

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

ACTION
12/08/05

RECOMMENDATION NO. A.01

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

November 03, 2005
November 17, 2005

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

12/08/05

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
Marina Data Solutions LLC # 15379 (Hank Harris) July 2005 to June 2006 Not to exceed: \$3,000	To produce the 2005-2006 template design and access database software development for literacy and math assessment results (K-12). Provide excel spreadsheets for Houghton Mifflin, Harcourt-Brace and Holt test data for SMMUSD.	Educational Services	01-00000-0-19510-10000-5802-030-1300 Assessment
Lisa Baumann November 16, 2005 Not to exceed: \$500	To provide a professional development workshop for all physical education coaches in the SMMUSD for Coordinated Approach to Child Health (CATCH) curriculum training	Educational Services	01-91221-0-19480-10000-5802-030-1300 Physical Education
Anti Defamation League 11/14/05 to 11/18/05 Not to exceed: \$2000	To provide a professional development workshop to provide tools to expose and combat the purveyors of hatred to be able to respond to whatever new challenges may arise	Samohi	01-56400-0-11100-10000-5802-015-4150 Medi Cal Grant
New Earth 9/5/2005 to 12/16/2005 Not to exceed: \$2000	To provide to students hands-on instruction, including class participation, of what poetry and expression is and how it reflects them and their lives directly.	Olympic	*01-62960-0-11100-24200-5802-014-4140 *01-90820-0-11100-10000-5802-014-4140

Contractor/Contract Dates	Description	Site	Funding
P.S. Art 9/3/05 to 6/26/06 Not to exceed: \$2500	To provide art and music to classrooms	Muir	01-90150-0- 11100-10000- 5802-005-4050
Jewish Family Services 10/7/05 to 6/26/06 Not to exceed: \$12,000	To provide two counselors to service the needs of students. Individual and group counseling as needed.	Roosevelt	01-73950-0- 11100-10000- 5802-007-4070
P.S Arts 10/05/05 to 6/26/05 Not to exceed: \$2500	Provide in-school visual art program	McKinley	01-90120-0- 11100-10000- 5802-004-4040
Santa Monica Music Academy 9/6/05 to 6/26/05 Not to exceed: \$5750	K-2nd grade general/vocal music	McKinley	01-90120-0- 11100-10000- 5802-004-4040

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

12/08/05

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>BENNETT, Leslie</u> Malibu High 01-72650-0-11100-10000-5220-010-4170 General Fund - Resource: SIP 7 - 12	Skill Path Seminars Pasadena, CA December 15, 2005	\$250 + SUB
<u>BUI, Jasper</u> John Adams Middle 01-72600-0-11100-10000-5220-011-4110 General Fund - Resource: SIP K - 6	Calif. School Library Assn. Annual Conference Ontario, CA November 18 - 20, 2005	\$300
<u>CURRY, Ed</u> McKinley Elementary 01-30100-0-11100-10000-5220-004-4040 General Fund - Resource: Title I Basic	Calif. Kindergarten Conference Anaheim, CA December 7 - 8, 2005	\$295 + SUB
<u>DEASY, John E.</u> Superintendent 01-00000-0-00000-72000-5220-020-1200 General Fund Function: Other General Administration	Assn. of Calif. School Administrators Superintendent's Symposium Monterey, CA January 25 - 27, 2006	\$1,400

NAME SITE Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>JORGENSEN, Monica</u> Franklin Elementary 01-72600-0-11100-10000-5220-002-4020 General Fund - Resource: SIP K - 6	Asperger's Syndrome, Non-Verbal Learning Disorder & High Functioning Autism La Jolla, CA November 18, 2005	\$224 + SUB
<u>POWELL, FAY</u> Will Rogers Elementary 01-73950-0-11100-10000-5220-006-4060 General Fund - Resource: School & Library Improvment.	Kindergarten Conference Anaheim, CA October 4, 2005	\$175 + SUB
Adjustments (Preapproved expenses 10% in excess of approved costs that must be approved by Board/Changes in Personnel Attendance)		
<u>LAWSON, Richard</u> Malibu High School 01-73950-0-11100-10000-5220-010-4100 General Fund - Resource: School & Library Improvmt	Strengthening Your Physical Education Prog. Long Beach, CA November 3, 2005	\$150 OVERAGE
Group Conference and Travel: In-State * a complete list of conference participants is on file in the Department of Fiscal Services		
<u>ABDO, Judy</u> <u>RIVERA, Nancy</u> Child Development Services 12-60600-0-85000-10000-5220-070-0700 Child Development Fund - Resource: General Child Care	2006 Child Care & Development State Budget Policy Workshop Los Angeles, CA February 3, 2006	\$300 TOTAL
<u>COX, Dan</u> <u>SUHD, Mike</u> Regional Occupational Program 01-35500-0-38000-10000-5220-080-7800 General Fund - Resource: Carl Perkins II	2005 Industrial Technology Conference Palm Springs, CA December 2 - 3, 2005	\$350 TOTAL + 1 SUB

<u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>DABASH, Reham</u> Child Development Services 12-60550-0-85000-10000-5220- 070-2700 Child Development Fund - Resource: State Preschool <u>SIMON, Monica</u> Child Development Services 12-60600-0-85000-10000-5220- 070-2700 Child Development Fund - Resource: General Child Care	Desired Results Developmental Profile Training Oxnard, CA November 14 - 15, 2005	\$250 \$250
<u>DeMELLO, Flavia</u> <u>TOOMEY, Kathy</u> Adult Education Center 11-63900-0-41100-10000-5220- 095-2950 Adult Education Fund - Resource: Revenue Limit: State Aid	Calif. Teachers of English to Speakers of Other Languages Los Angeles Regional Conference Los Angeles, CA October 22, 2005	\$69 TOTAL
<u>KUMASAKA, Paul</u> <u>REFF, Eric</u> Franklin Elementary 01-00000-0-11100-27000-5220- 002-4020 General Fund - Function: School Administration	Strengthening Instruction for Gifted Students through Differentiated Teaching Strategies Anaheim, CA January 31, 2006	\$358 TOTAL + 2 SUBS
<u>LIPSCOMB, Barbara</u> + 23 Additional Staff State & Federal Projects 01-40350-0-11100-10000-5220- 035-1300 General Fund - Resource: Title II	Kate Kinsella - Vocabulary Development Cerritos, CA January 18- 19 & February 23 - 24, 2006	\$12,000 TOTAL + 24 SUBS
<u>MATTHEWS, Mike</u> <u>STAINED, Doug</u> Human Resource 01-00000-0-00000-72000-5220- 025-1250 General Fund - Function: Other General Administration	Assn. of Calif. School Administrator's 29 th Personnel Institute Pomona, CA February 24, 2006	\$1,100 TOTAL
<u>MOEN, Jodee</u> <u>ROSEN, Maureen</u> Malibu High 01-73950-0-11100-10000-5220- 010-4100 General Fund - Resource: School & Library Improvment.	Calif. Elementary Education Assn. Staff Development Resources Buena Park, CA November 14, 2006	\$425 TOTAL

NAME SITE Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>MOEN, Jodee</u> <u>ROSEN, Maureen</u> Malibu High 01-73950-0-11100-10000-5220- 010-4100 General Fund - Resource: School & Library Improvemt.	Calif. Elementary Education Assn. Staff Development Resources Buena Park, CA December 8, 2005	\$425 TOTAL
<u>REFF, Eric</u> <u>SILHAVY, Dawn</u> Franklin Elementary 01-71400-0-11100-10000-5220- 002-4020 General Fund - Resource: GATE	Partners in Excellence (LAUSD Gifted Conference) Los Angeles, CA December 3, 2005	\$160 TOTAL
Out-of-State Conferences: Individual		
<u>HARRIS, Jerold</u> Roosevelt Elementary 01-73950-0-11100-10000-5220-007-4070 General Fund - Resource: School & Library Improvemt.	Visiting 2 New York Public Schools New York, NY November 1 - 2, 2005	\$800
<u>WOO, Angela</u> John Adams Middle 01-72600-0-11100-10000-5220-011-4100 General Fund - Resource: SIP K - 6	2005 Midwest Clinic - 59 th Annual Conference Chicago, IL December 13 - 17, 2005	\$75 + SUB
Out-of-State Conferences: Group		
NONE		

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

12/08/05

FROM: SUPERINTENDENT

RE: OVERNIGHT FIELD TRIP(S) 2005-2006

RECOMMENDATION NO. A.04

It is recommended that the Board of Education approve/ratify the special field trip(s) listed below for students for the 2005-2006 school year.

<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 12 45 This field trip was already approved at the November 3 Board Meeting.	Humboldt, UC San Jose, UC Santa Cruz, UC Santa Barbara 11/09/05 to 11/11/05 <u>CORRECTED DATES:</u> 12/8/05 to 12/10/05	Veronica Hecht Catherine Baxter	\$100 Student and Family Fund raising	Committee 41	Committee 41 will be visiting various colleges to experience the college atmosphere
Smash 6-7 40	Catalina 2/10/06 to 2/12/06	Kurt Holland	\$250 Student and Family Fund raising	Science	Science Curriculum enrichment.
Samohi 9-12 15	Santa Barbara High 12/23/05 to 12/30/05	James Hecht	\$150 Student and Family Fund raising	Physical Education	Varsity Boys Basketball Tournament.
Samohi 9-12 120	China 4/11/06 to 4/19/06	Joni Swenson Tom Whaley	\$2,200 Fund Raising	Music	The Symphony Orchestra will be traveling to China for Educational Music Enrichment

<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>
Point Dume 4 45	Sacramento 5/23/06 to 5/25/06	Margo Dunn	\$472 Student and Family Fund raising	History	The purpose is to give the students the opportunity to experience our California heritage and to fully grasp the meaning of the lessons taught in the classroom.
McKinley 5 75	Catalina 4/26/06 to 4/28/06	Talbott/ Sanschagrín	\$199 Student and Family Fund raising	Social Studies	Social Studies unit of study for 5th grade multicultural-immigration
John Muir 5 60	Hes Kramer Camp, Malibu 4/3/06 to 4/7/06	Ruth Fiala	\$240 Student and Family Fund raising	Science	Outdoor Science School

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

12/08/2005

FROM: JOHN DEASY/JUDY ABDO

RE: AGREEMENT WITH LOS ANGELES UNIVERSAL PRESCHOOL

RECOMMENDATION NO. A.05

It is recommended that the Board of Education approve the agreement between Santa Monica-Malibu Unified School District-Child Development Services - Grant and Pine Street preschools - and Los Angeles Universal Preschool, a California non-profit public benefit corporation (LAUP).

Funding Information

Source: Child Development Fund - Restricted

Currently Budgeted: Yes

Account Number: 12-94150-0-00000-00000-8699-090-0000

Description: LAUP

COMMENT: The contracts shall commence on November 1, 2005 and terminate June 30, 2006. The program, at both sites, will operate for a minimum of 175 days, which includes 165 days of instructional program and 10 days of training for teaching staff. The monthly parent fee is \$90 per child and is appealable for families whose income is below the median income for the zip code 90405.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

12/08/05

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 \$34,214.01 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 \$34,148.13 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 CurrGift120805.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 8, 2005 through November 28, 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
12/08/05

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

Lipscomb, Barbara	48 hrs @\$36.32	10/1/05-6/9/06	Est Hrly/\$1,743
Loopesko, Lorna	48 hrs @\$36.32	10/1/05-6/9/06	<u>Est Hrly/\$1,743</u>
			TOTAL ESTABLISHED HOURLY \$3,486

Comment: After School Library Supervision
01-Unrestricted Resource

LaDuke, Jan	4 hrs @\$36.32	12/3/05-12/3/05	Est Hrly/\$145
Lipscomb, Barbara	4 hrs @\$36.32	12/3/05-12/3/05	Est Hrly/\$145
O'Meara, Peggy	4 hrs @\$36.32	12/3/05-12/3/05	Est Hrly/\$145
Rodriguez, Jesus	4 hrs @\$36.32	12/3/05-12/3/05	Est Hrly/\$145
Saling, David	4 hrs @\$36.32	12/3/05-12/3/05	<u>Est Hrly/\$145</u>
			TOTAL ESTABLISHED HOURLY \$725

Comment: 8th Grade Language Arts Meeting
01-School Improvement Prog, 7-12

Gonzalves, Diane	2 hrs @\$36.32	11/2/05-11/2/05	Est Hrly/\$73
Kokin, Laraine	2 hrs @\$36.32	11/2/05-11/2/05	Est Hrly/\$73
LaDuke, Jan	2 hrs @\$36.32	11/2/05-11/2/05	Est Hrly/\$73
Loopesko, Lorna	2 hrs @\$36.32	11/2/05-11/2/05	<u>Est Hrly/\$73</u>
			TOTAL ESTABLISHED HOURL \$292

Comment: Special Ed Inclusion Staff Development
01-School Improvement Prog, 7-12

EDISON ELEMENTARY SCHOOL

Morales, Carlos	52 hrs @\$36.32	10/31/05-5/31/06	<u>Est Hrly/\$1,889</u>
			TOTAL ESTABLISHED HOURLY \$1,889

Comment: Teaching Homework Club after school
01-Gifts

EDUCATIONAL SERVICES

Ahmadi, Parisa	12 hrs @\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Avedian, Raymond	12 hrs @\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Bon, Nancy	12 hrs @\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Brededa, Brenda	12 hrs @\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Brown, Daniel	12 hrs @\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Cady, Linda	12 hrs @\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Cartegen, Zelena	12 hrs @\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Compton-Sugars, Shirley	12 hrs @\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Croland, Carol	12 hrs @\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Egan, Johanna	12 hrs @\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Goldberg, Cori	12 hrs @\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Gonsalves, Diane	12 hrs @\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Hale, Shannon	12 hrs @\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Hart, Matt	12 hrs @\$36.32	8/29/05-8/30/05	Est Hrly/\$436

Iwasa,Christin	12 hrs	@\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Jenuwine, Julie	12 hrs	@\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Jurewicz, Kristin	12 hrs	@\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Kokin, Laraine	12 hrs	@\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Kovaric, Linda	6 hrs	@\$36.32	8/29/05-8/30/05	Est Hrly/\$218
Krinski, Hallie	12 hrs	@\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Kusion, Mary	12 hrs	@\$36.32	8/29/05-8/30/05	Est Hrly/\$436
La Duke, Jan	12 hrs	@\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Lang, Justine	12 hrs	@\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Levin, Tracy	12 hrs	@\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Lipscomb, Barbara	12 hrs	@\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Loopseko, Lorna	12 hrs	@\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Mancini, Carmen	12 hrs	@\$36.32	8/29/05-8/30/05	Est Hrly/\$436
McCarthy,Marcia	12 hrs	@\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Meyer, Kimberly	12 hrs	@\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Murphy, Letitia	12 hrs	@\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Nonhof, Sandra	9 hrs	@\$36.32	8/29/05-8/30/05	Est Hrly/\$327
O'Meara, Peggy	12 hrs	@\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Post, Joel	12 hrs	@\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Rodriguez, Jesus	12 hrs	@\$36.32	8/29/05-8/30/05	Est Hrly/\$436
RoseKelly, Shelly	12 hrs	@\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Ruttenberg, Neil	12 hrs	@\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Saling, David	12 hrs	@\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Sato, Glenn	12 hrs	@\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Scotland, Alva	12 hrs	@\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Steinmetz, Brigitte	12 hrs	@\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Strocker, Carly	12 hrs	@\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Tarpley, Shirley	12 hrs	@\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Tio, Caroline	12 hrs	@\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Torres, Lupe	12 hrs	@\$36.32	8/29/05-8/30/05	Est Hrly/\$436
Whitaker, Catherine	12 hrs	@\$36.32	8/29/05-8/30/05	Est Hrly/\$436
TOTAL ESTABLISHED HOURLY				\$19,293

Comment: Middle School Professional Staff Development
01-IASA: Title II Teacher Quality

MALIBU HIGH SCHOOL

Clark, Jason	30 hrs	@\$36.32	10/1/05-6/26/06	Est Hrly/\$1,090
Rider, Wendy	30 hrs	@\$36.32	10/1/05-6/26/06	Est Hrly/\$1,090
TOTAL ESTABLISHED HOURLY				\$2,180

Comment: CAHSEE Prep Sessions
01-School and Library Imprvmnt BG

Cary, John	30 hrs	@\$36.32	10/1/05-6/26/06	Est Hrly/\$1,090
Perry, Robert	30 hrs	@\$36.32	10/1/05-6/26/06	Est Hrly/\$1,090
Tucker, Jack Daniel	30 hrs	@\$36.32	10/1/05-6/26/06	Est Hrly/\$1,090
TOTAL ESTABLISHED HOURLY				\$3,270

Comment: Curriculum Planning
01-School and Library Imprvmnt BG

ROGERS ELEMENTARY SCHOOL

Fels, Abigail	150 hrs	@\$36.32	10/3/05-6/26/06	Est Hrly/\$5,448
TOTAL ESTABLISHED HOURLY				\$5,488

Comment: Teaching Art
01-Reimbursed by PTA

Barba-Castro, Graciela	1 hrs	@\$36.32	11/14/05-11/14/05	Est Hrly/\$ 36
Herrera, Mayra	3 hrs	@\$36.32	11/14/05-11/14/05	Est Hrly/\$109
Leya, Bernadette	3 hrs	@\$36.32	11/14/05-11/14/05	Est Hrly/\$109

Mendinueto, Darwin	3 hrs @\$36.32	11/14/05-11/14/05	Est Hrly/\$109
Reid, Roberta	2 hrs @\$36.32	11/14/05-11/14/05	Est Hrly/\$ 73
TOTAL ESTABLISHED HOURLY			\$436

Comment: Planning Family Education Nite
01-School and Library Imprvmnt Bg

STUDENT SERVICES/HEALTH

Bronstein, Susan	150 hrs @\$36.32	10/1/05-6/30/06	Est Hrly/\$5,448
Ernst, Anne	150 hrs @\$36.32	10/1/05-6/30/06	Est Hrly/\$5,448
Hannan, Ellen	150 hrs @\$36.32	10/1/05-6/30/06	Est Hrly/\$5,448
Housman, Joan	150 hrs @\$36.32	10/1/05-6/30/06	Est Hrly/\$5,448
Janualaitis, Donna	150 hrs @\$36.32	10/1/05-6/30/06	Est Hrly/\$5,448
Jeffries, Jane	150 hrs @\$36.32	10/1/05-6/30/06	Est Hrly/\$5,448
Mahon, Meg	150 hrs @\$36.32	10/1/05-6/30/06	Est Hrly/\$5,448
Morn, Lora	150 hrs @\$36.32	10/1/05-6/30/06	Est Hrly/\$5,448
Niemi, Charlene	150 hrs @\$36.32	10/1/05-6/30/06	Est Hrly/\$5,448
Relles, Ellen	150 hrs @\$36.32	10/1/05-6/30/06	Est Hrly/\$5,448
TOTAL ESTABLISHED HOURLY			\$54,480

Comment: CPR Training for Site and District Personnel
01-Medi-Cal Billing Option

WEBSTER ELEMENTARY SCHOOL

Stewart, Kris	30 hrs @\$36.32	11/17/05-6/26/06	Est Hrly/\$1,090
TOTAL ESTABLISHED HOURLY			\$1,090

Comment: Teaching Math Club to GATE Students
01-Gifted/Talented Educ (GATE)

Maccani, Elizabeth	90 hrs @\$36.32	11/1/05-6/26/06	Est Hrly/\$3,269
Stewart, Kris	30 hrs @\$36.32	11/1/05-6/26/06	Est Hrly/\$1,090
TOTAL ESTABLISHED HOURLY			\$4,359

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

Gwyn, Melinda	300 hrs @\$36.32	11/8/05-6/26/06	Est Hrly/\$10,896
TOTAL ESTABLISHED HOURLY			\$10,896

Comment: Teaching Remedial Reading
01-School Improvement Prog, K-6

ADDITIONAL ASSIGNMENT-EDUS/DEPARTMENT CHAIR ASSIGNMENTS

MALIBU HIGH SCHOOL

Name	Rate	Assignment	Effective	Not to Exceed
Moen, JoDee	12 EDU	Special Ed	2005/06 SY (Beginning 11/1/05)	\$2,198

(Heidi Kleis and Marlynn Manning no longer serving as department chairs
effective 10/31/05 -- correction to 10/20/05 Agenda)

Bixler, William	2 EDU	MS Orchestra	9/05-1/06	\$ 458
Bowman-Smith, Carla	1 EDU	MS Yearbook	9/05-1/06	\$ 229
Cowgill, Elizabeth	1 EDU	MS CJSF	9/05-1/06	\$ 229
Leonard, Brigette	6 EDU	MS Student Coun	9/05-1/06	\$1,374
Leonard, Brigette	8 EDU	MS Drama	9/05-1/06	\$1,832
Messoloras, Irene	3 EDU	MS Choral Music	9/05-1/06	\$ 687
Warshawshi, David	2 EDU	MS Journalism	9/05-1/06	\$ 458
TOTAL EDUS				\$5,267

Comment: Middle School Academic EDUs
01-Unrestricted Resource

Bixler, William	2 EDU	HS Orchestra	9/05-1/06	\$ 458
Bowman-Smith, Carlo	6 EDU	HS Yearbook	9/05-1/06	\$1,374
Dahm, Karie	1 EDU	HS Acad Decath	9/05-1/06	\$ 458
Leonard, Brigette	4 EDU	HS Scholarsh Adv	9/05-1/06	\$ 916
Messoloras, Irene	3 EDU	HS Choral Music	9/05-1/06	\$ 687
Panish, Adam	8 EDU	HS Sr Advisor	9/05-1/06	\$1,832
Plaia, Jodi	4 EDU	HS Scholarsh Adv	9/05-1/06	\$ 916
Plaia, Jodi	10 EDU	HS Drama	9/05-1/06	\$2,290
Scott, Ruben	3 EDU	HS Acad Decath	9/05-1/06	\$ 687
Sferra, Luke	8 EDU	HS Sr Advisor	9/05-1/06	\$1,832
Silva, Alfredo	13 EDU	HS Athletic Dir	9/05-1/06	\$2,977
Silva, Alfredo	6 EDU	HS Acad Decath	9/05-1/06	\$1,374
Warshawski, David	6 EDU	HS Journalism	9/05-1/06	<u>\$1,374</u>
		TOTAL EDUS		\$16,946

Comment: High School Academic EDUs
01-Unrestricted Resource

DeLeo, Nicholas	12 EDU	JV Football	8/05-11/05	\$2,748
Mulligan, Michael	13 EDU	Vr Boys Water Polo	8/05-11/05	\$2,977
Segesman, Tim	12 EDU	JV Boys Water Polo	8/05-11/05	<u>\$2,748</u>
		TOTAL EDUS		\$8,473

Comment: Athletic EDUs - Fall Season
01-Unrestricted Resource

HOURLY TEACHERS

ROGERS ELEMENTARY SCHOOL

Ferrell, Peggy Sue	168 hrs @\$36.32	10/17/05-6/16/06	<u>Est Hrly/\$6,102</u>
		TOTAL ESTABLISHED HOURLY	\$6,102

Comment: Science Mentor to classroom teachers
01-Reimbursed by PTA

ADULT EDUCATION

Thobe, Chris	\$40.70, as needed	10/17/05-6/30/06	<u>Est Hrly/\$----</u>
		TOTAL ESTABLISHED HOURLY	\$----

Comment: Substitute Teacher for High School Labs
01-Adult Education Apportionment

TOTAL ESTABLISHED HOURLY, OWN HOURLY AND EXTRA DUTY UNITS \$146,870

ELECTIONS

PROBATIONARY CONTRACTS

Name/Assignment/Location

Stern, Donald	50%	9/26/05
Malibu HS/Ind Study	[new position]	

TEMPORARY CONTRACTS

Name/Assignment/Location

Kibler, John	60%	11/1/05-6/26/06
Malibu HS/Music	[replacing G. Hsu]	
Krinkski, Hallie	100%	9/2/05-6/26/06
Adams MS/Science	[replacing S. Gray]	
Spriggs, Kelli	100%	12/15/05-6/30/06
Santa Monica HS/St Supp Adv	[replacing M. Carlson/LOA]	

TO: BOARD OF EDUCATION

ACTION/CONSENT

12/08/05

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>Exceed</u>	<u>Effective</u>	<u>Rate</u>
Glass, Ronald	\$1,794	10/3/05-6/26/06	\$50.00/hr
Educational Services; instruct low brass instruments for Lincoln Middle School students who do not have access to private lessons.			
FUNDING:	01-90830-0-17100-10000-2917-030-1501		-100%
SMMEF - Dream Winds			
Holland, Julia	\$15,694	10/1/05-6/26/06	\$40.00/hr
Webster Elementary; provide vocal music instruction K-5 students.			
FUNDING:	01-90150-0-11100-10000-2917-008-1501		-100%
Reimbursed by PTA			
Martinez, Yolanda	\$1,704	11/1/05-6/26/06	\$38.00/hr
Franklin Elementary; facilitate fine arts instruction for all 1st grade classes.			
FUNDING:	01-90150-0-11100-10000-2917-002-1501		-100%
Reimbursed by PTA			
Martinez, Yolanda	\$2,250	10/1/05-6/26/06	\$25.00/hr
Rogers Elementary; facilitate fine arts instruction for K-5 students.			
FUNDING:	01-90150-0-11100-10000-2917-006-1501		-100%
Reimbursed by PTA			
Romero, Maria	\$3,750	9/7/05-6/26/06	\$25.00/hr
Rogers Elementary; art classes for K-5 students.			
FUNDING:	01-90150-0-11100-10000-2917-006-1501		-100%
Reimbursed by PTA			
Simpson, Rebecca	\$3,750	10/1/05-6/26/06	\$25.00/hr
Rogers Elementary; art classes for K-5 students			
FUNDING:	01-90150-0-11100-10000-2917-006-1501		-100%
Reimbursed by PTA			

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

12/08/05

FROM: JOHN E. DEASY/MICHAEL D. MATTHEWS

RE: ADJUSTMENT TO RENEWED CONTRACT - ASSISTANT
SUPERINTENDENT - TIM WALKER

RECOMMENDATION NO. A.10

It is recommended that the Board of Education adjust the contract with Tim Walker, Assistant Superintendent - Special Education which was renewed July 28, 2005.

COMMENT: The adjustment to Mr. Walker's contract will result in a net annual increase of \$2000. A copy of the contract has been provided to members of the Board of Education. A copy is also on file in the Office of the Superintendent for review.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION ACTION/CONSENT
12/08/05

FROM: SUPERINTENDENT/MICHAEL D. MATTHEWS/WILBERT YOUNG

RE: CLASSIFIED PERSONNEL - MERIT

RECOMMENDATION NO. A.11

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

<u>ELECTIONS</u>		<u>EFFECTIVE DATE</u>
CASTRO-ZAPATA, ADRIANNA EDISON ELEMENTARY	INST ASSISTANT - BILINGUAL 3 HRS/SY/RANGE: 20 STEP: A	11/1/05
DALAN, ANGELITA FISCAL SERVICES	ASSISTANT DIRECTOR, FISCAL 8 HRS/12 MO/RANGE: 50 STEP: E	12/1/05
EHRlich, KORY ROGERS ELEMENTARY	INST ASSISTANT - SPEC ED 6 HRS/SY/RANGE: 20 STEP: A	11/7/05
OROZCO, JOANNA EDISON ELEMENTARY	INST ASSISTANT - BILINGUAL 3.5 HRS/SY/RANGE: 20 STEP: A	11/1/05
 <u>TEMP/ADDITIONAL ASSIGNMENT</u>		 <u>EFFECTIVE DATE</u>
HIROTO, BETTY FRANKLING ELEMENTARY	INST ASSISTANT - CLASSROOM	4/3/06-5/31/06
MILLER, SANDY FRANKLIN ELEMENTARY	INST ASSISTANT - CLASSROOM	4/3/06-5/31/06
ZWAHLEN, RYAN EDUCATIONAL SERVICES	INST ASSISTANT - CLASSROOM	10/3/05-6/9/06
 <u>SUBSTITUTES</u>		 <u>EFFECTIVE DATE</u>
BLACKBURN, SUZANNE GRANT ELEMENTARY	INST ASSISTANT - CLASSROOM	10/18-05-12/6/06
BLUM, SILVIA CHILD DEVELOP SVCS	CHILDREN CENTER ASSISTANT	10/1/05-6/26/06
BRALEY, CHRISTINA CHILD DEVELOP SVCS	CHILDREN CENER ASSISTANT	10/17/05-6/26/06
DAVIS, STEVEN GROUNDS	CUSTODIAN I	10/21/05-6/30/06
GUERCIO, RONALD HUMAN RESOURCES	CAMPUS SECURITY OFFICER	10/1/05-6/30/06
KAHLE, PETER SPECIAL EDUCATION	INST ASSISTANT - SPEC ED	9/7/05-6/26/06

MCARTHUR, SEAN GROUNDS	CUSTODIAN I	10/24/05-6/30/06
PARTRIDGE, FRANCES PERSONNEL COMMISSION	OFFICE SPECIALIST	10/3/05-6/30/06
VISHER, ELIZABETH CABRILLO ELEMENTARY	INST ASSISTANT - CLASSROOM	10/26/05-6/26/06
ZALDIVAR, GUADALUPE FOOD SERVICES	CAFETERIA WORKER I	10/1/05-6/30/06

LEAVE OF ABSENCE (PAID)

EFFECTIVE

DATE

GONZALEZ, MONICA CHILD DEVELOP SVCS	CHILDREN CENTER ASST MATERNITY	11/2/05-1/12/06
HURTADO, RENEE CHILD DEVELOP SVCS	CHILDREN CENTER ASST MEDICAL	10/5/05-1/5/06
LAVIGNE, IANNE TOSCANO ROGERS ELEMENTARY	INST ASSISTANT - SP ED MEDICAL	9/20/05-12/5/05
MC CLELLAN, MARK CHILD DEVELOP SVCS	CHILDREN CENTER ASST MEDICAL	10/24/05-11/15/05
RODRIGUEZ, SARA BEATRIZ ROGERS ELEMENTARY	INST ASSISTANT - CLASSROOM MEDICAL	9/28/05-1/2/06
SAVAGE, STEPHANIE SANTA MONICA HS	SR OFFICE SPECIALIST MEDICAL	10/30/05-12/15/05
SERNA, MARIA FISCAL SERVICES	SR ADMINISTRATIVE ASST MEDICAL	12/6/05-12/20/05
SURLES, RUFUS MAINTENANCE	CUSTODIAN I FAMILY CARE (Correction from 11/17/05 Agenda)	10/14/05-1/6/06

LEAVE OF ABSENCE (UNPAID)

EFFECTIVE DATE

BARTSCH, REGINA WEBSTER ELEMENTARY	INSTRUCTIONAL ASST PERSONAL	9/1/05-12/16/05
MANJARREZ, MARIA FOOD SERVICES	CAFETERIA WORKER I PERSONAL (Correction to 11/17/05 Agenda)	10/19/05-10/31/05

STIPEND

EFFECTIVE DATE

PERALTA, CARLOS ADAMS MIDDLE SCHOOL	INST ASSISTANT - CLASSROOM \$300; HALLOWEEN DANCE	10/28/05
--	--	----------

ESTABLISH POSITION

EFFECTIVE DATE

SR OFFICE SPECIALIST 4 HRS/10 MO; ROOSEVELT ELEM	11/21/05
---	----------

ABOLISHMENT OF POSITION

OFFICE SPECIALIST
3.2 HRS/10 MO; ROOSEVELT ELEM

EFFECTIVE DATE

12/8/05

PROFESSIONAL GROWTH

MARQUEZ, LILIA
MCKINLEY ELEMENTARY

BILINGUAL COMM LIAISON

EFFECTIVE DATE

11/1/05

TANGUM, CATHY
SANTA MONICA HS

CAMPUS SECURITY OFFICER

11/1/05

RESIGNATIONS

BERLITZ, KIMBERLY
SPECIAL EDUCATION

INSTRUCTIONAL ASST - SP ED

EFFECTIVE DATE

9/6/05

JIMENEZ, MARISELA
ROGERS ELEMENTARY

CAFETERIA WORKER I

11/10/05

KRISNAN, A
LINCOLN MIDDLE SCHOOL

SR OFFICE SPECIALIST

11/14/05

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

TO: BOARD OF EDUCATION ACTION/CONSENT
12/08/05
FROM: SUPERINTENDENT/MICHAEL D. MATTHEWS/WILBERT YOUNG
RE: CLASSIFIED PERSONNEL - NON-MERIT

RECOMMENDATION NO. A.12

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

NOON SUPERVISION

VALADEZ, LUZ VICTORIA	EDISON ELEMENTARY	10/07/05-06/26/06
WARD, DIANE	FRANKLIN ELEMENTARY	10/19/05-06/26/06

STUDENT WORKER - WORKABILITY

BLOOMFIELD, CORY	MALIBU HIGH SCHOOL	10/15/05-6/30/07
CARIKER, RENAI	MALIBU HIGH SCHOOL	10/31/05-6/30/06
SOTO, RONNIE	MALIBU HIGH SCHOOL	11/14/05-6/30/08

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

TO: BOARD OF EDUCATION

ACTION/MAJOR

12-08-05

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

RE: EXPULSION OF STUDENT (B/D 08-04-89)

RECOMMENDATION NO. A.13

It is recommended that the Board of Education expel student (B/D 08-04-89).

COMMENT: The Principal of Santa Monica High School recommended the expulsion based on the student's violations of Education Code Sections 48900(a)(2) and 48900(b):

"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/CONSENT

12-08-05

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

RE: BIENNIAL REVIEW OF CONFLICT OF INTEREST AND
DISCLOSURE CODE

RECOMMENDATION NO. A.14

It is recommended that the Board of Education amend Exhibit "B" of Board Policy 8250 the Conflict of Interest and Disclosure Code, pursuant to instruction received from the Board of Supervisors, County of Los Angeles.

COMMENT: Government Code Section 87306.5 requires that the board submit a biennial report identifying any changes that may be needed in the district's Conflict of Interest and Disclosure Code. There are no changes to the existing policy. The amendment is to Exhibit "B" only. The following changes have been made:

- C Delete Deputy Superintendent, Chief of Staff
- C Add Assistant Superintendent, Chief of Staff
- C Add Assistant Superintendent, Special Education
- C Delete Assistant Superintendent, Education Services
- C Chief Academic Officer

This document must be filed with the Board of Supervisors, County of Los Angeles, by December 15, 2005.

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

**SANTA MONICA-MALIBU SCHOOL DISTRICT
EXHIBIT "B"**

<u><i>Designated Positions Categories</i></u>	<u><i>Disclosure</i></u>
Member, School Board	1,2,3
Superintendent	1,2,3
Assistant Superintendent, Chief of Staff	1,2,3
Assistant Superintendent, Business/Fiscal Services	1,2,3
Chief Academic Officer	4
Assistant Superintendent, Special Education	4
Director, Purchasing/Warehouse	4
Director, Food Services	4
Director, Information Services	4
Director, Facilities Management	4
Manager of Facilities and Grounds	4
Manager of Maintenance and Construction	4
Consultant	6
Personnel Commissioners	5

Effective Date: 12/08/05

TO: BOARD OF EDUCATION

ACTION/MAJOR

12/08/05

FROM: JOHN E. DEASY

RE: ELECTION OF BOARD OF EDUCATION OFFICERS

RECOMMENDATION NO. A.15

It is recommended that _____ be elected President of the Board of Education of the Santa Monica-Malibu Unified School District.

RECOMMENDATION NO. A.15a

It is recommended that _____ be elected Vice-President of the Board of Education of the Santa Monica-Malibu Unified School District.

RECOMMENDATION NO. A.15b

It is recommended that the Superintendent, John E. Deasy, be designated as the Secretary of the Board of Education for the Santa Monica-Malibu Unified School District.

COMMENT: In accordance with Board Policy 9100, the officers of the Board of Education of the Santa Monica-Malibu Unified School District shall consist of a President, Vice President and Secretary. Each shall be elected at the organization meeting held annually each year.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/MAJOR

12/08/05

FROM: JOHN E. DEASY/WINSTON A. BRAHAM

RE: CERTIFICATION OF AUTHORIZED SIGNATURES

RECOMMENDATION NO. A.16

It is recommended that the following persons be authorized to sign warrants, orders for salary payment, notices of employment, contracts and other documents as directed by the Board of Education:

Dr. John E. Deasy, Superintendent
Mr. Winston A. Braham, Chief Financial Officer
Dr. Michael D. Matthews, Asst. Superintendent/Chief of Staff
Mr. Tim Walker, Asst. Superintendent, Special Education
Dr. Donna E. Muncey, Chief Academic Officer
Ms. Wang Pin-Ju "Pat" Ho, Director of Fiscal Services
Mr. J. Wallace Berriman, Director of Facilities Management
Ms. Peggy Harris, Director of Student & Family Support Services
Ms. Laurel Schmidt, Director of Pupil Services
Ms. Virginia I. Hyatt, Director of Purchasing & Warehouse
Ms. Judy Abdo, Director, Child Development Services
Mr. Orlando R. Griego, Director of Food & Nutrition Services
Dr. Douglas Staine, Director, Human Resources

It is further recommended that the attached *Certification of Signatures* document be completed and filed with the County Superintendent of School in accordance with Education Code §42633. The signatures will be considered valid for the period December 3, 2005 through December 2, 2006.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/MAJOR

12/08/05

FROM: JOHN E. DEASY/SUPERINTENDENT

RE: ELECTION OF ANNUAL REPRESENTATIVE TO THE LOS ANGELES
COUNTY SCHOOL TRUSTEES ASSOCIATION (LACSTA) FOR 2006

RECOMMENDATION NO. A.17

It is recommended that _____ be elected by the Board of Education as the Annual Representative to the Los Angeles County School Trustees Association for 2005-06. The Representative shall perform duties as described in Standing Rule #6 as follows:

Representatives: Each School Board will be asked to select a Board member at their organizational meeting to serve as the LACSTA representative.

The representative's role is to:

- a. vote on all Association matters;
- b. communicate between the Executive Board, the Association, and the local Board.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/MAJOR

12/08/05

FROM: JOHN E. DEASY/SUPERINTENDENT

RE: ELECTION OF VOTING REPRESENTATIVE: LOS ANGELES COUNTY
COMMITTEE ON SCHOOL DISTRICT ORGANIZATION

RECOMMENDATION NO. A.18

It is recommended that _____ be elected as the Board's voting representative to elect members to the Los Angeles County Committee on School District Organization from December, 2005 through November 2006.

COMMENT: Each school board is asked to select a board member at its annual organizational meeting to serve as the voting representative to elect members to the Los Angeles County Committee on School District Organization. Kathy Wisnicki volunteered to serve as last year as the Board's representative.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION ACTION/MAJOR
12/08/05
FROM: JOHN E. DEASY/WINSTON A. BRAHAM/WANG PIN-JU "PAT" HO
RE: APPROVAL OF 2005-06 FIRST INTERIM REPORT

RECOMMENDATION NO. A.19

It is recommended that the Board of Education approve the 2005-06 First Interim Report and supporting documentation.

COMMENTS: The Board of Education adopted the 2005-06 Budget on June 24, 2005, which was subsequently approved by the Los Angeles County Office of Education (LACOE) and other California State entities.

Since the adoption of the initial budget, usual operating conditions have changed, necessitating adjusting the District budget. Included in this item is a summary of Selected Major Changes from the 2005-06 Adopted Budget, along with two spreadsheets, detailing the budget assumptions and individual fund summaries. All of the expenditure and revenue changes previously approved by the Board or proposed for approval at this time are individually identified in the First Interim Report (October 31, 2005), which is included as a part of this document, as Attachment A.

Approving the First Interim Report will authorize the corresponding budget adjustments.

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

SMMUSD FIRST INTERIM REPORT - DECEMBER 8, 2005

FISCAL YEAR (FY) 2005-06

SELECTED MAJOR CHANGES POST 2005-06 ADOPTED BUDGET

Revenues:

< <\$533,615> Adjustment to State Revenue Limit

The 2004-05 Revised P2 ADA, Certified in October, 2005, is 11,986, plus the projected ADA of Community Day School, bringing the total Revenue Limit ADA to 11,990. Compared with the Adopted Budget, the ADA is decreased by <130 ADA>. Our original projections were based primarily on enrollment projections and our District's historical ADA as a function of actual enrollment vs. projected enrollment.

The Supplemental Hourly Programs changed from the Block Grant (AB825) back to the Revenue Limit.

< <\$124,321> Revenue Adjustment of K-3 Class Size Reduction

The projected revenue of K-3 CSR was based on 2004-05 K-3 enrollment <3,341>, but 2005-06 K-3 enrollment declined to 3,225 <decreased by 116>.

< \$1,000,000 Increase to the General Fund as a result of a negotiated release of the Trustee Development Fees from Certificates of Participation - COPs

In 2005-06, the Chief Financial Officer reached an agreement with Wells Fargo Bank, the Trustee of our Certificates of Participation (COPs) to release an amount of \$1.0 million which was being held as "Hold-Back Development Fees". Upon the release of this \$1.0 million, it was subsequently deposited with the same Trustee to provide the debt service support for the outstanding 2001 COP, Series "C". This support will continue against the \$1.0 million until its exhaustion. With this in place, we will then gain approx \$1.0 million to the bottom-line from our rental income revenue stream since said rental income was previously pledged to support the above-referenced debt. We will therefore, on receipt of these rental incomes, be transferring the net amount to Fund 17 to increase the District's Reserve for Economic Uncertainties.

Expenditures:

< The District has a new contract with SMMCTA that includes:

Salary: 3% increase effective 1/1/06

Stipends: (All Stipends are effective 7/1/05)

Master Degree increase from \$1,378 to \$1,600

Doctorate increase from \$2,756 to \$3,000

NCBT Phase II from 5,000 to \$10,000

Special Ed Stipend \$1,600 (= stipend for Master Degree)

\$200 Matching Contribution to TSA

Total Cost for this agreement is \$1,707,032 for 2005-06 and \$673,981 for 2006-07.

< STRS rate is decreased from 10.25% to 8.25%.

This has resulted in a reduction of our operating deficit.

< The following positions have been/will be added:

1.00 FTE Math Coordinator (*½ Funded by RGK Foundation and ½ funded by District*)

.50 FTE teaching position for Independent Study School

.60 FTE clerical for Independent Study School

1.00 FTE Custodian (*.5 for Pt. Dume and .5 for Malibu High*)

1.00 FTE Behavioral Intervention Specialist for Special Education

.60 FTE Nurse for Special Education

1.00 FTE Community Liaison at John Adams (*Valued Youth Program*)

< \$70,000 increase in natural gas and \$60,000 increase in electricity

TO: BOARD OF EDUCATION

ACTION/MAJOR

12/08/05

FROM: JOHN E. DEASY/WINSTON A. BRAHAM/WANG PIN-JU "PAT" HO

RE: BORROWING FROM OTHER FUNDS

RECOMMENDATION NO. A.20

It is recommended that the Board of Education approve the temporary borrowing of funds in the amount of \$6.0 million from our Special Reserve Funds: \$5.0 million from Fund 17 and \$1.0 million from Fund 40.

COMMENTS: Education Code §42603 states that the Governing Board of any school district may direct that moneys held in any fund or account may be temporarily transferred to another fund or account of the district for payment of obligations. The transfer shall be accounted for as temporary borrowing between funds or accounts and shall not be available for appropriation or be considered income to the borrowing fund or account. Similar actions have been approved by the Board in prior years to meet temporary cash flow needs.

These shifts to the General Fund will assure adequate cash flow through December, 2005 to meet payroll needs, pending the Los Angeles County Office of Education's (LACOE's) posting of approximately \$21.6 million in outstanding revenues. Once these postings are accomplished, which we believe will be sometime in late December, 2005, these borrowed funds will be restored, through the Board's approval, by the second January, 2006 Board Meeting, now scheduled for the 19th.

Though readily available to us, with interest charges, it is our decision not to use Tax and Revenue Anticipation Notes (TRANS) to implement this cash flow management strategy.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/MAJOR
12/08/05

FROM: JOHN E. DEASY/WINSTON A. BRAHAM

RE: APPROVAL OF MASTER FACILITIES CONTRACT WITH FIELDS
DEVEREAUX HARLEY ELLIS (FDHE) [*FORMERLY FIELDS DEVEREAUX
ARCHITECTS & ENGINEERS - FDAE*]

RECOMMENDATION NO. A. 21

It is recommended that the Board of Education approve the Contract between FDHE and SMMUSD in the amount of approximately \$1,100,000 to complete the District's Facilities Master Plan.

COMMENTS: During the Board Meeting of September 22, 2005, the Board was presented with the three (3) firms from which they were to select (with the Ad Hoc Facilities Committee's [AHFC's] recommendation) the firm that would be engaged to carry out the Master Facilities Plan. During the Board Meeting of October 6, 2005, the Board authorized the selection of FDHE as the firm that we would engage/retain to complete this Plan. At all subsequent Board Meetings, this process was presented as a "Discussion Item" including the approval of a Memorandum of Understanding (MOU) not-to-exceed \$50,000 to start work pending this Contract.

This Contract was accomplished as a result of the combined efforts of the District's contracted legal counsel, the Superintendent, the AHFC and the Chief Financial Officer (CFO).

The Contract has been distributed under separate cover to Board Members and is available for public review in the Office of the Superintendent.

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

TO: BOARD OF EDUCATION

ACTION/MAJOR

12/08/05

FROM: JOHN E. DEASY/WINSTON A. BRAHAM

RE: APPROVE LEASE AGREEMENT FOR TRANSPORTATION FACILITY

RECOMMENDATION NO. A.22

It is recommended that the Board of Education approve the Lease Agreement between the "Landlord" (of the 19th & Olympic property, commonly known as the District's Transportation Facility), JSLBRA, LLC and "Tenant", SMMUSD.

COMMENTS: The complete Terms & Conditions are articulated in the Subject Lease Agreement, which will become effective retroactive to November, 2003 and will expire June, 2008 at a base rental amount of approximately \$13,000 monthly with all accrued back rents and fees in the amount of approximately \$400,000 to be paid immediately upon this approval.

The Lease Agreement has been distributed under separate cover to Board Members and is available for public review in the Office of the Superintendent.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/MAJOR

12/08/05

FROM: SUPERINTENDENT/TIMOTHY R. WALKER

RE: APPROVAL OF SPECIAL EDUCATION CONTRACTS

RECOMMENDATION NO. A.23

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
Hathaway School	05-22-91	NPS	#59	\$ 1,775
Vista Del Mar	08-17-88	NPS	#60	\$ 4,240
Vista Del Mar	08-17-88	NPS (2004-2005)	#61	\$ 4,579
Computer Access Center	05-13-90	NPA - Assistive Technology Assessment	#122	\$ 460
Computer Access Center	10-19-97	NPA - Assistive Technology Assessment	#123	\$ 460
Edith M. Mak	10-11-02	NPA - OT	#124	\$ 7,695
Julia Hobbs Speech Pathology, Inc.	06-12-02	NPA - Speech	#125	\$ 8,775
Smart Start	05-06-94	NPA - Behavior Therapy/1:1 Aide	#126	\$ 43,200
Smart Start	05-06-94	NPA - Speech	#127	\$ 8,600
Therapy West, Inc.	06-12-02	NPA - OT	#128	\$ 4,590
Devereux Texas Treatment Network	10-05-89	NPS	#46 UC06148	\$ 5,141
Contract Increase				

Amount Budgeted NPS/NPA 05/06 \$ 3,000,000
Prior Board Authorization as of 11/17/05 \$ 2,920,021
Balance \$ 79,979

Total Amount for these Contracts \$ 89,515

Balance - \$ 9,536

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
Adrian Whitchelo-Scott	10-20-92	Instr.Consultant - Attend IEP	#69	\$ 500
Adrian Whitchelo-Scott	09-03-94	Instr.Consultant - Follow up training	#70	\$ 500
Cynthia D. Ferber	12-26-98	Instr.Consultant - To do a Recreational Therapy Assessment.	#71	\$ 600
Jane Marlis	10-11-02	Instr.Consultant - Speech/Language	#72	\$ 7,020
Kimberly Hiddleson	02-16-96	Instr.Consultant - Auditory-Verbal Therapy	#73	\$ 3,240
Adrian Whitchelo-Scott Contract Increase	01-20-00	Instr.Consultant - Attend IEP.	#1 UC06102	\$ 300
Adrian Whitchelo-Scott Contract Increase	05-14-96	Instr.Consultant - Attend IEP.	#5 UC06106	\$ 200
Adrian Whitchelo-Scott Contract Increase	12-30-94	Instr.Consultant - Follow up training.	#50 UC06222	\$ 300

Amount Budgeted Instructional Consultants 05/06 \$ 510,000
 Prior Board Authorization as of 11/17/05 \$ 353,385
 Balance \$ 156,615

Total Amount for these Contracts \$ 12,660
 Balance \$ 143,955

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	04-23-98	Non-Instr. Consultant- For outside services provided (Behavioral) for school year 2005-2006.	#9	\$ 12,983

Instructional Consultant	Student DOB	Service Description	Contract Number	Cost Not to Exceed
Parent Reimbursement	02-23-98	Non-Instr. Consultant- For outside services provided (PT, OT and Speech) for school year 2004-2005 & 2005-2006.	#10	\$ 11,005

Amount Budgeted Non-Instructional Consultants 05/06	\$ 225,000
Prior Board Authorization as of 11/03/05	<u>\$ 49,918</u>
Balance	\$ 175,082
Total Amount for these Contracts	<u>\$ 23,988</u>
Balance	\$ 151,094

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

12/08/05

FROM: JOHN E. DEASY

RE: APPOINTMENTS - DISTRICT ADVISORY COMMITTEES

RECOMMENDATION NO. A.24

It is recommended that the Board of Education appoint individuals to serve on various District Advisory Committees as indicated below. Recommended appointments are indicated in **bold** print.

COMMENT: The annual recruitment for individuals to serve on the District's Advisory Committees has been implemented. Appointments will be made throughout the year as applications are received and vacancies remain.

The Board of Education has received copies of applications and will recommend appointments to the Committees listed:

1. Child Care and Development Advisory Committee
2. Community Health and Safety Advisory Committee
3. Fine Arts (Music, Visual and Dance/Dramatic Arts)
4. Technology DAC

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

**CHILD CARE AND DEVELOPMENT ADVISORY COMMITTEE
VACANCIES TO BE FILLED**

Child Care and Development Advisory Committee (established 1991)

Committee Composition: 27-31
 Up to 19 parents (1 from each school and preschool site)
 4-6 Representatives of agencies or community organizations
 5-7 At-Large (community/parent)
 1 District Staff Member

Current Committee Composition (as of 10/27/04)

The following are current members and wish to continue for the next school year.

**School Site Representatives
(1 @ each school/preschool site)**

Sarah Ford Head Start/State
 Preschool
 Cabrillo
 Edison
Glean Davis Franklin
Tom Charcut Grant (11/06/03)
Cynthia Sison McKinley
 Muir
 Adams
 Teen Center
 Lincoln
 Teen Center
Kristen Archival Pine Street
 Rogers
 Roosevelt
Angela Meadows SMASH
 Santa Monica HS
 Malibu HS

PTA Council Liaison

**At-Large (parent/community)
(5-7)**

<u>Linda Gordon</u>	Community
<u>Irene Zivi</u>	Community
<u>Betsy Hiteshe</u> 01/02	Community
<u>Fran Chasen</u> 11/06/03	Community

**Community Organizations &
Agency Representatives (4-6)**

Julie Taren City of SM
 (4/11/96)

* = reappointment

District Staff Liaison
 Judy Abdo Director, CDS

Board Liaison
 Emily Bloomfield

**COMMUNITY HEALTH AND SAFETY ADVISORY COMMITTEE
VACANCIES TO BE FILLED**

Community Health Advisory Committee (established 10/14/86)

Community Health and Safety Advisory Committee (per reorganization of 10/1/98)

Committee: (33)

16	One representative each school site	6	District Employees
5	Community Members (Non-Parent)	2	Student Representatives
4	Health Care Professionals (Non-Parents)		

Current Committee Composition (by constituency) as of 10/27/04

The following are current members and wish to continue for the next school year.

School Site Representatives (16)

_____ ,	Alternative
_____ ,	Cabrillo
_____ ,	Edison
<u>Matt Dinolfo</u> ,	Franklin
_____ ,	Grant
_____ ,	McKinley
_____ ,	Muir
_____ ,	Pt. Dume
<u>Andrea Martin-Barton</u> ,	Rogers
_____ ,	Roosevelt
<u>William McCarthy</u> ,	Webster (11/5/98)
<u>Melissa Dinolfo</u> ,	Lincoln MS
_____ ,	John Adams
<u>Patricia Nolan</u> 10/21/04 ,	Malibu Middle
<u>Mary Tafi-Ochmanek</u> ,	Malibu High (1/02)
<u>Deborah Bellini</u> ,	Samohi
_____ ,	Olympic

District Employees (6)

- Susan Bronstein
- Ellen Hannan
- Dona Richwine
- _____

Health Care Professionals (4)

- Carol Falendar (3/00)
- Eleanore Meyer (3/00)
- Shelly Kramer (10/19/00)
- Judy Kaye-Cressman

Student Representatives (2)

- _____
- _____

Non Parent Community (5)

- Saul Morrison (1/02)
- Lori E. Glazer (5/9/99)

Ellen Cheng

Staff Liaison

- Marolyn Freedman

Board Liaison

- Oscar de la Torre

Other

**DISTRICT ADVISORY COMMITTEE/FINE ARTS
VACANCIES TO BE FILLED**

District Advisory Committee/Fine Arts (established 3/13/97)

Committee Composition: (30/subcommittee for a possible total of 90)

General:

Board Liaison(s)
Administrative Liaison(s)

Musical Arts

- 2 High School Students
- 2 Middle School Students
- 2 Elementary School Music Teachers
- 2 Middle School Music Teachers
- 2 High School Music Teachers
- 6 Parents of Elementary School Students
- 4 Parents of Middle School Students
- 4 Parents of High School Students
- 6 Community Members

Visual Arts

- 2 High School Students
- 2 Middle School Students
- 2 Elementary Classroom teachers
- 2 Middle School Teachers
- 2 High School Teachers
- 6 Parents of Elementary School Students
- 4 Parents of Middle School Students
- 4 Parents of High School Students
- 6 Community Members

Dance and the Dramatic Arts

- 2 High School Students
- 2 Middle School Students
- 2 Elementary Teachers
- 2 Middle School Teachers
- 2 High School Teachers
- 6 Parents of Elementary School Students
- 4 Parents of Middle School Students
- 4 Parents of High School Students
- 6 Community Members

Current Committee Composition as of 10/27/04:

GENERAL:

Board Liaison(s) Jose Escarce
Administrative Liaison(s) Tom Whaley
(08/01/01)

MUSICAL ARTS

2 High School Students

2 Middle School Students

2 Elementary School Music Teachers
Sue Edwards (5/8/97)

2 Middle School Music Teachers
Angela Woo

2 High School Music Teachers

Terry Sakow (5/8/97)

6 Parents of Elementary School Students
Susan Justin (10/19/00)
Angela Meadows
Sarah Ford

4 Parents of Middle School Students

4 Parents of High School Student
Patricia Born - reappointment

6 Community Members
Zina Josephs (11/5/98)
Jean Sedillos (1/02)
David Avshalomov-reappointment
Cheryl Mollicone-reappointment

Current composition (continued)

VISUAL ARTS

2 High School Students

2 Middle School Students

2 Elementary Teachers
Heather Lowe

2 Middle School Teachers

2 High School Teachers
Amy Bouse (11/2/00)
Carla Bowman-Smith

4 Parents of Middle School Students
Susan Petz (McK) 10/23/97

4 Parents of High School Students
Diane Hines (10/23/97)
Kathryn Green 10/21/04
Deborah Berek

6 Community Members

DANCE AND THE DRAMATIC ARTS

2 High School Students

2 Middle School Students

2 Elementary Teachers

2 Middle School Teachers

6 Parents of Elementary School Students
Cyndi Mladinov (1/02)

2 High School Teachers
Brenda Armstrong (11/5/98)

4 Parents of Middle School Students
Tery Arnold 10/21/04

4 Parents of High School Students
Cheryl Downey
Trish Soodik

6 Community Members
Maureen Matthes (1/02)
Donna Sternberg 10/21/04

**TECHNOLOGY COMMITTEE
VACANCIES TO BE FILLED**

Instructional Technology Committee (established 9/24/92)

Members nominated from District schools, departments or offices and appointed by the Board as follows: (39-48)

1 ea Elementary Schools	1 ea Special Ed/Ed Services
2 ea Middle Schools	3 Classified Employees
6 Samohi/ROP	2 Middle School Students
2 Malibu High School	4 High School Students
1 Olympic	

Up to 10 Community members at-large, including business representatives, parents, or other interested persons appointed by the Board

Current Committee Composition (by constituency) as of 10/27/04

The following are current members and wish to continue for the next school year.

Elementary Schools (1/ea)

Alternative Bob Lovett
 Cabrillo _____
 Edison Santiago Martinez (10/23/97)
 Franklin Anita Circenis (11/16/00)
 Grant John Cramer (11/06/03)
 McKinley **Cynthia Sison**
 Muir Bob Lovett
 Pt. Dume Pierre Coursey (1/02)
 Rogers _____
 Roosevelt _____
 Webster Zari Diba 10/21/04

Middle Schools (2/ea)

Adams Eddie Jacobs (4/11/96)
 Lincoln Beth Sara Finsten 10/21/04

Malibu Mid. _____

Samohi/ROP (6)

Ann McKechnie (11/5/98)
 Rebel Harrison (10/24/96)
 Dana Bart-Bell (1/02)
 Angie Snow 10/21/04

Olympic (1)

Bob Gore (1/02)

Malibu High School (2)

Classified Employees (3)

Will Carey (9/92)

Special Ed/Ed Services (1/ea)

Suzanne Peterson (Ed Services)

Middle School Students (2)

High School Students (4)

Community At-Large (Up to 10)

Lori Freehling (11/16/00)
 Kevin McKeown (PEN) (9/24/92)
 Terry Schiller (11/5/98)
 Joseph Alvarez (1/18/01)

Karen Moses 10/21/04

District Staff

Amy Fowler

Board Liaison(s)

Shane McLoud

TO: BOARD OF EDUCATION

DISCUSSION

12/08/05

FROM: JOHN E. DEASY/DONNA E. MUNCEY

RE: DISTRICT ADVISORY COMMITTEES - UPDATE AND PROPOSED
CHANGES TO POLICY AND REGULATIONS

DISCUSSION ITEM NO. D.1

At the September 22, 2005 Board of Education meeting, draft "charges" for each of the eight District Advisory Committees were proposed and discussed. During that same meeting, members of the Board of Education reviewed the current policy and regulations governing District Advisory Committees and proposed that some changes be made to both the policies and regulations.

Since that meeting, staff have undertaken several additional activities intended to strengthen the work of the District Advisory Committees.

- First, an application process was initiated at the start of November and those interested in filling vacancies on any of the committees were asked to submit their application by November 28, 2005.
- Second, each District Advisory Committee's staff liaison was asked to review the policy and regulations with committee members and, at the request of a District Advisory Committee, additional staff met with committees to answer questions about the proposed charge as well as the policy and regulations that govern existing District Advisory Committees. The work of revising these proposed charges will be completed by Winter break.
- Third, a website has been created to serve as a central clearinghouse for the work of each of the District Advisory Committees and as a convenient reference point for information about the District Advisory Committees.
- Finally, all members of each of the District Advisory Committees were invited to a training held on Wednesday, November 30, 2005. At this meeting, the Br9own Act was reviewed, the purposes of District Advisory Committees were discussed, and members of the committees had the opportunity to engage in a questions and answer session about the work of the committees and their relation to the work of the Board of Education.

Attached are staff's proposed revisions to the policy and regulations concerning District Advisory Committees.

<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.

~~Committee membership will be reviewed twice each year once in August and once in the Spring. Members who no longer represent the membership category they were originally appointed to by the Board of Education, but who wish to continue as members of their respective committees, will submit new applications and will be considered for appointment.~~

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.

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 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

<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

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 inconjunction 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 members 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

DISCUSSION

12/08/05

FROM: JOHN E. DEASY/WINSTON A. BRAHAM

RE: SUMMARY OF SCHOOL SITE CUSTODIAL SERVICE IMPROVEMENT STRATEGIES

DISCUSSION NO. D.2

Custodial services to all our school sites are provided by custodial staff who are retained and trained by the District's Central Facilities Management (FM)/Maintenance & Operations (M&O) Office. Once these individuals (post-hire) achieve a state of readiness to perform their duties (*see attached Custodian Job Description*), they are then (under the current structure) assigned to their respective school sites under the immediate supervision and leadership of the respective site Principal or their designee. This means that Custodians are not responsible to the Central FM/M&O Office, but, in keeping with the "Site-Based Management" concept, are the responsibility of the leadership of the various school sites. Of note, in most cases, substitutes are provided for each first absence, depending upon on the availability of a trained substitute pool.

Currently, the District hires 55.00 FTEs Custodians to support 18 sites, accounting for 1,430,800 square feet of space. A very important point is that several of our sites are utilized by our public as "Public Access Parks", under "Joint Use" and other "Permitted Agreements", plus open area use with excessive and substantial use (7) days per week of our facilities at John Adams Middle (JAMS) & Santa Monica High (SAMOHI) Schools, and heavy weekend utilization at Pt. Dume Elementary & Malibu High Schools.

Additional Comments

As part of our ongoing effort to support the District's desire for continuous quality improvement, a working group was convened to visit these Custodial processes/functions to achieve a more "customer-service focused" service delivery model, with two primary goals in mind:

- A. Enhance the safety of our students, employees and constituents, and
- B. Where possible, through this brief improvement plan to follow, we would expect to bring about sustained improvement in the appearance of our campuses, sanitary conditions of our bathroom facilities, and mitigate by reducing the District's risk exposure.

To facilitate a balanced discussion, our working group consisted of: Kathy Scott, Lincoln Middle School Principal, to represent the interests of our educators and school site management; Laura Rosenbaum, PTA President and Cheri Orgel, PTA 2nd Vice President; Dr. Michael Matthews, Assistant Superintendent-Human Resources & Chief of Staff; Keryl Cartee, SEIU Chief Steward; Wally Berriman, Director of Facilities Management; Cleveland Prosser, Manager of Facilities & Grounds; Michael Hill, Community Recreation Facilities Coordinator; and Winston Braham, Chief Financial Officer. This above-referenced meeting focused on the following general issues:

- < Satisfaction/compliance of the recent Williams Decree that requires uniform reporting standards and sets minimum standards for, among others, the cleanliness of bathrooms
- < Current reporting structure in response to Site-Based Management
- < Need for increased supervision/enforcement of District's disciplinary policies and rules
- < Staffing patterns/introduction of training & performance standards and utilization of verifiable Cleaning Route Sheets for tracking purposes
- < Reduction in the utilization of Custodians to support non-custodial school site functions
- < Review/revise/enhance current District Work Order procedural processes (*see attached Bulletin #001 dated 9/05/95*)
- < Introduction of values and environmental sensitivity training and defining of the expected roles of student/staff at school sites
- < Examination of cost-neutral as well as cost-necessary strategies, such as referred to above and increasing of FTEs

At the end of this initial session, we were all in agreement that, over and above the several new FTEs in Custodian positions that were recently added (plus the pending Plant Manager position for Santa Monica High School), we should increase and tighten supervision of Custodial staff during after-hours. Therefore, it is the recommendation that we seek to enhance this very important service function by creating and adding, upon approval by the Board and Personnel Commission, a General Fund-supported "roving" after-hours Custodial-specific supervisory position. Once on board, the first assignment for this individual should be the evaluation of staffing pattern re-alignment, especially as it relates to the start and end of the second shift.

It is this working group's belief that with continued targeted oversight, we will increase the custodial staff productivity, enhance service levels, and achieve noticeable and sustained improvement in the physical appearance of all our sites.

TO: BOARD OF EDUCATION

DISCUSSION

12/08/05

FROM: JOHN E. DEASY/DONNA E. MUNCEY

RE SUMMARY OF EVALUATIONS TO BE UNDERTAKEN IN 2005-2006

DISCUSSION ITEM NO. D.3

In October 2003, staff members in Educational Services began collecting information about, and undertaking evaluations of, support, intervention, and remediation programs in the Santa Monica-Malibu Unified School District. There are four goals for this work: (1) to support students who have not yet mastered state standards, (2) to strengthen promising programs so that they can more effectively meet the needs of the students they are intended to serve, (3) to create an on-going cycle of evaluation for individual program improvement, (to be followed by planning, implementation of changes, and tracking of impact of change efforts, culminating in another round of program evaluation), and (4) to use the results of these efforts to better targeted limited intervention funding to programs that have a track record of success and a plan for continuous improvement. The overall intention of this work is to use a planning, action, reflection and evaluation cycle that incorporates careful use of data to support innovation, stronger intervention programming for students, and responsible stewardship of limited resources.

The following programs will be evaluated during the 2005-2006 academic year and the summer of 2006.

- (1) **School-Based Mental Health** - The City of Santa Monica has contracted with WestEd to conduct an external evaluation of the school-based mental health programming that is funded by the City and located in several of our schools. WestEd staff members have generously agreed to make the interview and focus group protocols they will be using to conduct this evaluation available to staff members in Educational Services who will work with interns from the University of Southern California to conduct a "shadow" evaluation in the school sites that do not receive funding from the City of Santa Monica to provide school-based mental health support. WestEd, staff from the City of Santa Monica, staff from Educational Services, and the USC interns will do a cross-site analysis of the data collected through these roughly parallel processes so that we will be able to present findings and recommendations that are relevant to all of our schools by the end of the 2005-2006 academic year.
- (2) **Small Learning Communities** - Santa Monica High School has contracted with Hilary Rhodes, a graduate student at RAND, to undertake an external evaluation of the second year of implementation of the federal small learning community grant at

the site. We hope to apply for a second round of federal funding to support the continued implementation of Santa Monica High School's redesign, so look forward to this external look at the work undertaken to date.

- (3) **Valued Youth Program** - This year, John Adams Middle School and Will Rogers Learning Community are implementing the Coca-Cola Valued Youth Program with a cohort of approximately 30 seventh and eighth grade students. Hilary Rhodes, a graduate student at RAND, has agreed to study this first year of implementation as part of her doctoral studies. We have begun planning for the expansion of this program to Santa Monica High School, so look forward to the preliminary and final findings from her year of research to help us strengthen the work at John Adams and Will Rogers and introduce the work effectively to Santa Monica High School.
- (4) **Implementation of READ 180 Pilot at Edison and Will Rogers** - Just before Thanksgiving, teachers and staff received professional development to support the pilot implementation of READ 180, a research-proven reading intervention program, at two of our Title I schools. Embedded in the design of the program is careful attention to the collection of a variety of types of data that will allow us to take stock of the effectiveness of this program on the target population, sixty 4th and 5th grade students who are reading well below grade level. We expect to report on the progress of this work at two points, just after Spring Break and over the summer. The research support for this program supports its implementation through high school, so we are very interested in ascertaining its appropriateness for our struggling students at the early grades, and have already begun looking at the research on the program's effectiveness with older students.
- (5) **Elementary and Middle School Intensive Intervention Summer School** - We have continued to learn from each round of data collection as we work to make our summer school programs powerful learning experiences for students who have not yet mastered state standards at their respective grade levels. Three focus areas for the planning of these summer programs may shift the balance of evaluation data collected this summer somewhat: first, we are beginning planning for the incorporation of more targeted reading intervention support for English Language Learners; second, we are expecting our soon-to-be-hired mathematics coordinator to support the development of a more effective mathematics intervention program for all elementary and middle school grades; and third, we expect to make some changes to strengthen the parent involvement component of middle school summer school to align with the very successful parent involvement and outreach work accomplished in the elementary program this past summer. Data collection will include parallel survey questions (to allow comparison with the

previous two summers of data collections) as well as new survey questions and approaches to best track the impact of these three focus areas.

- (6) **Comprehensive Evaluation of High School Summer School** - At the request of the Board of Education and Santa Monica High School, there will be a comprehensive evaluation of the high school summer school programming and practices, parallel in many ways to the 2004 evaluation of the elementary and middle school programs. Again, the CSU-Northridge LEAD cohort will be taking research methods during the summer, and will assist with the design and conduct of this evaluation. Conversations about high school summer school and the evaluation have already begun with Dr. Ilene Straus and Ruth Esselyn, House Principal who oversees summer programming at Samoni.
- (7) **Soar to Success Pilot Implementation** - One grade level team at Will Rogers has begun a full pilot of a during-the-day implementation of "Soar to Success," a research-proven, intervention program that is aligned with our English Language Arts-adopted series, Houghton Mifflin's *Legacy of Learning, California Edition*. We are tracking this implementation to determine its promise as a during-the-day (or before or after school) intervention for readers who are in need of additional support to master state standards.

We will prepare and share updates and reports of each of these efforts for the Board of Education as information becomes available.

This is an ambitious set of evaluation studies to undertake in a 12-10-15 month period of time. At the same time, there are several other programs that we will be monitoring and reporting on from time-to-time. These include: the Community Day School, the Santa Monica-Malibu Independent School, Community Outreach Specialists at Santa Monica High School, CAHSEE interventions at all of our high schools, the secondary school formative assessment system implementation, and the implementation of the collaborative planning time at John Adams Middle School.

TO: BOARD OF EDUCATION

INFORMATION

12/08/05

FROM: SUPERINTENDENT

RE: BASIC/SUPPLEMENTAL TEXTBOOK ADOPTION

INFORMATION ITEM NO. I.1

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

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

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.