

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

**UNADOPTED
DECEMBER 08, 2005**

A meeting of the Santa Monica-Malibu Unified School District Board of Education was held on Thursday, December 08, 2005 at the Santa Monica-Malibu Unified School District, 1651 16th Street, Santa Monica, CA. The meeting was called to order at 4:10 p.m. and moved to Closed Session in the Board Conference Room for the reasons listed under section III. At 5:40 p.m. the Board of Education recessed the meeting in order to attend a reception honoring Susan McCarthy on the occasion of her retirement as Santa Monica City Manager. The Board of Education reconvened the public portion of the meeting at 7:10 p.m. in the Board Room

I CALL TO ORDER

- A. Roll Call
- B. Pledge of Allegiance

II PUBLIC COMMENTS FOR CLOSED SESSION ITEMS ONLY

III CLOSED SESSION:

- Public Employee, to consider appointment, employment, performance evaluation, or dismissal of employee pursuant to GC §54957 as cited in the Brown Act
- Conference with Superintendent and Assistant Superintendents regarding 2005-2006 Strategies for Negotiations with S.E.I.U. pursuant to GC § 54957.6, as cited in the Brown Act.
- Receipt of recommendation for approval of the proposed settlement cases pursuant to GC Section 54954.9 (b), as cited in the Brown Act:

DN-1054-05/06	DN-1056-05/06	DN-1058-05/06
DN-1061-05/06	DN-1063-05/06	DN-1064-05/06
DN-1069-05/06	DN-1070-05/06	

- Expulsion of Student - Recommendation A.13
- Real Property Negotiations (lease) regarding 1899 Olympic Boulevard, Santa Monica, CA 90404 pursuant to GC § 54956.6 as cited in the Brown Act. District Negotiators are identified as Winston Braham and Dean Pappas.
- Meet with legal counsel regarding Recommendation No. A.21 pursuant to § 54954.5(c) and § 54956.9 (b) as cited in the Brown Act with the intent of mitigating or reducing exposure to potential litigation.

IV BOARD OF EDUCATION - COMMENDATIONS / RECOGNITIONS

- Presentation of Proceeds from Grand Opening of Bubba Gump Restaurant on the Pier to the Santa Monica-Malibu Unified School District Equity Fund
This item was postponed to a future meeting.

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

Board of Education Meeting MINUTES: December 08, 2005

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IV BOARD OF EDUCATION - COMMENDATIONS / RECOGNITIONS

- Will Rogers Elementary School and PTSA - Report
PTA President Kelly Pye addressed the Board of Education regarding concerns about the daily cleanliness of the school and maintenance of the facility.
- Recognition of Outgoing Board of Education Officers
Emily Bloomfield and Julia Brownley were recognized for their year of leadership as the president and vice-president of the Board of Education. They were each given an engraved pen set as a token of appreciation.

V APPROVAL OF THE AGENDA

Moved by Ms. Brownley, seconded by Ms. Leon-Vazquez and approved 7/0/Aye.

VI APPROVAL OF MINUTES

A.01 Approval of Minutes: 1
November 3 and 17, 2005

VII CONSENT CALENDAR

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

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A.03 Conference and Travel Approval/Ratification 4-7
A.04 Overnight Field Trips 8-9
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A.13 Expulsion of Student (B/D 08-04-89) 24
A.14 Biennial Review of Conflict of Interest and disclosure Code 25-26

VIII PUBLIC COMMENTS - No Speakers

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

IX COMMUNICATIONS

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

A. Student Board Members Reports

- **Malie Huffman, Olympic Student Board Member, gave the following report:** Eight Olympic students are in their second week of K9 Connection training. K9 Connection is a project of the OPCC that brings selected shelter dogs to campus and teaches the students to train them so they will become adoptable. At the same time, the training empowers the students to apply the lessons they teach the dogs, to their own lives - focusing on goal setting, personal accountability and personal motivation. The K9 graduation will be held on Thursday at 3 p.m. in the school cafeteria.

On November 29th, the campus participated in a practice lock down which went smoothly. A student posed as an intruder and with SMPD assistance, we made a sweep of the campus to ensure everyone was safe and secure.

Ms. Huffman distributed copies of the fall edition of the school paper, The Olympic Chronicle, to members of the Board. She stated that it reflects the events of the school and the areas of interest of students.

- **Sarah Paxton, Malibu High Student Board Member, gave the following report:** Operation SMILE is holding its annual dollar drive. The 7th grade class has raised over \$4,000 for this fundraiser. The dollar drive ends December 9. Sarah Paxton and another student will be attending mission training for Operations SMILE in January. They will go on a medical mission in 2006 to a third world country.

The school is participating in a blood drive on Tuesday, December 13, and everyone is encouraged to donate. The Key Club is holding a toy drive in all homeroom classes to benefit underprivileged children.

Students are participating in a "bag for a bag" campus clean up project. Students exchange a bag of trash for a bag of candy.

Lastly, the ASB Student Store Committee is working with Vans to produce shoes with Malibu High School colors/logo to raise funds and school spirit. ASB is very excited about this venture.

B. SMMCTA Update - Mr. Harry Keiley - no report

C. S.E.I.U Update - Keryl Cartee made the following report:

SEIU Local 660 and the 2005/06 Negotiating Committee have successfully reached a Tentative Agreement with SMMUSD. A general membership Meeting has been scheduled for Wednesday, December 14, 2005 – 4:30 PM in the Board Room at the District Office. Dates for the mailing and return of ballots and ballot counting will be determined at the General Membership meeting.

SEIU Local 660 is selling raffle tickets to benefit Hurricane Katrina victims. All proceeds will go directly to union members and their families who were impacted by Hurricane Katrina. All funds will be channeled through the local unions to their members so there are no administrative costs involved. The prize to be raffled is a 2006 PT Cruiser (4-dr, with AM/FM, CD player, A/C, Automatic windows, etc.) Tickets are \$10.00 or three (3) for \$25.00. Please contact Keryl Cartee, Chief Steward, SEIU Local 660, 310-450-8338, Ext. 360.

SEIU Local 660 is currently running its 25th Annual Christmas Toy Drive for LA County Foster Children. The deadline for donations is Wednesday December 14, 2005. Please drop your donations off at the District Office (Chief Steward Office) or you may send a check, payable to Local 660 toy Drive to SEIU Local 660, Attention Alexa Medlin 500 S. Virgil Avenue Los Angeles, CA 90020

SEIU Local 660 wishes to extend the warmest of all holiday wishes to the Santa Monica Malibu Unified School District employees and its supporting community.

X SUPERINTENDENT’S REPORT - No Report

MAJOR and DISCUSSION Items

As a general rule, items under MAJOR and DISCUSSION will be listed in order of importance as determined by the President, Vice President and Superintendent. Individual Board members may move to request a change in the order prior to consideration of any Major item. The Board may also move any of these items out of order to be heard immediately following PUBLIC COMMENTS if it appears that there is special interest by the public or as a courtesy to staff members making presentations to the Board.

XI MAJOR ITEMS

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

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XI	MAJOR ITEMS (continued)	
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A.19	Approval of 2005-06 First Interim Report	31-33
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A.21	Approval of Master Facilities Contract with Fields Devereaux Harley Ellis (FDHE) (Formerly Fields Devereaux Architects & Engineers- FDAE)	35
A.22	Approve Lease Agreement for Transportation Facility	36
A.23	Approval of Special Education Contracts	37-39
A.24	Appointments to District Advisory Committees	40-46
XII	DISCUSSION ITEMS	
	These items are submitted for information (FIRST READING) and discussion. Action will generally be considered at the next regularly scheduled meeting of the Board.	
D.1	District Advisory Committee - Update and Proposed Changes to Policy and Regulations	47-56
D.2	Summary of School Site Custodial Service Improvement Strategies	57-58h
D.3	Summary of Evaluations to be Undertaken in 2005-2006	59-61
XIII	INFORMATIONAL ITEMS	
I.1	Basic/Supplemental Textbook Adoption	62
XIV	BOARD MEMBER ITEMS	
	These items are submitted by individual Board members for information or discussion, as per Board Policy 8320(b).	
XV	REQUESTS BY MEMBERS OF THE PUBLIC OR DISTRICT ADVISORY COMMITTEES TO ADDRESS THE BOARD OF EDUCATION	
	These items are submitted by members of the public to address the Board of Education on a matter within the jurisdiction of the Board, as per Board Policy 8320(c). Requests must be submitted to the Superintendent in writing ten days before the Board meeting or prior to agenda planning, in accordance with the established agenda planning schedule, whichever is less. The written request will not exceed 500 words and will include, as an attachment, brief background information and the reason for the request.	
XVI	CONTINUATION OF PUBLIC COMMENTS	
	A continuation of Section VIII, as needed. (If the number of persons wishing to address the Board of Education exceeds the time limit in section VIII, additional time will be provided in Section XVI, CONTINUATION OF PUBLIC COMMENTS.)	

XVII BOARD MEMBER COMMENTS

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

- *Mr. McLoud requested that information related to average Class Size in elementary grades 4 and 5 and core subject areas in the middle and high schools be included as a discussion item in a future agenda. The Board of Education concurred with his request.*

XVIII FUTURE AGENDA ITEMS

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

XIX CLOSED SESSION

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

XX ADJOURNMENT

It was moved by Ms. Bloomfield, seconded by Dr. Escarce and voted 7/0 to adjourn the meeting at 10:05 p.m. The next regularly scheduled meeting will be held on Thursday, January 5, 2006 at 5:30 p.m. in the Malibu City Council Chambers, 23815 Stuart Ranch Road, Malibu, CA

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

Approved:

January 5, 2006

[Signature]
President

[Signature]
Superintendent

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

Board of Education Meeting MINUTES: December 08, 2005

Board of Education Meeting Schedule
Public Meetings will begin at 5:30 p.m.

July through December, 2005

Month	1st Thurs	2nd Thurs.	3rd Thursday Discussion Mtg.	4th Thursday	Special Note:
July				7/28 DO	
August			8/18 SM		
September		9/8 DO		9/22 DO	
October	10/6 M		10/20 SM		
November	11/3 DO		11/17 SM		
December		12/8 DO			

January through June, 2006

January	1/5 M		1/19 SM		
February	2/2 DO		2/16 SM		
March	3/2 M			3/23 DO	Stairway 3/16-17
April	4/6 DO		4/20* SM		*Spring Break:4/10-21
May	5/4 M		5/18 SM		
June	6/1 DO		6/15 SM		Last day of School 6/23

District Office (DO) 7/28,9/8, 9/22,11/3,12/8,2/2,3/23,4/6 and 6/1

Malibu City Council Chambers (M): 10/6,1/5,3/2, and 5/4

23815 Stuart Ranch Road, Malibu, CA

Santa Monica City Council Chambers (SM): 8/18,10/20,11/17,1/19,2/16,4/20*, 5/18 and 6/15
 1685 Main Street, Santa Monica.

Agenda Distribution:

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

www.smmusd.org.

Adopted 5/19/05

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

Board of Education Meeting MINUTES: December 08, 2005

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**Santa Monica-Malibu Unified School District
Board of Education
December 8, 2006**

I CALL TO ORDER

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

Student Board Members
Malie Huffman - Olympic High School (voting 12/8)
Alon Nachshon - Santa Monica High School (voting 1/5/06) - absent
Sarah Paxton - Malibu High School (voting 1/19/06)

B Pledge of Allegiance
Lead by Malie Huffman

II CLOSED SESSION

Ms. Bloomfield reported that in closed session, it was moved by Dr. Wisnicki, seconded by Ms. Leon-Vazquez and voted unanimously to approve the proposed settlement cases pursuant to GC Section 54954.9 (b), as cited in the Brown Act:

DN-1054-05/06	DN-1056-05/06	DN-1058-05/06
DN-1061-05/06	DN-1063-05/06	DN-1064-05/06
DN-1066-05/06*	DN-1069-05/06	DN-1070-05/06

(*Through a clerical error, DN-1066-05/06 was not listed on the cover of the agenda, however, the Board announced approval of the proposed settlement.)

Dr. Deasy announced that a majority of the Board voted to affirm the Tentative Agreement with SEIU on the new contract.

TO: BOARD OF EDUCATION

ACTION
12/08/05

FROM: JOHN E. DEASY

RE: APPROVAL OF MINUTES

RECOMMENDATION NO. A.01

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

November 03, 2005

November 17, 2005

MOTION MADE BY: Ms. Brownley
SECONDED BY: Ms. Leon-Vazquez
STUDENT ADVISORY VOTE: Aye
AYES: All (7)
NOES: None (0)

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: Ms. Brownley
 SECONDED BY: Ms. Leon-Vazquez
 STUDENT ADVISORY VOTE: Aye
 AYES: All (7)
 NOES: None (0)

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 Improvemt.	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

NAME SITE 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
MOEN, Jodee ROSEN, Maureen 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
REFF, Eric SILHAVY, Dawn 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		
HARRIS, Jerold 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
WOO, Angela 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: Ms. Brownley
 SECONDED BY: Ms. Leon-Vazquez
 STUDENT ADVISORY VOTE: Aye
 AYES: All (7)
 NOES: None (0)

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>Destinati on 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: 12/8/05 to 12/10/05</u>	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>Destinati on 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: Ms. Brownley
 SECONDED BY: Ms. Leon-Vazquez
 STUDENT ADVISORY VOTE: Aye
 AYES: All (7)
 NOES: None (0)

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: Ms. Brownley

SECONDED BY: Ms. Leon-Vazquez

STUDENT ADVISORY VOTE: Aye

AYES: All (7)

NOES: None (0)

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: Ms. Brownley

SECONDED BY: Ms. Leon-Vazquez

STUDENT ADVISORY VOTE: Aye

AYES: All (7)

NOES: None (0)

School/Site Account Number	Gift Amount	Equity Fund 15% Contrib.	In-kind Value	Donor	Purpose
JAMS					
01-90120-0-00000-00000-8699-011-0000					
Adult Education					
11-90120-0-00000-00000-8699-090-0000					
Alternative (SMASH)					
01-90120-0-00000-00000-8699-009-0000					
Cabrillo	\$ 425.00	\$ 75.00		Malibu Knowledge Group	Instructional Aides, Hourly
01-90120-0-00000-00000-8699-017-0000					
PTA Reim. - Resource #90150					
CDS					
12-90120-0-00000-00000-8699-070-0000					
Edison					
01-90120-0-00000-00000-8699-001-0000					
PTA Reim. - Resource #90150					
Franklin					
01-90120-0-00000-00000-8699-002-0000					
PTA Reim. - Resource #90150					
Grant			\$ 65.88	Christopher Huber	Plants & Materials for Garden outside Classroom #38
01-90120-0-00000-00000-8699-003-0000					
Lincoln					
01-90120-0-00000-00000-8699-012-0000					
Malibu High School	\$ 1,350.00	\$ -		Various	Field Trip-Environmental Science Students
01-90120-0-00000-00000-8699-010-0000	\$ 340.00	\$ 60.00		Jostens	General Supplies & Materials
	\$ 76.00	\$ -		Various	General Supplies & Materials
	\$ 70.35	\$ 12.41		Verizon Long Distance	General Supplies & Materials
	\$ 45.50	\$ -		Woodshop Students	General Supplies & Materials-Woodshop Supplies
Shark Fund - Resource #90141					
McKinley					
01-90120-0-00000-00000-8699-004-0000					
Muir	\$ 423.50	\$ -		Various/PTA Bake Sale	Field Trip
01-90120-0-00000-00000-8699-005-0000	\$ 240.00	\$ -		Nancy L. Gottesman	Field Trip
	\$ 10.00	\$ -		County of Los Angeles	General Supplies & Materials-Restitution for stolen laptop

School/Site Account Number	Gift Amount	Equity Fund 15% Contrib.	In-kind Value	Donor	Purpose
Olympic HS 01-90120-0-00000-00000-8699-014-0000	\$ 1,000.00	\$ -		Misty M. Cantero	Other Operating Expenses-Scholarships for Students
Rogers 01-90120-0-00000-00000-8699-006-0000					
PTA Reim. - Resource #90150					
Roosevelt 01-90120-0-00000-00000-8699-007-0000					
PTA Reim. - Resource #90150					
Samohi 01-90120-0-00000-00000-8699-015-0000	\$ 2,975.00 \$ 170.31	\$ 525.00 \$ 30.06		@Radical.media,inc. Verizon	General Supplies & Materials-At Principals Discretion General Supplies & Materials-At Principals Discretion
Barnum Hall 01-91150-0-00000-00000-8699-015-0000					
Pt. Dume Marine Science 01-90120-0-00000-00000-8699-019-0000	\$ 14,960.00 \$ 11,360.00	\$ - \$ -		Various Parents Various Parents	Field Trip-5th Grade field trip November 9-11, 2005 Field Trip-4th Grade field trip C.E.L.P October 24-26, 2005
PTA Reim. - Resource #90150					
Webster 01-90120-0-00000-00000-8699-008-0000					
PTA Reim. - Resource #90150					
Others:					
Superintendent's Office 01-90120-0-00000-00000-8699-020-0000					
Educational Services 01-90120-0-00000-00000-8699-030-0000					
Student & Family Services 01-90120-0-00000-00000-8699-040-0000					
Special Education 01-90120-0-00000-00000-8699-044-0000					
Food & Nutrition Services 01-90120-0-00000-0000-8699-057-0000					
District 01-90120-0-00000-00000-8699-090-0000					
TOTAL	\$ 33,445.66	\$ 702.47	\$ 65.88		

School/Site Account Number	Y-T-D Adjusted Gift Total	Current Gift Amount	Equity Fund 15% Contrib.	Cumulative Gift Amount	Y-T-D In-Kind Value	Current In-Kind Value	Cumulative In-Kind Value
JAMS 01-90120-0-00000-00000-8699-011-0000	\$ 24,067.07			\$ 24,067.07		\$ -	\$ -
Adult Education 11-90120-0-00000-00000-8699-090-0000	\$ 1,422.41			\$ 1,422.41		\$ -	\$ -
Alternative (SMASH) 01-90120-0-00000-00000-8699-009-0000				\$ -		\$ -	\$ -
Cabrillo 01-90120-0-00000-00000-8699-017-0000	\$ 2,379.84	\$ 425.00	\$ 75.00	\$ 2,879.84		\$ -	\$ -
PTA Reim. - Resource #90150	\$ 55.00		\$ -	\$ 55.00		\$ -	\$ -
CDS 12-90120-0-00000-00000-8699-070-0000				\$ -		\$ -	\$ -
Edison 01-90120-0-00000-00000-8699-001-0000	\$ 2,926.29		\$ -	\$ 2,926.29		\$ -	
PTA Reim. - Resource #90150				\$ -		\$ -	\$ -
Franklin 01-90120-0-00000-00000-8699-002-0000	\$ 270.08			\$ 270.08		\$ -	\$ -
PTA Reim. - Resource #90150				\$ -			
Grant 01-90120-0-00000-00000-8699-003-0000	\$ 529.46			\$ 529.46		\$ 65.88	\$ 65.88
Lincoln 01-90120-0-00000-00000-8699-012-0000	\$ 26,520.18			\$ 26,520.18		\$ -	\$ -
Malibu High School 01-90120-0-00000-00000-8699-010-0000	\$ 3,559.40	\$ 1,881.85	\$ 72.41	\$ 5,513.66			\$ -
Malibu Shark Fund - Resource #90141	\$ 64,062.00			\$ 64,062.00		\$ -	\$ -
McKinley 01-90120-0-00000-00000-8699-004-0000	\$ 2,446.76			\$ 2,446.76		\$ -	\$ -
Muir 01-90120-0-00000-00000-8699-005-0000	\$ 1,834.51	\$ 673.50	\$ -	\$ 2,508.01		\$ -	\$ -
Olympic HS 01-90120-0-00000-00000-8699-014-0000	\$ 3,333.91	\$ 1,000.00	\$ -	\$ 4,333.91		\$ -	\$ -
Rogers 01-90120-0-00000-00000-8699-006-0000	\$ 25,331.81			\$ 25,331.81		\$ -	\$ -
PTA Reim. - Resource #90150				\$ -			
Roosevelt 01-90120-0-00000-00000-8699-007-0000	\$ 86,101.02			\$ 86,101.02		\$ -	\$ -
PTA Reim. - Resource #90150				\$ -		\$ -	\$ -

School/Site	Y-T-D Adjusted	Current	Equity Fund	Cumulative	Y-T-D	Current	Cumulative
Account Number	Gift Total	Gift Amount	15% Contrib.	Gift Amount	In-Kind Value	In-Kind Value	In-Kind Value
Samohi	\$ 65,373.81	\$ 3,145.31	\$ 555.06	\$ 69,074.18		\$ -	\$ -
01-90120-0-00000-00000-8699-015-0000	[See Below for Barnum Hall]						
Pt. Dume Marine Science	\$ 300.00	\$ 26,320.00	\$ -	\$ 26,620.00	\$ -	\$ -	\$ -
01-90120-0-00000-00000-8699-019-0000							
PTA Reim. - Resource #90150				\$ -			
Webster			\$ -	\$ -	\$ -	\$ -	\$ -
01-90120-0-00000-00000-8699-008-0000							
PTA Reim. - Resource #90150			\$ -	\$ -	\$ -	\$ -	\$ -
ALL OTHER LOCATIONS:							
Superintendent's Office	\$ 25,000.00		NOT	\$ 25,000.00	\$ -	\$ -	\$ -
01-90120-0-00000-00000-8699-020-0000							
Educational Services	\$ 326.00		SUBJECT	\$ 326.00	\$ 60.00	\$ -	\$ 60.00
01-90120-0-00000-00000-8699-030-0000							
Student and Family Support Services			TO	\$ -	\$ -	\$ -	\$ -
01-90120-0-00000-00000-8699-041-0000							
Special Education			EQUITY	\$ -	\$ -	\$ -	\$ -
01-90120-0-00000-00000-8699-044-0000							
Food & Nutrition Services			FUND	\$ -	\$ -	\$ -	\$ -
01-90120-0-00000-00000-8699-070-0000							
District			CONTRIBUTIONS	\$ -	\$ -		\$ -
01-90120-00000-0-00000-8699-090-0000							
TOTAL GIFTS	\$ 335,839.55	\$ 33,445.66	\$ 702.47	\$ 369,987.68	\$ 60.00	\$ 65.88	\$ 125.88
BARNUM HALL - Current Year	Y-T-D Gifts	Current Gifts		Cumulative Gifts	Prev. In-Kind Gifts	Current In-Kind Gifts	Cumulative In-Kind
01-91150-0-00000-00000-8699-015-0000		\$ -	\$ -	\$ -	Organ (Belt) (Est.)		\$ 250,000.00
Previous Years' Gifts					Organ (Dollinger)		350,000.00
2004-05	\$ 150.00						
2003-04	\$ 7,616.11						
2002-03	\$ 125,376.04						
2001-02	\$ 66,200.00				Dollinger Organ donated at 4/11/02 Board Mt		
2000-01	\$ 137,863.00				(Item A.21) to Tucson Fox Foundation		
1999-00	\$ 175,700.00					n/a	\$ (350,000.00)
1998-99	\$ 10,945.00					n/a	
1997-98	\$ 26,645.00						
TOTAL CASH GIFTS FOR BARNUM HALL	\$ 550,495.15		Total Equity Fund				\$ 250,000.00
			15% Contribs.				
Total Cash Gifts for District, incl. Barnum Hall:		\$ 33,445.66	\$ 702.47		Total In-Kind Gifts	\$ 65.88	

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: Ms. Brownley
SECONDED BY: Ms. Leon-Vazquez
STUDENT ADVISORY VOTE: Aye
AYES: All (7)
NOES: None (0)

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

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

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
*** CHANGED PURCHASE ORDERS ***					
613548	GALE SUPPLY CO	PRICE INCREASE	WILL ROGERS ELEMENTARY SCHOOL	218.93	R
				** CHANGED PURCHASE ORDERS TOTAL:	218.93
*** NEW PURCHASE ORDERS ***					
613642	ACE MESSENGER & ATTORNEY	MAIL DELIVERY SERVICE	PURCHASING/WAREHOUSE	3,000.00	U
613439	ADAMS BOOK CO INC	BOOKS	MALIBU HIGH SCHOOL	396.47	R
613538	ADVANCED ELECTRONICS	MAINTENANCE AGREEMENT	SANTA MONICA HIGH SCHOOL	127.07	U
613574	AMERICAN COUNCIL ON EDUCATION	GED FEES	ADULT EDUCATION CENTER	178.50	A
613542	AMF BAY SHORE LANES	FIELD TRIP/BOWLING	CHILD DEVELOPMENT CENTER	192.50	CD
613577	ANIXTER BROS INC	OPEN ORDER/CABLING-WIRING	INFORMATION SERVICES	600.00	U
613641	APPLE COMPUTER INC	Open Repair	INFORMATION SERVICES	3,000.00	U
613448	ASCD	MEMBERSHIP RENEWAL	MALIBU HIGH SCHOOL	79.00	U
613536	AVID-LOS ANGELES COUNTY	PROFESSIONAL DEVELOPMENT FEE	SANTA MONICA HIGH SCHOOL	750.00	U
613513	BAD WOLF PRESS	Curriculum workbooks & plays	FRANKLIN ELEMENTARY SCHOOL	162.38	R
613645	BORDERS BOOKS & MUSIC	Open P.O. for Books 05-06	STATE AND FEDERAL PROJECTS	400.00	R
613682	BORDERS BOOKS & MUSIC	OPEN ORDER	STUDENT SERVICES	300.00	U
613558	BROOKS, CHERYL CENTER	MILEAGE REIMBURSEMENT	SPECIAL EDUCATION REGULAR YEAR	668.82	R
613597	BROWN, JULIANN	REIMBURSEMENT	ENGLISH LANGUAGE DEVELOPMENT	233.00	R
613600	BSN SPORTS/SPORT SUPPLY GROUP	PE EQUIPMENT	JOHN MUIR ELEMENTARY SCHOOL	89.42	R
613472	BUSINESS PRINTING AND IMAGING	BUSINESS CARDS	CHILD DEVELOPMENT CENTER	95.54	CD
613496	BUSINESS PRINTING AND IMAGING	business cards	SPECIAL EDUCATION REGULAR YEAR	31.85	R
613533	BUSINESS PRINTING AND IMAGING	BUSINESS CARDS	LINCOLN MIDDLE SCHOOL	63.69	U
613647	CALIFORNIA TOMORROW	SUPPLIES FOR ELL CLASS	STATE AND FEDERAL PROJECTS	102.37	R
613606	CALTROL INC	OPEN ORDER-PLUMBING/GAS SUPPLY	FACILITY MAINTENANCE	1,200.00	R
613644	CATALINA ISLAND CAMPS INC	4TH GRADE FIELD TRIP	PT DUME ELEMENTARY SCHOOL	7,655.25	R
613444	CDW-G COMPUTING SOLUTIONS	TECHNOLOGY EQUIPMENT	MALIBU HIGH SCHOOL	452.90	R
613525	CERTIFIED DOCUMENT DESTRUCTION	document destruction	STUDENT SERVICES	81.19	U
613625	CHAMPION CHEMICAL	FLOOR WAX	CABRILLO ELEMENTARY SCHOOL	136.40	R
613620	CLASSROOMDIRECT.COM	Classroom Supplies	ROOSEVELT ELEMENTARY SCHOOL	65.81	R
613569	COCA COLA BOTTLING COMPANY OF	OPEN PO FOR DRINK FOR RESALE	SAMOHI STUDENT STORE	2,000.00	U
613509	COMMUNITY CARE LICENSING	ANNUAL CONSOLIDATED LICENSE	CHILD DEVELOPMENT CENTER	3,100.00	CD
613658	COMPLETE BUSINESS SYSTEMS	COPIER SUPPLIES	JOHN ADAMS MIDDLE SCHOOL	1,114.25	U
613598	COOKSON DOOR SALES CO	BARNUM HALL FIRE DOORS	FACILITY MAINTENANCE	236.25	R
612740	CORPORATE EXPRESS	FILING CABINETS, MONITOR RISER	PERSONNEL COMMISION	1,614.61	U
613522	CORPORATE EXPRESS	OPEN ORDER/INST SUP/TEAM 7TH	JOHN ADAMS MIDDLE SCHOOL	100.00	U
613524	CORPORATE EXPRESS	CHAIRS	PERSONNEL SERVICES	1,564.75	U
613617	CORPORATE EXPRESS	SHREDDER	INSURANCE SERVICES	204.40	U
613653	CORPORATE EXPRESS	OPEN ORDER/INST SUP/TEAM	JOHN ADAMS MIDDLE SCHOOL	60.00	U
613654	CORPORATE EXPRESS	OPEN ORDER/INST SUP/TEAM 7TH	JOHN ADAMS MIDDLE SCHOOL	50.00	U
613745	CORPORATE EXPRESS	OFFICE CHAIRS	PURCHASING/WAREHOUSE	541.25	U
613636	CORPORATE EXPRESS/US OFFICE	OPEN ORDER - OFFICE SUPPLIES	HEALTH SERVICES	200.00	U
613637	CORPORATE EXPRESS/US OFFICE	CORNER PC/ARTICULATING KEYBD	PERSONNEL SERVICES	201.35	U
613690	CORPORATE EXPRESS/US OFFICE	CONFERENCE TABLE & CHAIRS	BUSINESS SERVICES	1,231.89	U
613549	CULVER NEWLIN	PICNIC TABLES	PURCHASING/WAREHOUSE	3,178.00	U
613527	DHL EXPRESS INC	OVERNIGHT MAIL - OPEN ORDER	BUSINESS SERVICES	200.00	U
613616	DIAZ, AIDA	REIMBURSEMENT/TESTING MATERIAL	ENGLISH LANGUAGE DEVELOPMENT	494.73	R
613514	DICK BLICK	ART SUPPLIES	OLYMPIC CONTINUATION SCHOOL	441.38	R
613621	DIRECT ADVANTAGE	Classroom Supplies	ROOSEVELT ELEMENTARY SCHOOL	44.98	R
613788	DON JOHNSTON INC	special ed phonics program	SPECIAL EDUCATION REGULAR YEAR	534.23	R

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
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DF-DEFERRED MAINTENANCE SM-STATE MODERNIZATION

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
613595	EDELMAN, SUSAN	REIMBURSEMENT	ENGLISH LANGUAGE DEVELOPMENT	75.00	R
613716	EDUCATIONAL SALES CO	ENGLISH TEXTBOOKS	SANTA MONICA HIGH SCHOOL	5,358.22	R
613628	EDUCATORS PUBLISHING COMPANY	INSTRUCTIONAL MATERIALS	JOHN MUIR ELEMENTARY SCHOOL	159.40	R
613664	EL CAPITAN THEATRE	FIELD TRIP/ EL CAPITAN	CHILD DEVELOPMENT CENTER	2,700.00	CD
613805	F K M COPIER PRODUCTS	INK CARTRIDGES FOR PRINTERS	GRANT ELEMENTARY SCHOOL	1,257.16	R
613547	FOLLETT EDUCATIONAL SERVICES	TEXTBOOKS	OLYMPIC CONTINUATION SCHOOL	5,784.01	R
613279	FOLLETT LIBRARY BOOK CO	Open P.O. for Follett books	SANTA MONICA HIGH SCHOOL	2,000.00	R
613518	FOLLETT LIBRARY BOOK CO	INSTRUCTIONAL SUPPLIES	FRANKLIN ELEMENTARY SCHOOL	1,100.00	R
613564	FOLLETT LIBRARY BOOK CO	Ed Services Library Grant	WILL ROGERS ELEMENTARY SCHOOL	1,989.04	R
613572	FOUNDATION FOR EDUCATION	WORKBOOKS	ADULT EDUCATION CENTER	51.47	A
613599	FREDERICK, SARAH	REIMBURSEMENT	ENGLISH LANGUAGE DEVELOPMENT	233.00	R
613640	FRITO-LAY INC	OPEN PO FOR RESALABLE SNACKS	SAMOHI STUDENT STORE	4,000.00	U
613683	FRY'S ELECTRONICS	OPEN PURCHASE ORDER	STUDENT SERVICES	300.00	U
613602	GALE SUPPLY CO	Supplies/Transp. Dept.	TRANSPORTATION	47.63	R
613622	GALE SUPPLY CO	CUSTODIAL SUPPLIES	LINCOLN MIDDLE SCHOOL	426.51	U
613627	GALE SUPPLY CO	CUSTODIAL SUPPLIES	CABRILLO ELEMENTARY SCHOOL	85.30	R
613225	GATEWAY 2000 MAJOR ACCOUNTS	GATEWAY COMPUTER	CHILD DEVELOPMENT CENTER	1,515.49	CD
613404	GENERAL BINDING CORP	ANNUAL MAINTENANCE AGREEMENT	CHILD DEVELOPMENT CENTER	642.00	CD
613601	GOPHER SPORTS EQUIP	PE EQUIPMENT	JOHN MUIR ELEMENTARY SCHOOL	628.28	R
613529	GRAVIC PRINCIPIA DIVISION OF	MATERIALS FOR SCANNERS	STATE AND FEDERAL PROJECTS	836.88	R
613589	GREAT LAKES SPORTS	PE Equipment	FRANKLIN ELEMENTARY SCHOOL	524.47	R
613797	GUIDED DISCOVERIES	5TH GRADE FIELD TRIP	MCKINLEY ELEMENTARY SCHOOL	14,925.00	R
613568	HARALAMBOS BEVERAGE COMPANY	OPEN ORDER FOR DRINKS	SAMOHI STUDENT STORE	2,000.00	U
613510	HARCOURT BRACE	INSTRUCTIONAL SUPPLIES	FRANKLIN ELEMENTARY SCHOOL	114.34	R
613573	HEINEMANN	PROFESSIONAL DVD	CURRICULUM AND IMC	54.71	R
613516	HOUGHTON MIFFLIN	INSTRUCTIONAL SUPPLIES	FRANKLIN ELEMENTARY SCHOOL	440.42	R
613479	IMED	CD/CASS. PLAYER-LISTENING CTR.	WILL ROGERS ELEMENTARY SCHOOL	195.66	R
612755	INSTA-TUNE	OPEN ORDER GROUNDS VEHICLES	GROUNDS MAINTENANCE	250.00	R
613681	IWASA, CHRISTINE	REIMB MATH CURRICULUM SUP	JOHN ADAMS MIDDLE SCHOOL	754.95	R
613635	JEFFRIES, JANE	REIMBURSEMENT-FLU VACCINE	HEALTH SERVICES	3,300.00	R
613483	JOHN LISEE PUMPS	REPLACE SAMOHI POOLPUMP MOTOR	FACILITY MAINTENANCE	2,068.89	R
613623	KAMRAN & CO	Shelving	INFORMATION SERVICES	626.42	U
613415	KING, KERI	REIMBURSEMENT	CURRICULUM AND IMC	50.00	R
613571	KLCS-TV	LEARNING VIDEOS	ADULT EDUCATION CENTER	995.90	A
613830	KORADE & ASSOCIATE BUILDERS	NEW DRIVEWAY-OLYMPIC HS	OLYMPIC CONTINUATION SCHOOL	2,700.00	DF
613530	LAKESHORE CURRICULUM	CLASSROOM RUG	JOHN MUIR ELEMENTARY SCHOOL	368.52	R
613563	LAKESHORE CURRICULUM	INSTRUCT./INCLUSION MATERIAL	SPECIAL EDUCATION REGULAR YEAR	594.98	R
613517	LIBRARY STORE INC, THE	SUPPLIES FOR LIBRARY	WEBSTER ELEMENTARY SCHOOL	514.70	R
613688	LYONS, IRMA	CHILD CARD FOR FAMILY NITE	WILL ROGERS ELEMENTARY SCHOOL	96.00	R
613559	MAYER-JOHNSON INC.	INCLUSION MATERIALS	SPECIAL EDUCATION REGULAR YEAR	873.57	R
613394	MCBATTERY LLC	Batteries	INFORMATION SERVICES	600.00	U
613443	MCDUGAL LITTEL	MATH TEXTBOOKS	MALIBU HIGH SCHOOL	11,672.94	R
613503	MONARCH BUS. FORMS/STRATACOM	PRINT PURCHASE ORDER FORMS	PURCHASING/WAREHOUSE	1,742.83	U
613447	NORTH AMERICAN BUSINESS PHONES	SCHOOL PHONES	MALIBU HIGH SCHOOL	817.29	R
613450	OFFICE MAX	XEROX PAPER	OLYMPIC CONTINUATION SCHOOL	379.96	U
613508	OFFICE MAX	COPY PAPER	GRANT ELEMENTARY SCHOOL	2,000.00	R
613580	OFFICE MAX	XEROX PAPER FOR SCHOOL	WEBSTER ELEMENTARY SCHOOL	2,600.00	R
613673	OFFICE MAX	COPY PAPER	JOHN ADAMS MIDDLE SCHOOL	1,120.15	U
613493	OLIVER WORLDCLASS LABS INC	SMART BOARD PRESENTATION SYSTE	WILL ROGERS ELEMENTARY SCHOOL	4,570.28	U
613633	ORCHARD SUPPLY HARDWARE	OPEN ORDER/SCIENCE PROJECTS	CHILD DEVELOPMENT CENTER	50.00	CD
613570	ORIENTAL TRADING CO INC	ART/CRAFT SUPPLIES	WEBSTER ELEMENTARY SCHOOL	79.50	R

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
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SF-SPECIAL FINANCING (FLEX) EX-PROPOS and X D-DEVELOPER FEES SR-SPECIAL RESERVE CAPITAL
DF-DEFERRED MAINTENANCE SM-STATE MODERNIZATION

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
613609	ORTCO INC.	PLAYGROUND MATTING-ROOSEVELT	FACILITY MAINTENANCE	1,400.00	U
613249	PATTONS PHARMACY	EPIPENS	HEALTH SERVICES	761.18	R
613359	PERMABOUND BOOKS	Books/Lottery fund	EDISON ELEMENTARY SCHOOL	350.72	R
613553	PIONEER CHEMICAL CO	CARPET EXTRATOR PARTS	PT DUME ELEMENTARY SCHOOL	275.50	R
613665	PROFESSIONAL INDEXES & FILES	TABBIES	FISCAL SERVICES	335.42	U
613615	Professional Environmental Svc	TEST BOILERS FOR SCAQMD STAND.	SANTA MONICA HIGH SCHOOL	5,600.00	DF
613519	QUARTERMASTER	SECURITY ACCESSORIES	LINCOLN MIDDLE SCHOOL	47.79	R
613657	QUARTERMASTER	SECURITY CLOTHING/PERMIT	JOHN ADAMS MIDDLE SCHOOL	99.32	R
613506	RALPH MECHUR ARCHITECTS	REINBURSABLES	CHILD DEVELOPMENT CENTER	1,000.00	CD
613520	RAYVERN LIGHTING	LIGHT BULBS	FRANKLIN ELEMENTARY SCHOOL	28.58	R
613528	RAYVERN LIGHTING	LIGHTBULBS	WEBSTER ELEMENTARY SCHOOL	155.23	R
613565	RECORDED BOOKS INC	TEXTS/AUDIO	LINCOLN MIDDLE SCHOOL	129.39	R
613596	ROMAN, BERTHA	REIMBURSEMENT	ENGLISH LANGUAGE DEVELOPMENT	233.00	R
613680	SADDLEBACK EDUCATIONAL INC	INSTRUCTIONAL SUP/HUMANITIES	JOHN ADAMS MIDDLE SCHOOL	42.45	R
613649	SANTA CLARA COUNTY OFFICE OF ED	MATERIALS FOR ELL CLASS	STATE AND FEDERAL PROJECTS	98.60	R
613512	SANTA MONICA MUN BUS LINES	BUS TRANSPORTATION	PT DUME ELEMENTARY SCHOOL	667.10	R
613666	SANTA MONICA MUN BUS LINES	SM BIG BLUE BUS CARDS	CHILD DEVELOPMENT CENTER	500.00	CD
613604	SANTA MONICA RADIATOR	Repair Parts/Regular Ed.	TRANSPORTATION	135.00	R
613441	SCANTRON CORPORATION	SCANTRON TSM FORMS	MALIBU HIGH SCHOOL	353.98	R
613630	SCHOLASTIC INC	INSTRUCTIONAL SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	81.90	R
613566	SCHOOL HEALTH CORPORATION	OTOSCOPE/BATTERY	HEALTH SERVICES	198.46	U
613258	SCHOOL SPECIALTY INC	CLASSROOM SUPPLIES/STONE	GRANT ELEMENTARY SCHOOL	73.49	U
613613	SCHOOL SPECIALTY PUBLISHING	Textbooks for pre-algebra	JOHN ADAMS MIDDLE SCHOOL	392.04	R
613445	SEHI COMPUTER PRODUCTS	PRINTER TONERS	MALIBU HIGH SCHOOL	1,166.66	U
613550	SEHI COMPUTER PRODUCTS	PRINTERS	HEALTH SERVICES	391.89	R
613554	SEHI COMPUTER PRODUCTS	PRINTER CARTRIDGES	SANTA MONICA HIGH SCHOOL	816.18	U
613555	SEHI COMPUTER PRODUCTS	PRINTER CARTRIDGES	SANTA MONICA HIGH SCHOOL	110.35	U
613556	SEHI COMPUTER PRODUCTS	PRINTER CARTRIDGES	SANTA MONICA HIGH SCHOOL	936.35	U
613557	SEHI COMPUTER PRODUCTS	PRINTER CARTRIDGES	SANTA MONICA HIGH SCHOOL	817.29	U
613626	SEHI COMPUTER PRODUCTS	OFFICE SUPPLIES	CABRILLO ELEMENTARY SCHOOL	93.79	R
613575	SILVER BURDETT & GINN	GNRL MUSIC TEXTS	STATE AND FEDERAL PROJECTS	3,623.51	R
613511	SIMPLEXGRINNELL	REPAIR TO FIRE ALARM SAMOHI	FACILITY MAINTENANCE	1,387.27	R
613567	SIR SPEEDY PRINTING #0245	PRINTING	HEALTH SERVICES	194.85	R
613605	SMITH & HARTFORD CUSTOM COACH	Bus Repairs/Special Ed.	TRANSPORTATION	1,114.08	R
613507	SOUTHWEST SCHOOL SUPPLY	OFFICE SUPPLIES	GRANT ELEMENTARY SCHOOL	227.80	R
613684	SPARKLETT'S WATER CO	OPEN P.O	STUDENT SERVICES	100.00	U
613742	SPECTRA/SHAW CONTRACT FLOORING	CARPET REPLACE-WASH.WEST RM 7	FACILITY MAINTENANCE	1,744.00	U
613744	SPECTRA/SHAW CONTRACT FLOORING	NEW CARPET-PINE.ST.CDS 16&17	FACILITY MAINTENANCE	4,861.00	U
613655	STAPLES/P-U/SANTA MONICA/WILSH	OPEN ORDER/INST SUP/TEAM 8TH	JOHN ADAMS MIDDLE SCHOOL	117.40	U
613456	STAPLES/P-U/VENICE/LINCOLN BL	STAPLES OPEN P.O. FOR SUPPLIES	SANTA MONICA HIGH SCHOOL	500.00	R
613611	STAPLES/P-U/VENICE/LINCOLN BL	OPEN ORDER SUPPLIES	OLYMPIC CONTINUATION SCHOOL	100.00	R
613587	STRAUS, ILENE	NON INSTR SUPPLIES	SANTA MONICA HIGH SCHOOL	190.13	U
613651	TOOL FACTORY	Computer Program for SDC (sev)	FRANKLIN ELEMENTARY SCHOOL	64.90	R
613535	TUMBLEWEED EDUCATIONAL	BUS TRANSPORTATION	SANTA MONICA HIGH SCHOOL	357.75	U
613603	TUMBLEWEED EDUCATIONAL	Special Ed. Transp.	TRANSPORTATION	4,308.25	R
613586	U S GAMES - WEST	PE Equipment	FRANKLIN ELEMENTARY SCHOOL	266.15	R
613442	U S POSTMASTER-MALIBU	POSTAGE STAMPS	MALIBU HIGH SCHOOL	444.00	R
613561	U S POSTMASTER-SANTA MONICA	STAMPS	SANTA MONICA HIGH SCHOOL	370.00	U
613546	US BANK (GOVT CARD SERVICES)	Dongle	INFORMATION SERVICES	46.77	U
613523	VARGAS, PATRICIA	REIMBURSEMENT	OLYMPIC CONTINUATION SCHOOL	62.12	R
613545	VIRCO MFG CORP	TABLE/CHAIRS/DESKS	SANTA MONICA HIGH SCHOOL	2,901.53	U

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

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PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF DECEMBER, 2005

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

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
613632	VONS MARKET-SANTA MONICA	OPEN ORDER/COOKING PROJECTS	CHILD DEVELOPMENT CENTER	100.00	CD
613667	VONS MARKET-SANTA MONICA	OPEN ORDER/COOKING/SCIENCE PRO	CHILD DEVELOPMENT CENTER	300.00	CD
613308	WAXIE SANITARY SUPPLY	VACUUM CLEANER PARTS	PT DUME ELEMENTARY SCHOOL	140.35	R
613541	WAXIE SANITARY SUPPLY	TOOL KIT FOR PIGGY VACUUM	FRANKLIN ELEMENTARY SCHOOL	215.96	R
613465	WENGER CORPORATION	ACOUSTIC SOUND SHELLS	LINCOLN MIDDLE SCHOOL	26,976.71	R
613537	WENGER CORPORATION	CHORAL RISERS	SANTA MONICA HIGH SCHOOL	11,321.56	R
613790	WESTERN FENCE & SUPPLY CO	REPLACE GATE & CURBING-OLYMPIC	FACILITY MAINTENANCE	1,170.00	R
613837	WESTERN FENCE & SUPPLY CO	INSTALL NEW FENCE WASH.WEST	FACILITY MAINTENANCE	2,000.00	R
613526	WORDS PLUS INC	COMMUNICATION DEVICE	SPECIAL EDUCATION REGULAR YEAR	3,369.61	R
612945	WYSE,CHRISTA POWELL	PRE-APPROVAL REIMBURSEMENT	CURRICULUM AND IMC	129.90	R
613540	XEROX	EXCESS COPIES	SANTA MONICA HIGH SCHOOL	1,112.32	U
613407	XEROX CORPORATION	COPIER MAINTENANCE	PERSONNEL COMMISION	264.00	U
				** NEW PURCHASE ORDERS TOTAL:	210,818.68

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

<u>Name</u>	<u>Rate</u>	<u>Assignment</u>	<u>Effective</u>	<u>Not to Exceed</u>
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, Brigitte	6 EDU	MS Student Coun	9/05-1/06	\$1,374
Leonard, Brigitte	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, Brigitte	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%
Malibu HS/Ind Study	[new position]

Effective

9/26/05

TEMPORARY CONTRACTS

Name/Assignment/Location

Kibler, John	60%
Malibu HS/Music	[replacing G. Hsu]

Effective

11/1/05-6/26/06

Krinkski, Hallie	100%
Adams MS/Science	[replacing S. Gray]

9/2/05-6/26/06

Spriggs, Kelli	100%
Santa Monica HS/St Supp Adv	[replacing M. Carlson/LOA]

12/15/05-6/30/06

CHANGE IN ASSIGNMENT**Effective**

Harris, Kenneth 1/3/06
Rogers/Asst Prin
From: Interim Assistant Principal, Rogers
To: Teacher, Pt Dume

Novek, Mary 1/3/06
McKinley, Teacher
From: Teacher, McKinley
To: Interim Assistant Principal, Rogers

LEAVES OF ABSENCE (with pay)**Name/Location****Effective**

Daws, Tracy 9/2/05-6/26/06
Adams Middle School [Teacher on Loan]

RESIGNATIONS**Name/Location****Effective**

Millard, Molly 1/6/06
Cabrillo Elementary

Ott, Jennifer 1/18/06
McKinley Elementary

RETIREMENTS**Name/Location****Effective**

Martinez, Maria Cecelia 12/31/05
Child Develop Svcs

MOTION MADE BY: Ms. Brownley
SECONDED BY: Ms. Leon-Vazquez
STUDENT ADVISORY VOTE: Aye
AYES: All (7)
NOES: None (0)

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>Not to 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: Ms. Brownley

SECONDED BY: Ms. Leon-Vazquez

STUDENT ADVISORY VOTE: Aye

AYES: All (7)

NOES: None (0)

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: Ms. Brownley
SECONDED BY: Ms. Leon-Vazquez
STUDENT ADVISORY VOTE: Aye
AYES: All (7)
NOES: None (0)

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)
DATE

EFFECTIVE

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 POSITIONOFFICE SPECIALIST
3.2 HRS/10 MO; ROOSEVELT ELEM**EFFECTIVE DATE**

12/8/05

PROFESSIONAL GROWTHMARQUEZ, LILIA
MCKINLEY ELEMENTARY

BILINGUAL COMM LIAISON

EFFECTIVE DATE

11/1/05

TANGUM, CATHY
SANTA MONICA HS

CAMPUS SECURITY OFFICER

11/1/05

RESIGNATIONSBERLITZ, 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: Ms. Brownley
SECONDED BY: Ms. Leon-Vazquez
STUDENT ADVISORY VOTE: Aye
AYES: All (7)
NOES: None (0)

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: Ms. Brownley
SECONDED BY: Ms. Leon-Vazquez
STUDENT ADVISORY VOTE: Aye
AYES: All (7)
NOES: None (0)

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: Ms. Brownley
SECONDED BY: Ms. Leon-Vazquez
STUDENT ADVISORY VOTE: Aye
AYES: All (7)
NOES: None (0)

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: Ms. Brownley
SECONDED BY: Ms. Leon-Vazquez
STUDENT ADVISORY VOTE: Aye
AYES: All (7)
NOES: None (0)

SANTA MONICA-MALIBU SCHOOL DISTRICT
EXHIBIT "B"

Designated Positions
Categories

Disclosure

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 Julia Brownley be elected President of the Board of Education of the Santa Monica-Malibu Unified School District.

Ms. Brownley nominated by Ms. Bloomfield. No other nominations.
Ms. Brownley elected by acclamation.

RECOMMENDATION NO. A.15a

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

Dr. Wisnicki nominated by Dr. Escarce. No other nominations.
Dr. Wisnicki elected by acclamation

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: Ms. Brownley

SECONDED BY: Ms. Leon-Vazquez

STUDENT ADVISORY VOTE: n/a

AYES: All (7)

NOES: None (0)

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
Dr. Donna E. Muncey, Chief Academic Officer
Mr. Tim Walker, Asst. Superintendent, Special Education
Ms. Judy Abdo, Director, Child Development Services
Mr. J. Wallace Berriman, Director of Facilities Management
Ms. Maureen L. Bradford, Director of Educational Services
Mr. Orlando R. Griego, Director of Food & Nutrition Services
Ms. Peggy Harris, Director of Student & Family Support Services
Ms. Wang Pin-Ju "Pat" Ho, Director of Fiscal Services
Ms. Virginia I. Hyatt, Director of Purchasing & Warehouse
Ms. Laurel Schmidt, Director of Pupil 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 Schools 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: Ms. Brownley
SECONDED BY: Ms. Leon-Vazquez
STUDENT ADVISORY VOTE: n/a
AYES: All (7)
NOES: None (0)

CERTIFICATION OF SIGNATURES

As clerk/secretary to the governing board of the above named school district, I certify that the signatures shown below in Column 1 are the verified signatures of the members of the governing board. I certify that the signatures as shown in Column 2 are the verified signatures of the person or persons authorized to sign notices of employment, contracts and orders drawn on the funds of the school district. These certifications are made in accordance with the provisions of Education Code Sections:

K-12 Districts: 35143, 42632, and 42633

Community College Districts: 72000, 85232, and 85233

If persons authorized to sign orders as shown in Column 2 are unable to do so, the law requires the signatures of the majority of the governing board.

These approved signatures are valid for the period of: December 3, 2005 to December 2, 2006
In accordance with governing board approval dated December 8, 2005

Signature [Signature]
x Clerk (Secretary) of the Board

NOTE: Please TYPE name under signature.

Column 1

Signatures of Members of the Governing Board

SIGNATURE	<u>[Signature]</u>
TYPED NAME	Julia Brownley
President of the Board of Trustees/Education	
SIGNATURE	<u>[Signature]</u>
TYPED NAME	Kathy Wisnicki
Vice-President of the Board of Trustees/Education	
SIGNATURE	<u>[Signature]</u>
TYPED NAME	J. J. Escarce
Member of the Board of Trustees/Education	
SIGNATURE	<u>[Signature]</u>
TYPED NAME	Oscar de la Torre
Member of the Board of Trustees/Education	
SIGNATURE	<u>[Signature]</u>
TYPED NAME	Shane McCloud
Member of the Board of Trustees/Education	
SIGNATURE	<u>[Signature]</u>
TYPED NAME	Maria Leon-Vazquez
Member of the Board of Trustees/Education	
SIGNATURE	<u>[Signature]</u>
TYPED NAME	Emily Bloomfield
Member of the Board of Trustees/Education	

If the Board has given special instructions for signing warrants or orders, please attach a copy of the resolution to this form.

Column 2

Signatures of Personnel and/or Members of Governing Board authorized to sign Orders for Salary or Commercial Payments, Notices of Employment, and Contracts:

SIGNATURE	<u>[Signature]</u>
TYPED NAME	John E. Deasy
TITLE Superintendent & Secretary of the Board	
SIGNATURE	<u>[Signature]</u>
TYPED NAME	Winston A. Braham
TITLE Asst Supt Fisc. Bus./Chief Financial Officer	
SIGNATURE	<u>[Signature]</u>
TYPED NAME	Michael D. Matthews
TITLE Asst Supt Human Resources/Chief of Staff	
SIGNATURE	<u>[Signature]</u>
TYPED NAME	Tim Walker
TITLE Asst Superintendent, Special Education	
SIGNATURE	<u>[Signature]</u>
TYPED NAME	Donna E. Muncey
TITLE Chief Academic Officer	
SIGNATURE	<u>[Signature]</u>
TYPED NAME	Wang Pin-Ju "Pat" Ho
TITLE Director of Fiscal Services	
SIGNATURE	<u>[Signature]</u>
TYPED NAME	J. Wallace Berriman
TITLE Director of Facilities Management	
Number of Signatures required:	
ORDERS FOR SALARY PAYMENTS	ORDERS FOR COMMERCIAL PAYMENTS
NOTICES OF EMPLOYMENT	CONTRACTS

Santa Monica-Malibu Unified School District
SCHOOL DISTRICT

CERTIFICATION OF SIGNATURES

As clerk/secretary to the governing board of the above named school district, I certify that the signatures shown below in Column 1 are the verified signatures of the members of the governing board. I certify that the signatures as shown in Column 2 are the verified signatures of the person or persons authorized to sign notices of employment, contracts and orders drawn on the funds of the school district. These certifications are made in accordance with the provisions of Education Code Sections:

K-12 Districts: 35143, 42632, and 42633

Community College Districts: 72000, 85232, and 85233

If persons authorized to sign orders as shown in Column 2 are unable to do so, the law requires the signatures of the majority of the governing board.

These approved signatures are valid for the period of: December 3, 2005 to December 2, 2006

In accordance with governing board approval dated December 8, 20 05

Signature [Signature]
Clerk (Secretary) of the Board

NOTE: Please TYPE name under signature.

Column 1

Signatures of Members of the Governing Board

SIGNATURE	
TYPED NAME	
President of the Board of Trustees/Education	
SIGNATURE	
TYPED NAME	
Clerk/Secretary of the Board of Trustees/Education	
SIGNATURE	
TYPED NAME	
Member of the Board of Trustees/Education	
SIGNATURE	
TYPED NAME	
Member of the Board of Trustees/Education	
SIGNATURE	
TYPED NAME	
Member of the Board of Trustees/Education	
SIGNATURE	
TYPED NAME	
Member of the Board of Trustees/Education	
SIGNATURE	
TYPED NAME	

Column 2

Signatures of Personnel and/or Members of Governing Board authorized to sign Orders for Salary or Commercial Payments, Notices of Employment, and Contracts:

SIGNATURE	<u>[Signature]</u>
TYPED NAME	Peggy Harris
TITLE	Director of Student & Family Support Services
SIGNATURE	<u>[Signature]</u>
TYPED NAME	Laurel Schmidt
TITLE	Director of Pupil Services
SIGNATURE	<u>[Signature]</u>
TYPED NAME	Virginia I. Hyatt
TITLE	Director of Purchasing & Warehouse
SIGNATURE	<u>[Signature]</u>
TYPED NAME	Judy Abdo
TITLE	Director, Child Development Services
SIGNATURE	<u>[Signature]</u>
TYPED NAME	Orlando R. Griego
TITLE	Director of Food & Nutrition Services
SIGNATURE	<u>[Signature]</u>
TYPED NAME	Douglas Staine
TITLE	Director, Human Resources
SIGNATURE	<u>[Signature]</u>
TYPED NAME	Maureen L. Bradford
TITLE	Director of Educational Services
Number of Signatures required:	
ORDERS FOR SALARY PAYMENTS	ORDERS FOR COMMERCIAL PAYMENTS
NOTICES OF EMPLOYMENT	CONTRACTS

If the Board has given special instructions for signing warrants or orders, please attach a copy of the resolution to this form.

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 Kathy Wisnicki 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: Ms. Brownley
SECONDED BY: Ms. Leon-Vazquez
STUDENT ADVISORY VOTE: n/a
AYES: All (7)
NOES: None (0)

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 Shane McCloud 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. If Mr. McCloud is ineligible, Emily Bloomfield will assume the role of voting representative.

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: Ms. Brownley

SECONDED BY: Ms. Leon-Vazquez

STUDENT ADVISORY VOTE: n/a

AYES: All (7)

NOES: None (0)

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.

The First Interim Report was presented by Pat HO.

MOTION MADE BY: Ms. Brownley
SECONDED BY: Ms. Leon-Vazquez
STUDENT ADVISORY VOTE: n/a
AYES: All (7)
NOES: None (0)

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

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
2005-06 BUDGET ASSUMPTIONS

FIRST INTERIM

ASSUMPTION ITEM	AMOUNTS OR FACTORS	INSTRUCTIONS & COMMENTS
GENERAL FUND		
ATTENDANCE & REVENUE LIMIT SOURCES ASSUMPTIONS		
1. AVERAGE DAILY ATTENDANCE	RL ADA = 11,900	1. PROJECTED ADA BASIS: PRIOR YEAR P2 11990 2. SOURCE OF ADA: REVENUE LIMIT RUN
2. RL-ADA GROWTH	ADA DECREASE = 90	DISTRICT HAS A DECLINE ENROLLMENT SINCE 04-05, THE PROJECTED ADA FOR 05-06 IS DECLINED BY 90.
3. BASE REVENUE LIMIT (BRL)	BRL/ADA = \$ 5,319.84	REVENUE LIMIT RUN BEING USED: 11/05
4. BRL INFLATION ALLOWANCE/COLA	COLA % = 4.23 COLA ADD-ON/ADA= \$211	
5. BRL DEFICIT	DEFICIT FACTOR= 0.882%	

FEDERAL, STATE & LOCAL REVENUE

6. FEDERAL REVENUE	COLA% = -	NO COLA FOR FEDERAL
	TITLE I \$ 1,367,151	\$265,274 CARRYOVER PR YR
	TITLE II \$ 316,949	\$150,000 TRANSFER TO TITLE V, \$190,549 CARRYOVER FM PRIOR YR
	TITLE III IMM \$ 18,781	\$18,781 FROM PR YR, NO NEW FUNDING FOR 05-06
	LEP \$ 147,859	\$19,059 FROM PR YR
	TITLE IV \$ 52,975	
	TITLE V \$ 186,628	\$150,000 TRANSFER FROM TITLE II
	VEA II \$ 51,331	THE SAME AS 03-04
	SMALLER LEARNING \$ 235,504	\$68,838 FROM PR YR
	MEDICARE \$ 261,473	REIMBURSEMENT
7. FEDERAL & STATE SPECIAL EDUCATION	PER ADA ALLOCATION FACTOR: \$ 558.55	
	SPECIAL ED ADA = 496.48	
	STATE MASTER PLAN \$ 6,260,212	
	IDEA BASIC GRANT: \$ 2,302,089	PER SELPA
	IDEA PRESCHOOL \$ 89,551	PER SELPA
	IDEA PRSCH LOCAL \$ 114,319	PER SELPA
	IDEA STAFF DEVP \$ 7,932	PER SELPA
	IDEA LOW INCIDNCE \$ 3,288	PER SELPA
	IDEA C EARLY INTR \$ 39,814	PER SELPA
	WORKABILITY I \$ 56,114	SAME AS 03-04,04-05
	TPP \$ 131,377	SAME AS 03-04,04-05

8.	SPECIAL EDUCATION MANDATE SETTLEMENT	ADA = <u>11,557</u> ALLOCATION PER ADA: \$ <u>4.52</u>	\$52,329 FIXED SETTLEMENT AMOUNT
9.	STATE CLASS SIZE REDUCTION (CSR) FUNDS	K-3 CSR ENROLLMENTS: K1= <u>801</u> G1= <u>777</u> G2= <u>845</u> G3= <u>802</u> ALLOCATION AMOUNT= \$ <u>3,118,575</u>	TOTAL NUMBER OF ENROLLED ARE :3225 FUNDING LEVEL: <u>\$967</u> TOTAL REVENUE : <u>\$3,118,575</u>
10.	STATE CLASS SIZE REDUCTION FUNDS 9TH GRADE		NO 9TH GRADE CLASS SIZE REDUCTION PROGRAM FOR 04-05 SCHOOL YEAR
11	CATEGORICAL REVENUES - STATE PROGRAMS	COLA %= <u>4.23</u> EIA \$ <u>458,418</u> SIP \$ <u>334,141</u> TRANSPORTATION: REGULAR ED: \$ <u>433,153</u> SPECIAL ED: \$ <u>40,093</u> GATE \$ <u>94,970</u> CALSAFE-STUDENT \$ <u>50,927</u> SCHOOL SAFETY \$ <u>192,848</u> TUPE \$ <u>16,963</u> ELAP \$ <u>68,500</u> IMFRP \$ <u>727,610</u> PAR \$ <u>43,597</u> TEACHING CREDITI \$ <u>130,566</u> PROF DVLP BL GR \$ <u>405,427</u> TIIG BLOCK GR \$ <u>422,120</u> SI AND SCH LIBRARY \$ <u>695,245.00</u>	CARRYOVER FROM PR YEAR \$58 PER CBEDS OLD BEGINNING TEACHER OLD STAFF DVLP BUY BACK TARGET INSTRUCTIONAL IMPROVEMENT PROGRAM SCHOOL IMPROVE AND SCHOOL LIBRARY
12	STATE BLOCK GRANT	N/A	
13	LOTTERY REVENUE	ADA USED = <u>12,853</u> AMT/ADA = <u>136</u>	1. PRIOR YEAR LOTTERY REVENUE:\$1,853,946.66 2. UNRESTRICTED: \$ <u>1,488,556.00</u> RESTRICTED: \$ <u>255,350.00</u>
14	MANDATED COSTS	N/A	NO MANDATED COST REIMBURSEMENT REVENUES BUDGETED.
15	INTEREST INCOME - LOCAL REVENUES	INTEREST RATE: <u>3.00%</u>	
16	ONE TIME RESOURCE	N/A	

**GENERAL FUND
EXPENDITURES**

17	SALARY & BENEFITS		3% SALARY INCREASE EFFECTIVE 1/1/06 FOR CERTIFICATED EMPLOYEES NO INCREASE FOR CLASSIFIED EMPLOYEE
18	HEALTH AND WELFARE BENEFITS	H & W INCREASES BUDGETED? NO	A 6% INCREASE WAS ADDED TO 04-05 BUDGET IN ADOPTED BUDGET THE SAVING FROM REGIONAL PREMIUM POLICY PLUS NO PERS CARE SINGLE INSURED WILL SAVE DISTRICT BY 1.3 MILLION.
19	EMPLOYEE STATUTORY BENEFITS	BENEFITS RATE: STRS 8.250% PERS 9.116% OASDI 6.200% MEDICARE 1.450% SUI 0.450% WORKERS' COMP 0.400% PERS RED: 3.904%	
20	STEP AND COLUMN ADJUSTMENT	CERTIFICATED S/C RATE = 2.0% CLASSIFIED S/C RATE = 3.0%	
21	LABOR NEGOTIATIONS	SMMCTA: SALARY INCREASE ANNUALIZED RATE: 0.18%	A3% SALARY INCREASE FOR CERTIFICATED EMPLOYEES EFFECTIVE 1/1/06 NO AGREEMENT WITH CLASSIFIED EMPLOYEES
22	CAPITAL OUTLAY AND FACILITY EXPENDITURE		
23	OTHER ORPERATIONAL ON-GOING, AND ONE TIME EXPENDITURES		
24	CARRYOVER EXPENDITURES	\$ 163,000	UNUSED FORMULA FUNDS FOR SCHOOLS ARE ALLOWABLE TO CARRYOVER TO CURRENT YEAR
25	DEFICIT SPENDING	\$ 1,264,321	1\$163,000 CARRYOVER EXPENDITURES FROM 04-05. 2. SPECIAL ED CONTRIBUTION INCREASED BY \$1,774,470 FROM 04-05.

GENERAL FUND

CONTRIBUTIONS, OTHER SOURCES AND USES, TRANS, AND CASH

26	CONTRIBUTIONS TO RESTRICTED PROGRAMS	ROP: \$ 8,700 NBCT: \$ 60,000 STUDENT OUTREACH: \$ 398,464 VALUED YOUTH \$ 79,739 MULTICULTURE: \$ 500,000 TRANSPORTATION: REGULAR ED \$ 100,991 SPECIAL ED \$ 452,617 SPECIAL ED 33150 \$ 1,224 33200 \$ 98,476 33850 \$ 3,100 65000 \$ 9,356,006 81500 RRM \$ 3,101,044	\$105,177 FROM TIIG \$7,578,536 FOR 04-05
27	COPS	N/A	
28	DEFERRED MAINTENANCE CONTRIBUTION		CONTRIBUTION/TRANSFER AMOUNT : \$ 500,000
29	ROUTINE REPAIR & MAINTENANCE CONTRIBUTIONS		RR&M CONTRIBUTION AMOUNT: \$ 3,101,044.00 3% AT GENERAL FUND (FUND 01, RESOURCE 81500)
30	SPECIAL EDUCATION EXCESS COSTS		SPECIAL EDUCATION EXCESS COSTS : WE DID NOT BUDGET IT. PRIOR YEAR'S EXCESS COSTS:
31	TRANS	TRANS ISSUANCE: 0	NO TRANS ISSUANCE FOR 04-05 SCHOOL YEAR
32	CASH		1. PROJECTED GENERAL FUND BALANCE AT THE END OF FISCAL YEAR: 4,470,285 2. MONTH(S) ENDING WITH NEGATIVE CASH BALANCE: NO 3. CASH SHORTAGE OPTIONS : DISTRICT WILL USE OTHER FUNDS TO TRANSFER FUNDS IN GENERAL FUND 4. ANY OTHER PERTINENT CASH RELATED INFORMATION : NO
33	ADULT EDUCATION ADA AND REVENUE LIMIT	ADA CAP= 262.74 BUDGETED ADA = 256.72 RR/ADA= \$ 2,389.22	
34	OTHER FUNDS		N/A

Fund 01- Unrestricted General Fund

Object	Description	Adopted Budget as 7/1/05	Revised Budget as 9/19/05	1st Interim Budget as 11/23/05	Changes
	Beginning Fund Balance	2,672,829	3,744,794	3,744,794	-
8011-8099	Revenue Limit	62,750,269	62,750,269	62,216,654	(533,615)
8100-8299	Federal Revenue	185,423	185,423	185,423	-
8300-8590	State Revenue	4,808,481	4,808,481	4,684,160	(124,321)
8600-8799	Local Revenue	12,148,733	12,148,733	13,148,733	1,000,000
8910-8929	Other Financial Sources	720,000	720,000	700,000	(20,000)
8980-8999	Contribution	(10,046,531)	(10,102,932)	(10,168,742)	(65,810)
	Total Revenue Increase/ (Decrease)	70,566,375	70,509,974	70,766,228	256,254
1000-1999	Certificated Salaries	41,073,922	41,000,410	41,411,951	411,541
2000-2999	Classified Salaries	9,316,857	9,354,271	9,064,334	(289,937)
3000-3999	Employee Benefits	15,274,307	15,278,674	14,537,947	(740,727)
4000-4999	Books and Supplies	949,078	1,076,265	1,064,933	(11,332)
5000-5999	Services and Other Operating	4,583,916	4,674,525	4,754,402	79,877
6000-6999	Capital Outlay	-	9,000	16,060	7,060
7400-7499	Other Outgo	-	23,442	55,128	31,686
7300-7399	Indirect	(411,977)	(439,432)	(449,206)	(9,774)
7610-7699	Interfund Transfer	575,000	575,000	1,575,000	1,000,000
	Total Expenditure Increase/ (Decrease)	71,361,103	71,552,155	72,030,549	478,394
	Increase /(Decrease) Fund Balance	(794,728)	(1,042,181)	(1,264,321)	(222,140)
	Projected Fund Balance	1,878,101	2,702,613	2,480,473	(222,140)

Fund 01- Restricted General Fund

Object	Description	Adopted Budget as 7/1/05	Revised Budget as 9/19/05	1st Interim Budget as 11/23/05	Changes
	Beginning Fund Balance	1,320,942	2,233,935	2,233,935	-
8011-8099	Revenue Limit	2,347,196	2,347,196	2,544,249	197,053
8100-8299	Federal Revenue	4,389,387	4,869,418	5,488,240	618,822
8300-8590	State Revenue	11,180,269	11,559,798	4,949,787	(6,610,011)
8600-8799	Local Revenue	8,765,745	10,448,552	18,018,898	7,570,346
8980-8999	Contribution	10,046,531	10,102,932	10,168,742	65,810
	Total Revenue Increase/ (Decrease)	36,729,128	39,327,896	41,169,916	1,842,020
1000-1999	Certificated Salaries	12,287,531	12,620,772	13,028,766	407,994
2000-2999	Classified Salaries	9,735,985	10,184,010	10,425,704	241,694
3000-3999	Employee Benefits	6,866,482	7,085,056	6,961,898	(123,158)
4000-4999	Books and Supplies	2,729,783	4,971,867	4,675,952	(295,915)
5000-5999	Services and Other Operating	5,206,998	5,380,732	5,935,729	554,997
6000-6999	Capital Outlay	20,200	102,684	124,317	21,633
7400-7499	Other Outgo	8,318	12,005	12,005	-
7300-7399	Indirect	167,124	193,487	198,045	4,558
	Total Expenditure Increase/ (Decrease)	37,022,421	40,550,613	41,362,416	811,803
	Increase /(Decrease) Fund Balance	(293,293)	(1,222,717)	(192,500)	1,030,217
	Projected Fund Balance	1,027,649	1,011,218	2,041,435	1,030,217

The Object Code for Special Ed State Revenue is changed from "8311" to "8791".

Fund 11- Adult Ed

Object	Description	Adopted Budget as 7/1/05	Revised Budget as 9/19/05	1st Interim Budget as 11/23/05	Changes
	Beginning Fund Balance	25,866	131,658	131,658	-
8011-8099	Revenue Limit	584,528	586,528	613,361	26,833
8100-8299	Federal Revenue	178,885	178,885	178,885	-
8300-8590	State Revenue	57,000	96,089	96,089	-
8600-8799	Local Revenue	47,775	47,775	48,997	1,222
8980-8999	Contribution				-
	Total Revenue Increase/ (Decrease)	868,188	909,277	937,332	28,055
1000-1999	Certificated Salaries	417,924	417,924	429,923	11,999
2000-2999	Classified Salaries	184,054	184,054	185,054	1,000
3000-3999	Employee Benefits	149,411	149,411	128,364	(21,047)
4000-4999	Books and Supplies	46,653	96,241	104,850	8,609
5000-5999	Services and Other Operating	32,416	34,916	33,916	(1,000)
6000-6999	Capital Outlay			1,661	1,661
7400-7499	Other Outgo				-
7300-7399	Indirect	18,489	18,489	18,489	-
	Total Expenditure Increase/ (Decrease)	848,947	901,035	902,257	1,222
	Increase /(Decrease) Fund Balance	19,241	8,242	35,075	26,833
	Projected Fund Balance	45,107	139,900	166,733	26,833

A \$26,833 increase of State Revenue Limit (Increase of adult ada from projected 250 to 256.72 of Annual ADA.

Fund 12- Child Development Fund

Object	Description	Adopted Budget as 7/1/05	Revised Budget as 9/19/05	1st Interim Budget as 11/23/05	Changes
	Beginning Fund Balance	98,541	88,771	88,771	-
8011-8099	Revenue Limit	-	-	-	-
8100-8299	Federal Revenue	1,233,547	1,254,894	1,261,442	6,548
8300-8590	State Revenue	2,118,377	2,118,377	2,204,470	86,093
8600-8799	Local Revenue	2,730,614	2,763,058	2,867,049	103,991
8910-8929	Interfund Transfer	75,000	75,000	75,000	-
	Total Revenue Increase/ (Decrease)	6,157,538	6,211,329	6,407,961	196,632
1000-1999	Certificated Salaries	2,219,816	2,232,736	2,248,262	15,526
2000-2999	Classified Salaries	1,763,426	1,775,242	1,807,118	31,876
3000-3999	Employee Benefits	1,082,112	1,096,820	1,080,870	(15,950)
4000-4999	Books and Supplies	640,502	653,457	725,096	71,639
5000-5999	Services and Other Operating	311,818	312,118	370,443	58,325
6000-6999	Capital Outlay	2,500	2,500	32,500	30,000
7300-7399	Indirect	137,364	138,456	143,672	5,216
	Total Expenditure Increase/ (Decrease)	6,157,538	6,211,329	6,407,961	196,632
	Increase /(Decrease) Fund Balance	-	-	-	-
	Projected Fund Balance	98,541	88,771	88,771	-

Fund 13 - Cafeteria Fund

Object	Description	Adopted Budget as 7/1/05	Revised Budget as 9/19/05	1st Interim Budget as 11/23/05	Changes
	Beginning Fund Balance	88,873	170,538	170,538	-
8011-8099	Revenue Limit				-
8100-8299	Federal Revenue	933,500	933,500	933,500	-
8300-8590	State Revenue	62,650	62,650	62,650	-
8600-8799	Local Revenue	2,448,871	2,448,871	2,448,871	-
8980-8999	Contribution				-
	Total Revenue Increase/ (Decrease)	3,445,021	3,445,021	3,445,021	-
1000-1999	Certificated Salaries				-
2000-2999	Classified Salaries	1,395,996	1,395,996	1,395,996	-
3000-3999	Employee Benefits	529,568	529,568	529,568	-
4000-4999	Books and Supplies	1,327,617	1,327,617	1,325,753	(1,864)
5000-5999	Services and Other Operating	77,841	77,841	99,705	21,864
6000-6999	Capital Outlay	5,000	5,000	5,000	-
7610-7629	Transfer Out	20,000	20,000	-	(20,000)
7300-7399	Indirect	89,000	89,000	89,000	-
	Total Expenditure Increase/ (Decrease)	3,445,022	3,445,022	3,445,022	-
	Increase /(Decrease) Fund Balance	(1)	(1)	(1)	-
	Projected Fund Balance	88,872	170,537	170,537	-

Per SACS the Object Code of \$20,000 payment to General Fund for Noon Duty Aides is changed from "7619" to "5750".

Fund 17- Special Reserve Fund for Other Than Capital Outlay Projects

Object	Description	Adopted Budget as 7/1/05	Revised Budget as 9/19/05	1st Interim Budget as 11/23/05	Changes
	Beginning Fund Balance	4,045,158	5,825,084	5,825,084	-
8600-8799	Local Revenue	80,000	80,000	80,000	-
8910-8929	Transfer In			1,000,000	1,000,000
	Total Revenue Increase/ (Decrease)	80,000	80,000	1,080,000	1,000,000
7400-7499	Other Outgo				-
7300-7399	Indirect				-
	Total Expenditure Increase/ (Decrease)	-	-	-	-
	Increase /(Decrease) Fund Balance	80,000	80,000	1,080,000	1,000,000
	Projected Fund Balance	4,125,158	5,905,084	6,905,084	1,000,000

\$1,000,000 transfer from General Fund.

Fund 19 - Foundation Special Reserve Fund

Object	Description	Adopted Budget as 7/1/05	Revised Budget as 9/19/05	1st Interim Budget as 11/23/05	Changes
	Beginning Fund Balance	5,892	52,749	52,749	-
8600-8799	Local Revenue	334,963	379,413	475,413	96,000
8980-8999	Contribution				-
	Total Revenue Increase/ (Decrease)	334,963	379,413	475,413	96,000
1000-1999	Certificated Salaries	266,561	272,406	338,579	66,173
2000-2999	Classified Salaries	-	2,743	2,743	-
3000-3999	Employee Benefits	66,922	68,374	81,201	12,827
4000-4999	Books and Supplies		67,286	72,286	5,000
5000-5999	Services and Other Operating	1,480	2,480	14,480	12,000
6000-6999	Capital Outlay				-
7400-7499	Other Outgo				-
7300-7399	Indirect				-
	Total Expenditure Increase/ (Decrease)	334,963	413,289	509,289	96,000
	Increase /(Decrease) Fund Balance	-	(33,876)	(33,876)	-
	Projected Fund Balance	5,892	18,873	18,873	-

Revenue: District received a 3-year Grant of \$301,000 from RGK Foundation. \$96,000 for the first year.

Expenditure: .5 FTE Math Coordinator is funded by RGK and other professional development expenses.

Fund 21 - Building Fund

Object	Description	Adopted Budget as 7/1/05	Revised Budget as 9/19/05	1st Interim Budget as 11/23/05	Changes
	Beginning Fund Balance	3,824,474	3,892,307	3,892,307	-
8600-8799	Local Revenue	60,000	60,000	60,000	-
8980-8999	Contribution				-
	Total Revenue Increase/ (Decrease)	60,000	60,000	60,000	-
1000-1999	Certificated Salaries	29,952	29,952	29,952	-
2000-2999	Classified Salaries	10,754	10,754	10,754	-
3000-3999	Employee Benefits	1,000	1,000	1,000	-
4000-4999	Books and Supplies	40,000	40,000	1,280,000	1,240,000
5000-5999	Services and Other Operating	400,000	400,000	795,000	395,000
6000-6999	Capital Outlay	500,000	500,000	500,000	-
7610-7629	Transfer Out				-
	Total Expenditure Increase/ (Decrease)	981,706	981,706	2,616,706	1,635,000
	Increase /(Decrease) Fund Balance	(921,706)	(921,706)	(2,556,706)	(1,635,000)
	Projected Fund Balance	2,902,768	2,970,601	1,335,601	(1,635,000)

Expenditure:

Restroom Project - Malibu High School	6200/5802	\$ 435,000
Facility Master Plan	5802	1,200,000
		<u>\$ 1,635,000</u>

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: Ms. Brownley
SECONDED BY: Ms. Leon-Vazquez
STUDENT ADVISORY VOTE: n/a
AYES: All (7)
NOES: None (0)

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: Ms. Brownley
SECONDED BY: Ms. Leon-Vazquez
STUDENT ADVISORY VOTE: n/a
AYES: All (7)
NOES: None (0)

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: Ms. Brownley
SECONDED BY: Ms. Leon-Vazquez
STUDENT ADVISORY VOTE: n/a
AYES: All (7)
NOES: None (0)

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
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Balance	- \$ 9,536
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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: Ms. Brownley
 SECONDED BY: Ms. Leon-Vazquez
 STUDENT ADVISORY VOTE: n/a
 AYES: All (7)
 NOES: None (0)

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.

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. Appointments were made to the Committees as listed below:

1. Child Care and Development Advisory Committee
 - a. Sarah Ford - Head Start/State Preschool
 - b. Cynthia Sison - McKinley
 - c. Kristen Archival - Pine Street
 - d. Angela Meadows - SMASH
 - e. Linda Gordon - Community
2. Community Health and Safety Advisory Committee
 - a. Matt Dinolfo - Franklin
 - b. Andrea Martin-Barton - Rogers
 - c. Melissa Dinolfo - Lincoln
 - d. Ellen Cheng - Community
3. Fine Arts (Music, Visual and Dance/Dramatic Arts)
 - a. Angela Woo - Musical Arts Middle School Music Teacher
 - b. Angela Meadows - Music -Elementary School - Parent
 - c. Sarah Ford - Music - Elementary School - Parent
 - d. Patricia Born - Music - High School - Parent
 - e. David Avshalomov - Music -Community Member
 - f. Cheryl Mollicone - Music - Community Member
 - g. Deborah Berek - Visual Arts - High School - Parent
4. Technology DAC
 - a. Cynthia Sison - McKinley

MOTION MADE BY: Ms. Brownley

SECONDED BY: Ms. Leon-Vazquez

STUDENT ADVISORY VOTE: n/a

AYES: All (7)

NOES: None (0)

**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 12/08/05)

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

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

Sarah Ford	HeadStart/State	
_____	Preschool	12/08/05
_____	Cabrillo	
_____	Edison	
Glean Davis	Franklin	
Tom Charcut	Grant	11/06/03
Cynthia Sison	McKinley	12/08/05
_____	Muir	
_____	Adams	
_____	Teen Center	
_____	Lincoln	
_____	Teen Center	
Kristen Archival	Pine St.	12/08/05
_____	Rogers	
_____	Roosevelt	
Angela Meadows	SMASH	12/08/05
_____	Santa Monica HS	
_____	Malibu HS	

PTA Council Liaison

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

Linda Gordon	12/08/05	Community
Irene Zivi		Community
Betsy Hiteshew	01/02	Community
Fran Chasen	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 12/08/05

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

School Site Representatives (16)

_____	,	Alternative	
_____	,	Cabrillo	
_____	,	Edison	
Matt Dinolfo	,	Franklin	12/08/05
_____	,	Grant	
_____	,	McKinley	
_____	,	Muir	
_____	,	Pt. Dume	
Andrea Martin-Barton,		Rogers	12/08/05
_____	,	Roosevelt	
William McCarthy,		Webster	11/5/98
Melissa Dinolfo,		Lincoln MS	12/08/05
_____	,	John Adams	
Patricia Nolan,	Malibu Middle		10/21/04
Mary Tafi-Ochmanek	Malibu High		1/02
Deborah Bellini,	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 12/08/05

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 12/08/05

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 12/08/05

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 12/08/05

4 Parents of Middle School Students

4 Parents of High School Student

*Patricia Born - 12/08/05

6 Community Members

Zina Josephs 11/5/98

Jean Sedillos 1/02

*David Avshalomov 12/08/05

*Cheryl Mollicone 12/08/05

*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 12/08/05

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
2 ea Middle Schools
6 Samohi/ROP
2 Malibu High School
1 Olympic

1 ea Special Ed/Ed Services
3 Classified Employees
2 Middle School Students
4 High School Students

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 12/08/05

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	12/08/05
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
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Malibu High School (2)

Classified Employees (3)

Will Carey	9/92
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Special Ed/Ed Services (1/ea)

Suzanne Peterson (Ed Services)	
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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 McCloud

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 Brown 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.

(See Board direction on following page)

* * * * *

The Board of Education requested the following changes when this item comes back for action at the January 5, 2006 Board Meeting:

page 48: in place of strike out, insert wording to the effect that the Board of Education will make appointments to the DAC's periodically, as the need arises.

Page 51: delete item 3. To assist in the overall planning of the educational program and of budget resources.

Page 52: 3. Duration - eliminate the first sentence and replace with the following: It is intended that members be appointed for a term of up to four (4) years.

This item will return to the Agenda for action at the January 5, 2006 Board meeting.

<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 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 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.

* * * * *

Mr. Wally Berriman responded to questions from the Board. The attached chart was distributed showing the custodial staffing at schools/sites in the District.

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

CLASS TITLE: CUSTODIAN

BASIC FUNCTION:

Under general supervision, perform a variety of custodial activities on an assigned shift; clean and maintain an assigned school facility, group of buildings, or office space in a clean, orderly, and secure manner; provide safety to students and staff on an assigned campus.

REPRESENTATIVE DUTIES:

Sweep, scrub, mop, seal and wax floors; vacuum rugs and carpets in classrooms, offices, workshops and other work areas; wash windows, chalkboards and walls; scrub and refinish floors; change light bulbs as required. *E*

Dust and polish furniture and woodwork; clean and polish desks. *E*

Empty and clean waste receptacles and pencil sharpeners; pick up paper; pick up trash containers and empty into large bins. *E*

Inspect for vandalism and illegal entry; report hazardous or unusual conditions to the Principal. *E*

Clean restrooms including floors, walls, fixtures, appliances and mirrors; restock supplies; polish metal fixtures. *E*

Move furniture and equipment; set up cafeteria, auditorium, gymnasium, meeting rooms and classrooms for special events and meetings. *E*

Turn lights on and off; unlock and lock doors and gates.

Wash walk and eating areas; clean drinking fountains; make emergency clean-ups in classrooms as assigned. *E*

Participate as part of a cleaning crew, as directed, for major cleaning assignments. *E*

Perform minor maintenance to grounds adjacent to assigned buildings.

Perform related duties as assigned.

SUPERVISION:

Direct supervision is received from a Site Administrator. Technical and functional supervision is received from the Manager of Facilities and Grounds Operations or the Assistant Manager of Custodial Operations. If assigned to Samohi, work supervision is received from the Custodial Supervisor. If assigned to a site with a Lead Custodian, work supervision is received from the Lead Custodian.

No supervision is exercised.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Basic cleaning methods, procedures, and techniques.

Cleaning materials, supplies, and equipment.

Safe working methods and procedures.

ABILITY TO:

Efficiently and effectively use cleaning materials, supplies, and equipment.

Understand and carry out oral and written directions.

Establish and maintain cooperative and effective working relationships with others.

Perform simple and repetitive tasks.

Be flexible.

EDUCATION AND EXPERIENCE:

Sufficient training and experience to demonstrate the knowledge and abilities listed above.

WORKING CONDITIONS:

ENVIRONMENT:

Indoor and outdoor environment; regular exposure to fumes, dust and odors; exposure to adverse weather conditions.

PHYSICAL ABILITIES:

Lifting, carrying, pushing, pulling and moving heavy furniture and equipment; climb stairs and ramps; climb 12-foot ladders; visual and auditory acuity sufficient to maintain safety standards; walking or standing for extended periods of time; kneeling or crouching; dexterity of hand and fingers to safely and efficiently operate equipment; bending at the waist; reaching overhead and horizontally; hearing and speaking sufficient for the exchange of information.

HAZARDS:

Contact with cleaning agents and chemicals.

Procedural Bulletin

Office of Facilities Management

BULLETIN # 001

DATE: 9/05/95

UPDATED: 2/28/99

REVISED: 9/11/03

TO: ALL DISTRICT PERSONNEL

FROM: J. WALLACE BERRIMAN
DIRECTOR, FACILITIES MANAGEMENT

RE: REQUESTING REGULAR AND EMERGENCY FACILITIES
MAINTENANCE, OPERATIONS AND GROUNDS WORK

FISCAL/BUSINESS – Maintenance

The Facilities Management Department is responsible for the condition of District facilities; therefore modifications and repair work should be performed by District personnel and/or licensed contractors to assure compliance with codes and other statutory requirements.

I. PRIORITY OF WORK

Priorities are established to ensure the Facilities Management Department responds appropriately to each request. Therefore, it is important to provide a clear explanation of the nature and significance of all work requests. Priorities are assigned as follows:

- A. EMERGENCY: Immediate attention is required.
 - 1. Emergency conditions that affect safety and health.
 - 2. Conditions that immediately affect the performance of academic, student or administrative services; for example: tripping circuit breakers, utility services not functioning properly.
- B. PRIORITY I: Complete within 5 working days of receipt.
 - 1. Conditions which represent a potential safety or health hazard; situations that are not an immediate danger but could become one with continued use or stress; for example, loose handrails, inoperable door hardware, damaged stair treads.
 - 2. Nuisance conditions that do not require extensive work such as offensive graffiti or posters.

- C. PRIORITY II: Complete within 10 working days of receipt.
 - 1. Preventive maintenance.
 - 2. Routine maintenance, non-emergency service calls.
 - 3. Maintenance work that has been identified in advance but cannot be completed at the time of identification because of facilities use, material procurement, or availability of Maintenance staff.
- D. PRIORITY III: No predetermined time schedule.
 - 1. Improvements or additions to facilities and jobs requiring several trades and long-range planning.
 - 2. Work that requires outside vendors, contractors, or procurement of materials.

II. HOW TO OBTAIN SERVICES

All requests for service should be sent to the Facilities Management Department.

A. EMERGENCIES

During normal working hours (7:00 a.m. – 4:00 p.m., Monday – Friday), any emergency requiring immediate attention should be called in to extension 203 or 300. This includes conditions that significantly affect security, safety or health, inoperable utility systems and any other condition that if not attended to immediately would cause further damage to an area, such as water leaks and broken exterior glass. See pages 4-5 for further information.

B. WORK REQUESTS/ORDERS:

A work request should be submitted for all non-emergency work prior to the work being performed. Work requests can be submitted using the Facilities Department's on-line computerized work order system. Each site can input work requests and track the status of work using the on-line system. The work request number will be used to track work to determine whether it is completed or still in progress.

- 1. Processing Work Requests by Site Personnel –
 - a) Each facility site will have a system for review, approval, and submission for all work.
 - b) Work requests prepared by site personnel and custodial staff shall be submitted to the Principal for review.
 - c) Once approved, the Principal or designee will put the request into the computerized system.
 - d) The status for work requests can be reviewed using the on-line system. The system provides a screen menu for the review of work request status and completion information. If additional status information is needed contact the Facilities Department at extension 203 and someone will follow up with the requested information.

2. Processing Work Requests in the Facilities Management Department –
 - a) Work requests are reviewed periodically during the day by the Administrative Assistant for the Maintenance Department.
 - b) Emergency and routine work requests are processed, printed out, and placed in pick-up boxes for scheduling by maintenance personnel.
 - c) When work is completed, the District personnel completing the work will sign off the completed work order and forward it to the Facilities Administrative Asst. who will input the completion information into the computerized system.

III. ROUTINE/PREVENTIVE MAINTENANCE SERVICE

Maintenance is scheduled on a continuing cycle; however, there are times when it cannot be completed in as timely manner as scheduled. If this appears to be the case, please inform the Facilities Management Department to facilitate the correction of the situation.

IV. NON- ROUTINE SERVICE: All requests shall be in writing.

The most effective response for non-maintenance service will occur when requests are made in writing. Use of the work order system will minimize misunderstanding of the scope of the request. The system is intended to simplify and expedite the process.

When a work request is submitted for space modification or alteration, the Assistant Director of Facilities Management, or his designee, will visit the site to discuss the request and develop material and labor costs for the review and approval of the Director, Facilities Management. Projects must be budgeted for and approved during the budgeting process, either in the Facilities Management or School/Site budget.

IV. SUMMER PROJECTS

Requests for Summer Projects **MUST** be submitted to the Facilities Management Department by February 1, of each year. Subsequent to review of all requests in relation to available funding, a list of approved summer projects will be sent to all sites.

V. SERVICE AREAS

The Assistant Director of Facilities Management is responsible to the Director of Facilities Management for the administration of the maintenance and repair of all District facilities. Reporting to the Assistant Director are the Maintenance Leaders of the Building Trades and the Mechanical Trades.

The Building Trades Maintenance Leader is responsible for the building services such as carpentry, painting, glazing, roofing, and lock shop.

The Mechanical Trades Maintenance Leader is responsible for the mechanical services such as electrical, plumbing, welding, heating, air-conditioning and refrigeration, fire and security systems, and pools. (Telephones and computer data lines are the responsibility of the Information Services Department)

The Manager of Facilities and Grounds Operations is responsible to the Assistant Director of Facilities Management for the administration of custodial services and grounds maintenance.

VI. IMPORTANT TELEPHONE NUMBERS

Director – 325
Assistant Director – 323
Building Trades Leader – 294
Mechanical Trades Leader – 236
Maintenance Administrative Assistant – 203
Emergencies After 4:00 p.m. – See Pages 6-8

Operations Manager – 267
Operations Administrative Assistant – 300

VII. OTHER SERVICES

Hazardous Waste Disposal – Operations – 203/323
Fire Extinguishers – Operations – 300
Moving Relocation – Operations – 300/267
Facilities Use Permits - Operations – 300
Pest Control – Operations – 300
Telephone Service (New) – Purchasing – 249
Telephone Repairs – Information Services – 312
Audio/Visual Equipment Repairs – Purchasing – 249
Computer Repair/Data lines – Information Services – 312

VIII. EMERGENCY WORK ORDER PROCEDURE

- A. Emergencies are situations that threaten life and safety and/or interruption of the educational process.
- B. When the Facilities Management Department, during normal working hours receives an emergency call, the following action will occur.
 1. The person receiving the emergency call, usually the Maintenance or Operations Administrative Assistant, will obtain all pertinent information necessary to fully describe the emergency, will notify the Leadperson of the trade necessary to correct the problem and the Assistant Director of Facilities Management. The Leadperson will then notify the appropriate person or crew to correct the emergency.
 2. If the corresponding Leadperson is not available, the person receiving the call will notify any Maintenance or Operations Leader or Manager.
 3. When none of the above personnel are available, the person receiving the emergency call will notify the specific tradesperson necessary to correct the problem, and also notify the Assistant Superintendent, Business/Fiscal Services if appropriate.
 4. When a District tradesperson cannot be contacted, the person receiving the call may call an outside contractor from the approval list.

5. The Manager/Leadperson, when necessary, will assess and supervise the correction of an emergency situation.
 6. In the absence of a direct authorization from the Director, Assistant Director, Manager or Leadperson, the person responding to the emergency will use his/her best judgement whether to complete the repair or not at that moment. Decisions should be governed by the following:
 - a) Not completing the repair will result in further damage to District property.
 - b) Not completing the repair will interrupt the educational process caused by an area or equipment not being ready to accept faculty and students for the next scheduled activity.
 7. In the absence of Director, Assistant Director, or Manager, the person responding to an emergency will follow directions of the site administrator.
- C. **After hours** (before 7:00 a.m. and after 4:00 p.m.) and during holidays and weekends, the following procedures are to be observed:
1. Emergency calls should be placed by authorized site personnel to the appropriate person listed below. Upon receiving the call, the below listed person will assess the situation and determine an appropriate corrective response.
 2. The following personnel, based on their areas of responsibility, will be notified according to the severity of the emergency:

Cleveland Prosser – Manager, Facilities & Grounds Operations
 Custodial, grounds, sprinklers/irrigation, playground equipment.
 Cell: (310) 466-6701
 Res: (323) 296-6732

Rick Demuth – Assistant Director, Facilities Management
 All Building and Mechanical Trades emergencies
 Cell: (310) 849-2132
 Res: (310) 322-1737

Mike Bott – Maintenance Leader – Building Trades
 Broken windows, locks, break-ins
 Pager: (310) 917-7667 (Mon – Fri 6:30a.m. – 3:00 p.m.)
 Res: (310) 545-1125

Joe Ramirez – Maintenance Leader – Mechanical Trades
 Plumbing/sewer, electrical/power outages
 Cell: (310) 466-8413 (Mon – Fri 6:30 a.m. – 3:00 p.m.)
 Res: (310) 475-2288

Wally Berriman – Director, Facilities Management
 Res: (805) 523-9522

Kenneth R. Bailey – Assistant Superintendent, Fiscal/Business Services
 Res:

J. Wallace Berriman
Director, Facilities Management

Approved: _____
Kenneth R. Bailey
Assistant Superintendent
Fiscal and Business Services

DATE: _____

DEC 06 2005

CUSTODIAL ASSIGNMENTS									
		CLASSROOMS	RESTROOMS		INTERIOR		CUSTODIANS		
			SHOWER RMS		SPACE				
			LOCKER RMS						
SCHOOL/SITE									
CABRILLO		25	16	36,554		2			
EDISON		27	18	44,034		2.5			
FRANKLIN		45	20	70,432		2.5			
GRANT		34	18	60,234		2.5			
McKINLEY		33	20	63,171		2.5			
MUIR/SMASH		31	20	50,995		2.5			
PT DUME		20	16	32,578		1.5 + .5			
ROGERS		38	22	54,117		2.5			
ROOSEVELT		40	14	58,921		2.5			
WEBSTER		24	15	34,374		2			
ADAMS		58	29	130,093		4 + .5			
LINCOLN		56	36	152,163		4.5			
MALIBU HI		60	38	145,128		4.5 + .5			
SAMOHAI		144	71	417,577		10.5 + 1.5			
OLYMPIC		16	11	44,421		1.5			
LINCOLN CDC		2	4	4,945		0.5			
WASH EAST		7	6	8,572		0			
WASH WEST		2	8	22,492		0.25			
PINE ST CDC		4	3	3,840		0.25			
GRAND TOTAL		666	385	1,434,640		52			

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.

AVID

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.