAL	CUSTODIAL SUPPLIES	PT DUME ELEMENTARY SCHOOL	233.82	U
514814	CHELSEA HOUSE PUBLISHERS	LIBRARY BOOKS	LINCOLN MIDDLE SCHOOL	189.96	R
514885	CHILDRENS BOOK WORLD	SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	200.00	R
514953	CLARK SECURITY	TWO HOUR FIRE SAFE	MALIBU HIGH SCHOOL	493.62	R
514795	CLASSROOMDIRECT.COM	Safety Cones	FRANKLIN ELEMENTARY SCHOOL	105.09	U
514852	CLEANSOURCE	CUSTODIAL SUPPLIES	FACILITY OPERATIONS	255.03	U
514629	COASTAL ENTERPRISES	REORDER PE CLOTHES	SAMOHI STUDENT STORE	3,234.60	U
514390	COLLEGIATE PACIFIC	P.E./CATCHING GEAR	SANTA MONICA HIGH SCHOOL	777.82	U
514752	CONSTRUCTIVE PLAYTHINGS	CLASSROOM SUPPLIES	FRANKLIN ELEMENTARY SCHOOL	87.68	R
514638	CORPORATE EXPRESS	OPEN ORDER/INST SUP/7TH/8TH	JOHN ADAMS MIDDLE SCHOOL	183.21	R
514667	CORPORATE EXPRESS	OPEN ORDER/INST SUP/6TH/MATH	JOHN ADAMS MIDDLE SCHOOL	297.99	R
514713	CORPORATE EXPRESS	OPEN ORDER/INST SUP/HUMANITIES	JOHN ADAMS MIDDLE SCHOOL	140.00	R
514714	CORPORATE EXPRESS	OPEN ORDER/INST SUP/AVID/PTSA	JOHN ADAMS MIDDLE SCHOOL	300.00	R
514790	CORPORATE EXPRESS	OPEN ORDER/INS SUP/6TH CORE	JOHN ADAMS MIDDLE SCHOOL	106.53	R
514801	CORPORATE EXPRESS	OPEN ORDER/INS SUP/8TH CORE	JOHN ADAMS MIDDLE SCHOOL	90.25	R
514150	CORPORATE EXPRESS/US OFFICE	ERGONOMIC CHAIR	FRANKLIN ELEMENTARY SCHOOL	125.03	R
514591	CORPORATE EXPRESS/US OFFICE	I.D. LANYARDS	CABRILLO ELEMENTARY SCHOOL	66.14	R
514655	CORPORATE EXPRESS/US OFFICE	COLOR XEROX PAPER	SANTA MONICA HIGH SCHOOL	26.41	R
514738	CORPORATE EXPRESS/US OFFICE	THESAURUS	FRANKLIN ELEMENTARY SCHOOL	64.95	R

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT  
PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF FEBRUARY 17, 2005

PAGE 2

U-GENERAL FUND,UNRESTRICTED R-GENERAL FUND,RESTRICTED A-ADULT ED CD-CHILD DEVELOPMENT F-CAFETERIA  
SF-SPECIAL FINANCING (FLEX) EX-PROP ES and X D-DEVELOPER FEES SR-SPECIAL RESERVE CAPITAL  
SM-STATE MODERNIZATION

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
514940	CORWIN PRESS	NEW TEACHER SUPPLIES -BTSA	STATE AND FEDERAL PROJECTS	139.27	R
514857	CRONROD, MERRYL	INCUBATOR REPAIR REIMBURSEMENT	WEBSTER ELEMENTARY SCHOOL	88.74	U
514948	CRS	AGREEMENT	PERSONNEL SERVICES	5,052.03	U
514665	CURRICULUM ASSOC INC	MATERIALS FOR SPECIAL ED	SPECIAL EDUCATION REGULAR YEAR	726.00	R
514849	DANIELS TIRE SERVICE	OPEN ORDER OPERATIONS VEHICLES	FACILITY OPERATIONS	1,000.00	U
512977	DEMCO LIBRARY SUPPLIES	BACK JACK FLOOR CHAIR	CHILD DEVELOPMENT CENTER	219.54	CD
514957	DEMCO LIBRARY SUPPLIES	SCREEN FOR LIBRARY	WEBSTER ELEMENTARY SCHOOL	113.72	R
514472	DIARMUID INC	SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	157.89	R
514740	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL SUPPLIES	CHILD DEVELOPMENT CENTER	513.86	CD
514754	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL SUPPLIES	CHILD DEVELOPMENT CENTER	175.81	CD
514757	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL SUPPLIES	CHILD DEVELOPMENT CENTER	337.52	CD
514899	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL SUPPLIES	CHILD DEVELOPMENT CENTER	88.94	CD
514903	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL SUPPLIES	CHILD DEVELOPMENT CENTER	200.56	CD
514867	DURHAM TRANSPORTATION	ATHLETIC TRANSPORTATION	MALIBU HIGH SCHOOL	3,000.00	U
514322	E. SAM JONES DISTRIBUTOR INC.	LIGHTBULBS	SANTA MONICA HIGH SCHOOL	527.72	U
514558	E. SAM JONES DISTRIBUTOR INC.	PROJECTION LAMPS	SANTA MONICA HIGH SCHOOL	224.35	R
514833	EDUCATIONAL SYSTEMS INT'L	SEATING CHARTS	SANTA MONICA HIGH SCHOOL	288.30	R
514918	EVAN-MOOR EDUCATIONAL	CLASS SUPPLIES	CABRILLO ELEMENTARY SCHOOL	62.82	U
514841	F K M COPIER PRODUCTS	TONER FOR COPY MACHINE	SANTA MONICA HIGH SCHOOL	313.45	R
514777	FEDEX	MAILING	SANTA MONICA HIGH SCHOOL	600.00	U
514823	FEDEX	document delivery	STATE AND FEDERAL PROJECTS	200.00	R
514761	FLINN SCIENTIFIC INC	SCIENCE LAB SUPPLIES	SANTA MONICA HIGH SCHOOL	476.30	R
514900	FLINN SCIENTIFIC INC	SCIENCE LAB SUPPLIES	SANTA MONICA HIGH SCHOOL	91.22	R
514674	FOLLETT LIBRARY BOOK CO	Library books	GRANT ELEMENTARY SCHOOL	155.00	R
514682	FOLLETT LIBRARY BOOK CO	LIBRARY BOOKS	LINCOLN MIDDLE SCHOOL	1,139.35	R
514686	FOLLETT LIBRARY BOOK CO	LIBRARY BOOKS/ED FOUNDATION	WILL ROGERS ELEMENTARY SCHOOL	1,999.38	R
514734	FOLLETT LIBRARY BOOK CO	LIBRARY BOOKS	WEBSTER ELEMENTARY SCHOOL	2,000.00	R
514736	FOLLETT LIBRARY BOOK CO	LIBRARY BOOKS	WEBSTER ELEMENTARY SCHOOL	198.00	R
514792	FOLLETT LIBRARY BOOK CO	Poetry books	PT DUME ELEMENTARY SCHOOL	2,000.00	R
514797	FOLLETT LIBRARY BOOK CO	Books for library	PT DUME ELEMENTARY SCHOOL	470.89	R
514813	FOLLETT LIBRARY BOOK CO	LIBRARY BOOKS,POETRY	MCKINLEY ELEMENTARY SCHOOL	2,000.00	R
514943	FOLLETT LIBRARY BOOK CO	INSTRUCTIONAL SUPPLIES	FRANKLIN ELEMENTARY SCHOOL	2,000.00	R
514926	FREY SCIENTIFIC/SCHOOL SPECIAL	SCIENCE LAB SUPPLIES	SANTA MONICA HIGH SCHOOL	176.45	R
514518	GALE SUPPLY CO	CUSTODIAL SUPPLIES	MALIBU HIGH SCHOOL	3,003.09	U
514562	GALE SUPPLY CO	CUSTODIAL SUPPLIES	GRANT ELEMENTARY SCHOOL	791.25	U
514575	GALE SUPPLY CO	CUSTODIAL SUPPLIES	JOHN ADAMS MIDDLE SCHOOL	262.24	U
514576	GALE SUPPLY CO	CUSTODIAN SUPPLIES	PT DUME ELEMENTARY SCHOOL	860.53	R
514680	GALE SUPPLY CO	ENTRY FLOOR MATS	LINCOLN MIDDLE SCHOOL	685.76	R
514683	GALE SUPPLY CO	CUSTODIAL SUPPLIES	GRANT ELEMENTARY SCHOOL	1,330.61	U
514745	GALE SUPPLY CO	CUSTODIAL SUPPLIES	FRANKLIN ELEMENTARY SCHOOL	223.27	R
514748	GALE SUPPLY CO	CUSTODIAL SUPPLIES	FRANKLIN ELEMENTARY SCHOOL	490.10	U
514793	GALE SUPPLY CO	PAPER TOWELS	ROOSEVELT ELEMENTARY SCHOOL	193.77	R
514824	GALE SUPPLY CO	CUSTODIAL SUPPLIES	SANTA MONICA HIGH SCHOOL	740.43	U
514893	GALE SUPPLY CO	CUSTODIAL SUPPLIES	CHILD DEVELOPMENT CENTER	823.48	CD
514939	GBC/EDUCATION DEPARTMENT	LAMINATOR	JOHN MUIR ELEMENTARY SCHOOL	1,589.42	R
514945	GLEN PRODUCTS INC	GLIDERS FOR CLASSROOM CHAIRS	WILL ROGERS ELEMENTARY SCHOOL	95.21	U
514884	GOMEZ,DANIEL	SCHOLARSHIP	OLYMPIC CONTINUATION SCHOOL	250.00	R
514636	GOPHER SPORTS EQUIP	PE SUPPLIES	MALIBU HIGH SCHOOL	310.31	R
514516	H W WILSON CO	SUBSCRIPTION RENEWAL	SANTA MONICA HIGH SCHOOL	552.08	R
514456	HANDWRITING WITHOUT TEARS INC	SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	114.26	R
514678	HARCOURT ASSESSMENT INC	SPEECH/LANGUAGE TEST MATERIALS	HEALTH SERVICES	724.25	R

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PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
514791	HARCOURT BRACE	Math Workbooks	PT DUME ELEMENTARY SCHOOL	4,327.84	R
514715	HEINEMANN	INSTRUCTIONAL SUPPLIES	FRANKLIN ELEMENTARY SCHOOL	886.46	R
514941	HENRY RADIO INC	BATTERY/SECURITY RADIO/PERMIT	JOHN ADAMS MIDDLE SCHOOL	48.71	R
514912	HOME DEPOT- L.A.	OPEN ORDER/SCIENCE PROJECTS	CHILD DEVELOPMENT CENTER	50.00	CD
514787	HOUGHTON MIFFLIN	Language Arts workbooks	PT DUME ELEMENTARY SCHOOL	2,306.49	R
514717	IDE, RICHARD	REIMBURSEMENT/HOTEL CHARGES	PERSONNEL COMMISSION	678.30	U
514557	IMED	DVD/VCR/CART	SANTA MONICA HIGH SCHOOL	1,545.59	R
514571	IMED	OVERHEAD/SCREENS	SANTA MONICA HIGH SCHOOL	817.88	U
514624	IMED	OVERHEAD PROJECTOR	OLYMPIC CONTINUATION SCHOOL	181.86	U
514764	IMED	PROJECTION SCREENS	SANTA MONICA HIGH SCHOOL	337.31	R
514810	IMED	EQUIPMENT	MCKINLEY ELEMENTARY SCHOOL	963.43	R
514889	INSECT LORE PRODUCTS	INSTRUCTIONAL SUPPLIES	CHILD DEVELOPMENT CENTER	109.25	CD
514934	IRI/SKYLIGHT PUBLISHING INC	NEW TEACHER SUPPLIES - BTSA	STATE AND FEDERAL PROJECTS	152.93	R
514931	KAPLAN SCHOOL SUPPLY CORP	classroom clock/uema	SMASH SCHOOL	73.90	R
514659	KELLY PAPER/SANTA MONICA	PAPER GOODS	GRANT ELEMENTARY SCHOOL	54.88	U
514876	KUWANO, SUE	SUPPLIES/REIMBURSEMENT	SANTA MONICA HIGH SCHOOL	167.40	R
514747	LAKESHORE (PICK UP ONLY)	SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	375.00	R
514910	LAKESHORE (PICK UP ONLY)	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	200.00	CD
514946	LAKESHORE (PICK UP ONLY)	TEACHER SUPPLIES FOR BTSA	STATE AND FEDERAL PROJECTS	2,839.58	R
514730	LAKESHORE CURRICULUM	CLASSROOM SUPPLIES	FRANKLIN ELEMENTARY SCHOOL	265.00	R
514854	LAKESHORE CURRICULUM	SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	801.36	R
514904	LAKESHORE CURRICULUM	Classroom supplies	FRANKLIN ELEMENTARY SCHOOL	91.80	U
514935	LAKESHORE CURRICULUM	SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	627.57	R
514459	LETTERLAND INTERNATIONAL LTD	SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	446.29	R
514671	LINGUI SYSTEMS INC	SPECIAL ED - LITERACY SUPPLIES	HEALTH SERVICES	200.25	R
514744	LINGUI SYSTEMS INC	SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	59.48	R
514874	LOPEZ, LOREN	COFFEE/REIMBURSEMENT	SANTA MONICA HIGH SCHOOL	60.00	R
514462	MARCY COOK MATH	SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	145.50	R
514526	MATH-U-SEE CALIFORNIA INC	SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	337.09	R
514676	MAYER-JOHNSON INC.	COMPUTER PROGRAM - SPEC. ED	HEALTH SERVICES	305.00	R
514704	METRO TRUCK BODY INC	OPEN ORDER OPERATIONS VEHICLES	FACILITY OPERATIONS	577.86	U
514770	MICRO BIO-MEDICS/ORDERS	NURSE SUPPLIES	SANTA MONICA HIGH SCHOOL	1,031.68	R
514907	MIRABAL, MARTY	GENERAL SUPPLIES/MATERIALS	BOE/SUPERINTENDENT	70.09	U
514936	NATIONAL COUNCIL/TEACH ENGLISH	NEW TEACHER SUPPLIES (BTSA)	STATE AND FEDERAL PROJECTS	136.02	R
514878	NATIONAL HEALTH SUPPLY CORP	HEALTH SUPPLIES	OLYMPIC CONTINUATION SCHOOL	126.46	U
514963	OCLC FOREST PRESS	Maintenance	INFORMATION SERVICES	2,290.57	U
514890	OMEGA INDUSTRIAL SUPPLY	MAINT PAINTING SUPPLIES	FACILITY MAINTENANCE	372.74	R
514669	ORIENTAL TRADING CO INC	CLASSROOM SUPPLIES ROOM 21	WEBSTER ELEMENTARY SCHOOL	50.66	R
514700	ORKIN EXTERMINATORS	DISTRICT PEST CONTROL	FACILITY OPERATIONS	90.00	U
514719	PARADIGM SERVICES INC	MEDI-CAL ACTIVITIES	STUDENT SERVICES	12,417.00	U
514798	PARIS PRINTERS	Toner Cartridge	INFORMATION SERVICES	311.76	U
514896	PARIS PRINTERS	PRINTER CARTRIDGES	SANTA MONICA HIGH SCHOOL	887.65	R
514928	PARIS PRINTERS	PRINTER CARTRIDGES	SANTA MONICA HIGH SCHOOL	737.18	R
514951	PERMABOUND BOOKS	TEXTBOOKS	MALIBU HIGH SCHOOL	764.79	R
514618	PIONEER CHEMICAL CO	CUSTODIAL SUPPLIES	PT DUME ELEMENTARY SCHOOL	117.23	U
514687	PIONEER CHEMICAL CO	CUSTODIAL SUPPLIES	MALIBU HIGH SCHOOL	112.85	U
514832	PIONEER STATIONERS	LESSON PLAN BOOK	SANTA MONICA HIGH SCHOOL	373.46	R
514952	POMS & ASSOCIATES	RENEWAL/GROUP TRAVEL INSURANCE	INSURANCE SERVICES	1,000.00	U
514891	RAMOS, IRENE	GENERAL SUPPLIES/MATERIALS	BOE/SUPERINTENDENT	462.70	U
514690	RAYVERN LIGHTING	FLOURESCENT LAMPS	CABRILLO ELEMENTARY SCHOOL	104.73	U
514742	RAYVERN LIGHTING	OVERHEAD PROJECTOR BULBS	FRANKLIN ELEMENTARY SCHOOL	63.52	U



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PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
514821	RAYVERN LIGHTING	LIGHT BULBS	WEBSTER ELEMENTARY SCHOOL	148.77	U
514895	RAYVERN LIGHTING	Flourscent Lamps	ROOSEVELT ELEMENTARY SCHOOL	76.27	R
514746	READ NATURALLY	INSTRUCTIONAL MATERIAL	JOHN MUIR ELEMENTARY SCHOOL	464.65	R
514776	READ NATURALLY	READING FLUENCY PROGRAM	PT DUME ELEMENTARY SCHOOL	1,610.40	R
514766	REDWOOD PRESS INC	PRINT/NURSE/"OFF-CAMPUS PASS"	SANTA MONICA HIGH SCHOOL	192.69	R
514385	RIDDELL	RECONDITION FOOTBALL EQUIPMENT	SANTA MONICA HIGH SCHOOL	5,329.76	U
514408	RIDDELL	SHOULDER PADS/HELMETS	SANTA MONICA HIGH SCHOOL	3,293.79	U
514701	S & S RENT A FENCE INC	TEMPORARY FENCING RESEED FIELD	FACILITY OPERATIONS	716.00	U
514169	SAMY'S CAMERA SHOP	CAMERA BATTERY PACK	SANTA MONICA HIGH SCHOOL	47.63	U
514454	SAMY'S CAMERA SHOP	DIGITAL CAMERA	JOHN MUIR ELEMENTARY SCHOOL	361.50	R
514469	SAMY'S CAMERA SHOP	DIGITAL CAMERA/PHOTO SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	912.44	R
514763	SAMY'S CAMERA SHOP	DIGITAL CAMERA	JOHN MUIR ELEMENTARY SCHOOL	400.53	R
514882	SAMY'S CAMERA SHOP	CAMCORDER/MEDICAL GRANT/C.C.	JOHN ADAMS MIDDLE SCHOOL	522.85	R
514922	SAMY'S CAMERA SHOP	CAMCORDER/POWERSHOT CAMERA	ROOSEVELT ELEMENTARY SCHOOL	535.73	R
514772	SANTA MONICA FORD	OPEN PO FOR PARTS/TRANSP.	TRANSPORTATION	1,500.00	R
514835	SANTA MONICA MUN BUS LINES	TOKENS FOR FARMERS MRKT TOURS	FOOD SERVICES	140.00	F
514917	SCHOLASTIC BOOK CLUBS INC	class supplies	CABRILLO ELEMENTARY SCHOOL	94.83	U
514981	SCHOLASTIC INC	SCHOLASTIC TROLL CARNIVAL	WEBSTER ELEMENTARY SCHOOL	55.55	R
514862	SCHOOL NURSE SUPPLY INC	NURSING SUPPLIES	GRANT ELEMENTARY SCHOOL	61.62	R
514985	SCHOOL NURSE SUPPLY INC	Nurse supplies	FRANKLIN ELEMENTARY SCHOOL	129.32	U
514979	SCHOOL SPECIALTY INC	CLASSROOM SUPPLIES	WILL ROGERS ELEMENTARY SCHOOL	72.03	R
514670	SCHOOL SPECIALTY/BECKLEY CARDY	PLAYGROUND BENCHES	MCKINLEY ELEMENTARY SCHOOL	1,463.54	R
514990	SCIENCE KIT & BOREAL LABS	SCIENCE SUPPLIES	MALIBU HIGH SCHOOL	3,909.04	R
514461	SEHI COMPUTER PRODUCTS	SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	655.36	R
514464	SEHI COMPUTER PRODUCTS	SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	655.36	R
514531	SEHI COMPUTER PRODUCTS	ROP PHOTO PRINTERS	R O P	3,744.77	R
514631	SEHI COMPUTER PRODUCTS	PRINTER CARTRIDGES	SANTA MONICA HIGH SCHOOL	376.38	R
514639	SEHI COMPUTER PRODUCTS	CLASSROOM SUPPLIES	MALIBU HIGH SCHOOL	191.15	R
514743	SEHI COMPUTER PRODUCTS	SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	297.34	R
514758	SEHI COMPUTER PRODUCTS	PRINTER CARTRIDGES	SANTA MONICA HIGH SCHOOL	481.49	R
514780	SEHI COMPUTER PRODUCTS	Printer Supplies	R O P	196.07	R
514869	SEHI COMPUTER PRODUCTS	LAZERJET PRINTER AND CABLES	FISCAL SERVICES	206.93	U
514872	SEHI COMPUTER PRODUCTS	CLASSROOM PRINTERS	MALIBU HIGH SCHOOL	1,184.19	R
514844	SIGNAL ELECTRONICS/PARISA AMIR	GENERAL SUPPLIES/MATERIALS	BOE/SUPERINTENDENT	110.00	U
514920	SIGNAL ELECTRONICS/PARISA AMIR	AUDIO VISUAL REPAIRS	PURCHASING/WAREHOUSE	2,000.00	U
514294	SIR SPEEDY PRINTING #0245	LETTERHEAD STATIONERY	SANTA MONICA HIGH SCHOOL	502.28	R
514684	SIR SPEEDY PRINTING #0245	COPYING	SANTA MONICA HIGH SCHOOL	2,500.00	U
514949	SIR SPEEDY PRINTING #0245	PRINTING	EMPLOYEE RELATIONS	265.21	U
514729	SMART & FINAL	OPEN ORDER/COOKING PROJECTS	CHILD DEVELOPMENT CENTER	100.00	CD
514731	SMART & FINAL	OPEN ORDER/COOKING & SCIENCE	CHILD DEVELOPMENT CENTER	100.00	CD
514886	SMART & FINAL	OPEN ORDER/COOKING PROJECTS	CHILD DEVELOPMENT CENTER	100.00	CD
514913	SMART & FINAL	OPEN ORDER/PROJECTS	CHILD DEVELOPMENT CENTER	50.00	CD
514847	SMITH & HARTFORD CUSTOM COACH	OPEN ORDER OPERATIONS VEHICLES	FACILITY OPERATIONS	2,000.00	U
514933	SOCIAL STUDIES SCHOOL SVCS	BTSA TEACHER SUPPLIES	STATE AND FEDERAL PROJECTS	248.83	R
514755	SOUTHLAND INSTRUMENTS INC	SCIENCE SUPPLIES	MALIBU HIGH SCHOOL	990.13	R
514668	SOUTHWEST SCHOOL SUPPLY	OPEN ORDER/INST SUP/8TH CORE	JOHN ADAMS MIDDLE SCHOOL	83.75	R
514756	SOUTHWEST SCHOOL SUPPLY	ART PAPER ROLLS/ASB	MALIBU HIGH SCHOOL	549.69	R
514831	SOUTHWEST SCHOOL SUPPLY	CLASS RECORD BOOK	SANTA MONICA HIGH SCHOOL	431.92	R
514958	SOUTHWEST SCHOOL SUPPLY	OFFICE SUPPLIES	GRANT ELEMENTARY SCHOOL	500.00	R
514765	SPEECH BIN, THE	VIDEO	SANTA MONICA HIGH SCHOOL	94.60	R
514475	SRA/MCGRAW HILL	SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	941.97	R

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PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
514749	SRA/MCGRAW HILL	INSTRUCTIONAL MATERIAL	JOHN MUIR ELEMENTARY SCHOOL	146.91	R
514452	STAPLES BUSINESS ADVANTAGE	SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	95.57	R
514944	STAPLES BUSINESS ADVANTAGE	NEW SUPPLIES FOR BTS A TEACHERS	STATE AND FEDERAL PROJECTS	1,184.32	R
514843	STAPLES/P-U/SANTA MONICA/WILSH	Office Supplies	ROOSEVELT ELEMENTARY SCHOOL	500.00	R
514845	STAPLES/P-U/SANTA MONICA/WILSH	FAX TONER	WILL ROGERS ELEMENTARY SCHOOL	173.02	U
514666	STAPLES/P-U/VENICE/LINCOLN BL	OPEN ORDER/INS SUP/7TH CORE	JOHN ADAMS MIDDLE SCHOOL	100.00	R
514723	STAPLES/P-U/VENICE/LINCOLN BL	OPEN ORDER/OFFICE SUPPLIES	CHILD DEVELOPMENT CENTER	50.00	CD
514726	STAPLES/P-U/VENICE/LINCOLN BL	OPEN ORDER/OFFICE SUPPLIES	CHILD DEVELOPMENT CENTER	50.00	CD
514732	STAPLES/P-U/VENICE/LINCOLN BL	OPEN ORDER/OFFICE SUPPLIES	CHILD DEVELOPMENT CENTER	50.00	CD
514733	STAPLES/P-U/VENICE/LINCOLN BL	OPEN ORDER/OFFICE SUPPLIES	CHILD DEVELOPMENT CENTER	75.00	CD
514735	STAPLES/P-U/VENICE/LINCOLN BL	OPEN ORDER/OFFICE SUPPLIES	CHILD DEVELOPMENT CENTER	50.00	CD
514739	STAPLES/P-U/VENICE/LINCOLN BL	OPEN ORDER/ SCHOOL SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	500.00	U
514879	STAPLES/P-U/VENICE/LINCOLN BL	OPEN ORDER/INS SUP/SPEC ED	JOHN ADAMS MIDDLE SCHOOL	100.00	R
514880	STAPLES/P-U/VENICE/LINCOLN BL	OPEN ORDER/6TH CORE/HUMANITIES	JOHN ADAMS MIDDLE SCHOOL	85.33	R
514924	STAPLES/P-U/VENICE/LINCOLN BL	NON INSTR SUPPLIES	SANTA MONICA HIGH SCHOOL	400.00	R
514875	STRAUS, ILENE	SUPPLIES/REIMBURSEMENT	SANTA MONICA HIGH SCHOOL	108.46	R
514673	SUPER DUPER PUBLICATIONS	SPEECH TESTING MATERIALS	HEALTH SERVICES	2,027.52	R
514921	SUPER DUPER PUBLICATIONS	SPEECH/LANGUAGE SUPPLIES	HEALTH SERVICES	113.33	R
514911	TARGET STORES	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	140.00	CD
514838	TEACHER'S DISCOVERY	INSTRUCTIONAL MATERIALS	LINCOLN MIDDLE SCHOOL	192.75	R
514458	TEACHING WORLD & TOYS	SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	146.67	R
514725	TOYS-R-US (SANTA MONICA)	OPEN ORDER/ART PROJECTS	CHILD DEVELOPMENT CENTER	200.00	CD
514839	TOYS-R-US (SANTA MONICA)	SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	75.00	R
514805	TREDENT DATA SYSTEMS	1000Base-SX	DISTRICT-WIDE	198.99	SR
514553	TRI-BEST VISUAL DISPLAY	WHITEBOARD	MCKINLEY ELEMENTARY SCHOOL	272.79	R
514894	TRI-BEST VISUAL DISPLAY	GLASS DISPLAY CASES	ROOSEVELT ELEMENTARY SCHOOL	2,589.34	R
514897	TUMBLEWEED EDUCATIONAL	BUS TRANSPORTATION	SANTA MONICA HIGH SCHOOL	267.00	U
514778	U S POSTMASTER-SANTA MONICA	POSTAGE	SANTA MONICA HIGH SCHOOL	1,276.50	U
514818	U S POSTMASTER-SANTA MONICA	REPORT CARD MAILING	SANTA MONICA HIGH SCHOOL	1,276.50	U
514820	U S POSTMASTER-SANTA MONICA	REPORT CARD MAILING	SANTA MONICA HIGH SCHOOL	1,276.50	U
514672	U.S. TOY CO INC/dba	CLASSROOM SUPPLIES ROOM 21	WEBSTER ELEMENTARY SCHOOL	59.92	R
515015	UNITED STATES POSTAL SERVICE	BOARD OFFICE METER POSTAGE	PURCHASING/WAREHOUSE	10,000.00	U
514964	UNIVERSAL PRINTWORKS INC.	Forms	INFORMATION SERVICES	627.06	U
514827	UNIVERSITY BOOK SERVICE	LIBRARY BOOKS	LINCOLN MIDDLE SCHOOL	268.36	R
514938	VIRCO MFG CORP	CLASSROOM CHAIRS/SCI/PERMIT	JOHN ADAMS MIDDLE SCHOOL	1,821.85	R
514727	VONS MARKET-SANTA MONICA	OPEN ORDER/COOKING SCIENCE	CHILD DEVELOPMENT CENTER	100.00	CD
514728	VONS MARKET-SANTA MONICA	OPEN ORDER/COOKING PROJECTS	CHILD DEVELOPMENT CENTER	100.00	CD
514817	VONS STORE #2262	NON INSTR SUPPLIES	SANTA MONICA HIGH SCHOOL	200.00	R
514124	W. W. GRAINGER	FIBERGLASS LADDER	FRANKLIN ELEMENTARY SCHOOL	96.94	R
514892	W. W. GRAINGER	OPEN ORDER MAINT SUPPLIES	FACILITY MAINTENANCE	1,500.00	R
514705	WARREN DISTRIBUTING INC.	OPEN ORDER OPERATIONS VEHICLES	FACILITY OPERATIONS	1,500.00	U
514830	WEST GROUP/THOMSON WEST	INVOICE	LINCOLN MIDDLE SCHOOL	45.20	U
514837	WEST LA MUSIC INCORP	MUSIC SUPPLIES	MALIBU HIGH SCHOOL	865.98	R
514769	XEROX	REPAIR OF COPY MACHINE	SANTA MONICA HIGH SCHOOL	1,145.00	U
515013	XEROX CORP/SUPPLIES	XEROX PAPER	PRINTING SERVICES	1,446.22	U
514407	ZONES BUS SOLUTIONS/MAC ZONE	SOFTWARE	WILL ROGERS ELEMENTARY SCHOOL	737.29	R
514919	ZONES BUS SOLUTIONS/MAC ZONE	COMPUTER SOFTWARE	R O P	3,211.40	R
				** NEW PURCHASE ORDERS TOTAL:	193,366.37



TO: BOARD OF EDUCATION ACTION/CONSENT  
2/17/05  
FROM: SUPERINTENDENT/WINSTON A. BRAHAM/VIRGINIA I. HYATT  
RE: ACCEPTANCE OF WORK COMPLETED FOR TRUSS REPAIRS AT  
WEBSTER ELEMENTARY SCHOOL BY SPS INC.

RECOMMENDATION NO. A.09

It is recommended that the Board of Education accept as completed all work contracted for the truss repairs at Webster Elementary School.

Funding Information

Budgeted: Yes  
Fund/Source: 01 - General Fund  
21 - Prop X - General Obligation Bonds  
30 - State Modernization  
Account number: 01-81500-0-00000-81100-5620-061-2602 - \$37,720  
21-00000-0-92000-85000-5802-008-2605 - \$ 5,500  
30-00000-0-92000-85000-6200-090-2600 - \$15,020  
Description: Maintenance Contracts  
Consulting Contracts  
Building Improvement

COMMENT: The contract with SPS, Inc. has been completed. In order to facilitate the release of the 10% retention being held by the District, a notice of completion must be filed for thirty five (35) days with the County of Los Angeles pending Board approval.

Original Contract Amount	\$58,240
Total Contract Amount	\$58,240

MOTION MADE BY: Mr. de la Torre  
SECONDED BY: Dr. Escarce  
STUDENT ADVISORY VOTE: Aye  
AYES: All (6)  
NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

02/17/04

FROM: SUPERINTENDENT/VIRGINIA I. HYATT

RE: ACCEPTANCE OF WORK COMPLETED FOR ASPHALT REPAIRS BY  
BEN'S ASPHALT - MALIBU HIGH SCHOOL - BID #4.05

RECOMMENDATION NO. A.10

It is recommended that the Board of Education accept as completed all work contracted with Ben's Asphalt for asphalt repair at Malibu High School.

Funding Information:

Budgeted: Yes

Fund: 01

Source: Deferred Maintenance

Account Number: 14-00000-0-00000-81100-5640-060-1500

Description: Deferred Maintenance-Repair by Vendor

COMMENT: The contract with Ben's Asphalt has been completed. In order to facilitate the release of the 10% retention being held by the District, a notice of completion must be filed for thirty five (35) days with the County of Los Angeles pending Board approval.

ORIGINAL CONTRACT	\$ 98,000.00
CHANGE ORDER #1,2	\$ 12,298.50
TOTAL CONTRACT AMOUNT	\$110,298.50

MOTION MADE BY: Mr. de la Torre

SECONDED BY: Dr. Escarce

STUDENT ADVISORY VOTE: Aye

AYES: All (6)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

02/17/05

FROM: JOHN E. DEASY/WINSTON A. BRAHAM

RE: ACCOUNTING AND CONSULTING SERVICES/MANDATED COST  
REIMBURSEMENT CLAIMS-CENTRATION, INC.

RECOMMENDATION NO. A.11

It is recommended that the Board of Education enter into an agreement with Centration, Inc. to provide accounting and consulting services related to the preparation of Mandated Cost reimbursement claims and other related services, in an amount not to exceed \$23,000 per year. The term of this agreement is July 1, 2004 Through June 30, 2005. The agreement covers work necessary to file claims for Fiscal Year 2003-2004, due on January 15, 2005, and all claims which become necessary between July 1, 2004 and June 30, 2005. The cost will be reimbursed to the District through the mandated cost claims process.

Funding Information

Source: Mandated Cost Income

Currently Budgeted: Yes

SACS Account # 01-00000-0-00000-72000-5802-051-2510

Description: General Fund/Unrestricted/Other Fiscal Serv./  
Consultant/Fiscal Services/Director

COMMENT: The District has utilized this service from Centration, Inc. over the past six years. The mandated costs reimbursement claims processing services will assist the District with:

- 1) Maximizing State Mandated Costs reimbursement revenue
- 2) Monthly data collection
- 3) Staff training and consultation
- 4) Preparation of State Mandated Claim Reports
- 5) Semi-annual status reports to management
- 6) Preparation and presentation of revised claims

MOTION MADE BY: Mr. de la Torre

SECONDED BY: Dr. Escarce

STUDENT ADVISORY VOTE: Aye

AYES: All (6)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

02/17/05

FROM: JOHN E. DEASY/WINSTON A. BRAHAM/ORLANDO GRIEGO

RE: FOOD AND NUTRITION GRANT

RECOMMENDATION NO. A.12

It is recommended that the Board of Education approve a grant application to the California Department of Education for School Breakfast Expansion Program. Amount to be determined.

Comment: Food and Nutrition Services proposed expanding the School Breakfast Program at McKinley and Will Rogers Elementary School. The California Department of Education is offering competitive grants of up to \$15,000 per site for non recurring expenses incurred in expanding a School Breakfast Program.

MOTION MADE BY: Mr. de la Torre

SECONDED BY: Dr. Escarce

STUDENT ADVISORY VOTE: Aye

AYES: All (6)

NOES: None (0)

TO: BOARD OF EDUCATION  
FROM: SUPERINTENDENT/MICHAEL D. MATTHEWS  
RE: CERTIFICATED PERSONNEL - Elections, Separations

ACTION/CONSENT  
02/17/05

RECOMMENDATION NO. A.13

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

ADDITIONAL ASSIGNMENTS

JOHN ADAMS MIDDLE SCHOOL

Woo, Angela	14 hrs @\$35.96	1/14/05-6/24/05	Est Hrly/\$500
TOTAL ESTABLISHED HOURLY			\$500

Comment: Coordinate Hiplaces Survey  
01-Gifts

Burgee, Martha	4 hrs @\$35.96	12/20/04	Est Hrly/\$144
Krinski, Hallie	4 hrs @\$35.96	12/20/04	Est Hrly/\$144
TOTAL ESTABLISHED HOURLY			\$288

Comment: Saturday School Supervision  
01-Unrestricted Resource

ADULT EDUCATION

Gridley, Steven	230 hrs @\$40.30	1/10/05-6/30/05	Est Hrly/\$9,269
TOTAL ESTABLISHED HOURLY			\$9,269

Comment: ESL Teacher  
231 ESL

CABRILLO ELEMENTARY

Posey, Steve	66 hrs @\$35.96	1/10/05-6/24/05	Est Hrly/\$2,373
TOTAL ESTABLISHED HOURLY			\$2,373

Comment: After school Homework Club  
01-School Improvement Prog, K-6

EDUCATIONAL SERVICES

Crawford, Joan	42 hrs @\$35.96	9/7/04-6/30/05	Est Hrly/\$1,510
Hakomori, Teri	42 hrs @\$35.96	9/7/04-6/30/05	Est Hrly/\$1,510
TOTAL ESTABLISHED HOURLY			\$3,020

Comment: Beginning Teacher Support (BTSA) Support Provider  
01-Stf Dev: Begin Tchr Sup (BTSA)

**\*This is an unbudgeted item that will be added to the current budget upon approval of this Consent/Action Item-**

Harris, Kennith	28 hrs @\$35.96	9/7/04-6/24/05	Est Hrly/\$1,007
Horn, Lorri	28 hrs @\$35.96	9/7/04-6/24/05	Est Hrly/\$1,007
Matthews, Jill	28 hrs @\$35.96	9/7/04-6/24/05	Est Hrly/\$1,007
Olsheim, Elizabeth	28 hrs @\$35.96	9/7/04-6/24/05	Est Hrly/\$1,007
TOTAL ESTABLISHED HOURLY			\$4,028

Comment: Beginning Teacher Support (BTSA) Support Provider  
01-Stf Dev: Begin Tchr Sup (BTSA)

**\*This is an unbudgeted item that will be added to the current budget upon approval of this Consent/Action Item-**

Antonopoulos, Erin	84 hrs @\$35.96	9/7/04-6/24/05	Est Hrly/\$3,021
Beeman-Solano, Amy	84 hrs @\$35.96	9/7/04-6/24/05	Est Hrly/\$3,021
Siddique, Lydia	84 hrs @\$35.96	9/7/04-6/24/05	Est Hrly/\$3,021
Gusmao-Garcia, Renata	84 hrs @\$35.96	9/7/04-6/24/05	Est Hrly/\$3,021
Louria, Meredith	84 hrs @\$35.96	9/7/04-6/24/05	Est Hrly/\$3,021
Ostrom, Michael	84 hrs @\$35.96	9/7/04-6/24/05	Est Hrly/\$3,021
Serratore, Rosa	84 hrs @\$35.96	9/7/04-6/24/05	Est Hrly/\$3,021
Purcesll, Andrea	84 hrs @\$35.96	9/7/04-6/24/05	<u>Est Hrly/\$3,021</u>
TOTAL ESTABLISHED HOURLY			\$24,168

Comment: Beginning Teacher Support (BTSA) Support Provider  
01-Stf Dev: Begin Tchr Sup (BTSA)

**\*This is an unbudgeted item that will be added to the current budget upon approval of this Consent/Action Item-**

Anderson, Terry	42 hrs @\$35.96	9/7/04-6/24/05	Est Hrly/\$1,510
Beasley, Linda	42 hrs @\$35.96	9/7/04-6/24/05	Est Hrly/\$1,510
Borquez, Catherine	42 hrs @\$35.96	9/7/04-6/24/05	Est Hrly/\$1,510
Compton-Sugars, Shirley	42 hrs @\$35.96	9/7/04-6/24/05	Est Hrly/\$1,510
Crawford, Joan	42 hrs @\$35.96	9/7/04-6/24/05	Est Hrly/\$1,510
Demopoulos, Katherine	42 hrs @\$35.96	9/7/04-6/24/05	Est Hrly/\$1,510
Gies, Gretchen	42 hrs @\$35.96	9/7/04-6/24/05	Est Hrly/\$1,510
Hendra, Mary	42 hrs @\$35.96	9/7/04-6/24/05	Est Hrly/\$1,510
Jimenez, Sylvia	42 hrs @\$35.96	9/7/04-6/24/05	Est Hrly/\$1,510
Kiehm, Monique	42 hrs @\$35.96	9/7/04-6/24/05	Est Hrly/\$1,510
Teisl, Shannon	42 hrs @\$35.96	9/7/04-6/24/05	Est Hrly/\$1,510
Young, F.E.	42 hrs @\$35.96	9/7/04-6/24/05	Est Hrly/\$1,510
Young, Susan	42 hrs @\$35.96	9/7/04-6/24/05	<u>Est Hrly/\$1,510</u>
TOTAL ESTABLISHED HOURLY			\$19,630

Comment: Beginning Teacher Support (BTSA) Support Provider  
01-Stf Dev: Begin Tchr Sup (BTSA)

**\*This is an unbudgeted item that will be added to the current budget upon approval of this Consent/Action Item-**

#### FRANKLIN ELEMENTARY

Silhavy, Dawn	40 hrs @\$36.32	2/1/05-6/24/05	Est Hrly/\$1,453
McCullough, Helen	40 hrs @\$36.32	2/1/05-6/24/05	<u>Est Hrly/\$1,453</u>
TOTAL ESTABLISHED HOURLY			\$2,906

Comment: Math Enrichment  
01-Gifted/Talented Educ (GATE)

#### GRANT ELEMENTARY

Petrilyak, David	10.5 hrs @\$35.96	9/1/04-6/24/05	Est Hrly/\$378
Takashima, Iris	10.5 hrs @\$35.96	9/1/04-6/24/05	<u>Est Hrly/\$378</u>
TOTAL ESTABLISHED HOURLY			\$756

Comment: Grant Writing Assessment  
01-School Improvement Prog, K-6

#### MALIBU HIGH SCHOOL

Deshautelle, Anna	35 hrs @\$36.32	2/1/05-3/31/05	Est Hrly/\$1,271
Scott, Ruben	35 hrs @\$36.32	2/1/05-3/31/05	<u>Est Hrly/\$1,271</u>
TOTAL ESTABLISHED HOURLY			\$2,542

Comment: CAHSEE Test prep classes  
01-School Improvement Prog, 7-12

#### MCKINLEY ELEMENTARY SCHOOL

Kincannon, Marie	130 hrs @\$35.96	9/9/04-6/30/05	<u>Est Hrly/\$4,675</u>
TOTAL ESTABLISHED HOURLY			\$4,675

Comment: Music Teacher - Grades K-5  
01-Gifts

ROOSEVELT ELEMENTARY SCHOOL

Chenik, Mara	272 hrs @\$36.32	2/1/05-6/10/05	<u>Est Hrly/\$9,879</u>
TOTAL ESTABLISHED HOURLY			\$9,879

Comment: Reading Intervention  
01-Govrn'r's Perf Awards

SANTA MONICA HIGH SCHOOL

Wexler, Linda	52 hrs @\$35.96	11/29/04-6/30/05	<u>Est Hrly/\$1,870</u>
TOTAL ESTABLISHED HOURLY			\$1,870

Comment: Advanced Placement (A.P.) Tutorial  
01-Gifted/Talented Educ (GATE)

Audet, Amanda	5 hrs @\$35.96	11/1/04-6/30/05	<u>Est Hrly/\$180</u>
Kirshon, Andrea	5 hrs @\$35.96	11/1/04-6/30/05	<u>Est Hrly/\$180</u>
TOTAL ESTABLISHED HOURLY			\$360

Comment: House Student Support Meetings  
01-Other Federal

Barraza, Pete	5 hrs @\$35.96	11/1/04-6/30/05	<u>Est Hrly/\$180</u>
Contreras, Luis	5 hrs @\$35.96	11/1/04-6/30/05	<u>Est Hrly/\$180</u>
Cook, Peter	5 hrs @\$35.96	11/1/04-6/30/05	<u>Est Hrly/\$180</u>
Felix, Michael	5 hrs @\$35.96	11/1/04-6/30/05	<u>Est Hrly/\$180</u>
Ferre, Liwanag	5 hrs @\$35.96	11/1/04-6/30/05	<u>Est Hrly/\$180</u>
Kariya, Emily	5 hrs @\$35.96	11/1/04-6/30/05	<u>Est Hrly/\$180</u>
Marsh, Catherine	5 hrs @\$35.96	11/1/04-6/30/05	<u>Est Hrly/\$180</u>
Nation, Christina	5 hrs @\$35.96	11/1/04-6/30/05	<u>Est Hrly/\$180</u>
Roberts, Lasonja	5 hrs @\$35.96	11/1/04-6/30/05	<u>Est Hrly/\$180</u>
Walser, Eric	5 hrs @\$35.96	11/1/04-6/30/05	<u>Est Hrly/\$180</u>
TOTAL ESTABLISHED HOURLY			\$1,800

Comment: "M" House Student Support  
01-Other Federal

Braunfeld, Daniel	5 hrs @\$35.96	11/1/04-6/30/05	<u>Est Hrly/\$180</u>
Fox, Sara	5 hrs @\$35.96	11/1/04-6/30/05	<u>Est Hrly/\$180</u>
Hecht, James	5 hrs @\$35.96	11/1/04-6/30/05	<u>Est Hrly/\$180</u>
Meadors, Amy	5 hrs @\$35.96	11/1/04-6/30/05	<u>Est Hrly/\$180</u>
Morris, Ariel	5 hrs @\$35.96	11/1/04-6/30/05	<u>Est Hrly/\$180</u>
TOTAL ESTABLISHED HOURLY			\$900

Comment: "A" House Student Support  
01-Other Federal

HOURLY TEACHERSSTUDENT AND FAMILY SUPPORT SERVICES

Rubin, Theresa	As needed @\$36.32/hr	1/24/05-6/30/05	<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>
Bersch, Kirsten	6 units @227	Rehearsing and	9/3/04-6/23/05	1,362
Fedderson-France, Deanna	6 units @227	conducting Holiday & Spring Concerts	9/3/04-6/23/05	1,362
Lockrem, Bonnie	4 units @227	Auditioning Honor	9/3/04-6/23/05	908
Loyd, Alan	6 units @227	Orchestra Students	9/3/04-6/23/05	1,362

McKeown, Kevin	4.25 units @227	Conducting Stairwy	9/3/04-6/23/05	965
Ravaglioli, Steven	6 units @227	Rehearsing Honor	9/3/04-6/23/05	1,362
Tellier, Bruce	6 units @227	Orchestra Students	9/3/04-6/23/05	1,362
		and working at		
		Recruitment Assemblies		
		and Vendor Nights		
Hardity, Apryl	1.75 units @227	John Adams - Honor	9/3/04-6/23/05	\$397
		Orchestra rehearsals		
		TOTAL EXTENDED DUTY UNITS		\$9,081
		01-Local Parcel Tax - Measure S		

**TOTAL BUDGETED ESTABLISHED HOURLY and EXTENDED DUTY UNITS = \$47,199**

**TOTAL UNBUDGETED ESTABLISHED HOURLY = \$50,846**

**TOTAL AFTER APPROVAL OF RECOMMENDATION ITEM = \$98,045**

SUBSTITUTE TEACHERS Effective

CHILD DEVELOPMENT SERVICES

(@\$14.39 Hourly Rate)

Haskin, Dorothy 1/12/05

REGULAR DAY-TO-DAY SUBSTITUTES

(@\$122 Daily Rate)

Pursell, Nicole 1/28/05

LONG-TERM SUBSTITUTES

(\$186 Daily Rate)

Forrer, Brooke 1/7/05

PREFERRED SUBSTITUTES

(@\$143 Daily Rate)

Baroody, Reem 1/20/05

Cooley, Susan 1/5/05

Duff, Colleen 1/20/05

Payne, Anne 1/21/05

TEMPORARY CONTRACTS

Name/Assignment

Location

Not to

Exceed

Effective

Adams, Michael 100% 1/31/05-6/24/05

Santa Monica HS/Geometry [new position]

Cottam, Cynthia 100% 1/31/05-6/24/05

Santa Monica HS/Math Tutor [new position]

Forrer, Brooke 100% 1/7/05-6/24/05

Santa Monica HS/Spanish [replacing V. Garcia-Hecht]

Couillard, Lindsay 100% 1/14/05-6/24/05

Santa Monica HS/Spanish [replacing S. Campos-Gonzalez]

Latham, Diana 100% 11/18/04-6/24/05

Lincoln MS [replacing M. Diamond]

Stevens, Stephanie 100% 1/13/05-6/24/05

Franklin Elementary/1st [replacing E. Antonopoulos]

Sugarman, Amariah 100% 9/7/04-TBD

Santa Monica HS/PE [replacing C. Rodinoff]



LEAVES OF ABSENCE (with pay)

<u>Name/Assignment</u> <u>Location</u>	<u>Effective</u>
Antonopoulos, Erin Franklin Elementary	11/18/04-1/20/05 [maternity]
Beeman-Solano, Amy Santa Monica High School	10/25/04-12/14/04 [maternity]
Bush, Gary Special Education	1/20/05-2/18/05 [medical]
Mugalian, Tamara SMASH	1/3/05-1/30/05 [medical]
Rodionoff, Carolyn Santa Monica HS	1/17/05-2/8/05 [medical]
Warick, Catherine John Adams MS	1/20/05-2/20/05 [medical]

LEAVES OF ABSENCE (without pay)

<u>Name/Assignment</u> <u>Location</u>	<u>Effective</u>
Antonopoulos, Erin Franklin Elementary	1/21/05-4/8/05 [family care]
Beeman-Solano, Amy Santa Monica High School	12/15/04-1/28/05 [family care]
Mcelvain, Nora Lincoln MS	2/23/05-2/22/06 [military]
Rodionoff, Carolyn Santa Monica HS	2/9/05-2/28/05 [medical]

RESIGNATIONS

<u>Name/Assignment</u> <u>Location</u>	<u>Effective</u>
Fawcett, Evelyn Adult Education	1/28/05
Forinash, Richard Child Development	12/17/04
Gleason, Tania Santa Monica High School	6/24/05
Moscoso, Xavier Adult Education	12/17/04
Solomon, Daryl Santa Monica High School	6/24/05

MOTION MADE BY: Mr. de la Torre  
 SECONDED BY: Dr. Escarce  
 STUDENT ADVISORY VOTE: Aye  
 AYES: All (6)  
 NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

02/17/05

FROM: SUPERINTENDENT/MICHAEL D. MATTHEWS

RE: SPECIAL SERVICES EMPLOYEES

RECOMMENDATION NO. A.14

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>	Not to <u>Exceed</u>	<u>Effective</u>	<u>Rate</u>
Solomon, Mary Anne	\$6,000	01/28/05-6/30/05	\$25/hr
Santa Monica High School, update and maintain SAMOHI website			
FUNDING: 01-90120-0-11100-27000-2917-015-1501			Gifts

MOTION MADE BY: Mr. de la Torre

SECONDED BY: Dr. Escarce

STUDENT ADVISORY VOTE: Aye

AYES: All (6)

NOES: None (0)

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

ACTION/CONSENT  
02-17-05

RECOMMENDATION NO. A.15

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**

ADACHI, NAOMI	INST ASST - SPECIAL ED 5.0 HRS/SY MCKINLEY RANGE: 20 STEP: 01	02-01-05
HAVAS, MAI-LI	CAFETERIA WORKER I 3.0 HRS/SY SAMOHI RANGE: 11 STEP: 01	01-24-05
KYLE, VIRGINIA	INST ASST - CLASSROOM 3.5 HRS/SY MUIR RANGE: 18 STEP: 01	01-10-05
PAGLINO, BRIAN	INST ASST - SPECIAL ED 6.0 HRS/SY MALIBU RANGE: 20 STEP: 04	01-31-05
SOLEIL, JESSICA	INST ASST - SPECIAL ED 6.0 HRS/SY SAMOHI RANGE: 20 STEP: 01	01-27-05
THOMPSON, BRETT	INST ASST - SPECIAL ED 6.0 HRS/SY SAMOHI RANGE: 20 STEP: 01	02-02-05

**VOLUNTARY REDUCTION IN HOURS**

MARTINEZ, MELINDA	INST ASST - SPECIAL ED 6.0 HRS/SY MCKINLEY FR: 6.10/SY	02-01-04
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**STIPEND FOR COMMUNITY SERVICE COORDINATOR**

CONSTANZA, SIUGEN	BIL COMMUNITY LIAISON MALIBU	09-07-04 06-24-05
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**INVOLUNTARY TRANSFER**

VASQUEZ, MARTHA	CHILDREN CENTER ASST 3.5 HRS/SY GRANT FR: 3.5 HRS/SY CDS	02-01-05
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**INCREASE IN ASSIGNMENT**

CARRILLO, STEVEN	BUS DRIVER 8.0 HRS/10 TRANSPORTATION FR: 7.0 HRS/10	01-18-05
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**UNPAID LEAVE OF ABSENCE**

DE CORDOVA, ANGEL	GARDENER GROUNDS DEPARTMENT	01-10-05 03-10-05
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**MEDICAL LEAVE OF ABSENCE**

MARES, JOSE	EQUIP OPERATOR TREE TRIMMER GROUNDS DEPARMENT	01-04-05 01-24-05
REID, SHUNTORIA	INST ASST - CLASSROOM WEBSTER	01-01-05 03-11-05
YBARRA, JENNIFER	CHILDREN CENTER ASST EDISON	05-29-05 06-24-05

**TEMP/ADDITIONAL ASSIGNMENT**

CHAPMAN, VICKI	ELEMENTARY LIBIBRARY COORD CABRILLO	10-15-04 06-24-05
CONRAD, WEIJIN	INST ASST - SPECIAL ED SPECIAL ED	09-07-04 11-03-04
FUCHS, SYLVIA	OFFICE SPECIALIST ROGERS	01-21-05 06-30-05
GUTIERREZ, NANCY	BIL COMMUNITY LIAISON SAMOHI	01-01-05 06-30-05
NORWOOD, LAKEISHA	OFFICE SPECIALIST FISCAL SERVICES	02-01-05 06-30-05
OZGUVEN, FATMA	INST ASST - CLASSROOM ADAMS	01-06-05 06-24-05
SMITH, LUZ	TRANSLATOR ED SERVICES	12-20-04 01-07-05

**SUBSTITUTE**

BELITZ, KIM	INST ASST - SPECIAL ED SPECIAL ED	01-24-05 06-24-05
DAUPHIN, KARIN	OFFICE SPECIALIST MALIBU	01-25-05 06-30-05
DUNGEE, KIM	CAFETERIA WORKER I FOOD SERVICES	01-28-05 06-24-05
LAWRENCE, JENNIFER	OFFICE SPECIALIST CABRILLO	01-03-05 06-24-05
ROBINSON, JAY	INST ASST - SPECIAL ED SPECIAL ED	01-26-05 06-24-05
RODRIGUEZ, IRENE	OFFICE SPECIALIST EDISON	01-24-05 06-30-05
ROZANKA, DAMIAN	INST ASST - PHYSICAL ED PERSONNEL COMMISSION	01-28-05 06-24-05
SURGINER, KAY	OFFICE SPECIALIST EDISON	01-10-05 06-30-05

**RESIGNATION**

BORNSTEIN, RENA	INST ASST - SPECIAL ED MALIBU	01-20-05
MILLER JR, WILBON	BUS DRIVER TRANSPORTATION	02-11-05
NICOLORO, NANCY	INST ASST - PHYSICAL ED GRANT	02-02-05
QUINTANA, MIRNA	CAFETERIA WORKER I MUIR	01-14-05
SHRAIBATI, SUSAN	INST ASST - CLASSROOM CABRILLO	01-03-05

**RETIREMENT**

ROBINSON, CHRISTINE	SR OFFICE SPECIALIST MALIBU	04-01-05
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MOTION MADE BY: Mr. de la Torre  
SECONDED BY: Dr. Escarce  
STUDENT ADVISORY VOTE: Aye  
AYES: All (6)  
NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

02-17-05

FROM: JOHN E. DEASY/RICHARD R. IDE

RE: CLASSIFIED PERSONNEL - NON-MERIT

RECOMMENDATION NO. A.16

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.

**CHILD CARE ASSISTANT**

DIAZ, MARIA

CDS-FRANKLIN 01-28-05 - 06-30-05

SALEHIEH, MARYAM

CDS-ADAMS 02-02-05 - 06-30-05

**NOON AIDE**

BUENDIA, CAROLINA

FRANKLIN

01-24-05 - 06-24-05

KAHLE, PETER

WEBSTER

10-05-04

LAWRENCE, JENNIFER

CABRILLO

01-03-05 - 06-24-05

MONTGOMERY, ALEXIS

WEBSTER

01-03-05 - 06-30-05

WILLIAMS, SHAYLON

MCKINLEY

01-26-05 - 06-24-05

MOTION MADE BY: Mr. de la Torre

SECONDED BY: Dr. Escarce

STUDENT ADVISORY VOTE: Aye

AYES: All (6)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/MAJOR

02/17/05

FROM: JOHN E. DEASY/WINSTON A. BRAHAM

RE: AMEND CERTIFICATION OF AUTHORIZED SIGNATURES

RECOMMENDATION NO. A.17

It is recommended that the Board of Education amend the Certification of Authorized Signatures, as presented on December 9, 2004 in Recommendations No. A.17 and A.17a, to add the signature of Timothy R. Walker, Assistant Superintendent, Special Education, and to remove the name of Cindy Atlas, Director of Special Education. This will be in effect from February 2, 2005 through December 2, 2005.

It is further recommended that the attached document "Certification of Signatures" be completed and filed with the County Superintendent of School in accordance with Education Code Section §42633. The signature will be considered valid for the period from February 2, 2005 through December 2, 2005.

COMMENTS: Mr. Walker is the new Assistant Superintendent, Special Education, and will assume the authorized signature responsibility for Special Education. Mr. Walker needs authorization to sign Los Angeles County Office of Education (LACOE) warrants, orders for salary payment, notices of employment contracts and other documents as directed by the Board of Education. Ms. Atlas will no longer need to be an authorized signatory.

MOTION MADE BY: Mr. de la Torre

SECONDED BY: Dr. Escarce

STUDENT ADVISORY VOTE: n/a

AYES: All (6)

NOES: None (0)

NOES:

Santa Monica-Malibu Unified School District

Addendum to

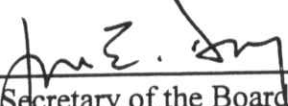
**CERTIFICATION OF SIGNATURES**

As secretary to the governing board of the above-named school district, I certify that the signature as shown below is the verified signature of the person authorized to sign warrants, notices of employment, contracts and orders drawn on the funds of the school district. This certification is made in accordance with the provisions of Education Code Sections:


K-12 Districts:        §35143, §42632 and §42633

This approved signature is valid for the period of February 2, 2005 to December 2, 2005  
In accordance with governing board approval dated February 17, 2005.

Signature: \_\_\_\_\_

  
Secretary of the Board  
John E. Deasy

Signature of Personnel authorized to sign Orders for Salary or  
Commercial Payments, Notices of Employment, Contracts and  
Other Documents as directed by the Board of Education:

Signature:	
Typed Name:	Timothy R. Walker
Title:	Assistant Superintendent, Special Education



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

ACTION/MAJOR  
02/17/05  
PREVIOUSLY  
2/03/05

RECOMMENDATION NO. A.18

It is recommended that the Board of Education adopt the Investment Policy as outlined on the following pages.

COMMENT: This proposed policy came before the Board of Education at its regular meeting held February 3, 2005 for discussion. As an outcome of the discussion, section IV, 4., has been added and is underlined.

\* \* \* \* \*

Amendment

Moved by Mrs. Wisnicki, seconded by Ms. Brownley and approved 6/0 to amend section IV. Authorized Investments, paragraph #4 as follows:

Should, in the future, the needs of the District justify the issuance of General Obligation Bonds and/or any revenue producing investments, notwithstanding prevailing interest rates or yield and/or incentives at that time, the District shall retain, at the Issuers expense, at least two (2) competing investments experts' review and analysis to determine if the benefits of a "Non-Callable" feature(s) outweigh the ability of the District and/or its Issuer(s) to assign multiple "Call" periods of said issued debt and/or retention of the District's ability to restructure said debt in advance of its maturity date.

(Underlined sections added per the amendment)

MOTION MADE BY: Mr. de la Torre  
SECONDED BY: Dr. Escarce  
STUDENT ADVISORY VOTE: n/a  
AYES: All (6)  
NOES: None (0)

**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. Should, in the future, the needs of the District justify the issuance of General Obligation Bonds, notwithstanding prevailing interest rates or yield and/or incentives at that time, the District shall retain an investment expert's review to determine if the benefits of a "Non-Callable" feature(s) outweigh the ability of the District and/or its Issuer(s) to assign multiple "Call" periods of said issued debt and/or retention of the District's ability to restructure said debt in advance of its maturity date.

**\* see amendment page 32**

**NOTE: The goal here is to increase the "Call" opportunities.**

5. 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

ACTION/MAJOR

02/17/05

FROM: JOHN DEASY / MIKE MATTHEWS

RE: REVISION TO POLICY 1340 ACCESS TO DISTRICT RECORDS

RECOMMENDATION NO. A.19

It is recommended that the Board of Education approve revisions to the existing Board Policy 1340 Access to Records, to update legal references and administrative regulations.

COMMENT: There have been no substantive changes in Board Policy 1340 since it was written in 1990. However, new legal references have been added and the administrative regulations have been expanded. This revision is based on the latest update from the California School Board Association sample policy guidelines (November 2004). Additions to the text are underlined.

MOTION MADE BY: Mr. de la Torre

SECONDED BY: Dr. Escarce

STUDENT ADVISORY VOTE: Aye

AYES: All (6)

NOES: None (0)



## Santa Monica-Malibu District Policy Detail

<u>NUMBER</u>	<u>ARTICLE</u>	<u>TITLE</u>
1340	Community Relations	Access to District Records

<u>SUBTOPIC</u>	<u>POLICY</u>	<u>REGULATION</u>
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### EXHIBIT

Public Activities Involving Staff, Students or School Facilities                      x

### DETAIL

The Governing Board recognizes the right of citizens to have access to public records of the district. The Board intends that any person shall have reasonable access to the public records of the schools and district during normal business hours and within the requirements of state and federal law. Such records shall be examined in the presence of the staff member regularly responsible for their maintenance.

The district may charge for copies of public records or other materials requested by individuals or groups. The charge shall be based on actual costs of duplication, as determined by the Superintendent or designee and as specified in administrative regulation.

Public access shall not be given to records listed as exempt from public disclosure in the California Public Records Act or other statutes.

### **REFERENCE**

Legal Reference:

### **EDUCATION CODE**

35145 Public meetings  
35170 Authority to secure copyrights  
35250 Duty to keep certain records and reports  
42103 Publication of proposed budget; hearing  
44031 Personnel file contents and inspections  
44839 Medical certificates; periodic medical examination  
(re access to medical certificate in personnel file)  
49060-49079 Pupil Records  
49091.10 Parental review of curriculum and instruction  
52015 Ongoing evaluation and modification of school improvement plans  
52015.5 Availability of information required by EC 52015(g)  
52850 Applicability of article (school-based Program Coordination Plan availability)  
54722 Application of article (Motivation and maintenance program Plan availability)

**GOVERNMENT CODE**

3547 Proposals relating to representation  
6250-6270 California Public Records Act  
53262 Employment contracts  
54957.2 Minute book record of closed sessions  
54957.5 Agendas and other writings distributed for discussion or consideration  
81008 Public records; inspection and reproduction

**CODE OF REGULATIONS, TITLE 5**

430-438 Individual pupil records  
4061 Availability of evaluation information

**CROSS REFERENCE**

Board of Education Policy 5125 - Confidentiality of Student Records

**MANAGEMENT RESOURCES****ADOPTED**

February 13, 1990

**REVISED****CSBA DATE**

February 1999

**DISTRICT GOAL**

Santa Monica-Malibu Unified School District

**REQUEST FOR ACCESS TO OR COPIES OF DISTRICT RECORDS**

Date \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

City, State & Zip \_\_\_\_\_

Telephone \_\_\_\_\_

Fax/E-mail \_\_\_\_\_

I am requesting:

\_\_\_\_\_ access for inspection

\_\_\_\_\_ copies

Document Name/Reference/Description \_\_\_\_\_

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Requests for access to district records shall be placed in writing with the Superintendent or appropriate designee. Public records include any writing containing information relating to the conduct of the district's business prepared, owned, used or retained by the district regardless of physical form or characteristics. (Government Code 6252)

Every person may request a copy of any district record open to the public and not exempt from disclosure. (Government Code 6253) Copying fees of \$0.25 per page may be assessed. Checks to be made payable to SMMUSD.

Within 10 working days of receiving any request for a copy of records, the Superintendent or designee shall determine whether the request seeks copies of disclosable public records in the district's possession. The Superintendent or designee shall promptly inform the person making the request of his/her determination and the reasons for the decision. (Government Code 6253)

In unusual circumstances, the Superintendent or designee may extend the 10-day limit for up to 10 additional working days by providing written notice to the requester and setting forth the reasons for the extension and the date on which a determination is expected to be made.

Any notification denying a request for public records shall state the name and title of each person responsible for the denial. (Government Code 6253), (Board Policy 1340), and (Administrative Regulation 1340)

TO: BOARD OF EDUCATION

ACTION/MAJOR

02/17/05

FROM: JOHN DEASY/ LAUREL SCHMIDT

RE: REVISION TO POLICY 5117 INTERDISTRICT ATTENDANCE

RECOMMENDATION NO. A.20

It is recommended that the Board of Education approve revisions to the existing Board Policy 5117 Interdistrict Attendance to amend and extend the moratorium that was imposed in August 2002.

COMMENT: In August 2002, the Board of Education imposed a moratorium on accepting new students on interdistrict permits. The moratorium was intended to continue through the 2004-2005 school year, but the board directed that it should be reviewed annually in February, to allow for modifications to address emerging fiscal and enrollment data. The moratorium has been observed each year since its inception.

In the light of the State budget deficit and projected loss of enrollment, it is recommended that the board maintain the moratorium, but modify it to allow the district to accept no more than approximately 100 students on interdistrict permits in grades K-4.

New enrollments will be distributed across district schools to avoid undue impact on facilities and staff at a single site.

Permits will be granted using the same criteria and order stated in the current moratorium. Permits are granted for attendance in the district with no guarantee of placement in a school of choice.

It is recommended that the moratorium, with modifications, be extended for the 2005-2006 school year.

\* \* \* \* \*

Staff will provide a report the third week of school that shows where the permits were granted by site and grade level.

Public Comments

Gleam Davis

MOTION MADE BY: Mr. de la Torre

SECONDED BY: Dr. Escarce

STUDENT ADVISORY VOTE: n/a

AYES: All (6)

NOES: None (0)

New text in underline.  
Deleted text in ~~strikeout~~.

BP 5117

<u>NUMBER</u>	<u>ARTICLE</u>	<u>TITLE</u>
5117	Students	Interdistrict Attendance Policy

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

DETAIL

A. Although students generally must attend school in the district and school where their residence has been established, the Santa Monica-Malibu School District Governing Board recognizes justifiable reasons for interdistrict permits. Upon request, the Superintendent or designee may accept students from other districts and may allow students who live within the District to transfer to another school within the District or out of the District.

A.1 Involuntary loss of housing should not interfere with a child completing his/her education in the Santa Monica-Malibu Unified School District.

B. Permits of this type are to be initiated by the student's parent or guardian who attests to the fact or shows evidence that the permit would be in the student's best interests. Cancellation of the permit shall occur if certain provisions are not adhered to by the student or parent/guardian, or if overcrowding should occur at the school of acceptance.

C. The Board is committed to providing a quality education for all District students legally enrolled and will provide fair and consistent treatment for students and parent/guardians regardless of their residence or permit status. All applications for a permit will be treated in a fair and consistent manner.

D. Final approval of permits for all students, including student needing specialized programs, such as GATE, special education, ELL, etc., shall rest at the District and shall be contingent upon space availability. The District will not pay excess costs to provide specialized services to students on permit.

E. Except for the conditions listed below, effective September 2002, there will be a moratorium on the receipt of all new interdistrict attendance permits. This moratorium shall continue through the ~~2004-2005~~ 2005-2006 school year. Exceptions to the moratorium are as follows:

1. All students currently attending on an interdistrict permit will be allowed to remain in the District until they leave or graduate, assuming that they uphold appropriate standards of behavior and attendance.
2. Guidelines previously applied to SMASH, Edison, including the immersion program through Grade 8, and our preschools will remain in effect.

Requests for permits will be received (granted) in the following order:

1. Intradistrict permits allowing children who are residents of the cities of Santa Monica and/or Malibu to attend a school other than their neighborhood school;

1.a The District guarantees same-school placement for all siblings in a family once an intradistrict permit has been granted, except in cases where students need a specialized program which is only available on another campus.

2. Interdistrict permits for children of employees of the Santa Monica-Malibu Unified School District [certificated, classified, management, full and part-time (a minimum of 15 hours per week)];

2.a The District guarantees a seat in a District school to all children of District employees who have requested a new interdistrict permit; staff will do its best to accommodate requests for a specific school but will not guarantee requested placement. On-going permit holders are not effected and will continue in the home school being currently attended.

3. If space and budget permit, staff will do its best to accommodate requests for placement for siblings (of current interdistrict permit holders) who will be entering Kindergarten, 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 6th or 9th Grade. If a permit is received (granted) there is no guarantee of same-school placement. On-going permit holders are not effected and will continue in the home school being currently attended;

3.a Siblings of recent [within the last three (3) years] graduates of the Santa Monica-Malibu Unified School District who attended on interdistrict permits will be allowed to enroll under this section, under the same provisions.

4. If space and budget permit, interdistrict permits for children of employees of the cities of Malibu or Santa Monica.

#### REFERENCE

##### LEGAL REFERENCE:

##### EDUCATION CODE

46600-46611 Interdistrict attendance agreements

48204 Residency requirements for school attendance

48915 Expulsion; particular circumstances

48915.1 Expelled individuals: enrollment in another district

48918 Rules governing expulsion procedures

48980 Notice at beginning of term

52317 Admission of persons including nonresidents to attendance area; workers' compensation for pupils

DISTRICT POLICIES RELATED TO PERMITS:

BP 5116.1 Intradistrict Open Enrollment

BP 5145.3 Desegregation Plan

MANAGEMENT RESOURCES

ADOPTED

34360

REVISED

January 20, 2005

November 22, 2002

April 1, 1999

CSBA DATE

July 2004

DISTRICT GOAL

Quality Education for All

TO: BOARD OF EDUCATION

ACTION/MAJOR

02/17/05

FROM: JOHNN E. DEASY/LAUREL SCHMIDT

RE: REVISION TO POLICY 5131.61 CONTROLLED SUBSTANCES

RECOMMENDATION NO. A.21

It is recommended that the board of Education approve revisions to the existing Board policy 5131.61 Controlled Substances, to provide equitable disciplinary interventions and consequences for students who are attending school in SMMUSD on an interdistrict permit.

COMMENT: Board Policy 5131.61 Controlled Substances indicates that students possessing or being under the influence of a controlled substance shall be suspended for five days and required to complete a rehabilitation plan within ten weeks for the first offense. However, in the case of students attending on an interdistrict permit, they are suspended and their permits are revoked for a first offense.

It is recommended that all students, resident and permit, have the same consequences for a first offense. Upon the second offense, students attending on an interdistrict permit will have their permits revoked and return to their neighborhood schools.

MOTION MADE BY: Mr. de la Torre

SECONDED BY: Dr. Escarce

STUDENT ADVISORY VOTE: Aye

AYES: All (6)

NOES: None (0)



New text in underline.

Deleted text in ~~strikeout~~.

NUMBER

ARTICLE

TITLE

5131.61

Students

Controlled Substances

SUBTOPIC

POLICY

REGULATION

EXHIBIT

Activities

X

DETAIL

## I. POLICY STATEMENT

Unlawfully possessing, using, selling, being under the influence of or otherwise furnishing to others a controlled substance or alcoholic beverage, or intoxicant of any kind, at any school activity or on any school district or adjacent property, is considered to be a threat to the educational process. For the offenses indicated, the student, under guidelines indicated below, may be subject to suspension, transfer to another school, expulsion and an obligation to complete the district counseling requirement.

## II. DEFINITIONS OF EVIDENCE

### A. Hard Evidence:

1. An admission by the student of unlawfully possessing, using, selling, being under the influence of, or otherwise furnishing to others a controlled substance or alcoholic beverage, or intoxicant of any kind.
2. Discovery of the controlled substance and/or alcoholic beverage, or intoxicant of any kind, on the student's person or in possessions such as lockers or backpacks under the student's control.
3. Eyewitness testimony of any school personnel of the actual unlawful possession, sale, use or furnishing to others.
4. Eyewitness testimony of two or more students of the actual unlawful possession, sale, use or furnishing to others.

### B. Soft Evidence:

-- Soft evidence is more subjective; it involves all other forms of evidence and usually based on observation of student behavior.

## III. DISCIPLINE AND COUNSELING PROCEDURES FOR GOVERNING USE, POSSESSION,

## BEING UNDER THE INFLUENCE OF A CONTROLLED SUBSTANCE (GRADES 1-12)

### A. Hard Evidence: First Offense:

If the Principal or Superintendent determines, in the presence of hard evidence, that the student unlawfully possessed, used, ~~sold~~, was under the influence of or otherwise furnished to others a controlled substance or alcoholic beverage, or intoxicant of any kind, the following steps shall be taken.

1. The student shall be suspended for a maximum of five (5) days. (Enrollment at Saturday School cannot be used in lieu of suspension.)

The rights and responsibilities section of the school district suspension form shall be observed by the school principal/designee. This includes the parent's right to have access to pupil records and the parent's or pupil's right to an appeal following the district's appeal procedures. When make-up work can be reasonably provided, the pupil shall be allowed to complete all assignments and tests missed during a suspension.

~~2. If a student is attending school in the district on an interdistrict permit, the principal will meet with the parents at the end of the five day suspension, the permit will be revoked and the student will be directed to enroll in his/her neighborhood school.~~

32. Students in Grades 1-12 shall be placed on academic probation for a period of ten weeks. The terms of probation include loss of privileges from participating in the following: all sports, dramatic, choral or musical performances, dances, cheerleading, graduation and awards ceremonies.

a. Students must complete 24 hours of substance abuse counseling in a program offered by the district, or students must obtain preapproval if counseling will be provided by a private agency or therapist. Parents must attend twelve (12) hours of substance abuse counseling designed for parents.

b. Students must complete forty (40) hours of community service from a list of approved agencies provided by the district, or receive preapproval for community services with other organizations.

c. The principal has the option of requiring that the student participate in a 12-step program if the behavior warrants additional intervention.

d. If the student does not complete and provide documentation for all of the above measures, he/she will remain on probation with loss of privileges until all are completed. If the student fails to complete all of the above by the last day of the semester in which the ten-week probation was scheduled to end, the student will be transferred to another school in the district for the entire next semester. At the end of that semester, the student will be returned to his/her home school.

#### 43. Hard Evidence - Second Offense:

If the principal or Superintendent determines, in the presence of hard evidence, that for a second time within middle school (Grades 6-8) or a second time within high school (Grades 9-12), the student unlawfully possessed, used, was under the influence of or otherwise furnished to others a controlled substance or alcoholic beverage or intoxicant of any kind, the following steps shall be taken:

- a. The student shall be suspended for a maximum of five (5) days. The rights and responsibilities section of the district suspension form shall be observed by the principal/designee. This includes the parent's right to have access to pupil records and the parent's or pupil's right to appeal following the district's appeal procedures. When make-up work can be reasonably provided, the pupil shall be allowed to complete all assignments and tests missed during the suspension.
- b. The principal shall recommend that the student be expelled from the district unless it is determined that expulsion is inappropriate under the particular circumstances of the case. During the period when the student is awaiting the expulsion hearing, make-up work will be provided.
2. c. If a student is attending school in the district on an interdistrict permit, the principal will meet with the parents at the end of the five day suspension, the permit will be revoked and the student will be directed to enroll in his/her neighborhood school.

B. The Santa Monica Police Department or the Los Angeles County Sheriff shall be notified.

#### IV. DISCIPLINE PROCEDURES FOR PROVIDERS OF CONTROLLED SUBSTANCES OR ALCOHOLIC BEVERAGE, OR INTOXICANT OF ANY KIND TO OTHERS (GRADES 1-12)

In cases where the principal or Superintendent determines, in the presence of hard evidence, that the student sold or provided a controlled substance or alcoholic beverage, or intoxicant of any kind, to others, the following steps shall be taken:

- A. The student shall be suspended for a maximum of five (5) days. (Enrollment at Saturday School cannot be used in lieu of suspension.)
- B. The Santa Monica Police Department or the Los Angeles County Sheriff shall be notified.
- C. The principal shall inform the Superintendent/designee of the incident and actions taken.
- D. The principal shall recommend that the student be expelled from school, unless the principal finds, and so reports to the Superintendent/designee in writing, that expulsion is inappropriate under the particular circumstances of the case.

#### V. SOFT EVIDENCE PROCEDURES

Soft evidence cases will usually involve situations in which the student is suspected of being under the influence of a controlled substance, alcoholic beverage or intoxicant of any kind. In such a case, the administrator may consult with the school nurse and may require the completion of the Behavioral Observation Form shown in the Discipline Handbook.

## VI. DISTRIBUTION GUIDELINES

A. The above policy and procedure shall be distributed to all students Grades 1-12 at the beginning of each school year and to transfer students at the time of enrollment.

B. Within the first ten (10) days of school each principal shall implement procedures to ensure that all students have acknowledged that they have received a copy of the above policy and indicated their obligation to share the contents of the policy with the parent/guardian.

C. Each principal will ensure that all middle and high school students are explicitly informed of the provisions of the controlled substance policy through assemblies, presentations and/or direct instruction in appropriate classes.

## REFERENCE

Legal Reference:

BUSINESS AND PROFESSIONS CODE

25608 Alcohol on school property; use in connection with instruction

EDUCATION CODE

44049 Known or suspected alcohol or drug abuse by student

48900 Suspension or expulsion (grounds)

48900.5 Suspension, limitation on imposition; exception

48901 Smoking, or use of tobacco prohibited

48901.5 Prohibition of electronic signaling devices

48902 Notification of law enforcement authorities; civil or criminal immunity

48909 Narcotics or other hallucinogenic drugs

48915 Expulsion; particular circumstances

49423 Administration of prescribed medication

49480 Notice to school by parent or guardian; consultation with physician

49602 Confidentiality of pupil information

51202 Instruction in personal and public health and safety

51203 Instruction on alcohol, narcotics and restricted dangerous drugs

51210 Areas of study

51220 Areas of study, grades 7 to 12

51260 Elementary and secondary school instruction in drug education by appropriately trained instructions

51262 Use of anabolic steroids; legislative finding and declaration

51264 CDE assistance for in service training

51265 Gang violence and drug and alcohol abuse prevention in service

51268 Collaboration to avoid duplication of effort

HEALTH AND SAFETY CODE

11032 Narcotics, restricted dangerous drugs and marijuana; construction of terms used in other divisions

11053-11058 Standards and schedules

11353.6 Juvenile Drug Trafficking and Schoolyard Act

11357 Unauthorized possession of marijuana; punishment; prior conviction; possession in school or on school grounds

11361.5 Destruction of arrest or conviction records

11373.7 Drug program fund; uses  
11802 Joint school-community alcohol abuse primary education and prevention program  
11965-11969 The School-Community Primary Prevention Program  
11998-11998.3 Drug and Alcohol Abuse Master Plans  
11999-11999.3 Alcohol and drug program funding (Department of Health Services)

#### PENAL CODE

13864 Comprehensive alcohol and drug prevention education

#### VEHICLE CODE

13202.5 Drug and alcohol related offenses by person under age of 21, but aged 13 or over; suspension, delay, or restriction of driving privileges

#### WELFARE AND INSTITUTIONS CODE

828 Disclosure of information re minors

828.1 Disclosure of criminal records; protection of vulnerable staff & students

#### UNITED STATES CODE, TITLE 20

5812 National education goals

7101-7184 Safe and Drug-Free Schools and Communities Act

### MANAGEMENT RESOURCES

#### WEB SITES

U. S. Department of Education, Family Policy Compliance Office:

<http://www.ed.gov/offices/OM/fpco>

#### ADOPTED

#### REVISED

#### CSBA DATE

32684

January 20, 2005

August 19, 2004

April 10, 1997

### DISTRICT GOAL

Quality Education for All

TO: BOARD OF EDUCATION

ACTION/MAJOR  
02/17/05

FROM: JOHN E. DEASY/TIMOTHY R. WALKER

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**

<b>Nonpublic School/Agency</b>	<b>Student DOB</b>	<b>Service Description</b>	<b>Contract Number</b>	<b>Cost Not to Exceed</b>
Augmentative Communication Therapies, Inc.	05-31-90	NPA - Augmentative Communication Assessment	#135	\$ 500
Bruce Gale	06-09-95	NPA - Training 01/05 - 06/05	#136	\$ 5,250
Can Do Kids, Inc.	01-30-01	NPA - PT	#137	\$ 2,100
Dynamic Therapy Solutions	05-01-01	NPA - Augmentative Communication Assessment 01/05 - 06/05	#138	\$ 600
Step by Step	02-12-95	NPA - Speech 11/04 - 06/05	#139	\$ 2,700
Therapy West	09-30-88	NPA PT Evaluation 01/05 - 06/05	#140	\$ 500
Therapy West	02-19-98	NPA - Speech	#141	\$ 1,615
Baby & Baby, Inc.	08-14-00	NPA - PT	#88 UC05256	\$ 3,520
<b>Contract Increase</b>				

<b>Amount Budgeted NPS/NPA 04/05</b>	<b>\$ 3,600,000</b>
<b>Prior Board Authorization as of 02/03/05</b>	<b>\$ 3,541,085</b>
<b>Balance</b>	<b>\$ 58,915</b>

<b>Total Amount of these Contracts</b>	<b>\$ 16,785</b>
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<b>Balance</b>	<b>\$ 42,130</b>
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**\*Prior Year Authorization (02-05-04) \$3,122,795**

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

<b>Instructional Consultant</b>	<b>Student DOB</b>	<b>Service Description</b>	<b>Contract Number</b>	<b>Cost Not to Exceed</b>
Adrian Whitchelo-Scott	03-16-90	Instr.Consultant - Assistive Technology Assessment 02/05 - 06/05	#78	\$ 600
Adrian Whitchelo-Scott	08-30-91	Instr.Consultant - Assistive Technology Assessment 02/05 - 06/05	#79	\$ 600
Larry Sulham	02-04-01	Instr.Consultant - Physical Therapy 02/05 - 06/05	#80	\$ 7,200
Rehabnet Outpatient Center, Inc. - ROC	08-25-98	Instr.Consultant - Speech services 02/05 - 06/05	#81	\$ 1,710
Rehabnet Outpatient Center, Inc. - ROC	01-24-97	Instr.Consultant - Speech services 02/05 - 06/05	#82	\$ 1,710
Rehabnet Outpatient Center, Inc. - ROC	04-18-94	Instr.Consultant - Speech services 02/05 - 06/05	#83	\$ 1,710
Rehabnet Outpatient Center, Inc. - ROC	08-12-01	Instr.Consultant - Speech services 01/05 - 06/05	#84	\$ 2,700
Rehabnet Outpatient Center, Inc. - ROC	12-24-97	Instr.Consultant - Speech services 02/05 - 06/05	#85	\$ 2,138
Rehabnet Outpatient Center, Inc. - ROC	02-21-98	Instr.Consultant - Speech services 02/05 - 06/05	#86	\$ 1,710
Rehabnet Outpatient Center, Inc. - ROC	08-05-96	Instr.Consultant - Speech services 02/05 - 06/05	#87	\$ 1,710
Rehabnet Outpatient Center, Inc. - ROC	08-08-97	Instr.Consultant - Speech services 02/05 - 06/05	#88	\$ 2,138
Rehabnet Outpatient Center, Inc. - ROC	10-09-00	Instr.Consultant - Speech services 02/05 - 06/05	#89	\$ 1,800
Rehabnet Outpatient Center, Inc. - ROC	10-09-98	Instr.Consultant - Speech services 02/05 - 06/05	#90	\$ 1,710
Rehabnet Outpatient Center, Inc. - ROC	02-19-98	Instr.Consultant - Speech services 02/05 - 06/05	#91	\$ 1,710

<b>Instructional Consultant</b>	<b>Student DOB</b>	<b>Service Description</b>	<b>Contract Number</b>	<b>Cost Not to Exceed</b>
Rehabnet Outpatient Center, Inc. - ROC	02-23-98	Instr.Consultant - Speech services 02/05 - 06/05	#92	\$ 2,138
Rehabnet Outpatient Center, Inc. - ROC	12-16-01	Instr.Consultant - Speech services 01/05 - 06/05	#93	\$ 3,600
Rehabnet Outpatient Center, Inc. - ROC	09-09-01	Instr.Consultant - Speech services 02/05 - 06/05	#94	\$ 2,025
Rehabnet Outpatient Center, Inc. - ROC	03-22-01	Instr.Consultant - Speech services 02/05 - 06/05	#95	\$ 2,700
Tom Metz	07-24-98	Instr.Consultant - Audiological Assessment 01/05 - 06/05	#96	\$ 500

**Amount Budgeted Instructional Consultants 04/05** **\$ 400,000**  
**Prior Board Authorization as of 02/03/05** **\$ 394,658**  
**Balance** **\$ 5,342**  
  
**Total Amount of these Contracts** **\$ 40,109**  
  
**Balance** **- \$ 34,767**

**Non-Instructional Consultants**

**2004-2005 Budget 01-65000-0-57500-11800-5890-043-1400**

<b>Non-Instructional Consultant</b>	<b>Student DOB</b>	<b>Service Description</b>	<b>Contract Number</b>	<b>Cost Not to Exceed</b>
Parent Reimbursement	04-15-90	Non-Instr.Consultant - Mileage reimbursement to parent for school year 2004-2005.	#30	\$ 500
Administrative Services Cooperative	04-15-90	Non-Instr.Consultant - Taxi services	#14 UC05242	\$ 3,500
<b>Contract Increase</b>				

**Amount Budgeted Instructional Consultants 04/05** **\$ 200,000**  
**Prior Board Authorization as of 02/03/05** **\$ 176,195**  
**Balance** **\$ 23,805**  
  
**Total Amount of these Contracts** **\$ 4,000**  
  
**Balance** **\$ 19,805**



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: Mr. de la Torre  
SECONDED BY: Dr. Escarce  
STUDENT ADVISORY VOTE: Aye  
AYES: All (6)  
NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/MAJOR

02/17/05

FROM: JOHN E. DEASY/SUPERINTENDENT

RE: APPOINTMENT TO FINE ARTS DISTRICT ADVISORY COMMITTEE

RECOMMENDATION NO. A.23

It is recommended that the Board of Education appoint Cheryl Mollicone to the Fine Arts District Advisory Committee in the Music Subcommittee.

COMMENT: Ms. Mollicone has submitted an application for appointment to the Committee. Copies have been provided to members of the Board of Education.

MOTION MADE BY: Mr. de la Torre

SECONDED BY: Dr. Escarce

STUDENT ADVISORY VOTE: Aye

AYES: All (6)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/MAJOR

02/17/05

FROM: BOARD OF EDUCATION

RE: MASTER FACILITIES USE AGREEMENT BETWEEN THE CITY OF SANTA MONICA AND THE SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

RECOMMENDATION NO. A.24

It is recommended that the Board of Education approve the Master Facilities Use Agreement between the City of Santa Monica and the Santa Monica-Malibu Unified School District for the term of five years beginning July 1, 2004 and ending on June 30, 2009.

COMMENT: This agreement formalizes the discussions between the City of Santa Monica and the School District whereby the City will pay the District \$6,000,000 for the use of facilities by the City for programs and projects. The agreement stipulates that the Agreement, by mutual consent, may be extended for up to two additional 2.5 year terms.

This agreement was presented for discussion at the February 3, 2005 Board of Education meeting.

\* \* \* \* \*

Mr. Paul Silvern, Chair of the Financial Oversight Committee addressed the Board regarding the Committee's comments regarding the Draft Master Facilities Use Agreement. The letter from the Financial Oversight Committee is attached following the Draft Agreement.

**Public Comments**

Shari Davis, Community for Excellent  
Public Schools

The Board of Education directed the Superintendent to submit the draft MOU along with the recommendations of the Financial Oversight Committee to the City of Santa Monica. It was noted that a signed document must be on file with the County of Los Angeles by March 15, 2005, for budgetary purposes.

MOTION MADE BY: Mr. de la Torre

SECONDED BY: Dr. Escarce

STUDENT ADVISORY VOTE:n/a

AYES:

NOES:

## MASTER FACILITIES USE AGREEMENT

THIS MASTER FACILITIES USE AGREEMENT (“Agreement”) is entered into this \_\_ day of \_\_\_\_\_, 2005, by and between the CITY OF SANTA MONICA, a municipal corporation and charter city (“the City”), and the SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT, a unified school district (“the District”), each duly organized and existing under the laws of the State of California.

### RECITALS:

- A. For many years, the City and the District have worked together to promote the health and welfare of the community’s children and youth by providing recreational opportunities and programs which foster good citizenship.
- B. Many of the City’s projects and programs for children, youth and their families take place at public parks, playgrounds, play fields, and other City-owned recreational facilities.
- C. However, the City’s playgrounds, play fields, and recreational facilities are limited in size and are not sufficient to accommodate all of the current recreational needs of the community’s children and youth and their families.
- D. Opportunities to create new parks and recreational facilities are limited because the City’s total land area is very small – approximately eight square miles – and the City is fully built-out.
- E. Additionally, land values are very high within the City and are rising.
- F. The District owns and operates school sites within the City which include playgrounds, play fields, recreational facilities and buildings which are under-utilized during non-school hours.
- G. The City and District desire to enter into a master agreement which will allow the City to use school facilities within the City to meet certain recreational and other needs during hours when the facilities are available for City use and will allow the District to benefit from the City’s use of the facilities through the generation of revenues for the maintenance of the District’s education programs.
- H. It is the intent of the City and the District to maximize the exchange of value – community use of District facilities within the City and revenue flow to the District.
- I. It is recognized by the City and the District that new and ongoing resources are desired and necessary to fully support the strategic plan(s) and the community’s expectations of both organizations.

## AGREEMENT

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

1. TERM.

The term of this Agreement shall be five years commencing on July 1, 2004, and ending on June 30, 2009, unless otherwise terminated pursuant to this Agreement.

By mutual agreement the City and District may extend the Agreement for up to two additional 2.5 year terms.

2. SUPPLEMENTAL USE AGREEMENTS.

Supplemental Use Agreements, governing specific programs and projects, are contemplated by the parties and shall be executed pursuant to this Master Facilities Use Agreement. This provision shall not be construed to prevent the City and the District from entering into other agreements relating to school sites and facilities within the City not specifically mentioned herein, or as the parties may desire.

3. PREMISES.

The premises governed by this Agreement ("the Premises") shall consist of playgrounds, play fields, and structures at the District's school sites in Santa Monica. The particular facilities which the City will use at each site shall differ for each program or project and shall therefore be specified in Supplemental Use Agreements governing specific programs and projects operated by the City on District property. However, in general, in making its facilities available pursuant to this Agreement and the various Supplemental Use Agreements, the District shall give the City priority over other non-District users.

4. USE OF PREMISES.

The Premises shall be used by the City to provide supervised and unsupervised recreational opportunities, child care, enrichment classes, and other services. Specific programs and projects shall be governed by Supplemental Use Agreements.

5. COMPENSATION.

A. The City shall pay the District for use of the Premises described in this Agreement initial Annual Base Payments totaling Six Million Dollars (\$6,000,000). Payment shall be made in two equal installments, one half by December 31<sup>st</sup> and one half by June 30<sup>th</sup>. In determining compensation, the City and District have not appraised the value of the Premises and do not assert that \$6,000,000 represents the precise value of the facilities the City may access under this Agreement. The parties expressly note the terms of this Agreement can be amended or modified at any time by written agreement of the parties. During the term of this Agreement, the base payment may be adjusted as described below in this Section 5.

B. Adjustments Based on the Consumer Price Index. Annual Base Payments will be adjusted by the Consumer Price Index for all urban wage earners and clerical workers for LA/LB SMSA (CPI), as measured from February to February with a minimum 2% and a maximum 4% adjustment.

C. Adjustments Based on Facility Use and Revenues.

- (1) In January 2007 the parties will convene an adjustment conference to assess the state of community use of the Premises and the fiscal status of the two organizations with the objective of adjusting the current payments for the use of said facilities upward or downward by a maximum of \$1,000,000.00, or holding payments constant for 2007/2008. The adjustment conference participants ("conferees") will consist of the following persons: the City Manager, Superintendent of Schools, the Finance officers of both the City and the District, the Mayor, and the School Board President. The conferees will participate in the adjustment conference with the objective to have recommendations before the City Council and School Board by March 1, 2007.
- (2) In assessing the fiscal status of the City in order to establish the payments for the use of the Premises, the total of the following "Big Eight" General Fund revenue sources will be used: 1) property tax, 2) sales tax, 3) utility users tax, 4) transient occupancy tax (TOT), 5) business licenses tax, 6) real property transfer tax, 7) parking facilities tax, and 8) fines/forfeitures.
- (3) If the cumulative growth of the actual "Big Eight" revenues (see subsection (2) above) over the two-year period 2004/2005 and 2005/2006 exceeds the increase of CPI by 4% and the increase in each of those years exceeds the CPI by at least 1.25%, the conferees will discuss adjusting the base payments by an additional  $\frac{3}{4}$  of 1% of the average of the actual "Big Eight" revenues for 2004/2005 and 2005/2006 by a maximum of \$1,000,000.00 effective 2007/2008. While the result of the discussions cannot be predetermined, the conferees will be mindful of the intent of this Agreement in approaching the discussion.
- (4) If the actual cumulative growth of the revenue sources found in the "Big Eight" exceeds CPI but does not reach the level specified in subsection (3), above, the conferees will discuss whether to recommend if there should be any adjustment to base payments above that specified in Section B above. While the result of the discussions cannot be predetermined, the conferees will be mindful of the intent of this Agreement in approaching the discussion.
- (5) If the actual cumulative growth of the revenue sources found in the "Big Eight" does not increase by at least CPI in 2004/2005 and 2005/2006, the conferees will discuss whether: 1) base payments should be held constant, 2) the CPI contemplated in Section B, above, withheld, or 3) base payments reduced by some amount which in no case would exceed \$1,000,000.00. While the result of the discussions cannot be pre-determined, the conferees will be mindful of the intent of this Agreement in approaching the discussion.

(6) In January 2009, the adjustment conference described above will be convened to assess the state of community use of the Premises and the fiscal status of the two organizations and discuss whether this Agreement should be extended for an additional 2.5 years, using the formula described in subsections (3) and (4) above to set the 2009/2010 base payments, except that the \$1,000,000.00 maximum will be adjusted for the change in CPI since the 2007/2008 adjustment, providing a new maximum cap on any adjustment. Should the second contract extension option be exercised, the same process would be followed to set the 2012/2013 base.

(7) Notwithstanding the foregoing provisions of Section 5.C., if in each of any two consecutive fiscal years over the term of this Agreement the actual growth of the total "Big Eight" revenues exceeds 7.5%, the conferees will meet in January to discuss adjusting payments above the then applicable cap effective July 1 of the same calendar year. If in each of any two consecutive fiscal years over the term of this Agreement the actual revenue from the total "Big Eight" revenues declines by 7.5%, the City may convene the conference to discuss temporarily suspending this Agreement.

6. RESPONSIBILITIES OF THE PARTIES.

- A. The City's Director of Community and Cultural Services shall be responsible for the direction and supervision of the City's programs and projects on the Premises.
- B. The Superintendent of the District or his or her designee, and the Director of Community and Cultural Services, or his or her designee, shall jointly establish a Master Calendar for the City's use of the Premises for the ensuing fiscal year no later than the 1<sup>st</sup> day of July of each year. Revisions may be made throughout the year upon mutual agreement of the Superintendent of District and the Director of Community and Cultural Services.
- C. The District shall ensure that clean and conveniently located restroom facilities are open and available for use by participants in all City operated programs and projects.
- D. Responsibility for maintenance, repairs, custodial services, utility payments, staffing and security relating to the City's use of the Premises for particular programs and projects shall be specified in Supplemental Use Agreements.
- E. The District's responsibility for providing equipment and improvements for specific City programs and projects shall be specified in Supplemental Use Agreements. Except as so specified, necessary improvements and equipment shall be purchased, owned, installed, maintained and repaired by the City.

7. ACCOUNTABILITY.

The parties agree that the best interests of the public will be served if the benefits of this Agreement as well as the financial status of the two organizations are well understood. To that end, the City Manager and Superintendent will prepare an annual report on the status of this Agreement for presentation to the City Council and Board of Education in conjunction

with the annual budget cycles of the organizations. The City and the District will make the annual report and their proposed and adopted budgets available at public libraries and on-line and will continue to seek ways to make complex financial information more understandable to the community. Both organizations will observe the provisions of the Brown Act in regard to this Agreement, as in all matters of governance subject to the terms of the Act. The District will continue to benefit from the advice of its Financial Oversight Committee during the term of this Agreement.

8. TERMINATION OF RIGHTS.

The City and the District may mutually agree to terminate this Agreement. In that event, District shall have the option of purchasing from the City, all or any part of the fixed improvements, of any kind or nature whatsoever, installed by the City on the Premises. In the event the District elects not to purchase all, some or any of said improvements, the City shall remove those items not purchased from the Premises. In such event, the City shall restore the grounds in the area of such removal operations to a neat, clean and acceptable condition.

In the event the District intends to dispose of the Premises, the City shall have the right of first refusal to purchase or lease said site or facility to the extent permissible by law. Any such purchase shall be at a price negotiated by the parties or, if the purchase is pursuant to the Naylor Bill or any state law providing City the right to purchase District land at a price other than fair market value, then at such price as is determined using the provisions of state law. The City shall provide written notice to the District of its intent to purchase or lease the Premises, or any part thereof, pursuant to this Section within 90 days of agreement to terminate, or within such other time as is required by state law if the Premises is purchased pursuant to state law.

The City and District understand that if any initiative is approved by the voters that would adjust or amend the City Charter for the purposes of funding educational programs, this Agreement is no longer binding.

9. MUTUAL INDEMNIFICATION.

A. Indemnification by the District. The District hereby agrees to defend, indemnify and hold harmless the City of Santa Monica, its City Council, boards and commissions, officers, agents, employees, and volunteers (collectively "City") from and against all claims, damages, losses, expenses, demands, liability, lawsuits, and judgments including, but not limited to, attorney's fees, arising directly or indirectly from or in any manner related to the District's possession, occupancy or use of the Premises pursuant to this Agreement or arising from or in any manner connected to the District's business, activities, operations, services or work conducted in, or about the Premises, except as otherwise expressly stated herein. However, the District shall not be required to indemnify the City where such claim arises from the negligence or wrongful misconduct of the City. The City shall promptly notify the District of any claim and cooperate with the District in connection with the defense of such claim.



B. Indemnification by the City. The City hereby agrees to defend, indemnify and hold harmless the District, its Board of Education, committees, officers, agents, employees, and volunteers (collectively "District") from and against all claims, damages, losses, expenses, demands, liability, lawsuits and judgments including, but not limited to, attorney's fees arising directly or indirectly from or in any manner related to the City's possession, occupancy or use of the Premises pursuant to this Agreement or arising from or in any manner connected to the City's business, activities, operations, services or work conducted in or about the Premises, except as otherwise expressly stated herein. The City's indemnification extends to all City uses and City-approved user groups pursuant to this Agreement. However, the City shall not be required to indemnify the District where such claim arises from the negligence or wrongful misconduct of the District. The District shall promptly notify the City of any claim and cooperate with the City in connection with the defense of such claim.

C. Survival of Section. This Section shall survive the expiration or earlier termination of this Agreement.

10. INSURANCE.

Prior to execution of this Agreement, the District and the City shall procure and thereafter maintain insurance against claims for injuries to persons or damage to property arising from or in connection with use of the Premises pursuant to this Agreement as specified in Attachment A. The acquisition and maintenance of such insurance shall not affect the obligation of indemnity established by Section 9 of this Agreement.

11. COMPLIANCE WITH LAW.

All activities undertaken pursuant to this Agreement shall be in accordance with all applicable ordinances, resolutions, statutes, rules and regulations of any federal, state or local governmental agency of competent jurisdiction.

12. NOTICES.

All notices, demands, requests or approvals to be given under this Agreement shall be given in writing and conclusively shall be deemed served when delivered personally or on the fifth business day after deposit in the United State mail, postage prepaid, registered or certified, addressed as follows:

All notices, demands, requests or approval from the District to the City shall be addressed to the City at:

Department of Community and Cultural Services  
City of Santa Monica  
1685 Main Street  
Santa Monica, CA 90401  
Attn: Director

All requests for payment shall be addressed to:

Department of Finance  
City of Santa Monica  
1717 4<sup>th</sup> Street, Suite 250  
Santa Monica, CA 90401

All notices, demands, requests or approval from the City to the District shall be addressed to the District at:

Santa Monica-Malibu Unified School District  
1651 16<sup>th</sup> Street  
Santa Monica, CA 90404-3891  
Attention: Asst. Supt. of Fiscal and Business Services

13. AMENDMENTS TO AGREEMENT.

In recognition of the fact that economic and other circumstances affecting the parties' participation in this Agreement are subject to fluctuation and change, the parties expressly note and agree that this Agreement may be amended or modified at any time by agreement of the parties. Any amendment to or modification of this Agreement shall be in writing and shall be effective only upon approval of the City Council of the City and the Board of Education of the District.

14. INTERPRETATION OF AGREEMENT.

The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either party by reason of the authorship of this Agreement or any other rule of construction which might otherwise apply. The section headings are for purposes of convenience only.

15. INTEGRATION OF AGREEMENT.

It is understood that there are no oral agreements between the parties hereto affecting this Agreement and the subject matter thereof and this Agreement supersedes and cancels any and all previous negotiations, arrangements, oral agreements and understandings, if any, between the parties, and none shall be used to interpret this Agreement. This Agreement may be amended at any time by the mutual consent of the parties by an instrument in writing.

16. SEVERABILITY.

In the event that part of this Agreement shall be declared invalid or unenforceable by a valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining portions of this Agreement which are hereby declared as severable and shall be interpreted to carry out the intent of the parties hereunder unless the invalid provision is so material that its invalidity deprives either party of the basic benefit of their bargain or renders this Agreement meaningless.

17. ATTORNEY'S FEES.

If a party to this Agreement is required to initiate or defend, or is made a party to, any action or proceeding in any way connected with this Agreement, the prevailing party in such action or proceeding, in addition to any other relief which may be granted, whether legal or equitable, shall be entitled to reasonable attorney's fees.

18. APPLICABLE LAW.

This Agreement shall be construed and interpreted under and governed and enforced according to the laws of the State of California.

IN WITNESS WHEREOF, the parties have executed this Master Use Facilities Agreement as of the day and year first above written.

CITY OF SANTA MONICA,  
a municipal corporation

ATTEST:

\_\_\_\_\_  
MARIA STEWART  
City Clerk

By \_\_\_\_\_  
SUSAN E. MCCARTHY  
City Manager

SANTA MONICA MALIBU UNIFIED SCHOOL  
DISTRICT, a unified school district

APPROVED AS TO FORM:

\_\_\_\_\_  
MARSHA JONES MOUTRIE  
City Attorney

By \_\_\_\_\_

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

## ATTACHMENT A

### THE DISTRICT'S INSURANCE OBLIGATION

The District shall secure before execution of this Agreement the following types and amounts of insurance:

#### Minimum Limits of Insurance.

The District shall obtain insurance of the types and in the amounts described below:

(1) Commercial General Liability Insurance:

The District shall maintain commercial general liability insurance or self-insurance (CGL) with a limit of not less than Five Million Dollars (\$5,000,000) each occurrence/Five Million Dollars (\$5,000,000) in the annual aggregate.

(2) Business Auto Liability Insurance:

The District shall maintain business auto liability insurance or self-insurance with a limit of not less than One Million Dollars (\$1,000,000) each accident.

(3) Workers' Compensation and Employer's Liability:

The District shall maintain workers' compensation insurance or self-insurance as required by the State of California and Employer's Liability Insurance in the amount of One Million Dollars (\$1,000,000) per accident for bodily injury or disease.

#### Minimum Scope of Insurance.

(1) CGL insurance shall be written on Insurance Services Office Form CG 00 01 (or a substitute form providing equivalent coverage) and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury liability assumed under an insured contract (including the tort liability of another assumed in a business contract).

(2) Business Auto Insurance shall cover liability arising out of any auto (including owned, hired, and non-owned autos). Coverage shall be written on Insurance Services Office Form CA 00 01, CA 00 05, CA 00 12, and CA 00 20, or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage equivalent to that provided in the 1990 and later editions of CA 00 01.

#### Other Insurance Provisions.

The general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

- (1) The City of Santa Monica, members of its City Council, boards and commissions, officers, agents, employees and volunteers are to be covered as insureds with respect to liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of the District; and with respect to liability arising out of the District's possession, occupancy, or use of the Premises pursuant to this Agreement. Under the CGL policy, using the Insurance Services Office additional insured endorsement form CG 20 10 or a substitute providing equivalent coverage. City and other additional insureds mentioned in this paragraph shall not, by reason of their inclusion as additional insureds, become liable for any payment of premiums to carriers for such coverage.

#### General Liability, Workers' Compensation and Employer's Liability.

The insurer shall agree to waive all rights of subrogation against the City of Santa Monica, members of its City Council, boards and commissions, officers, agents, employees and volunteers for losses arising from activities and operations of the District in the performance of services under this Agreement.

#### All Coverages.

Each insurance policy required by this Agreement shall be endorsed to state that coverage shall not be canceled except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City at the following address:

Department of Community and Cultural Services  
City of Santa Monica  
1685 Main Street  
Santa Monica, California 90401  
Attention: Director

#### Acceptability of Insurers.

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:6, unless otherwise approved by the City's Risk Manager.

#### Verification of Coverage.

District shall furnish the City with original certificates of insurance and amendatory endorsements affecting coverage required by this Agreement. The certificates and endorsements for each policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates and endorsements are to be on forms provided by the City or on other than the City of Santa Monica's forms, provided those forms and endorsements conform to the requirements. All certificates and endorsements are to be received and approved by the City before this Agreement commences. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time.

## THE CITY'S INSURANCE OBLIGATION

The City shall secure before execution of this Agreement the following types and amounts of insurance:

### Minimum Limits of Insurance.

The City shall obtain insurance of the types and in the amounts described below:

(1) Commercial General Liability Insurance:

The City shall maintain commercial general liability insurance or self-insurance (CGL) with a limit of not less than Five Million Dollars (\$5,000,000) each occurrence/Five Million Dollars (\$5,000,000) in the annual aggregate.

(2) Business Auto Liability Insurance:

The City shall maintain business auto liability insurance or self-insurance with a limit of not less than One Million Dollars (\$1,000,000) each accident.

(3) Workers' Compensation and Employer's Liability:

The City shall maintain workers' compensation insurance or self-insurance as required by the State of California and Employer's Liability Insurance in the amount of One Million Dollars (\$1,000,000) per accident for bodily injury or disease.

### Minimum Scope of Insurance.

(1) CGL insurance shall be written on Insurance Services Office Form CG 00 01 (or a substitute form providing equivalent coverage) and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury liability assumed under an insured contract (including the tort liability of another assumed in a business contract).

(2) Business Auto Insurance shall cover liability arising out of any auto (including owned, hired, and non-owned autos). Coverage shall be written on Insurance Services Office Form CA 00 01, CA 00 05, CA 00 12, and CA 00 20, or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage equivalent to that provided in the 1990 and later editions of CA 00 01.

### Other Insurance Provisions.

The general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

(1) The Santa Monica/Malibu Unified School District, members of its Board of Education, advisory committees, officers, agents, employees and volunteers are to be covered as insureds with respect to liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of the City; and with respect to liability arising out of the City's possession, occupancy, or use of the Premises pursuant to this Agreement. Under the

CGL policy, using the Insurance Services Office additional insured endorsement form CG 20 10 or a substitute providing equivalent coverage. The District and other additional insureds mentioned in this paragraph shall not, by reason of their inclusion as additional insureds, become liable for any payment of premiums to carriers for such coverage.

General Liability, Workers' Compensation and Employer's Liability.

The insurer shall agree to waive all rights of subrogation against the District, members of its Board of Education, committees, officers, agents, employees and volunteers for losses arising from activities and operations of the City in the performance of services under this Agreement.

All Coverages.

Each insurance policy required by this Agreement shall be endorsed to state that coverage shall not be canceled except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the District at the following address:

Santa Monica-Malibu Unified School District  
1651 16<sup>th</sup> Street  
Santa Monica, CA 90404-3891  
Attention: Asst. Supt. of Fiscal and Business Services

Acceptability of Insurers.

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:6, unless otherwise approved by the District's Risk Manager.

Verification of Coverage.

The City shall furnish the District with original certificates of insurance and amendatory endorsements affecting coverage required by this Agreement. The certificates and endorsements for each policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates and endorsements are to be on forms provided by the City. All certificates and endorsements are to be received and approved by the District before this Agreement commences. The District reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time.

Financial Oversight Committee of the  
Santa Monica-Malibu Unified School District

February 14, 2005

Ms Emily Bloomfield, President  
and Members of the Board of Education  
Santa Monica-Malibu Unified School District  
1651 16<sup>th</sup> Street  
Santa Monica, CA 90404

Re: Draft Master Facilities Use Agreement With City of Santa Monica

Dear Ms Bloomfield and Board Members:

The Financial Oversight Committee (FOC) offers the following comments on the draft Master Facilities Use Agreement (“Draft Agreement”) between the Santa Monica-Malibu Unified School District (“District”) and the City of Santa Monica (“City”), dated January 18, 2005, in response to a request from the Board of Education (“Board”) during its February 3 meeting. The FOC discussed the Draft Agreement at length at its January 25 and February 7, 2005 meetings. In framing these comments we also considered background information provided by Superintendent Deasy regarding the negotiation process that resulted in the current draft, a letter prepared by the Harding, Larmore *et al.* law firm, comments by members of the public during our February 7 meeting, and our members’ individual familiarity with the public record of discussion about this issue before the Board and the City Council.

In keeping with the Board’s request, we have organized our comments into three general categories: (1) material inconsistencies we see between the Draft Agreement and the Term Sheet, dated May 5, 2005, which was agreed to by both the Board and the City Council, and which was supposed to be the basis for preparing the Draft Agreement; (2) errors in mathematical formulas or other calculation factors that are central to the financial commitments embodied in the Draft Agreement; and (3) ambiguous language that could cause confusion among the parties as they implement the Draft Agreement in future years.



## Material Inconsistencies With the Term Sheet

One of our most significant concerns<sup>a</sup> about the Draft Agreement is that it focuses much too narrowly on *City* use of School District facilities, rather than “community use of school facilities,” as clearly stated in the Term Sheet (Term Sheet, para. 1), and “community use of school facilities when they are not required for District use,” as stated in the City staff report<sup>b</sup> that transmitted the term sheet to the City Council (Staff Report, p. 1).

We recommend the following specific changes to more accurately reflect the intentions of the parties, as stated in the Term Sheet and the Staff Report:

1. Title. The title of the Draft Agreement itself should be modified to simply say, “Agreement.”
2. Recital A. Recital A should be modified to read as follows: “For many years, the City and District have worked together to promote the health and welfare of the community’s children and youth by providing recreational opportunities and programs which foster good citizenship **and facilitating the provision of such opportunities and programs by Santa Monica’s many youth-serving non-profit organizations.**”
3. Recital B. Recital B should be modified to read as follows: “Many **City and non-profit** programs for children, youth and their families take place at public parks, playgrounds, play fields, and other City-owned recreational facilities.”
4. Recital F. Recital F should be modified to read as follows: “The District owns and operates school sites within the City which include playgrounds, play fields, recreational facilities and buildings. **Many recreational programs serving youth in the community, including City-run programs and programs provided by non-profit organizations, take place on District school campuses in Santa Monica.**”
5. Recital G. Recital G should be modified to read as follows: “The City and District desire to enter into a master agreement which will allow City **and community** use **of** school facilities **within the boundaries of** the City to meet certain recreational and other needs during hours when the facilities are available for City **and community** use and will allow the District to benefit from the **community’s** use of the facilities through the generation of revenues for the maintenance of the District’s education programs.”

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<sup>a</sup> The FOC is also very concerned about the basic structure of the Draft Agreement as an exchange of City funds for use of District facilities, whereas the history of the public discussion about this issue, and the public record of the apparent intent of the parties to the Draft Agreement is clearly much broader. We understand, however, that this structure is based on a strongly held City position, which the Board has chosen to accept.

<sup>b</sup> Memorandum to Mayor and City Council from City Staff, Request for Direction to Staff Regarding Proposed Terms for a New Contract Providing Payments to the Santa Monica-Malibu Unified School District in Exchange for Community Access to School Facilities, May 11, 2005 Council Meeting. (Hereinafter “Staff Report”).

6. Paragraph No. 3. The heading of this paragraph should be modified as follows: **“COMMUNITY USE OF SCHOOL DISTRICT PREMISES.”**
7. Paragraph No. 4. The heading of this paragraph should be changed to read, **“AFTER HOURS USE OF SCHOOL DISTRICT PREMISES.”** The first sentence of this paragraph should be revised as follows: **“The Premises shall be used by the City **and community (including non-profit youth-serving organizations)** to provide supervised and unsupervised recreational opportunities, child care, enrichment classes, and other services.”**

Although it is not specifically addressed by the Term Sheet, the FOC believes that the Draft Agreement fails to express the parties' (and community's) clear intent in supporting City funding of the District, as demonstrated by the public record of discussion before the Board and the City Council -- the critical importance of having excellent public schools to the overall quality of life in Santa Monica, including attracting quality businesses, increased property tax and other local revenues, among others. Recitals should be added to express this intent, because they are important in guiding the periodic renegotiation conferences required by the Draft Agreement.

Accordingly, we recommend that the following additional recitals be added to the Draft Agreement:

- **The City Charter recognizes the value of public schools in Santa Monica by providing for the establishment of a Board of Education, and by specifying the City's authority to financially assist local public schools. The City has increased its expenditure limits in part for the purpose of allowing financial aid to the public schools.**
- **The City and community receive substantial benefits from having excellent public schools in Santa Monica. Excellent public schools prepare students to become civic, cultural, academic and business leaders, help attract quality businesses to the community, increase property values, generate local tax revenues, help to deter criminal activity, reduce community problems such as poverty, drug use and teen pregnancy, help provide an educated work force, and contribute to the overall quality of life in Santa Monica.**
- **The overall purpose of this Agreement is to enable and ensure that the City provides the School District with stable financial support on an on-going basis. This Agreement is intended to ensure that the children of the community and the public institution that most directly affects and shapes their lives, the public schools, share directly in the prosperity of the City.**

For related reasons, the FOC also recommends that the first sentence of the Compensation paragraph be revised as follows:

Paragraph No. 5.A. “In consideration of City and community use of School District facilities in Santa Monica and the many other City and community benefits derived from having excellent public schools (including increased City tax revenues), tThe City shall pay the District initial base payments totaling Six Million Dollars (\$6,000,000) annually.”

#### Calculation and Other Technical Issues

The FOC recommends that the Board request revisions or further clarifications about the following calculation and other related technical issues in the Draft Agreement which concern the amount of funding to be provided to the District.

1. Paragraph No. 1 re: Options to Extend Term. Although the Term Sheet states that the initial five-year term of the agreement has two 2.5-year options to extend, we are concerned that the even split of the total five years of extension complicates both consideration of periodic increases, and the timing of payments to the District. We recommend, instead, one three-year extension and one additional two-year extension, both defined in terms of fiscal years.
2. Paragraph No. 5A re: Annual Payments. The Compensation paragraph calls for payments to the District to be in two equal installments payable on December 31 and June 30. This is inconsistent with District expenditure patterns, and given the scale of City fund balances each year, does not appear to be required for City cash flow reasons. The FOC recommends, instead, an annual lump sum payment on July 1. If funds must be paid in two equal installments, we recommend half on July 1, the beginning of the fiscal year, and half on January 1, the beginning of the second half of the fiscal year.
3. Paragraph No. 5B re: CPI Adjustment. This paragraph should be revised as follows, primarily in order to correct an ambiguity as to whether the second payment each year (assuming it remains after February) is subject to CPI adjustment:

“Adjustments Based on the Consumer Price Index. The Annual Base Payment for each fiscal year, beginning in the fiscal year commencing July 1, 2005, shall be increased by an amount equal to the percentage change in the Consumer Price Index For All Urban Wage Earners and Clerical Workers for the Los Angeles-Riverside-Orange County, CA MSA (“CPI”) between February of the preceding calendar year to February of the calendar year in which such fiscal year commences, except that such increase shall not be less than two percent and not more than four percent.”

We note, parenthetically, that the Term Sheet and the Draft Agreement use the wage earners and clerical workers version of the CPI, and not the more general measure of inflation reflected in the All Urban Consumers version of the CPI. It is unclear why the wage earners and clerical workers version was selected for use in assessing changes in City revenues.<sup>c</sup>

4. Paragraph No. 5C(1) re: Adjustment Considerations. The periodic adjustment conferees are told to look at three factors: the “state” of community use of school facilities, the fiscal status of the City and the fiscal status of the District. However, the conferees are instructed about how to evaluate only one of these factors: the fiscal status of the City. Mention of the others raises questions:
  - a. Are the conferees supposed to consider the extent of community use of facilities? If so, how? If their use has not increased, is that supposed to lead to a potential reduction in City funding? If their use has significantly increased, is that supposed to favor an increase irrespective of the City’s fiscal status? Rather than the three factors currently referenced, when it is really only the City revenues that are relevant, it seems appropriate to focus instead on City revenues and the purpose of the agreement as set forth in the Recitals, as modified by the recommendations above.
  - b. When this paragraph speaks of “holding payments constant for 2007/2008,” presumably there was no intent to delete the CPI adjustment, but only not to further increase the base payment amount. This point should be clarified.
  - c. In addition to the “objective” to have recommendations to the City Council and School Board by March 1, 2007, the contract should require that such recommendations be presented by April 1, 2007, or whatever other date is necessary in order to fit within the budgetary discussions of both entities. The timing may be important because the District will need to know the amount which will be funded during the next fiscal year before the City Council would normally complete its budget approval in June. Therefore, the Agreement should require the City Council to make that decision at this early stage, particularly when the City’s contribution is measured by financial results that will be available and not subject to change between March and June.

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<sup>c</sup> Although the two versions of the CPI generally move in a similar direction, albeit with different absolute values, the spending habits of the two populations that are measured by each index can result in more distinct differences over short time periods like those that apply to the periodic adjustment considerations in the Draft Agreement. The Urban Wage Earners and Clerical Workers version of the CPI is based on the expenditures of families living in urban areas who meet certain hourly employment criteria, and represents about 32% of the US population. The All Urban Consumers version represents about 87% of the US population and is based on the expenditures of all families living in urban areas. As its name suggests, the Urban Wage Earners and Clerical Workers version is most often used as the inflation index for labor wage adjustments, or public agency expenditures that are dominated by labor costs. “Big Eight” City revenues (e.g., property tax, sales tax, hotel bed tax, etc.), which are the focus of the adjustment conferences, arguably change in response to more general inflation impacts.

2. Paragraph No. 5C(3) re: Adjustment Formula for Higher-Growth Revenue Years. In the January 2007 meeting, the conferees will be looking at increases in the City's "Big Eight" revenues for both a two-year and two one-year time periods and comparing those increases with CPI increases. However, there seems to be a time mismatch. The two-year revenue increases are apparently based upon a comparison of results from the 2003/04 fiscal year through the 2005/06 fiscal year. However, the Draft Agreement's definition of CPI uses February - February, which is inconsistent with the term of the two fiscal years in question. The same issue is presented in comparing the annual increases in revenue to the annual increase in CPI. These problems may reflect a lack of clarity about annual CPI adjustments during the initial and subsequent base years, as distinguished from CPI calculations applicable to the periodic adjustment calculations.
3. Paragraph No. 5C(5) re: Adjustment Formula for Slower-Growth Revenue Years. This paragraph is not clear whether it is addressing the two-year period or the two fiscal years individually. It starts out with the former by using the word "cumulative" (which seems to be the logically correct result), but ends up with the latter by requiring that the increase be "at least CPI in 2004/2005 and 2005/2006." Further, if the payments are reduced for 2007/08, there is no mechanism for restoring the decrease for 2008/09 other than the 7.5% super-increase specified in Paragraph 5C(7). It would seem that if City general fund revenues are back on track, then the payments should be restored.
4. Paragraph No. 5C(6) re the 2009 Adjustment Conference. This paragraph suffers from some of the same difficulties described above regarding the January 2007 adjustment conference. In addition, the paragraph should be more specific about the details of the formula to be used. Obviously, this conference will be looking at general fund revenue increases in 2006/2007 and 2007/2008 rather than those from two years earlier.

Further, if the contract is extended for 2.5 years, the procedure for considering the second extension should be spelled out. When does the conference committee meet given that the contract would expire on December 31, 2011? When would a decision be made regarding funding for the second half of the fiscal year 2011/2012? The Draft Agreement states that the conference committee would be only setting the 2012/2013 base funding level.

### Ambiguous Language

There are a few additional items in the Draft Agreement which the FOC believes should be clarified in order to avoid any confusion or misunderstanding among the parties in implementing the agreement.

Accordingly, we recommend the following:

1. Paragraph No. 5.A. re: Valuation of District Facilities. It is unclear why, in Paragraph 5A, reference is made to the fact that the District has not appraised the value of its facilities when this has no bearing on the compensation. We recommend that this third sentence be removed.

2. Paragraph No. 5.A. and Paragraph No. 15 re: Amendments. Inasmuch as Paragraph No. 13 covers this issue, the fourth sentence in Paragraph 5.A. and the last sentence of Paragraph No. 15 appear to be redundant and could be deleted.

Finally, we also recommend that additional provisions be added to the Draft Agreement to address the following issues:

- The agreement should not be affected by any withdrawal of Malibu from the District.
- The agreement should specify that the District retains ultimate control over all of its property, including decisions about their temporary or permanent closure, taking into account safety, educational and financial needs.
- The agreement should specify that the District may expend the funds received pursuant to the agreement in its sole and absolute discretion.

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The FOC appreciates the opportunity to provide these comments on the Draft Agreement, and we hope you find them useful in continuing your discussions with the City. I will be available at the Board meeting on February 17 to respond to any questions you may have about these comments.

Sincerely,

FINANCIAL OVERSIGHT COMMITTEE

By: \_\_\_\_\_  
Paul J. Silvern, Chair

cc: FOC Members  
Superintendent Deasy

TO: BOARD OF EDUCATION

INFORMATION

02/17/05

FROM: SUPERINTENDENT

RE: BASIC/SUPPLEMENTAL TEXTBOOK ADOPTION

RECOMMENDATION NO. I.1

It is recommended that the textbooks listed below be considered for adoption for the Santa Monica-Malibu Unified School District. The Board of Education will take action to adopt these books at the next Board of Education meeting.

**DO IT! PLAY CLARINET**, Book 1, Author; James O. Froseth, for Grades 4-5, Adoption requested by Bruce Tellier.

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

TO: BOARD OF EDUCATION

INFORMATION

02/17/05

FROM: JOHN E. DEASY/MICHAEL D. MATTHEWS/GABE SOUMAKIAN

RE: REPORT ON STUDENT ENROLLMENT PROJECTIONS FOR 2005-06

INFORMATION ITEM NO. I.2

Student enrollment is the backbone of the budget for any school district. Having accurate projections for the following year's budget is essential for planning at the district office and for developing master schedules at each of the school sites. That being said, since public schools are open to any child living in the SMMUSD attendance area, it is impossible to be one hundred percent accurate due to families moving in and out of the attendance area, as well as families coming from and going to private schools. Still, using careful attention and analysis, as well as extensive communication with families from the school sites, we can make the best possible projections.

The report focuses on the 2005-06 student enrollment projection. Dr. Matthews and Dr. Soumakian will describe the steps the Human Resources Department has taken and the tools used to establish the 2005-06 budget projection.

INFORMATION:

The first piece of data to examine is the historical enrollment projections vs. actual CBEDS enrollment. This data shows how accurate the projections were. The chart below summarizes the accuracy of the budget projections:

Year	1998	1999	2000	2001	2002	2003	2004	2005
Projection	11797	12367	12491	12499	12344	12711	12714	12340
CBEDS	12031	12136	12384	12650	12783	12657	12561	
Enrollment Change	+263	+105	+248	+266	+133	-126	-96	
Difference between Projection and CBEDS	234	-231	-107	151	439	-54	-153	
Percent off of Projection	+2%	-2%	-0.9%	+1.2%	+3.5%	-0.4%	-1.2%	

From the chart it is evident that the accuracy range varies between 0.4% and 3.5%, with the median being 1.2%.



A sophisticated enrollment projection does not simply carry over the number of students from one year and move them forward into the next year. In our analysis, we use a "Cohort Survival Model" which examines student enrollment data over the last five years, including five years of the actual enrollment numbers and patterns in year to year changes at each school site. Using that model, we derive a projection for the following school year. We have presented this information to principals, to the Information Services Department and to the Special Education Department and asked for additional information that might have an impact on the projections. With that information, we have adjusted the projections of the Cohort Survival Model to arrive at a final enrollment projection. By following these procedures, we employ both data-based and site-based information to arrive at our best possible projection.

A summary of the 2005-2006 Enrollment Projection is attached. To summarize, we project that enrollment will decline from 12,561 students in October, 2004 to 12,340 in October, 2005, a decline of 205 students. We therefore recommend that the budget be developed with that projection at its core. Clearly, as demonstrated by the decline in enrollment in the 2004-05 school year, this continued decline is the direct result of the tightening of the district permit policy at the end of the 2002-03 school year. It should be noted that this projection does not take into account any additional permit students which may be allowed via an alteration in the District Permit Policy. In addition, these projections will be updated after the analysis of data from the upcoming Kindergarten Round-Ups.









