

TO: BOARD OF EDUCATION

ACTION
01/05/06

FROM: JOHN E. DEASY

RE: APPROVAL OF MINUTES

RECOMMENDATION NO. A.01

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

December 08, 2005

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/05/06

FROM: SUPERINTENDENT

RE: APPROVAL OF INDEPENDENT CONTRACTORS

RECOMMENDATION NO. A.02

It is recommended that the Board of Education enter into an agreement with the following Independent Contractors. These contracts are included in the 2005/2006 budget.

Contractor/Contract Dates	Description	Site	Funding
Melanie Ronning 2/23/06 to 6/15/06 Not to exceed: \$2000	BTSA Course instructor for "Supporting Equity and Access for Special Populations"	Educational Services	01-72800-0- 11100-10000- 5802-035-1300 BTSA
Facing History and Ourselves 12/8/05 to 12/8/05 Not to exceed: \$300	Facing History will provide a speaker at a student retreat	Samohi	01-56400-0- 11100-10000- 5802-015-4150 Medi-cal Grant
Pam Latham 12/7/05 to 12/7/05 Not to exceed: \$225	Presentation: What Einstein's Big Idea means to me as a scientist, how it affected my career	Lincoln	01-71400-0- 11100-10000- 5802-012-4120 GATE
Steve Cuffari 9/1/05 to 6/30/06 Not to exceed: \$600	To provide parent workshops for the Infant and Family Support Program	CDS	12-941990-0- 85000-59000- 5802-070-2700
William Bryant- SMC 12/7/05 Not to exceed: \$200	To conduct SMC Gospel Choir at Santa Monica High School during the "World Music Week"	Samohi	01-91251-0- 17100-10000- 5802-030-1300 LACAC

Contractor/Contract Dates	Description	Site	Funding
Ayo Adeyemi 12/8/05 Not to exceed: \$200	To conduct African Drumming Ensemble at Santa Monica High School during the "World Music Week"	Samohi	01-91251-0-17100-10000-5802-030-1300 LACAC
Amen Santo 12/9/05 Not to exceed: \$200	To conduct Capoirera Ensemble (Brazilian Martial Arts/Dancing/Drumming at Santa Monica High School during the "World Music Week"	Samohi	01-91251-0-17100-10000-5802-030-1300 LACAC
UCLA Center X 8/24/05 to 8/25/05 Not to exceed: \$8,125	Conduct two day training to teachers for the district K-5 English Language Development Support Program (Houghton Mifflin Reading)	Student and Family Support Services	01-42010-0-47600-10000-5802-032-2560 \$6,645-Title III 01-62860-0-47600-10000-5802-032-2560 \$1,480-ELAP
ADL 1/30/06 Not to exceed: \$10,000	To implement diversity training for all students and staff.	Samohi	01-58100-0-11100-10000-5802-015-4150 SLC Grant
Ant Hill Productions Not to exceed: \$5,850 11/01/05-12/31/05	For services provided for web page development and DAC annual inservice workshop presentation.	Supt. Office	01-90120-0-11100-10000-5802-020-1200 Gift funds

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/05/06

FROM: JOHN E. DEASY/WINSTON A. BRAHAM

RE: CONFERENCE AND TRAVEL APPROVAL/RATIFICATION

RECOMMENDATION NO. A.03

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>BRACEDA, Brenda</u> John Adams Middle 01-72600-0-11100-10000-5220-011-4110 General Fund - <u>Resource:</u> SIP K - 6	Write Time: Teaching Students to Write Pasadena, CA January 14, 2006	\$100
<u>BURACK, Sharon</u> Lincoln Middle 01-72600-0-11100-10000-5220-012-4120 General Fund - <u>Resource:</u> SIP K - 6	Dynamic Physical Education Pasadena, CA November 17, 2005	\$99 + SUB?
<u>CANO, Sandra</u> Health Services Sub Only Cost to District	Audiometry for School Nurses Sacramento, CA November 11 - 15, 2005	SUB ONLY
<u>CAVALUZZI, Lisa</u> Student Services 01-00000-0-111000-31300-5220-040-1400 General Fund <u>Function:</u> Attendance & Social Work	LACOE Student Records Workshop Downey, CA December 8, 2005	\$35
<u>DEASY, John</u> Superintendent's Office 01-00000-0-00000-71500-5220-020-1200 General Fund Function: Superintendent	Center for the Future of Teaching & Learning Berkeley, CA November 18-19, 2005	-0- Expenses paid by the Center for the Future of Teaching and Learning

<u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>FRAGOSO, Danielle</u> Santa Monica High Sub Only Cost to District	Capstone: Exemplary Lessons for High School Economics Fullerton, CA December 2 - 3, 2005	SUB ONLY
<u>MATTHEWS, Michael</u> Human Resources 01-00000-0-00000-72000-5220-025-1250 General Fund - Function: Other General Administration	West Ed Conference Oakland, CA December 2, 2005	\$350
<u>RAVAGLIOLI, Steve</u> Educational Services No Cost to District	California Music Education Association Sacramento, CA March 8 - 11, 2005	0
<u>YATES, Barry</u> Franklin Elementary 01-00000-0-11100-31300-5220- 040-1400 General Fund - Function: Attendance & Social Work	LACOE Annual School Attendance Review Board Downey, CA November 7, 2005	\$25
Adjustments (Preapproved expenses 10% in excess of approved costs that must be approved by Board/Changes in Personnel Attendance)		
NONE		
Group Conference and Travel: In-State * a complete list of conference participants is on file in the Department of Fiscal Services		
<u>BAXTER, Catherine</u> <u>HODGES, Pat</u> Santa Monica High 01-00000-0-11100-27000-5220- 015-4150 General Fund - Function: School Administration	Student Records Workshop Downey, CA December 8, 2005	\$100 TOTAL (Empl. to be reimburse d for \$70 registrat ion + mileage)
<u>DUNN, Margo</u> <u>JENNINGS, Kris</u> No Cost to District	Sacramento/Gold Rush Area Field Trip Sacramento, CA May 23, 2006	0

<u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>GATES, Janie</u> + 6 Additional Staff Olympic High 01-00000-0-00000-72000-5220- 040-1400 General Fund - Function: Other General Administration	Student Discipline & Expulsion Workshop Downey, CA December 15, 2005	\$245 TOTAL
<u>HAMILTON, LaDawna</u> <u>URIAS, Rebecca</u> Will Rogers Elementary 01-72600-0-11100-10000-5220- 006-4060 General Fund - Resource: SIP K - 6	Character Counts Seminar Los Angeles, CA November 29 - December 1, 2005	\$397.50 TOTAL + 2 SUBS
<u>KOMLOS, Tristan</u> + 3 Additional Staff Santa Monica High 01-58100-0-11100-10000-5220- 015-4150 General Fund - Resource: Other Federal	Advisory Programs - Outreach Los Angeles, CA January 27, 2006	\$500 TOTAL + 2 SUBS
<u>LaDUKE, Jan</u> + 2 Additional Staff John Adams Middle 01-72600-0-11100-10000-5220- 011-4110 General Fund - Resource: SIP K - 6	Write Time: Teaching Students to Write Agoura, CA November 5, 2005	\$180 TOTAL
<u>LANG, Justine</u> + 4 Additional Staff John Adams Middle 01-90150-0-11100-10000-5220- 011-4150 General Fund - Resource: PTA Gifts	Advancement Via Individual Determination Site Team Conference IV Lake Arrowhead, CA December 1, 2005	\$1,700 TOTAL + 4 SUBS
<u>LEE, Chon</u> + 7 Additional Staff Lincoln Middle 01-73950-0-11100-10000-5220- 011-4110 General Fund - Resource: School & Library Improvement	UCLA Chancellor's Conference Westwood, CA December 3, 2005	\$720 TOTAL
<u>LIPSCOMB, Barbara</u> + 2 Additional Staff John Adams Middle 01-72600-0-11100-10000-5220- 011-4110 General Fund - Resource: SIP K - 6	Write Time: Eight Writing Assignments Start to Finish Agoura, CA December 10, 2005	\$300 TOTAL

<u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
MURPHY, Titia + 3 Additional Staff John Adams Middle 01-72600-0-11100-10000-5220- 011-4110 General Fund - Resource: SIP K - 6	Motivating & Challenging the Unmotivated Learner Pasadena, CA January 23, 2006	\$556 TOTAL + 3 SUBS
SKORKO, Nancy WAXBERG, Carrie Franklin Elementary 01-72600-0-11100-10000-5220- 002-4020 General Fund - Resource: SIP K - 6	Motivating & Challenging the Unmotivated Learner Pasadena, CA January 26, 2006	\$370 TOTAL + 2 SUBS
Out-of-State Conferences: Individual		
CONTRERAS, Sitara Rogers Elementary 19-91700-0-11100-10000-5220-006-4060 Foundation Trust Fund - Resource: Cotsen Family Foundation	Teachers College Writing Workshop New York, NY August 15 - 19, 2005	\$1,000
DEASY, John Superintendent's Office 01-00000-0-00000-71500-5220- 020-1200 General Fund Function: Superintendent	Stupski - Baltimore Symposium on High Schools Baltimore, MD November 2-3, 2005	-0- Presenter -- All expenses reimbursed by Stupski
Out-of-State Conferences: Group		
NONE		

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/05/06

FROM: JOHN E. DEASY/DONNA MUNCEY

RE: BASIC/SUPPLEMENTAL TEXTBOOKS ADOPTION

RECOMMENDATION NO. A.04

It is recommended that the textbook listed below be adopted by the Santa Monica-Malibu Unified School District.

AMERICAN HERITAGE, STUDENT THESAURUS, by Paul Hellweg et. al., adoption requested by Alan Friedenbergs at Grant Elementary school for grades 3-5

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

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

1/05/06

FROM: JOHN E. DEASY/DONNA E. MUNCEY

RE: TEACHERS NETWORK LEADERSHIP INSTITUTE FUNDS
FOR 2005-2006 SCHOOL YEAR

RECOMMENDATION NO. A.05

It is recommended that the Board of Education accept the Teachers Network Leadership Institute(TNLI)Grant in the amount of \$10,000 for school year 2005/2006.

COMMENT: The Teachers Network Leadership Institute Grant is to be paid in two (2) installments to the Santa Monica-Malibu Unified School District to support seven (7) teachers' participation in a national network devoted to action research and teacher leadership.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY NOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/05/06

FROM: JOHN E. DEASY/WINSTON A. BRAHAM/PAT HO

RE: ACCEPTANCE OF GIFTS - 2005-06

RECOMMENDATION NO. A.06

It is recommended that the Board of Education accept, with gratitude, checks and gifts totaling \$70,807.84 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 2005-2006 income and appropriations by \$70,807.84 as described on the attached listing.

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

AGENDA

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

- 1) go to www.smmusd.org
- 2) click on "Board Meetings"
- 3) scroll to the date for this meeting
- 4) click on CurrGift010506.pdf

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION ACTION/CONSENT
12/08/05
FROM: JOHN E. DEASY/WINSTON BRAHAM/VIRGINIA I. HYATT
RE: APPROVAL OF PURCHASE ORDERS

RECOMMENDATION NO. A.07

It is recommended that the Board of Education approve the following Purchase Orders and Changed Purchase Order from November 30, 2005 through December 14, 2005 for fiscal year 2005/06.

AGENDA

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

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

TO: BOARD OF EDUCATION ACTION/CONSENT
01/05/06

FROM: SUPERINTENDENT/MICHAEL D. MATTHEWS

RE: CERTIFICATED PERSONNEL - Elections, Separations

RECOMMENDATION NO. A.08

Unless otherwise noted, all items are included in the 2005/2006 approved budget.

ADDITIONAL ASSIGNMENTS

ADAMS MIDDLE SCHOOL

Cady, Linda	55 hrs @\$36.32	9/6/06-6/26/06	Est Hrly/\$1,998
			TOTAL ESTABLISHED HOURLY \$1,998

Comment: Science Magnet Coordinator
01-School and Library Imprvmnt BG

EDUCATIONAL SERVICES

Purcell, Andrea	21 hrs @\$36.32	11/28/05-6/26/06	Est Hrly/\$763
			TOTAL ESTABLISHED HOURLY \$763

Comment: BTSA Support
01-Teacher Credentialing Block G

SANTA MONICA HIGH SCHOOL

Scott, Ayanna	\$36.32, as needed	12/1/05-6/30/06	Est Hrly/\$----
			TOTAL ESTABLISHED HOURLY ----

Comment: Saturday School
01-Unrestricted Resource

Kenney-Carlson, M.	20.65 hrs @\$36.32	9/1/05-11/30/06	Est Hrly/\$750
Roberts, Lasonja	20.65 hrs @\$36.32	9/1/05-11/30/06	Est Hrly/\$750
			TOTAL ESTABLISHED HOURLY \$1,500

Comment: Facilitators of Racial Harmony Workshops
01-Medi-Cal Billing Option

Braunfeld, Daniel	4.13 hrs @\$36.32	11/14/05-11/18/05	Est Hrly/\$150
Gillette, Jaclyn	4.13 hrs @\$36.32	11/14/05-11/18/05	Est Hrly/\$150
Hardt, Rebecca	4.13 hrs @\$36.32	11/14/05-11/18/05	Est Hrly/\$150
Hinojosa, Judith	4.13 hrs @\$36.32	11/14/05-11/18/05	Est Hrly/\$150
Kariya, Emily	4.13 hrs @\$36.32	11/14/05-11/18/05	Est Hrly/\$150
			TOTAL ESTABLISHED HOURLY \$3,750

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

Arnold, Joshua	18 hrs @\$36.32	10/1/05-6/26/06	Est Hrly/\$654
Estabrook, Amy	18 hrs @\$36.32	10/1/05-6/26/06	Est Hrly/\$654
Marken, Ari	18 hrs @\$36.32	10/1/05-6/26/06	Est Hrly/\$654
Pimentel, Ruth	18 hrs @\$36.32	10/1/05-6/26/06	Est Hrly/\$654
Pusey, Jon	18 hrs @\$36.32	10/1/05-6/26/06	Est Hrly/\$654
Rugg, Meredith	18 hrs @\$36.32	10/1/05-6/26/06	Est Hrly/\$654
Tipper, Geoffrey	18 hrs @\$36.32	10/1/05-6/26/06	Est Hrly/\$654
			TOTAL ESTABLISHED HOURLY \$4,578

Comment: CAHSEE Intervention/Tutorial
01-Unrestricted Resource

Serapeglia, Anne	27 hrs @\$36.32	12/5/05-6/26/06	<u>Est Hrly/\$981</u>
		TOTAL ESTABLISHED HOURLY	\$981
Comment: Tutoring of Special Education student			
01-Special Education			

ADDITIONAL ASSIGNMENT - EDUS/DEPARTMENT CHAIR ASSIGNMENTS

SANTA MONICA HIGH SCHOOL

<u>Name</u>	<u>Rate</u>	<u>Assignment</u>	<u>Effective</u>	<u>Not to Exceed</u>
Trundle, Al	14 EDU	Advising	2005/06 SY	\$3,206
	(Increase in assignment from 12 EDUs to 14 EDUs; effective 11/22/05 -- correction to 10/20/05 Agenda)			
Estabrook, Amy	6 EDU	Activities Adv	2005/06 SY	\$1,374
Faas, Kathleen	6 EDU	Newspaper Adv	2005/06 SY	\$1,374
Ford, Frank	13 EDU	Drama Director	2005/06 SY	\$2,977
Garcia Hecht, V.	10 EDU	Senior Advisor	2005/06 SY	\$2,290
Harvey, Stacy	6 EDU	Scholarship Adv	2005/06 SY	\$1,374
Huls, Jeffrey	10 EDU	Vocal Director	2005/06 SY	\$2,290
Jago, Carol	6 EDU	Yearbook Adv	2005/06 SY	\$1,374
Kim, Douglas	13 EDU	Athletic Dir	2005/06 SY	\$2,977
LeCassidy, Linh	6 EDU	Scholarship Adv	2005/06 SY	\$1,374
Marsh, Cathy	13 EDU	ASB Advisor	2005/06 SY	\$2,977
Sakow, Terry	13 EDU	Band Director	2005/06 SY	\$2,977
Swenson, Joni	13 EDU	Orchestra Dir	2005/06 SY	\$2,977
Wells, Leslie	6 EDU	Activities Adv	2005/06 SY	\$1,374
Wyllie Meadors, A.	13 EDU	Pep Squad Adv	2005/06 SY	\$2,977
		TOTAL EDUS		\$30,684

Comment: Academic EDUs
01-Unrestricted Resource

TOTAL ESTABLISHED HOURLY, AND OWN HOURLY	\$47,462
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ELECTIONS

PROBATIONARY CONTRACTS

<u>PROBATIONARY CONTRACTS</u>	<u>Not to Exceed</u>	<u>Effective</u>
<u>Name/Assignment/Location</u>		
Alvarado, Robert/Soc Studies Santa Monica HS	100%	11/28/05

SUBSTITUTE TEACHERS

Effective

CHILD DEVELOPMENT SERVICES

<u>(@\$14.53 Hourly Rate)</u>	
Monroe, Doris	11/14/05
Wyatt, Tajuana	11/21/05

LONG-TERM SUBSTITUTES

<u>(@\$188.00 Daily Rate)</u>	
Hanson, Erin (Katherine)	11/21/05
Malfer, Warren	10/31/05
McNamara, Cheryl	10/31/05

REGULAR DAY-TO-DAY SUBSTITUTES

(@\$123.00 Daily Rate)

McGreevy-Nichols, Susan

12/5/05

CHANGE IN ASSIGNMENT

Effective

Sinfield, Deanna

1/3/06

From: Psychologist, Franklin

To: Interim Assistant Principal, Franklin

Yates, Barry

1/3/06

From: Assistant Principal, Franklin

To: Interim Principal, Cabrillo

LEAVES OF ABSENCE (with pay)

Name/Location

Effective

Farlow, Diane

1/30/06-3/24/06

Cabrillo Elementary

[maternity]

Levy Marazzi, Nancy

10/12/05-12/30/05

Cabrillo Elementary

[maternity - extension]

(revision of 11/17 agenda)

Rosekelly, Shelly

12/6/05-1/13/06

John Adams Middle School

[medical]

LEAVES OF ABSENCE (without pay)

Name/Location

Effective

Levy Marazzi, Nancy

1/3/06-4/7/06

Cabrillo Elementary

[child care - extension]

(revision of 11/17/05 agenda)

Rosenthal, Betsy

10/24/05-1/16/06

Child Development Svcs

[personal]

RESIGNATIONS

Name/Location

Effective

Wang, Anita

12/16/05

Muir Elementary

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

01/05/06

FROM: SUPERINTENDENT/MICHAEL D. MATTHEWS

RE: SPECIAL SERVICES EMPLOYEES

RECOMMENDATION NO. A.09

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 2005/06 budget.

ELECTIONS

<u>Name/Location</u>	<u>Not to Exceed</u>	<u>Effective</u>	<u>Rate</u>
Davis, Laurel	\$2,000	9/27/05-6/29/06	\$32/hr
Educational Services; present workshops for teachers regarding teaching techniques in mathematics.			
FUNDING:	01-40350-0-11100-10000-2917-035-1501		-100%
IASA: Title II Teacher Quality			
Gittleman, Marni	\$5,991	9/21/05-6/21/06	\$32/hr
SMASH; assist classroom teacher with art program.			
FUNDING:	01-90150-0-11100-10000-2917-009-1501		-100%
Reimbursed by PTA			
Searfoss, Janet	\$3,363	11/15/05-6/26/06	\$50/hr
Franklin Elementary; teach vocal music to all 4th grade classes with a culminating program for parents.			
FUNDING:	01-90150-0-11100-10000-2917-002-1501		
Reimbursed by PTA			

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION ACTION/CONSENT
01/05/06

FROM: SUPERINTENDENT/MICHAEL D. MATTHEWS/WILBERT YOUNG

RE: CLASSIFIED PERSONNEL - MERIT

RECOMMENDATION NO. A.10

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.

<u>ELECTIONS</u>	<u>EFFECTIVE DATE</u>
ANDERSON, AMANDA ADAMS MIDDLE SCHOOL	INST ASST - SPECIAL ED 5 HRS/SY/RANGE: 20 STEP: A 12/5/05
BONNEY, CHRISTINA MCKINLEY ELEMENTARY	INST ASST - SPECIAL ED 5 HRS/SY/RANGE: 20 STEP: A 12/1/05
CASILLAS, VERONICA SANTA MONICA HS	STUDENT OUTREACH SPEC (BIL) 8 HRS/10 MO/RANGE: 44 STEP: A 12/12/05
EHRLICH, KORY ROGERS ELEMENTARY	INST ASST - SPECIAL ED 6 HRS/SY/RANGE: 20 STEP: A 11/7/05
FAIRWEATHER, LESLEY PERSONNEL COMMISSION	HUMAN RESOURCES TECH 8 HRS/12 MO/RANGE: 31 STEP: A 11/28/05
LOWE, PAULA MUIR ELEMENTARY	INST ASST - CLASSROOM 3.5 HRS/SY/RANGE: 18 STEP: A 11/18/05
MAHLANZA, MOSA SPECIAL EDUCATION	INST ASST - SPECIAL ED 3.5 HRS/SY/RANGE: 20 STEP: A 12/1/05
NAO, KIMBERLY SANTA MONICA HS	STUDENT OUTREACH SPEC 8 HRS/10 MO/RANGE: 44 STEP A 11/7/05
SCHWARTZ-MILLER, CLAIRE SMASH	ELEMENTARY LIBRARY COORD 2 HRS/10 MO/RANGE: 26 STEP: A 12/5/05
VISHER, ELIZABETH CABRILLO ELEMENTARY	INST ASST - CLASSROOM 3 HRS/SY/RANGE: 18 STEP: A 10/26/05
ZALDIVAR, GUADALUPE FOOD SERVICES	CAFETERIA WORKER I 3 HRS/SY/RANGE: 11 STEP: A 11/21/05
 <u>PROVISIONAL ASSIGNMENTS</u>	
SMITH, ANGELIQUE SPECIAL EDUCATION	OCCUPATIONAL THERAPIST 12/2/05-3/31/06

TEMP/ADDITIONAL ASSIGNMENT		<u>EFFECTIVE DATE</u>
BOLAN, ANETTE SANTA MONICA HS	ADMINISTRATIVE ASST	9/7/05-6/30/06
GREENE, MILTON MALIBU HS	CAMPUS SECURITY OFFICER	10/1/05-6/30/06
CERVANTES, HAYDEE STUDENT AND FAMILY SVCS	INSTRUCTIONAL ASST - BILINGUAL	10/5/05-10/31/05
MARTIN, ERIC MALIBU HS	CUSTODIAN I	10/1/05-6/30/06
MEDILLIN, DIANA LINCOLN MS	SR OFFICE SPECIALIST	9/7/05-6/26/06
RODRIGUEZ, IRENE SUPERINTENDENT	TRANSLATOR	11/1/05-6/30/06
SMITH, LUZ STELLA STUDENT SERVICES	TRANSLATOR	11/1/05-6/30/06
VASQUEZ, GRACE MALIBU HS	CAMPUS SECURITY OFFICER	10/1/05-6/30/06
WIDNER, KIM MALIBU HS	CUSTODIAN I	10/1/05-6/30/06
 <u>SUBSTITUTES</u>		
FUCHS, SYLVIA ROGERS ELEMENTARY	INST ASST - CLASSROOM	11/1/05-1/31/06
GALLELOS, AUGUSTING GROUNDS	CUSTODIAN I	11/9/05-6/30/06
ISLAS, HEIDI CHILD DEVELOP SVCS	CHILDREN CENTER ASST	10/21/05-6/26/06
JONES, ENDORA MCKINLEY ELEMENTARY	INST ASST - SPECIAL ED	12/5/05-6/26/06
MARTIN, KEVIN ADULT EDUCATION	CAMPUS SECURITY OFFICER	10/25/05-6/30/06
PINGATORE, LYNDIA SPECIAL EDUCATION	INST ASST - SPECIAL ED	9/2/05-6/26/06
ROPER-CONLEY, CAROLYN SANTA MONICA HS	OFFICE SPECIALIST	10/1/05-6/30/06
SMITH, JAQUE FOOD SERVICES	CAFETERIA WORKER I	11/28/05-6/24/06
SMITH, ZEKAI CHILD DEVELOP SVCS	CHILDREN CENTER ASST	11/10/05-6/30/06
VASQUEZ, MARTHA CHILD DEVELOP SVCS	CHILDREN CENTER ASST	10/21/05-6/26/06

CHANGE IN ASSIGNMENT

		<u>EFFECTIVE DATE</u>
GONZALEZ, MARYLOU FOOD SERVICES	CAFETERIA WORKER I 5 HRS/SY/SANTA MONICA HS FR: OLYMPIC HS	9/6/05
SANCHEZ, YOLANDA SPECIAL EDUCATION	ADMINISTRATIVE ASST 8 HRS/12 MO FR: 8 HRS/11 MO	7/1/05

INVOLUNTARY TRANSFER

ABDULKAREEM, NEHAL CHILD DEVELOP SVCS PINE STREET	CHILDREN CENTER ASST 3.5 HRS/12 MO FR: FRANKLIN PRE-SCHOOL	9/6/05
GARCIA, VERONICA CHILD DEVELOP SVCS WASHINGTON WEST	CHILDREN CENTER ASST 3.5 HRS/SY FR: ADAMS PRE-SCHOOL	9/6/05
JIVANI, SAHANAZBEGUM CHILD DEVELOP SVCS FRANKLIN	CHILDREN CENTER ASST 3.5 HRS/SY FR: ROGERS PRE-SCHOOL	11/1/05
JOHNSON, MAYRA CHILD DEVELOP SVCS ROGERS	CHILDREN CENTER ASST 3.5 HRS/SY FR: MCKINLEY PRE-SCHOOL	9/6/05
MARTIN, LINDA CHILD DEVELOP SVCS WASHINGTON WEST	CHILDREN CENTER ASST 3.5 HRS/SY FR: PINE STREET PRE-SCHOOL	11/1/05

VOLUNTARY TRANSFER

GARCIA, CYNTHIA LINCOLN MS	INST ASST - SPECIAL ED 5 HRS/SY FR: 6 HRS/SY	11/8/05
MEDILLIN, DIANE LINCOLN MS	INST ASST - SPECIAL ED 6 HRS/SY FR: 5 HRS/SY	11/8/05

LEAVE OF ABSENCE (PAID)

SAVAGE, STEPHANIE SANTA MONICA HS	SR. OFFICE SPECIALIST MEDICAL	12/16/05-1/30/06
SERNA, MARIA FISCAL SERVICES	SR. ADMINISTRATIVE ASST MEDICAL (Leave Rescinded - correction to 12/8/05 Agenda)	12/6/05-12/20/05

LEAVE OF ABSENCE (UNPAID)

TORRES, CLAUDIA FOOD SERVICES	CAFETERIA WORKER I MEDICAL	9/8/05-3/23/06
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WORKING OUT OF CLASS

HERNANDEZ, PATTY ADAMS MS	SR OFFICE SPECIALIST (BIL) FR: INST ASST - CLASSROOM	11/7/05-3/24/06
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LAYOFF

ALLEN-JONES, PAMELA
SANTA MONICA HS

COMMUNITY LIAISON

EFFECTIVE DATE

1/3/06

RESIGNATIONS

ELLIS, LORI
MALIBU HIGH SCHOOL

INST ASST - PHYS ED

11/15/05

KRISHNAN, A
LINCOLN MS

SR OFFICE ASSISTANT
(Correction to 12/8/05 Agenda)

11/10/05

WRIGHT, ELIZABETH
LINCOLN MS

INST ASST - MUSIC

12/16/05

RETIREMENTS

PATTERSON, NANCY
GRANT ELEMENTARY

ADMINISTRATIVE ASST

1/13/06

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

TO: BOARD OF EDUCATION ACTION/CONSENT
01/05/06

FROM: SUPERINTENDENT/MICHAEL D. MATTHEWS/WILBERT YOUNG

RE: CLASSIFIED PERSONNEL - NON-MERIT

RECOMMENDATION NO. A.11

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 schedules.

COACHING ASSISTANT

FRANCO, FRANCISCO	MALIBU HIGH SCHOOL	11/01/05-06/30/06
GOMEZ, OSWALDO	SANTA MONICA HS	11/01/05-04/01/06
HERNANDEZ, RAFAEL	SANTA MONICA HS	11/01/05-04/01/06
ISLAS, DANIEL	SANTA MONICA HS	11/01/05-04/01/06
JOINER, HALLIE	MALIBU HIGH SCHOOL	11/10/05-06/30/06
MAGGIANO, MICHAEL	SANTA MONICA HS	11/01/05-04/01/06
MATHIS, DEREK	MALIBU HIGH SCHOOL	12/02/05-06/30/06
MCDONOUGH, MATTHEW	SANTA MONICA HS	11/01/05-04/01/06
PARRISH, BRANDON	SANTA MONICA HS	12/03/05-04/01/06
PART, BRIAN	SANTA MONICA HS	11/01/05-04/01/06
RODRIGUEZ, SERAFIN	SANTA MONICA HS	11/01/05-04/01/06
ROSEN, RANDY	SANTA MONICA HS	11/01/05-04/01/06
SUMALE, MARCO	SANTA MONICA HS	11/01/05-04/01/06
USHER, ALAN	MALIBU HIGH SCHOOL	11/01/05-06/30/06
WRIGHT, BRENT	SANTA MONICA HS	11/01/05-04/01/06
ZWEIG, MARIE	MALIBU HIGH SCHOOL	11/01/05-06/30/06

NOON SUPERVISION

APRILE, VANESSA	MCKINLEY ELEMENTARY	11/01/05-06/26/06
LAMONCA, HANNAH	CABRILLO ELEMENTARY	09/07/05-06/26/06
MARTINEZ, ANGELICA	GRANT ELEMENTARY	11/16/05-06/26/06
MENDOZA, VALETTA	ROOSEVELT ELEMENTARY	10/17/05-10/26/05
RAMOS, RITA	MICKINLEY ELEMENTARY	11/01/05-06/26/06
VALDIVIA, VICTORIA	ADAMS MIDDLE SCHOOL	11/14/05-06/26/06

STUDENT WORKER - WORKABILITY

TORRES, JESSE	OLYMPIC HIGH SCHOOL	11/21/05-06/30/06
TORRES, MARSELO	OLYMPIC HIGH SCHOOL	11/07/05-06/30/07
WALKER, GARRETT ALLAN	MALIBU HIGH SCHOOL	11/14/05-06/30/07

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

TO: BOARD OF EDUCATION

ACTION/MAJOR

01/05/06

FROM: JOHN E. DEASY/TIM WALKER/LAUREL SCHMIDT

RE: EXPULSION OF STUDENT (B/D 04-06-89)

RECOMMENDATION NO. A.12

It is recommended that the Board of Education expel student (B/D 04-06-89).

COMMENT: The Principal of Santa Monica High School recommended the expulsion based on the student's violations of Education Code Sections 48915(c)(3) and 48915(a)(3):

"Selling a controlled substance." Education Code 48915(c)(3),

"Unlawful possession of a controlled substance." Education Code 48915(a)(3)

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/MAJOR

01-05-06

FROM: JOHN E. DEASY/DONNA E. MUNCEY/SUZANNE PETERSON

RE: UPGRADE OF DYNIX SOFTWARE FOR LIBRARY INFORMATION
MANAGEMENT SYSTEM

RECOMMENDATION NO. A.13

It is recommended that the Board of Education approve a contract with Dynix in an amount not to exceed \$95,000 to upgrade the library information management system for all schools within the Santa Monica-Malibu Unified School District.

Funding Information

Budgeted: Yes

Fund: General Fund

Source: Unrestricted

Account number: 01-00000-0-19530-24200-6400-054-2540

Description: District Library System

COMMENT: Currently our school libraries use a Dynix operating system that has been in place for more than a decade and is seriously outdated. As a result of the upgrade that will take place, librarians and library users will have more options for tracking, storing and retrieving information. The upgrade includes training and consultation services to ensure a smooth transition to the improved system. We anticipate that implementation of the upgrade will occur throughout the Spring and Fall 2006.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/MAJOR

01/05/06

FROM: JOHN E. DEASY/WINSTON A. BRAHAM

RE: PROJECT MANAGER FOR FACILITIES MASTER PLAN

RECOMMENDATION NO. A.14

It is recommended that the Board of Education approve the Professional Services contract by Zimmer•Gunsul•Frasca Partnership Architecture Planning & Design firm for providing Project Management services for the recently-approved Facilities Master Plan, in a not-to-exceed amount of \$149,000 for a period of (14) months against Fund 21 (*State School Building Fund*), which contains the Prop "X" surplus resources.

COMMENTS: Upon approval of the Master Contract with Fields Devereaux Harley Ellis (FDHE), the Board approved the hiring of a project management firm. This particular topic has been discussed during several previous Board Meetings and was generally agreed-upon as a necessary and valuable process. Zimmer•Gunsul•Frasca Partnership (ZGFP) was chosen from among (3) proposals submitted for providing said services. The Project Manager to be assigned will be Alison Kendall, who will provide direct management services to ensure that the key deliverables and expectations of the Facilities Master Plan Contract are met within the agreed-upon timelines and that the Scope of Work is delivered in the manner promised. (See attached Scope of Work and estimated hours of work).

Alison Kendall will be expected to maintain at least (8) hours of office time per week at the District's Administration Building in order to coordinate key activities associated with the project. This Project Manager will work directly with the Chief Financial Officer, Winston A. Braham and the Project Management Team consisting of the Director of Facilities Management, J. Wallace Berriman, and (4) Members of the AHFC, namely the AHFC Sub-Committee.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/MAJOR

01/05/06

FROM: JOHN E. DEASY/DONNA E. MUNCEY

RE: ADOPTION OF REVISIONS TO POLICY 1220 -- DISTRICT
ADVISORY COMMITTEES

RECOMMENDATION NO. A.15

It is recommended that the Board of Education adopt the revised Board Policy 1220 District Advisory Committees to govern the work of the District Advisory Committees that advise the Board of Education.

COMMENT: The updated policy remains under the general heading of Community Relations and is intended to clarify aspects of membership recruitment and appointment as well as the purposes of these Board-appointed committees. Administrative regulations for 1220 are included as information for the Board of Education.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

<u>NUMBER</u>	<u>ARTICLE</u>	<u>TITLE</u>	
1220	Community Relations	District Advisory Committees	
<u>SUBTOPIC</u>	<u>POLICY</u>	<u>REGULATION</u>	<u>EXHIBIT</u>
Participation by the Public	X		

DETAIL

The Board of Education recognizes that district advisory committees provide a valuable method whereby citizens and educators can better understand the attitudes and opinions which are held in the school-community environment.

The Board, or the Superintendent with the Board's approval, may appoint district advisory committees to advise the Board on school problems, needs and issues from a balanced, logical, and analytic perspective, as the need arises.

It is not the intention that advisory committees become policy-making bodies or that they manage or direct staff. Committees are advisory in nature only; that is, they inform, suggest, and recommend to the Board of Education.

All meetings of committees shall be held as open meetings in compliance with the Ralph M. Brown Act, also known as the Open Meeting Act of the State of California. It is the intent of the Board of Education that each District Advisory Committee shall schedule two meetings in Malibu each school year. Board appointed Ad Hoc Advisory Committees and Oversight Committees shall establish meeting schedules that best meet the requirements of their respective charges.

District Advisory Committees shall be appointed for a specific purpose. The Board of Education will review the purposes/charges of the committees on an annual basis no later than October of each year. Annually, an Assessment/Evaluation form will be distributed to District Advisory Committees for their review and input regarding the committee charges and their yearly accomplishments. The Board seeks to be highly collaborative in determining committee charges. When a committee has fulfilled or completed its purpose/charge, it may be given a new or revised charge or it may be dissolved. The Board shall have the sole power to dissolve any of its advisory committees and shall reserve the right to exercise this power at any time during the life of any committees.

All residents and taxpayers of the district attendance area, parents of children enrolled in its schools, school employees, and experts/professionals, as stipulated in this Board Policy, shall be eligible for membership and participation, a prerequisite being solely an unselfish interest in public schools, the community and every child.

Every effort shall be made to select committee members in a manner which ensures that the committee represents a cross section of qualified people throughout the district. A balance of males and females, ethnic representation and geographic location shall be sought in the composition of each committee, except in those cases where a committee is established to address the needs of a particular segment of the school population or community. The Board shall review this balance before making final the appointments of committee members and alternates.

A staff Liaison will be assigned to each advisory committee and will serve as the district

representative and as a communication link between the committee and the other district administrative staff. The Staff Liaison is not a member of the committee and may not vote.

Staff members may be appointed to advisory committees as deemed appropriate by the Board of Education. Staff may also be appointed to serve as expert advisors. An expert advisor is not a member of the committee and may not vote.

Membership recruitment will be ongoing throughout the year. Minimally, information about the District Advisory Committees will be shared with the public in August, November, and January. Applications for appointment to advisory committees may be submitted at any time during the year. Once per quarter, an item shall be placed on the Board of Education agenda listing committee vacancies.

The Superintendent is authorized to accept letters of resignation from individual committee members.

EXPENSES, TRAVEL, REIMBURSEMENT

When the Board approves a request by a committee that members be authorized to provide translation services at meetings, to attend a conference, visit an educational facility, or otherwise participate in an activity which involves expense to the member in carrying out the mission of the committee, the Superintendent is authorized to reimburse the member at the same rates and under the same conditions as those provided for district employees and officers.

ADDITIONAL PDF DETAIL

REFERENCE

EDUCATION CODE

8070 Vocational education advisory committee
11503 Parent involvement program
35147 School site councils and advisory committees
35172 Promotional activities
44032 Travel expense payment
44033 Automobile allowances
52012 School site council
52065 American Indian advisory committee
52176 Advisory committees (LEP program)
52208 Parent participation (GATE)
52852 Site council, school-based program coordination
54425 Advisory committees; compensatory education
54444.1-54444.2 Services to migrant children; parent advisory councils
54724 Site council, motivation and maintenance program
56190-56194 Community advisory committee, special education
62002.5 Continuing parent advisory committees; schools receiving funds from economic impact aid or bilingual education act

GOVERNMENT CODE

820.9 Members of local public boards not vicariously liable
54950-54962 Meetings

MANAGEMENT RESOURCES

ADOPTED

January 4, 1989

REVISED

October 15, 1998 September 17, 1998
May 14, 1998 March 10, 1994

CSBA DATE

October, 1994

DISTRICT GOAL

Quality Education for All

NUMBER
1220

ARTICLE
Community Relations

TITLE
District Advisory
Committees

SUBTOPIC
Participation by the Public

POLICY

REGULATION

EXHIBIT

X

DETAIL

SUBJECT: DISTRICT ADVISORY COMMITTEES

ISSUED BY: SUPERINTENDENT

I. EFFECTIVE DATE: March 10, 1994

II. AUTHORITY
Board of Education Policy 1220

III. PROCEDURES
Consistent with Board of Education Policy, the following General Guidelines apply to District Advisory Committees.

GENERAL GUIDELINES

A. Purpose

The basic purpose of a district advisory committee is to advise the Board of Education regarding school problems, needs and issues from a neutral party point of view.

The district advisory committee provides a method whereby citizens and educators can understand better the attitudes and opinions which are held in the school-community environment. Such a committee shall have as its purpose improved communication and understanding. It is not the intention that advisory committees become policy-making bodies or that they manage or direct the schools. Committees are advisory in nature only; that is, they inquire, inform, suggest, recommend. It is assumed, however, that through improved understanding and information, the district can and will move in the direction of clearly demonstrated needs and desires of the community to be served.

B. Roles

Committees established/approved by the Board of Education are responsible to the Board, the superintendent in his capacity as secretary to the Board of Education, or a designated representative. Committees shall function as recommending agencies.

Each committee shall serve for a specific purpose to be stated to the committee at the time it is formed. The committee shall then begin its work which, when completed, will result in recommendations to the Board or the superintendent.

C. Functions

The basic district goal is to provide a quality education for every pupil. It is expected that district advisory committees will contribute to the attainment of this goal. The committee's functions may include but shall not be limited to the following:

1. To act as a channel of effective communication between schools, the administration and the community, thereby assisting in promoting community pride in district and schools.
2. To improve joint exploration of future school needs regarding the community's aspirations and the improvement of school programs.
3. ~~To assist in the overall planning of the educational program and of budget resources.~~
4. To assist in identifying, mobilizing and coordinating resources, both human and material, available from the community for the benefit of the schools.
5. To assist in providing support for educational programs.
6. To act as a sounding board for additions to or changes in the school district's education projects.
7. To keep the Board and superintendent informed of the committee's progress and activities, and advise regarding the committee's recommendations, proposals and decisions.

D. Responsibilities

District advisory committees may have the responsibility to:

1. Advise the Board and superintendent on matters related to educational needs, problems and suggested priorities. Committees shall prepare and submit a written report of their work to date, by the end of the first semester, and a summary report before the close of the school year. Each committee will make one oral presentation to the Board of Education in conjunction with this final report.
2. Advise the Board and superintendent regarding opinions and attitudes of parents and other citizens of the total school community on significant issues of a general or specified nature.
3. Assist in establishing liaison with, and strengthening communication between the district and the communities it serves.
4. Assist in identifying educational needs unique to a local school community.
5. Assist in interpreting educational needs and programs to the community.
6. Advise the Board and superintendent on adoption of educational programs.
7. Approach all issues from an objective, neutral party point of view.

E. Membership

Being aware that the schools belong to the people who created them by taxation and consent; and believing that the schools will only be as successful as the intelligent and knowledgeable support of the people permit them to be; and knowing that committees are advisory in nature with decision-making powers retained by the Board of Education; all residents and taxpayers of the district attendance area, all parents of children enrolled in its schools, and school employees as stipulated in these Guidelines shall be eligible for membership and participation, a prerequisite being solely an unselfish interest in public schools, the community and every child.

1. Size

The committees shall be of sufficient size to assure representation of a cross section of the community; normally seven (7) to twenty (20) active members are desirable.

2. Representation

Committee members shall be selected in a manner to provide reasonable geographic, socioeconomic and ethnic representation. No person, however, may be excluded from nomination because of race, color, creed, religion, sex, sexual preference, handicap or expressed opinions so long as that person can assume an objective point of view in all committee deliberations.

Each committee shall elect a chairperson. Each committee shall have a district representative whose function shall be to furnish information and services needed by the committee.

3. Duration

It is intended that **committee members be appointed by the Board for a term of up to four (4) years.** ~~not serve more than a total of four (4) years on the same committee.~~ If at the end of a four (4) year-term a member wishes to remain on the committee, the Board invites and encourages the member to complete a new application for committee membership.

4. Selection of Members

Committee members and alternates shall be appointed or approved by the Board of Education, and serve thereafter at the pleasure of the Board.

5. Selection of Alternates

If the need arises, alternate members may be appointed or approved by the Board.

F. Officers

1. Officers

The officers of a district advisory committee shall be a chairperson, a vice chairperson, a secretary, and such other officers as a committee may deem desirable.

2. Election and Term of Office

The officers of a district advisory committee shall be elected as soon as feasible after the first meeting, and in no case later than the conclusion of the third regular meeting. They shall serve one (1) year, or until the committee's task is completed. The rotation of 'Chair' is strongly encouraged.

3. Notification

The Board and superintendent shall be presented with a list of officers following the election.

4. Definition of Roles

It is important that each member of a district advisory committee understand his/her own role as well as the roles of the other members. By an understanding of these roles the committee will better fulfill its responsibilities and functions. The roles of committee members are as follows:

a. Committee Chairperson

- (1) Works closely with the other officers of the committee and the district representative to plan each meeting and make proper notification of meetings to each member.
- (2) Presides at all meetings, maintains order and sees that the meeting is properly adjourned.
- (3) Takes general responsibility for the maintenance of committee minutes and other records.
- (4) Sees that business is ordered, considered and disposed of properly.
- (5) Reports to the superintendent directly on behalf of the committee. Thus, comments by individual members shall not be construed as the committee's position.
- (6) Is an impartial, conscientious arbiter of discussion and debate and insists on fairness in the actions and debate of the members.
- (7) Is responsive to the concerns of all members and visitors.
- (8) Directs the preparation of reports of the actions of the committee and submits them to the superintendent through the district representative.

b. Vice-Chairperson

- (1) Substitutes for the chairperson during his/her absence and represents the chairperson in assigned duties.
- (2) Performs such other duties as may be assigned by the chairperson or by the committee.
- (3) In the event that the chairperson cannot fulfill his/her term of office, the vice-chairperson shall serve in that capacity for the remainder of the term.

c. Recording Secretary

- (1) Keeps accurate, complete minutes of all meetings, both regular and special, and promptly transmits them to the chairperson and the district representative.
- (2) Is custodian of the committee's records.

- (3) Sees that all notices are duly given.
- (4) Keeps the committee's membership and attendance records, including the address and telephone number of each member.
- (5) Keeps a list of special duties of the members.
- (6) Prepares a copy of the order of business for the presiding officer and reminds the presiding officer of the order of business and time limitations, when necessary.
- (7) Performs all duties incident to the office of secretary and such other duties as may be assigned to the office by the chairperson or by the committee.
- (8) Keeps on file a summary written report of actions of the committee.

d. District Representative (Appointed by the superintendent)

- (1) Serves as the appointed district representative and as a communication link between the committee and the other district administrative staff.
- (2) Provides staff services to the committee.
- (3) Arranges for the typing, reproduction and distribution of all minutes, reports, letters and other records and communications of the committee.
- (4) Arranges any resource allocations needed by the committee to carry out designated functions. All such allocations shall be approved by the superintendent.

e. All Members

- (1) Participate regularly in committee meetings and carry out committee assignments.
- (2) Become knowledgeable about the topics to be considered by the committee and their impact on the District.
- (3) Serve as a communications link between the committee and any group they may represent, keeping such groups informed of actions and activities of the committee.
- (4) Avoid use of committee membership/position for personal purposes.

f. Board Members

Applies when Board members are appointed as liaison members to a committee.

- (1) Provide liaison between the committee and the Board of Education. Keep the Board informed of discussion and actions of the committee(s).

- (2) Represent the position of the entire Board in all committee deliberations on subjects where the Board has taken a position.
- (3) May not serve as an officer of a committee.
- (4) Are not voting members.

G. Meetings

1. Regular Meetings

District advisory committees shall meet regularly as determined by each committee at the first general meeting. Meetings shall be scheduled to permit the greatest number of members to attend. The first official meeting of district advisory committees shall be held as soon as practicable following completion of appointments.

2. Special Meetings

Special meetings may be called by the chairperson, by majority vote of a committee, or at the request of the Board of Education.

3. Place of Meetings

All regular meetings shall be held within the geographical boundaries of the school district.

4. Notice of Meetings

Notification of all meetings shall be duly publicized at least two (2) days in advance.

5. Openness of Meetings

All meetings of committee shall be held as open meetings.

6. Agenda

The chairperson, in consultation with the district representative, shall be responsible for preparation of the agenda for each meeting. When appropriate, the agenda shall include an opportunity for presentation of new business from the floor, and shall provide for public comment.

7. Decisions

All decisions of the district advisory committees shall be made only upon an affirmative vote of a majority of its members in attendance, provided a quorum is present.

8. Quorum

A quorum consists of a simple majority of the committee, excluding vacancies.

9. Minutes

Minutes shall be kept for each meeting and submitted for approval at the next meeting. The minutes of the meeting shall be made available for any interested person or group.

10. Subcommittees

Subcommittees may be established as necessary and may include participants other than appointed members.

H. Operation

A guide for the operation of district advisory committees is as follows:

1. Selection of members
 2. Orientation of members
 3. Outline of procedures
 4. Election of officers
 5. Selection of materials and resources
 6. Work on the project
 7. Report of findings by members
 8. Agreement on reports
 9. Development of committee recommendations
 10. Delivery of recommendations to Board and superintendent
 11. Consideration of suggestions by Board and superintendent and staff
 12. Action by the Board of Education and dissolution of committee
- Each committee shall evaluate its own operation and make needed changes.

I. Orientation

Orientation and general information shall be provided for district advisory committees as needed. This shall be a shared responsibility of the committee chairperson, Board representative and district representative. Inservice training shall be provided if requested by the committee.

J. Limitations

Reproductions of district advisory committee products, such as newsletters, handbooks and general communications must be previewed by the superintendent or his designee prior to distribution.

Responsibility for the establishment of policy is vested by law in the district's elected Board of Education.

K. District Support

The Board may establish an operation budget for a committee, as deemed necessary. The district representative shall see that reasonable committee needs for typing services, franking assistance, duplicating services, inservice education, conference/convention attendance, etc., are met.

IV. RELATED FORMS

Application for Membership District Advisory Committee(s)

V. APPROVAL

SUPERINTENDENT

Eugene Tucker

DATE 3/10/94

ADDITIONAL PDF DETAIL
REFERENCE
MANAGEMENT RESOURCES

ADOPTED

REVISED

CSBA DATE
March 10, 1994

DISTRICT GOAL

TO: BOARD OF EDUCATION

ACTION/MAJOR
01/05/2006

FROM: JOHN E. DEASY/WINSTON BRAHAM/WALLY BERRIMAN

RE: ADOPTION OF POLICY 3514.1 - HAZARDOUS SUBSTANCES

RECOMMENDATION NO. A.16

It is recommended that the Board of Education adopt Board Policy 3514.1 Hazardous Substances to insure that hazardous substances are inventoried, used, stored and regularly disposed of in a safe and legal manner, and that 'green' environmentally friendly products be used in lieu of more toxic substances whenever possible.

Comment: The version of the proposed policy is returning with new language noting the districts intention to use 'green' products. This relevant text is underlined.

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

Santa Monica-Malibu District Policy Detail

<u>NUMBER</u>	<u>ARTICLE</u>	<u>TITLE</u>
3514.1	Business and Non-Instructional Operations	Hazardous Substances

<u>SUBTOPIC</u>	<u>POLICY</u>	<u>REGULATION</u>	<u>EXHIBIT</u>
Hazard Waste		x	

DETAIL

The Governing Board recognizes that potentially hazardous substances are used in the daily operations of our schools. The Superintendent or designee shall ensure these substances are inventoried, used, stored and regularly disposed of in a safe and legal manner.

Insofar as possible, the Superintendent or designee shall minimize the quantities of hazardous substances stored on school property and shall substitute less dangerous materials for hazardous substances. Specifically, the district will procure and use "green" environmentally friendly products (as defined by the most current City of Santa Monica environmentally preferable purchasing criteria) whenever possible, to reduce harm to the environment and contribute to the sustainable city effort in Santa Monica.

As a priority, the district will focus on identifying and reducing the amounts of hazardous and toxic materials found its operations, including janitorial services, pest control, fleet maintenance and building maintenance. Furthermore, the district will seek to identify the most hazardous and toxic materials used and the highest volume products used in order to target these products for reduction and elimination, if possible.

The district will accomplish this by purchasing less toxic or less hazardous products for use, using existing products more efficiently and effectively, utilizing alternative physical or other methods to accomplish the same task, and other strategies identified by the district. Whenever the preceding steps fail to achieve the goal of reducing or eliminating the use of a dangerous product, employees shall review and follow manufacture instructions, product labels and material safety data sheets, and implement appropriate work practices, safety measures, use of personal protective equipment and engineering controls to minimize the risk to human health and the environment.

Hazard Communication Program

The Superintendent or designee shall develop, implement and monitor a written hazard communication program in accordance with state law. As part of this program, he/she shall ensure that employees are fully informed about the properties and potential hazards of substances to which they may be exposed and that material safety data sheets are readily accessible to them.

Teachers shall instruct students about the importance of proper handling, storage, disposal and protection when using any potentially hazardous substance.

Legal Reference:

EDUCATION CODE

49341 Legislative findings

49401.5 Legislative intent; consultation services

49411 Chemical listing; compounds used in school programs; determination of shelf life; disposal

FOOD AND AGRICULTURE CODE

12981 Regulations re pesticides and worker safety

HEALTH AND SAFETY CODE

25163 Transportation of hazardous wastes; registration; exemptions; inspection

25500-25520 Hazardous materials release response plans; inventory

LABOR CODE

6360-6363 Hazardous Substances Information and Training Act

CODE OF REGULATIONS, TITLE 8

5194 Hazard Communication

(9/88 12/89) 2/97

TO: BOARD OF EDUCATION

ACTION/MAJOR

01/05/06

FROM: JOHN E.DEASY/JULIA BROWNLEY

RE: ADOPTION OF POLICY 3514.2 - INTEGRATED PEST MANAGEMENT

RECOMMENDATION NO. A.17

It is recommended that the Board of Education adopt Board Policy 3514.2 Integrated Pest Management to implement an integrated pest management program that incorporates effective least toxic pest management practices.

Comment: The policy was adopted on November 3, 2005. Additional wording has been incorporated in the policy.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

Santa Monica-Malibu District Policy Detail

<u>NUMBER</u>	<u>ARTICLE</u>	<u>TITLE</u>		
3514.2	Business and Non-Instructional Operations	Integrated Pest Management		
<u>SUBTOPIC</u>		<u>POLICY</u>	<u>REGULATION</u>	<u>EXHIBIT</u>
Pest Control		X		

DETAIL

The Superintendent or designee shall develop and implement an integrated pest management program that incorporates effective least toxic pest management practices. The program will include and implement strategies to manage unwanted foliage through non-chemical means or using the least toxic herbicides.

Integrated pest management is a strategy that focuses on long-term prevention or suppression of pest problems through a combination of techniques such as monitoring for pest presence and establishing treatment threshold levels, using non-chemical practices to make the habitat less conducive to pest development, improving sanitation, and employing mechanical and physical controls. (Food and Agricultural Code 13181)

The goal of this policy is to minimize and, where possible, eliminate the use of hazardous chemical pesticides on SMMUSD property while effectively managing pests.

The District and all of its departments and functions, including contracted services involved in pest management, shall make decisions regarding the planning, design, and maintenance of grounds and open space and the management of both structural and landscape pests consistent with the principles of integrated pest management, as outlined in this Policy. The purpose of this policy is to direct and guide district operations that manage pests via District staff or contractors within District-owned or managed property to do so in a manner that will:

- Reduce the risks to human health (students, employees, parents and other visitors to the campuses) associated with pest management in general, and more specifically with the application of chemical pesticides;**
- Provide long-term, cost effective control of pests;**
- Protect and enhance the city's and region's natural resources, particularly the Santa Monica Bay ;**
- Create awareness and knowledge among District staff of integrated pest management techniques;**
- Comply with federal and state pest control laws and stormwater pollution prevention regulations;**
- Support the goals of Santa Monica 's Sustainable City Plan.**

Staff will report to the Board of Education on an annual basis regarding the frequency and quantity of pesticide and herbicide applications on all school property.

Legal Reference:**EDUCATION CODE**

17608-17613 Healthy Schools Act of 2000

17366 Legislative intent (fitness of buildings for occupancy)

48980.3 Notification of pesticides

FOOD AND AGRICULTURAL CODE

11401-12408 Pest control operations and agricultural chemicals

13180-13188 Healthy Schools Act of 2000

GOVERNMENT CODE

3543.2 Scope of representation; right to negotiate safety conditions

6250-6277 California Public Records Act

CODE OF REGULATIONS, TITLE 8

340-340.2 Employer's obligation to provide safety information

5142 Heating, ventilating and air conditioning systems; minimum ventilation

5143 Mechanical ventilating systems; inspection and maintenance

UNITED STATES CODE, TITLE 7

136-136y Insecticide, Fungicide and Rodenticide Act

CODE OF FEDERAL REGULATIONS, TITLE 40

763.93 Management plans

763.94 Record keeping

Management Resources:**CDE PUBLICATIONS**

Indoor Air Quality, A Guide for Educators, 1995

U.S. ENVIRONMENTAL PROTECTION AGENCY

Pest Control in the School Environment: Adopting Integrated Pest Management, 1993

WEB SITES

CDE: <http://www.cde.ca.gov>

California Department of Pesticide Regulation: <http://www.cdpr.ca.gov>

U.S. EPA: <http://www.epa.gov> 07/01

TO: BOARD OF EDUCATION

FROM: SUPERINTENDENT/TIMOTHY R. WALKER

RE: APPROVAL OF SPECIAL EDUCATION CONTRACTS

ACTION/MAJOR
01/05/06

RECOMMENDATION NO. A.18

It is recommended that the Board of Education approve the following Special Education Contracts for fiscal year 2005-2006 as follows:

NPS/NPA

2005-2006 Budget 01-65000-0-57500-11800-5825-043-1400

Nonpublic School/Agency	Student DOB	Service Description	Contract Number	Cost Not to Exceed
Excelsior Youth Center	10-18-84	NPS	#62	\$ 9,507
Autism Partnership	06-12-02	NPA - Behavior Therapy	#129	\$ 34,160
Center for Autism & Related Disorders (C.A.R.D.)	01-07-94	NPA - Behavior Therapy	#130	\$ 8,400
Computer Access Center	06-11-87	NPA - AT Assessment	#131	\$ 460
Computer Access Center	10-20-93	NPA - AT Assessment	#132	\$ 460
Kayne-Eras Center Contract Increase	12-12-85	NPS	#57 UC06282	\$ 139
Oak Grove Contract Increase	09-26-90	NPS - add speech	#16 UC06016	\$ 645
Kayne-Eras Center Contract Increase	10-18-87	NPA - add counseling	#119 UC06291	\$ 2,372
Correction of Name Only non-public school name should be Village Glen Westside instead of Bridgeport School - this was previously board approved on 07-28-05. There is no change in funding.	07-23-90	NPS	#1 UC06001	

Amount Budgeted NPS/NPA 05/06	\$ 3,100,000
Prior Board Authorization as of 12/08/05	\$ 3,009,536
Balance	\$ 90,464

Positive Adjustment	\$ 95,493
(See attachment)	\$ 185,957

Total Amount for these Contracts	\$ 56,143
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Balance	\$ 129,814
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Adjustment NPS/NPA Budget 01-65000-0-57500-11800-5825-043-1400					
There has been a reduction in authorized expenditures of NPS/NPA contracts for FY 2005-06 in the amount of \$ 95,493 as of January 5, 2006.					
Nonpublic School/ Agency	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment
Frostig Center	NPS	#7 UC06007	E	\$ 34,542	Student now at LAUSD.
Poseidon	NPS	#18 UC06017	E	\$ 22,363	Student no longer in District.
Village Glen Valley	NPS	#28 UC06027	E	\$ 34,488	Student transferred to a different NPS.
Can Do Kids, Inc.	NPA	#98 UC06242	E	\$ 3,300	Contract not needed (service not provided).
Can Do Kids, Inc.	NPA	#107 UC06268	E	\$ 800	Contract not needed (service not provided).

Instructional Consultants

2005-2006 Budget 01-65000-0-57500-11800-5802-043-1400

Instructional Consultant	Student DOB	Service Description	Contract Number	Cost Not to Exceed
Deborah Bohn	10-16-01	Instr.Consultant - PT Evaluation	#74	\$ 300
Lisa B.White	03-05-02	Instr.Consultant - PT Evaluation	#75	\$ 300
Lisa B.White	03-07-02	Instr.Consultant - Physical Therapy	#76	\$ 6,750
Lisa B.White	10-11-02	Instr.Consultant - PT Evaluation	#77	\$ 300
Lisa B.White	12-17-02	Instr.Consultant - PT Evaluation	#78	\$ 300

Instructional Consultant	Student DOB	Service Description	Contract Number	Cost Not to Exceed
Lisa B.White	02-04-02	Instr.Consultant - Physical Therapy	#79	\$ 3,125
Lisa B.White	02-19-00	Instr.Consultant - Physical Therapy	#80	\$ 6,250
Lisa B.White	08-28-02	Instr.Consultant - PT Evaluation	#81	\$ 300
Tejal Shah	05-28-01	Instr.Consultant - Physical Therapy	#82	\$ 2,645
Tejal Shah	06-15-97	Instr.Consultant - Physical Therapy	#83	\$ 2,645
Tejal Shah	01-07-99	Instr.Consultant - Physical Therapy	#84	\$ 690
Tejal Shah	08-26-94	Instr.Consultant - Physical Therapy	#85	\$ 2,645
The Speech Therapy Group -Nancy Barrows	11-17-99	Instr.Consultant - Speech/Language	#86	\$ 2,700
Yvette Brewer	10-11-12	Instr.Consultant - Physical Therapy	#87	\$ 8,100
Adrian Whitchello-Scott Contract Increase	03-03-92	Instr.Consultant - AT Assessment & attend IEP.	#66 UC06294	\$ 200
Linda Schulman Contract Increase	12-6-01	Instr.Consultant - Speech/Language	#32 UC06133	\$ 480
Tom Metz Contract Increase	10-31-90	Instr.Consultant - Speech/Language	#45 UC06163	\$ 642

Amount Budgeted Instructional Consultants 05/06	\$ 410,000
Prior Board Authorization as of 12/08/05	<u>\$ 366,045</u>
Balance	\$ 43,955
 Total Amount for these Contracts	 <u>\$ 38,372</u>
Balance	\$ 5,583

Non-Instructional Consultants
2005-2006 Budget 01-65000-0-57500-11800-5890-043-1400

Instructional Consultant	Student DOB	Service Description	Contract Number	Cost Not to Exceed
Parent Reimbursement	01-04-99	Non-Instr. Consultant-Mileage reimbursement for school year 2005-2006.	#11	\$ 400
Parent Reimbursement	10-16-00	Non-Instr. Consultant-Speech/Language reimbursement for school year	#12	\$ 18,018
Parent Reimbursement	04-29-88	Non-Instr. Consultant-Travel reimbursement	#8 UC06275	\$ 220
Contract Increase				

Amount Budgeted Non-Instructional Consultants 05/06	\$ 225,000
Prior Board Authorization as of 12/08/05	\$ 73,906
Balance	\$ 151,094

Total Amount for these Contracts	\$ 18,638
Balance	\$ 132,456

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

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

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

TO: BOARD OF EDUCATION

ACTION/MAJOR
01/05/06

FROM: SUPERINTENDENT/MICHAEL D. MATTHEWS

RE: NON-REPRESENTED EMPLOYEES COMPENSATION AGREEMENT
(MANAGEMENT/SUPERVISORY/CONFIDENTIAL)

RECOMMENDATION NO. A.19

It is recommended that the Board of Education approve a salary increase of 3% effective January 1, 2006 for all Non-Represented Employees (Management/Supervisory/Confidential).

COMMENT: The Superintendent and Assistant Superintendents have met with a group representing classified and certificated management employees. Following the discussion the representatives presented a proposal to increase the management salary schedule and pay for confidential employees by three percent (3%) effective January 1, 2006.

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

TO: BOARD OF EDUCATION

ACTION/MAJOR
01/05/06

FROM: JOHN E. DEASY

RE: BOARD OF EDUCATION - LIAISON ASSIGNMENTS TO DISTRICT
ADVISORY COMMITTEES

RECOMMENDATION NO. A.20

It is recommended that the Board of Education approve the 2006 liaison assignments for members of the Board to the District Advisory Committees shown on the attached chart.

COMMENT: Board Members will forward their selections for DAC Liaison assignments to the Board President. The Board President and Vice-President will review the information and present the assignments at the meeting.

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

Board of Education/ Liaison Assignments/ 2006

District Committees

District Committee	<u>Staff</u> Liaison	Board Liaison Assignment	Meetings
Ad Hoc Master Facilities	Winston Braham		Calendar to be determined
Child Care and Development DAC	Judy Abdo		3 rd Tuesdays - CDS Auditorium
Community Health and Safety DAC	Marolyn Freedman		Monthly, usually the 3 rd Wednesday – 7pm
ELAC	Aida Diaz		Monthly, usually Friday – 9-11am, various sites
Fine Arts DAC	Tom Whaley		Monthly, Thursday's p.m.
Financial Oversight Committee	Winston Braham		Monthly, 2 nd & 4 th Tuesdays – 10am
Intercultural Advisory Council DAC	Peggy Harris		Monthly, 1 st Tuesday
Special Education DAC	Tim Walker		TBA Monthly 7pm Samohi Cafeteria
Sports and Physical Education DAC	Mike Matthews		Four times a year - 7 p.m. , various sites
Technology DAC	Amy Fowler		Monthly, 2 nd Tuesday -4-6 pm AEC Room 20

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

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

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

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

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

dacbdliaison2006

12/1/05

TO: BOARD OF EDUCATION

DISCUSSION

01-05-06

FROM: JOHN E. DEASY/DONNA E. MUNCEY

RE: PROPOSED REVISIONS TO DISTRICT ADVISORY COMMITTEE
CHARGES RECEIVED FROM DISTRICT ADVISORY COMMITTEES

DISCUSSION ITEM NO. D.1

At the Board of Education meeting on 9/22/05, proposed charges for each of the Board of Education's District Advisory Committees were discussed. Staff made revisions based on the discussion and the proposed charges were sent to the district/staff liaison to each committee to review with committee members. Several committees did not request revisions to the proposed charges sent to them for review. Four committees (Technology, Child Care and Development, Special Education, and Community Health and Safety) have requested revisions to the proposed charge given to them. Following the list of District Advisory Committees, each of the proposed charges are included. For those committees requesting revisions, copies of the proposed charge and the requested revision are included.

District Advisory Committee	Staff Liaison
District English Language Advisory Council	Aida Diaz
Child Care and Development	Judy Abdo
Community Health and Safety	Marolyn Freedman
Fine Arts	Tom Whaley
Intercultural Advisory Committee	Peggy Harris
Special Education	Tim Walker
Sports and Physical Education	Mike Matthews
Technology	Amy Fowler

English Learners District Advisory Committee

The charge of the English Learners District Advisory Committee shall be:

- C In accordance with State and/or Federal regulations, the English Learners District Advisory Committee is charged with collecting, reviewing, and analyzing data and collecting public opinion concerning issues related to Bilingual students and their achievement on the California State Standards in English, Mathematics, Science, and Social Studies, as well as their mastery of English. The Board will review your findings in your annual report.

- C Serve as a vehicle for parents, community, and students to communicate with the Board of Education on matters related to successful participation in the bilingual education process of students and parents who come from a myriad of socio-economic, ethnic, cultural, and linguistic backgrounds.
- C To assist, inform, and support the Master Facilities Planning Committee on issues related to bilingual education needs.

Fine Arts District Advisory Committee

The charge of the Fine Arts District Advisory Committee shall be:

- C To serve as a vehicle for parents, community, teachers, and students to communicate with the Board of Education on matters related to all students' equitable access to and successful participation in comprehensive, sequential, standards-based PreK-12 Arts Education. A comprehensive arts education program, with the arts taught as discrete disciplines, should be an integral part of the core curriculum offered to all students at all grade levels.
- C Assess our current visual and performing arts program (dance, music, theater, and visual arts). Compare the District's curriculum, scheduling, staffing, instructional materials, equipment, and facilities with national and state standards and frameworks.
- C Work with various agencies to explore and generate funding to support the visual and performing arts programs.
- C To assist, inform, and support the Master Facilities Planning Committee on issues related to fine arts needs.

Intercultural Advisory Council

The charge of the Intercultural Advisory Council shall be:

- C Provide input on district and school site efforts to facilitate the building of bridges of understanding between diverse student and parent populations so that all groups feel connected to, and part of, the school community.
- C Serve as a vehicle for parents, community, and students to communicate with the Board of Education on matters related to the successful participation in the educational process of students and parents who come from a myriad of socio-economic, ethnic, cultural and linguistic backgrounds. For example, the council might explore ways to provide support to minority students who are enrolled in advanced placement or honors classes.
- C Provide a forum for the articulation of ideas and activities being implemented at the district and at school sites, and in the greater community that are successfully meeting the needs of our diverse student body and parent population.
- C To assist, inform, and support the Master Facilities Planning Committee on issues related to successfully supporting the achievement of all students.

Sports and Physical Education District Advisory Committee

The charge of the Sports and Physical Education District Advisory Committee shall be:

- C To serve as a vehicle for parents, community, and students to communicate to the Board of Education on matters related to sports programs and the overall quality of our physical education program.
- C To investigate and make recommendations on the feasibility of implementing an intramural program at our middle and high schools.
- C To work with various agencies to explore and generate funding to support the sports and physical education programs.
- C To assist, inform, and support the Master Facilities Planning Committee on issues related to sports and physical education needs.

Proposed Charge

Community Health and Safety District Advisory Committee

The charge of the Community Health and Safety District Advisory Committee shall be:

- C Identify and assist in obtaining community resources to enhance health and safety in the schools.
- C To support and assist WestEd and the City of Santa Monica in the external evaluation of our School-Based Mental Health programs.
- C Review the literature and best practices associated with healthy eating and suggest ways to improve our delivery and student consumption of meals that are aimed at the reduction of childhood obesity and establishing healthy life-long eating habits.
- C Propose ways to support prevention of and early intervention to reduce the impact of youth violence on individuals, schools, and the community.
- C To assist, inform, and support the Master Facilities Planning Committee on issues related to community health and safety needs.

Committee's Recommended Revision to Charge

Community Health and Safety District Advisory Committee

The charge of the Community Health and Safety District Advisory Committee shall be:

- C monitor contemporary issues in health and safety that have a direct impact on school age children
- C encourage developmentally appropriate health education in all schools
- C identify community resources to enhance health and safety in schools
- C identify community resources to provide supplemental mental health supports for children and families
- C recommend supports and policy related to nutritional programs and physical activity for students

- C encourage and monitor the implementation of violence prevention and intervention programs for students
- C support and assist WestEd and the City of Santa Monica in the external evaluation of our school-based mental health programs
- C assist, inform, and support the Master Facilities Planning Committee on issues related to community health and safety needs

Proposed Charge

Child Care and Development District Advisory Committee

The charge of the Child Care and Development District Advisory Committee shall be:

- C Explore ways to insure that children begin kindergarten ready to undertake (socio-emotionally and academically) the State's standards-based curriculum.
- C Explore and propose ways to insure that multiple, cost-effective, high-quality options for child care exist. Describe ways to strengthen existing child care services.
- C To assist, inform, and support the Master Facilities Planning Committee on issues related to child care and development needs.

Committee's Recommended Revision to Charge

Child Care and Development District Advisory Committee

The charge of the Child Care and Development District Advisory Committee shall be:

- C Explore ways to insure that children begin kindergarten ready to undertake (socio-emotionally, physically, and cognitively) the State's standards-based curriculum and explore ways for the kindergarten programs to be ready to respond to the needs of individual children.

Deliverables

- C CDS staff will participate in meetings of the kindergarten teachers group on an ongoing basis.
- C Participate in the RAND conference on Preschool Standard proposals on November 19, 2005. Participate in follow-up activities.
- C With Information Services, document preschool enrollment in database to allow follow up in the future.
- C Explore and propose ways to insure that multiple, affordable, high-quality options for child care exist. Describe ways to strengthen and enhance existing child care services.

Deliverables

- C Determine cost of wrap-around preschool care.
- C Attend trainings on Desired Results assessments for all programs.
- C Document after school options in the community.

- C To assist, inform, and support the Master Facilities Planning Committee on issues related to child care and other child development needs.

Deliverables

- C Submit CDS facilities-need form to committee.
- C Meet with consultants and committee members to provide information about the needs of CDS programs.

Proposed Charge

Special Education District Advisory Committee

The charge of the Special Education District Advisory Committee shall be:

- C Serve as a vehicle for parents, teachers, students, and community members to communicate with the Board of Education on matters concerning the equitable access to and successful participation in beneficial educational programs for all learners with disabilities.
- C Create a comprehensive special education parent handbook to be published and distributed by the District in English and Spanish with specific emphasis on helping parents new to special education.
- C Work with various agencies to explore and generate funding to help support special education programs.
- C To assist, inform, and support the Master Facilities Planning Committee on issues related to special education needs.

Committee's Recommended Revision to Charge

Special Education District Advisory Committee

The charge of the Special Education District Advisory Committee shall be:

- C The Special Education District Advisory Committee will serve as a vehicle for parents, teachers, students, and community members to communicate with and advise the Board of Education on its proposed implementation of the Special Education Strategic Plan and on all matters concerning the equitable access to, and successful participation in, beneficial education programs for all learners with disabilities.

Measurement: Quarterly reports will be provided to the Board of Education on issues emerging in the special education community as they relate to the charge.

- C Contingent upon the prior commitment of funding by the Board of Education to the resources needed for its publication in Spanish and English, the Special Education District Advisory Committee will present a special education parent handbook with an emphasis on helping parents new to special education.

Measurement: After the Board has approved funding for its production, Special Education District Advisory Committee members will deliver a draft of a Special Education Parent Handbook.

- C The Special Education District Advisory Committee will work with various agencies to explore and recommend ways to generate funds and to collaborate in the support [of] special education programs.

Measurement: Informal meetings by Special Education District Advisory Committee members will be arranged with members of community groups to explore fundraising possibilities.

- C The Special Education District Advisory Committee will develop and present special education facilities needs assessments to the Ad Hoc Facilities Committee.

Measurement: Informal meetings will be held by Special Education District Advisory Committee members with co-chairs of the Ad Hoc Facilities Committee, with periodic reports shared with the Special Education District Advisory Committee by that committee.

Proposed Charge

Technology District Advisory Committee

The charge of the Technology District Advisory Committee shall be:

- C To serve as a vehicle for parents, community, and students to communicate to the Board of Education on matters related to technology and the integration of instructional technology into classrooms and schools.
- C To provide a forum for the articulation of ideas, activities, and strategies to support the integration of instructional technology into classrooms and schools.
- C To assist, inform, and support the Master Facilities Planning Committee on issues related to technology needs.
- C To review the District Technology Use Plan use and propose modifications to the five-year plan.

Committee's Recommended Revision to Charge

Technology District Advisory Committee

Proposed revision of the charge of the Instructional Technology Committee charge to continue assisting the District in assessing and implementing use of technology in the instructional curriculum and in the workplace. It is recommended that the Committee review and assess:

- C Instructional programs currently offered which include use of technology.

- C Curriculum including vocational education and instructional materials.
- C Use of technology in the community.
- C Funding models including use of grants.
- C Staffing for support and use of technology
- C Attitudes and knowledge of students, faculty, staff and community towards technology in instructional and workplace settings.

It is further recommended that the Committee:

- C Maintain the District Technology Use Plan, which includes the District vision statement, goals, time-lines, and assessment as well as guidelines for school site technology plans.

In order not to duplicate efforts of other groups, the Instructional Technology Committee is directed to coordinate its work with School Improvement and other District efforts

The Instructional Technology Committee will present its work during the Spring of each school year. To achieve this goal the Board will make committee appointments on a regular basis.

TO: BOARD OF EDUCATION

DISCUSSION

01/05/06

FROM: JOHN E. DEASY/SUPERINTENDENT

RE: STAFF RECOMMENDATION FOR STUDENTS WHO DO NOT PASS THE
CALIFORNIA HIGH SCHOOL EXIT EXAM (CAHSEE)

RECOMMENDATION NO. D.2

CAHSEE

Beginning with the Class of 2006, students must pass the California High School Exit Examination (CAHSEE) in order to graduate. There have been several attempts to delay the implementation of the graduation requirement for another year or two. However, the governor has vetoed these attempts, and at this moment, we must assume that there will be no change to the law.

The CAHSEE has two sections, English Language Arts and Mathematics. The passing score for both exams has been set at 350. Students with special needs who pass the test with the modifications may be granted a waiver by their local school system. Santa Monica-Malibu District Policy Number 6162.52 describes the process by which a student with a disability who has taken the high school exit examination with modifications that alter what the test measures and has received the equivalent of a passing score on one or both subject matter parts of the examination may be granted a waiver of the requirement to successfully pass the high school exit examination. Earlier this year, the Board of Education approved waivers for twelve seniors who met the requirements for a waiver.

Current seniors first took the CAHSEE test in March or May 2004. Students who did not pass one or both sections had two additional opportunities to take the test during their junior year, and will have three opportunities to take the exam this year.

There have been several supports and interventions established for those students who experience difficulty passing the CAHSEE. The State of California provided each tenth grade student with an English Language Arts and Mathematics study guide for the CAHSEE. SMMUSD has taken several additional steps to support students as they work to pass the CAHSEE. All students take a CAHSEE pre-test in mathematics either in 9th or 10th grade that helps teachers and administrators target support and intervention. After school, summer school, and during the school day intervention options are available for students who need extra support to pass either or both of the test's components.

Policy Implications

The Board has clearly identified the requirements to graduate and receive a Santa Monica-Malibu Unified Diploma from high school. The introduction of the mandate that graduation and subsequent

receipt of a high school diploma is contingent upon passing the CAHSEE has a number of policy implications. Clearly no one who fails the High School Exit Exam can receive a diploma. The central issue for the Board is participation in the commencement ceremony. Students who fail to meet any of the local standards for graduation do not participate in the commencement ceremony. This will remain the same practice. At issue are the students who successfully achieve all of the requirements set forth in our local set of expectations for graduation, but who fail to pass the High School Exit Exam. While there are several options for these students to continue to work at passing the Exam and successfully obtaining a diploma, the question that needs to be resolved is their participation in the ceremony. Simply put, do students who pass all local requirements and have failed to pass the High School Exit Exam (which by implicit statement means they have taken the exam) and who have exercised all of their options to take the exam in the offerings provided by the State, participate in the ceremony but not receive a diploma?

Staff and the Superintendent recommend that these students participate in the commencement ceremony, but do not receive a diploma. They may receive a certificate of attendance and completion of local requirements, but not a Santa Monica-Malibu High School Diploma. These students will also be counseled on their options for obtaining a diploma in the future. We believe that it does not serve a student at all to deny him/her access to the ceremony, but follow the criteria of the State with regard to the diploma. This decision has been relegated to local school districts to resolve. As you may know there have been a variety of decisions reached by those districts who have made such a decision to date. There is no unanimity among the superintendents or the districts as to this situation.

One point of clarity is in order. Participation in the ceremony for students who have not passed the High School Exit Exam is recommended for only those students who have successfully passed all local requirements AND have taken the High School Exit Exam. A student who has chosen not to take the exam is not included in this policy and thus would not be allowed to participate in the ceremony.

At the meeting a chart will be provided that will indicate the number of students, location, and education status of those who are affected by this policy for June of 2006.

TO: BOARD OF EDUCATION

DISCUSSION

01/05/06

FROM: JOHN E. DEASY/MICHAEL D. MATTHEWS

RE: CLASS SIZE - BOARD MEMBER REQUEST

DISCUSSION ITEM NO. D.3

In response to Board member requests, staff will provide information about class size in grades 4-12. As per the specifics of the Board request, in the secondary schools, the report will focus on the core subject areas of Math, Science, English and Social Science. The report will contain the following:

- C Average class size in 4th and 5th grades
- C Average class size in middle school Math, Science, English and Social Science
- C Average class size in Honors and Advanced Placement Classes
- C The number of classes with more than 35 students, by grade and subject
- C The number of classes with fewer than 25 students, by grade and subject
- C The process by which FTE's (Teacher Full Time Equivalents) are assigned to a school
- C The master scheduling process
- C Research on the impact of class size
- C State and District funding Issues related to class size

TO: BOARD OF EDUCATION

INFORMATION

01/05/06

FROM: JOHN E. DEASY / TIMOTHY R. WALKER

RE: DISTRICT SPECIAL EDUCATION VERIFICATION REVIEW

INFORMATION COMMUNICATION NO. I.1

On October 12, 2005 the Superintendent received a communication from the manager of the Focused Monitoring and Technical Assistance Unit 1, a component of the California Department of Education, Special Education Division.

The communication clarified that the student and systemic level corrective actions that were required from the on-site Special Education Verification Review conducted on March 8-9, 2004 and May 24-28, 2004 have been addressed and are now complete.

The Systemic Corrective Actions centered around the following areas:

- Provision of evaluation plan within the established timeline which includes all required contents.

- Notification to all administrators and staff of the District's policies and procedures related to provision of evaluation plans described above.

- Provision of inservice training for staff and administrators related to the provision of evaluation plans as described above.

- Provision to CDE a list of children referred for Special Education within a six-month period of time.

In completion of the review cycle, the Verification Review team will make one more visit to the District prior to the end of the 2005-2006 school year to pull additional files as a part of a follow-up review.

Recently, the District was notified that all past open compliance complaints have been closed.

TO: BOARD OF EDUCATION

INFORMATION

1/05/06

FROM: JOHN E. DEASY/DONNA E. MUNCEY

RE: TITLE 1 CALIFORNIA STATE ACADEMIC ACHIEVEMENT AWARD
ELIGIBILITY FOR MCKINLEY ELEMENTARY SCHOOL

INFORMATION ITEM NO. I.2

Earlier this week we received word that McKinley Elementary School is eligible to receive a Title 1 California State Academic Achievement Award. Principal Irene Gonzalez and her staff are preparing the two-page application and, later this year, they will be honored at the Statewide Title 1 Conference.

The purpose of the AAA Program, pursuant to the Section 1117 (b) of the No Child Left Behind Act, is to recognize Title 1 schools that exceeded Adequate Yearly Progress (AYP) for two or more consecutive years or significantly closed the achievement gap among numerically significant subgroups. Additionally, California's rigorous criteria require Title 1 schools to have doubled their Academic Performance Index (API) growth target for two consecutive years and to have met a designated median API score in both English-language arts and mathematics. Because of McKinley's accomplishments, the State encourages McKinley to serve as a model and source of support for other schools, especially those Title 1 schools identified for Program Improvement.

Only 107 Title 1 schools in California were eligible for academic achievement awards this year. We will update the Board and the public as the school receives more information about the location and dates of the meeting.