

**For a Listing of Upcoming Board Meetings See Page vi of this Table of Contents**

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

**August 31, 2006**

A regular meeting of the Santa Monica-Malibu Unified School District Board of Education will be held on Thursday, August 31, 2006 in the District Administrative Offices, 1651 16<sup>th</sup> Street, Santa Monica, CA. The Board of Education will call the meeting to order at 4:00 p.m. in the Board Conference Room at the District Offices, 1651 16<sup>th</sup> Street, Santa Monica, CA., at which time the Board of Education will move to Closed Session regarding the items listed below. The public meeting will reconvene at 5:30 p.m. in the Board Room.

**The public meeting will begin at 5:30 p.m.**

Persons wishing to address the Board of Education regarding an item that is scheduled for this meeting, must submit the "Request to Address" card **prior** to discussion of that item. Persons wishing to address the Board of Education regarding an item that is **not** scheduled on this meeting's agenda, may speak during the Public Comments section by submitting the Request to Address card at the beginning of the meeting. The same card is used for either option and is printed in both Spanish and English. Cards are located with meeting materials at the back of the room. Completed cards should be submitted to the Recording Secretary.

**Time Certain Items:** Those items listed for a specified time (indicated in bold) are listed to give the public an indication of when a particular item of interest will come before the Board. The Board will hear the item at the affixed time. However, if it is prudent to do so, the Board may adjust the time stamp to complete an item currently on the floor, but will not delay the time stamped item for more than 15 minutes.

**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 of district personnel pursuant to GC §54957 as cited in the Brown Act.
- Conference with Superintendent and Assistant Superintendents regarding 2006-2007 Strategies for Negotiations for Santa Monica-Malibu Classroom Teachers Association (SMMCTA) pursuant to §GC 54957.6, as cited in the Brown Act.

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

Board of Education Meeting AGENDA: August 31, 2006

- Receipt of recommendation for approval of the proposed settlement cases pursuant to GC Section 54954.9 (b), as cited in the Brown Act:

DN-1007-06/07

DN-1009-06/07

DN-1008-06/07

DN-1019-06/07

#### IV. BOARD OF EDUCATION - COMMENDATIONS / RECOGNITIONS

- Samohi Students - Project Echo - SAGE (Students for the Advancement for Global Entrepreneurship) World Champions

#### V. APPROVAL OF THE AGENDA

#### VI. APPROVAL OF MINUTES

A.01	Approval of Minutes	1
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#### VII. CONSENT CALENDAR

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

##### Curriculum and Instruction

A.02	Independent Contractors	2-3
A.03	Conference and Travel Approval/Ratification	4-5

##### Business and Fiscal

A.04	Award of Purchase Orders	6-6c
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##### Personnel

A.05	Certificated Personnel - Elections, Separations	7-14
A.06	Special Services Employees	15
A.07	2006-2007 Declaration of Need for Fully Qualified Educators	16
A.08	Classified Personnel - Merit	17-20
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##### General

A.10	Increase Compensation for Personnel Commissioners	22
A.11	Amend Board of Education Meeting Schedule	23

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

## VIII. PUBLIC COMMENTS

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

## XIV. 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. SMMCTA Update - Mr. Harry Keiley
- B. S.E.I.U. Update - Ms. Keryl Cartee
- C. District Advisory Committee - Reports  
Child Care Advisory ..... 24-26

## X. SUPERINTENDENT'S 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.

A.12	Certificated Administrative Appointment	
	Principal - Santa Monica High School - Dr. Hugo Pedroza	27
A.13	Amend Contract - Tim Walker - Deputy Superintendent	28
A.14	Authorization to Implement Barnum Hall's Facilities Use Plan	29-36
A.15	Approval of Special Education Contracts 2005-2006	37-38
A.16	Approval of Special Education Contracts - 2006-2007	39-41
A.17	Nominations for CSBA Directors-at-Large, Asian/Pacific Islander and Hispanic	42

## **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	Update on the Reorganization of the Human Resources Department	43-46
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## **XIII. INFORMATIONAL ITEMS**

I.1	Basic/Supplemental Textbook Adoption	47
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## **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".

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

## **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**

This meeting will adjourn in memory of Dan Mejia, bilingual community liaison at John Adams.

The next regular meeting is scheduled to be held on Thursday, September 14, 2006 at 5:30 p.m. in the District Board Room, 1651 16<sup>th</sup> Street, Santa Monica, 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**

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

<b>Board of Education Meeting Schedule</b> <b><u>Public Meetings will begin at 5:30 p.m.</u></b>					
July through December, 2006					
Month	1st Thursday	2nd Thursday	3rd Thursday	4th Thursday	Special Note:
July		13 DO	20* DO	7/27 DO	*Special Meeting
August	3 DO		8/17 SM	8/31 DO (5th Thurs)	*Special Meeting
September		9/14 DO		9/28 DO	<b>School Opens 9/6, 2006</b> (Because of Labor Day and start of school, mtgs on 2 <sup>nd</sup> & 4 <sup>th</sup> in Sept.)
October	10/5 M		10/19 SM		Start traditional schedule 1 <sup>st</sup> & 3 <sup>rd</sup> Thursdays
November	11/2 DO		11/16 SM	<del>11/30 DO</del> <del>(5th Thurs)</del>	Thanksgiving 11/24-25,
December		12/14 DO			Usually one mtg. -(Three wks in Dec. Before winter break)
December 25-29 Winter Break					
January through June, 2007					
January 1-5 Winter Break					
January			1/18 SM		
February	2/1 M		2/15 SM		
March	3/1 DO		3/15 SM		Stairway 3/22-23 (5 Thursday's in March)
April 02 - 13, 2007 - Spring Break					
April			4/19 SM		
May	5/3 M		5/17 SM		
June	6/7 DO			28 DO	6/21*Graduation Last day of School 6/22

District Office (DO): 1651 16<sup>th</sup> Street, Santa Monica.

Malibu City Council Chambers (M): 23815 Stuart Ranch Road, Malibu, CA

Santa Monica City Council Chambers (SM): 1685 Main Street, Santa Monica.

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 AGENDA: August 31, 2006

**Santa Monica-Malibu Unified School District  
Board of Education  
August 31, 2006**

**I      CALL TO ORDER**

A      Roll Call

Julia Brownley -President  
Kathy Wisnicki - Vice-President

Emily Bloomfield  
Oscar de la Torre  
Jose Escarce  
Maria Leon-Vazquez  
Shane McLoud

Student Board Members

B      Pledge of Allegiance

**II      CLOSED SESSION**

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

Board of Education Meeting AGENDA: August 31, 2006

TO: BOARD OF EDUCATION  
FROM: SUPERINTENDENT  
RE: APPROVAL OF MINUTES

ACTION  
08/31/06

RECOMMENDATION NO. A.01

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

August 17, 2006

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



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## **CONSENT ITEMS**

TO: BOARD OF EDUCATION

ACTION/CONSENT

08/31/06

FROM: SUPERINTENDENT/TIM WALKER/LAUREL SCHMIDT

RE: APPROVAL OF INDEPENDENT CONTRACTS

RECOMMENDATION NO. A.02

It is recommended that the Board of Education enter into the following Independent Contract. This contract is included in the 2006-2007 budget.

Contractor	Description	Site	Funding
Claudia Addison  July 01, 2006 - June 30, 2007  Not to exceed: \$30,000	To work with TSA's, Flex 125 Plan, W/C and other related issues.	Fiscal	0-00000-0-00000- 74000-5802-025-1250
Greenfield Learning Inc.  2/24/06  Not to exceed: \$1698.36	Install software in lab and designated schools. Schedule teachers for attendance training.	Special Ed.	01-65000-0-50010- 21000-5890-043-1400
Debbie Marie Harding  Sept. 6, 2006 - June 30, 2007  Not to exceed: \$14,691	Manage raised beds and greenhouse at Samohi. Link curriculum to gardens, monitor student planting and harvesting, coordinate field trips to gardens, assist in teacher's workshops.	Food and Nutrition Services	13-53100-0-00000- 37000-2917-057-1501
Michael Hill  July 1, 2006 - June 30, 2007  Not to Exceed \$66,000	To provide consultation services to the District in implementing joint use agreements; liaison with other jurisdictions regarding facility issues; facility permits, hazard mitigation.	Business Services	General Fund  01-00000-0-00000- 73000-5802-050-1500

<b>Contractor</b>	<b>Description</b>	<b>Site</b>	<b>Funding</b>
Eleanore U. Meyer 09/06/06-06/22/07  Total amount of contract not to exceed \$5,000.	Provide medical consultation services for the district, particularly school nurses	Student Services	Student Services Medi-Cal reimbursement  01-56400-0-11100-39000-5802-041-1400
Salzman Associates - Tools for Schools 8/31/06  Not to exceed: \$3,350	To provide a Behavior Management Program for teachers to use in their classroom	John Adams	John Adams School and Library Improvement Block Grant  01-73950-0-11100-10000-5802-011-4110

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

08/31/06

FROM: SUPERINTENDENT/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>HAGEN, Marcia</u> Personnel Services 01-00000-0-00000-74000-5220-025-1250 General Fund - <b>Function:</b> Personnel/Human Resources	Credential Counselors and Analysts of California - Fall Conference 2006 Sacramento, CA October 10 - 13, 2006	\$290
<u>HARRIS, Jerry</u> Roosevelt Elementary 01-73950-0-11100-10000-5220-007-4070 General Fund - <b>Resource:</b> School & Library Improvmnt.	Beginning Writing-Six Traits Ontario, CA July 21, 2006	\$249
<u>JEFFRIES, Jane</u> Health Services 01- 00000-0-11100-31400-5220-041- 1400 General Fund - <b>Function:</b> Health Services	School Health Program Managers Downey, CA 9/29/06, 2/23/07, 4/20/07, 6/08/07 and 12/08/07	\$100
<u>STAINED, Douglas</u> Personnel Services 01-00000-0-00000-74000-5220-025-1250 General Fund - <b>Function:</b> Personnel/Human Resources	2006 Education Forecast Assembly Orange, CA October 27, 2006	\$100
<b>Adjustments</b> (Preapproved expenses 10% in excess of approved costs that must be approved by Board/Changes in Personnel Attendance)		

<u>NAME</u> <u>SITE</u> Account Number Fund - Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
NONE		
<b>Group Conference and Travel: In-State</b> <i>* a complete list of conference participants is on file in the Department of Fiscal Services</i>		
<u>ANDERSON, Meredith</u> + 4 Additional Staff Adams Middle 01-71400-0-11100-10000-5220-032-2560 General Fund - <b>Resource:</b> Gifted/Talented Educ. (GATE)	Supporting (AVID) Advancement Via Individual Determination Stevenson Ranch, CA August 9 - 10, 2006	\$1,500 TOTAL  1 SUB Only
<u>TALARICO, Dianne</u> + Administrative Team ( 50 Staff) Superintendent 01-00000-0-00000-71500-5220-020-1200 General Fund - Gift <b>Function:</b> Superintendent	Administrative Team Retreat (Asst. Supts., Directors, Coordinators, Principals, Asst. Principals) Malibu, CA August 15 - 16, 2006	\$7,000 TOTAL
<u>VARIOUS BOARD MEMBERS</u> Superintendent 01-00000-0-00000-71500-5220-020-1200 General Fund <b>Function:</b> Superintendent	2006 Annual Education Conference and Trade Show San Francisco, CA November 30 - December 2, 2006	\$13,000 TOTAL
<b>Out-of-State Conferences: Individual</b>		
NONE		
<b>Out-of-State Conferences: Group</b>		
NONE		

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

TO: BOARD OF EDUCATION ACTION/CONSENT  
08/31/06  
FROM: SUPERINTENDENT/WINSTON BRAHAM/VIRGINIA I. HYATT  
RE: APPROVAL OF PURCHASE ORDERS

RECOMMENDATION NO. A.04

It is recommended that the Board of Education approve the following Purchase Orders and Changed Purchase Order from August 9, 2006 through August 22, 2006 for fiscal year 2006/07.

**AGENDA**

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

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

08/31/06

FROM: SUPERINTENDENT

RE: CERTIFICATED PERSONNEL - Elections, Separations

RECOMMENDATION NO. A.05

Unless otherwise noted, all items are included in the 2006/2007 approved budget.

ADDITIONAL ASSIGNMENTS

CABRILLO ELEMENTARY

Pickens, Erin	38 hrs @\$37.41	9/6/06-6/22/07	Est Hrly/\$1,422
Posey, Steve	38 hrs @\$37.41	9/6/06-6/22/07	Est Hrly/\$1,422
Rowland, Christine	38 hrs @\$37.41	9/6/06-6/22/07	<u>Est Hrly/\$1,422</u>
TOTAL ESTABLISHED HOURLY			\$4,266

CHILD DEVELOPMENT SERVICES

Jaye, Susan	384 hrs @\$31.36	6/27/06-9/1/06	<u>Own Hrly/\$12,042</u>
TOTAL OWN HOURLY			\$12,042

Comment: Summer Assignment  
12-Unrestricted Resource

Housman, Joann	\$37.41, as needed	7/10/06-9/1/06	<u>Est Hrly/\$----</u>
TOTAL ESTABLISHED HOURLY			\$----

Comment: Summer Assignment, as needed  
01-Head Start Basic

COMMUNITY DAY SCHOOL

Farruggia, Elizabeth	18 hrs @\$37.41	8/17/06-8/21/06	<u>Est Hrly/\$673</u>
TOTAL ESTABLISHED HOURLY			\$673

Comment: Summer Assignment  
01-Special Education

EDUCATIONAL SERVICES

Carey, Ann	27 hrs @\$37.41	7/6/06-8/25/06	Est Hrly/\$1,010
Dresher, Pam	27 hrs @\$37.41	7/6/06-8/25/06	Est Hrly/\$1,010
Duran, Concepcion	27 hrs @\$37.41	7/6/06-8/25/06	Est Hrly/\$1,010
Erlandson, Staci	27 hrs @\$37.41	7/6/06-8/25/06	Est Hrly/\$1,010
Frederick, Sarah	27 hrs @\$37.41	7/6/06-8/25/06	Est Hrly/\$1,010
Gusmao-Garcia, Renata	27 hrs @\$37.41	7/6/06-8/25/06	Est Hrly/\$1,010
Hoffman, Heidi	27 hrs @\$37.41	7/6/06-8/25/06	Est Hrly/\$1,010
McClure, Katy	27 hrs @\$37.41	7/6/06-8/25/06	Est Hrly/\$1,010
Silhavy, Dawn	27 hrs @\$37.41	7/6/06-8/25/06	Est Hrly/\$1,010
Witt, Carl	27 hrs @\$37.41	7/6/06-8/25/06	<u>Est Hrly/\$1,010</u>
TOTAL ESTABLISHED HOURLY			\$10,101

Comment: Grade Level Curriculum  
01-Unrestricted Resource

Braff, Sarah	27 hrs @\$37.41	7/6/06-8/25/06	Est Hrly/\$1,010
Brown, Carrie	27 hrs @\$37.41	7/6/06-8/25/06	Est Hrly/\$1,010
Cook, Kristina	27 hrs @\$37.41	7/6/06-8/25/06	Est Hrly/\$1,010
De La Rosa, Mary	27 hrs @\$37.41	7/6/06-8/25/06	Est Hrly/\$1,010
Lipson, Jenny	27 hrs @\$37.41	7/6/06-8/25/06	Est Hrly/\$1,010
Neumann, Stephanie	27 hrs @\$37.41	7/6/06-8/25/06	Est Hrly/\$1,010
Ostrom, Michael	27 hrs @\$37.41	7/6/06-8/25/06	Est Hrly/\$1,010

Scholder, Holly	27 hrs @\$37.41	7/6/06-8/25/06	Est Hrly/\$1,010
Weinstock, Cindy	27 hrs @\$37.41	7/6/06-8/25/06	Est Hrly/\$1,010
Wheeler, Daniel	27 hrs @\$37.41	7/6/06-8/25/06	Est Hrly/\$1,010
TOTAL ESTABLISHED HOURLY			\$10,101

Comment: Standard-Based Report Card Committee  
01-Unrestricted Resource

Bart-Bell, Dana	48 hrs @\$37.41	7/1/06-7/31/06	Est Hrly/\$1,796
Bui, Jasper	48 hrs @\$37.41	7/1/06-7/31/06	Est Hrly/\$1,796
DiMercurio, Joseph	114 hrs @\$37.41	7/1/06-7/31/06	Est Hrly/\$4,265
Kelin, Marie-Claire	52 hrs @\$37.41	7/1/06-7/31/06	Est Hrly/\$1,945
Peterson, Suzanne	92 hrs @\$37.41	7/1/06-7/31/06	Est Hrly/\$3,442
Rugg, Meredith	52 hrs @\$37.41	7/1/06-7/31/06	Est Hrly/\$1,945
TOTAL ESTABLISHED HOURLY			\$15,189

Comment: Transition to new Dynix Library System  
01-Unrestricted Resource

#### LINCOLN MIDDLE SCHOOL

DiLeo, Greg	96 hrs @\$37.41	6/27/06-8/25/06	Est Hrly/\$3,591
TOTAL ESTABLISHED HOURLY			\$3,591

Comment: Summer Computer Maintenance  
01-School and Library Imprvmnt BG

#### SANTA MONICA HIGH SCHOOL

Gleason, Beverly	30 hrs @\$37.41	7/1/06-8/31/06	Est Hrly/\$1,122
Schlenker, Heather	6 hrs @\$37.41	7/1/06-8/31/06	Est Hrly/\$ 224
Veral, Ramon	6 hrs @\$37.41	7/1/06-8/31/06	Est Hrly/\$ 224
TOTAL ESTABLISHED HOURLY			\$1,570

Comment: Math Placement Testing  
01-Unrestricted Resource

#### STUDENT SERVICES

Bressler, Rachel	6 hrs @\$37.41	8/28/06-8/31/06	Est Hrly/\$224
Bronstein, Susan	6 hrs @\$37.41	8/28/06-8/31/06	Est Hrly/\$224
Ernst, Anne	6 hrs @\$37.41	8/28/06-8/31/06	Est Hrly/\$224
Housman, Joann	6 hrs @\$37.41	8/28/06-8/31/06	Est Hrly/\$224
Janulaitis, Donna	6 hrs @\$37.41	8/28/06-8/31/06	Est Hrly/\$224
Jeffries, Jane	6 hrs @\$37.41	8/28/06-8/31/06	Est Hrly/\$224
Mahon, Meg	6 hrs @\$37.41	8/28/06-8/31/06	Est Hrly/\$224
McElvain, Nora	6 hrs @\$37.41	8/28/06-8/31/06	Est Hrly/\$224
Niemi, Charlene	6 hrs @\$37.41	8/28/06-8/31/06	Est Hrly/\$224
Relles, Ellen	6 hrs @\$37.41	8/28/06-8/31/06	Est Hrly/\$224
Sachs, Teri	6 hrs @\$37.41	8/28/06-8/31/06	Est Hrly/\$224
Waldorf, Sherry	6 hrs @\$37.41	8/28/06-8/31/06	Est Hrly/\$224
TOTAL ESTABLISHED HOURLY			\$2,688

Comment: Nurse Prep for Opening of School  
01-Medi-Cal Billing Option

Bronstein, Susan	15 hrs @\$37.41	9/1/06-6/30/07	Est Hrly/\$561
Ernst, Anne	15 hrs @\$37.41	9/1/06-6/30/07	Est Hrly/\$561
Housman, Joann	15 hrs @\$37.41	9/1/06-6/30/07	Est Hrly/\$561
Janualaitis, Donna	15 hrs @\$37.41	9/1/06-6/30/07	Est Hrly/\$561
Jeffries, Jane	15 hrs @\$37.41	9/1/06-6/30/07	Est Hrly/\$561
Mahon, Meg	15 hrs @\$37.41	9/1/06-6/30/07	Est Hrly/\$561
Morn, Lora	15 hrs @\$37.41	9/1/06-6/30/07	Est Hrly/\$561
Niemi, Charlene	15 hrs @\$37.41	9/1/06-6/30/07	Est Hrly/\$561
Relles, Ellen	15 hrs @\$37.41	9/1/06-6/30/07	Est Hrly/\$561
TOTAL ESTABLISHED HOURLY			\$5,049

Comment: CPR Training for District Employees  
01-Medi-Cal Billing Option



**SUMMER SCHOOL****EDISON ELEMENTARY SCHOOL**

Jimenez, Sylvia (60%)	18 days @\$220.54	7/5/06-7/28/06	Own Daily/\$3,970
Maiztegui, Laura (60%)	18 days @\$225.78	7/5/06-7/28/06	Own Daily/\$4,064
TOTAL OWN DAILY			\$8,034

Comment: Summer School  
 01-IASA: Title I Basic-LW Inc/Neg  
 [correction from 7/27/06 Board Agenda]

Naranjo, Rocio	54 hrs @\$37.41	7/5/06-7/28/06	Est Hrly/\$2,020
Rodriguez, Judith	54 hrs @\$37.41	7/5/06-7/28/06	Est Hrly/\$2,020
TOTAL ESTABLISHED HOURLY			\$4,040

Comment: Summer School  
 01-IASA: Title I Basic-LW Inc/Neg  
 [correction from 7/27/06 Board Agenda]

**SANTA MONICA HIGH SCHOOL**

Wells, Leslie (40%)	30 days @\$131.62	7/1/06-8/20/06	Est Hrly/\$3,949
TOTAL OWN DAILY			\$3,949

Comment: Summer School - Valued Youth Program  
 01-Unrestricted Resource - 50%  
 01-Gifts - Equity Fund - 50%

**HOURLY TEACHERS****STUDENT SERVICES**

Hannan, Ellen	65 hrs @\$37.41	9/1/06-6/30/07	Est Hrly/\$2,432
TOTAL ESTABLISHED HOURLY			\$2,432

Comment: CPR Training/Scoliosis, Vision and Hearing Testing  
 01-Unrestricted Resource

**TOTAL ESTABLISHED HOURLY, OWN HOURLY AND OWN DAILY = \$ 83,725**

**ELECTIONS****TENURED CONTRACTS****Name/Assignment/Location**

	<u>Not to Exceed</u>	<u>Effective</u>
Alpert, Andrea/Student Supp Adv Santa Monica High School	100% [rehire]	8/1/06
Cueva, Martha/1st Bil Edison Elementary	100% [retire]	9/1/06
Danesi, Dana/Humanities Lincoln Middle School	100% [rehire]	9/1/06
Pham, Vy/Math Lincoln Middle School	100% [rehire]	9/1/06

**PROBATIONARY CONTRACTS****Name/Assignment/Location**

	<u>Not to Exceed</u>	<u>Effective</u>
Aiello, Jason/Music Santa Monica High School	50%	9/1/06
Anderson, Meredith/Lang Arts Adams Middle School	100%	9/1/06

Beaver, Guadalupe/SDC-IS McKinley Elementary	100%	9/1/06
Carillo, Bianca/College Couns Santa Monica High School	100%	8/1/06
Cogan, Lisa/SDC Preschool Special Education	100%	9/1/06
Cohen, Francine/4th-5th SMASH	100%	9/1/06
Crane-Gevirtz, Lakin/SDC PreSch Special Education	100%	9/1/06
Devincentis-Waul, Ermina/Spec Ed Santa Monica High School	100% [rehire Prob I]	9/1/06
Doughty, Lindsay/Math Santa Monica High School	100%	9/1/06
Fairchild, Lauren/English Santa Monica High School	100%	9/1/06
Faruggia, Elizabeth/SDC-NS Community Day School	100%	9/1/06
Gangler, Steven/Phys Ed Santa Monica High School	100%	9/1/06
Gaynor, Susan/Math Santa Monica High School	100%	9/1/06
Gollan, Andrew/Latin Santa Monica High School	100%	9/1/06
Haendel, Erin/6th-7th-8th SMASH	50%	9/1/06
Halley, Shannon/Social St Santa Monica High School	100%	9/1/06
Hoffstedt, Carol/Math Malibu High School	100%	9/1/06
Jauregui, Marissa/Kindergarten Roosevelt Elementary	100% [rehire Prob II]	9/1/06
Kennedy, Alison/English Santa Monica High School	100%	9/1/06
Kooy, Tracy/4th Webster Elementary	100%	9/1/06
Lambert, Lisa/Phys Ed Malibu High School	100%	9/1/06
Lee, Rick/Biology Santa Monica High School	100%	9/1/06
Marks, Jamie/4th McKinley Elementary	100%	9/1/06

Morse, Kevin/Chemistry Santa Monica High School	100%	9/1/06
Mullen, Phillip/SDC-NS Muir Elementary	100%	9/1/06
Nolan, Kelly/Lang Arts Adams Middle School	100%	9/1/06
Olson, Nicole/SDC-IS Santa Monica High School	100%	9/1/06
Pust, Jennifer/English Santa Monica High School	100%	9/1/06
Reynolds, Ashley Franklin Elementary	100% [rehire Prob II]	9/1/06
Vallejo, Norma/1st Muir Elementary	100%	9/1/06
Ware, Andrea/Kindergarten Grant Elementary	50%	9/1/06

TEMPORARY CONTRACTS

<u>Name/Assignment/Location</u>	<u>Not to Exceed</u>	<u>Effective</u>
Cierra, Jorge/RSP-SDC Santa Monica High School	100% [Temp I]	9/1/06-6/22/07
Davis, Peter/RSP Santa Monica High School	100% [rehire Temp II]	9/1/06-6/22/07
Ennis, Jill/5th Muir Elementary	100% [Temp I]	9/1/06-6/22/07
Fernandez, Heidi/5th Roosevelt Elementary	100% [Temp I]	9/1/06-6/22/07
Gomez, Carolina/Kindergarten Rogers Elementary	100% [Temp I]	9/1/06-6/22/07
Kay, Benjamin/Biology Santa Monica High School	100% [Temp I]	9/1/06-6/22/07
Kinzly, Richard/Math Santa Monica High School	100% [Temp I]	9/1/06-6/22/07
Maynard, Amy/Kindergarten Franklin Elementary	100% [Temp I]	9/1/06-6/22/07
Pitts, Gregory/Spec Ed Santa Monica High School	100% [rehire Temp IV]	9/1/06-6/22/07
Powell, Erin/2nd-3rd Franklin Elementary	100% [Temp I]	9/1/06-6/22/07
Pulido, Maribel/Student Supp Adv Santa Monica High School	100% [Temp I]	8/1/06-6/30/07
Reeser, Elizabeth/1st Rogers Elementary	100% [Temp I]	9/1/06-6/22/07

Ripley, Virginia/3rd Grant Elementary	100% [Temp I]	9/1/06-6/22/07
Silvestri, Marisa/Social St Santa Monica High School	100% [Temp I]	9/1/06-6/22/07
Swann, Cara/6th-7th-8th SMASH	100% [Temp I]	9/1/06-6/22/07
Veral, Ramon/Math Santa Monica High School	100% [rehire Temp V]	9/1/06-6/22/07
Wethern, Heather/Spanish Santa Monica High School	100% [Temp I]	9/1/06-6/22/07

**SUBSTITUTE TEACHERS**

**PREFERRED SUBSTITUTES**  
**(@\$149.00 Daily Rate)**

Erikson, Laura	8/10/06
Ferres, Kristin	8/9/06
Lutz, Joey	8/4/06-8/10/06
Schlenker, Heather	8/7/06-8/10/06
Semik, Renee	8/7/06-8/10/06
Veral, Ramon	8/3/06-8/10/06

**CHILD DEVELOPMENT SERVICES**  
**(@\$14.97 Hourly Rate)**

Namdar, Shahfar	6/27/06-8/14/06
Pekkanen, Jaana	7/24/06-9/1/06
Rossmann, Tracy	7/24/06-9/1/06

**CHANGE IN ASSIGNMENT**

Antonopoulos, Erin  
Franklin Elementary

From: 100%

To: 50%

**Effective**

9/1/06-6/22/07

[job-share w/L. Lobos]

Berukhim, Nilifour  
Roosevelt Elementary

From: 100%

To: 50%

9/1/06-6/22/07

[job-share w/Mendelson]

Burleigh, Kate  
Grant Elementary/SDC-NS

From: McKinley Elementary

To: Grant Elementary

Hakomori, Teri

Edison Elementary

From: 100%

To: 50 %

9/1/06

[replacing L. Johnson]

9/1/06-6/22/07

[job-share w/M. Meade]

Gaul, Pamela  
Santa Monica HS/RSP

From: Community Day School

To: Santa Monica HS

9/1/06

[replacing J. Owens]

Johnson, Lisa  
Santa Monica HS/SDC-NS

From: Grant Elementary

To: Santa Monica HS

9/1/06

[replacing J. Pusey]

Lobos, Lisa Franklin Elementary <u>From:</u> 100% <u>To:</u> 50%	9/1/06-6/22/07  [job-share w/E. Antonopoulos]
Lynch, Jennifer Roosevelt Elementary <u>From:</u> 100% <u>To:</u> 50%	9/1/06-6/22/07  [job-share w/A. Nitti]
Mackey, Tammy Pt Dume Elementary <u>From:</u> 100% <u>To:</u> 50%	9/1/06-6/22/07  [job-share w/V. Leck]
Meade, Margaret Edison Elementary <u>From:</u> 100% <u>To:</u> 50%	9/1/06-6/22/07  [job-share w/T. Hakomori]
Mendelson, Karen Roosevelt Elementary <u>From:</u> 100% <u>To:</u> 50%	9/1/06-6/22/07  [job-share w/N. Berukhim]
Murcia, Gabriela Grant Elementary/2nd <u>From:</u> 50% <u>To:</u> 100%	9/1/06
Nitti, Anna Roosevelt Elementary <u>From:</u> 100% <u>To:</u> 50%	9/1/06-6/22/07  [job-share w/J. Lynch]
Salvaryn, Elisa Muir Elementary/RSP <u>From:</u> 100%/SDC-NS <u>To:</u> 80%/RSP	9/1/06  [replacing R. Dewar]

**LEAVES OF ABSENCE (with pay)**

<u>Name/Location</u>	<u>Effective</u>
Lemmon, Cheyenne McKinley Elementary	10/3/06-11/26/06 [maternity]

**LEAVES OF ABSENCE (without pay)**

<u>Name/Location</u>	<u>Effective</u>
Lemmon, Cheyenne McKinley Elementary	11/27/06-1/8/07 [child care]
Levy Marazzi, Nancy Cabrillo Elementary	9/1/06-6/22/07 [20% - child care]
Messoloras, Irene Malibu High School	9/1/06-6/22/07 [40% - personal]
Zimmermann-Wolff, Amelia Malibu High School	9/1/06-6/22/07 [60% - personal]

**RESIGNATIONS**

<u>Name/Location</u>	<u>Effective</u>
Dalton, Carrie SMASH	6/26/06
Barreras Graciano, Laura Child Develop Svcs/Rogers	6/26/06
Hannan, Ellen Student Services	6/26/06

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

08/31/06

FROM: SUPERINTENDENT

RE: SPECIAL SERVICES EMPLOYEES

RECOMMENDATION NO. A.06

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 2006/07 budget.

ELECTIONS

<u>Name/Location</u>	Not to <u>Exceed</u>	<u>Effective</u>	<u>Rate</u>
Agregan, Louis	\$4,000	7/10/06-6/30/07	\$19/hr
Special Education: review IEP paperwork, forms and documents and advise department on how to comply with linguistic requirements of IDEA.			
FUNDING:	01-65000-0-50010-21000-2917-043-1501		-100%
Special Education			
Meek, Doris	\$54,000	7/1/06-6/30/07	\$4,500/month
Child Development Services; coordinate a variety of parent education activities and parent/child activities for Infant and Family Support program			
FUNDING:	01-94190-0-85000-59000-2917-070-1501		-100%
St. Johns: Infant Family			

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

8/31/06

FROM: SUPERINTENDENT

RE: 2006-2007 DECLARATION OF NEED FOR FULLY QUALIFIED  
EDUCATORS

RECOMMENDATION NO. A.07

It is recommended that the District adopt the 2006-2007  
Declaration of Need for Fully Qualified Educators.

COMMENT: Based on prior year data, the following Declaration stipulates those areas and numbers of emergency permit holders Santa Monica-Malibu anticipates for the 2006-2007 school year. With Board approval, the Declaration will be sent to the Commission on Teacher Credentialing (CTC) thereby establishing the District's need areas for 2006-2007.

Under Education Code 44300 and Senate Bill 322, the Declaration enables the District to streamline its approach to obtaining emergency credentials by establishing the statement of need once rather than on a person-by-person basis. Therefore, as the District finds it necessary to employ teachers under emergency permits, the application process and approval will be more quickly completed.

This declaration may be revised with Board approval as hiring needs change during the school year.

The Board has received a copy of the Declaration of Need for Fully Qualified Educators and supporting documentation under separate cover. These documents are on file in the Office of Human Resources and will be included with the permanent minutes of the meeting.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:



TO: BOARD OF EDUCATION  
FROM: SUPERINTENDENT/WILBERT YOUNG  
RE: CLASSIFIED PERSONNEL - MERIT

ACTION/CONSENT  
08/31/06

RECOMMENDATION NO. A.08

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.

**ELECTIONS**

		<b><u>EFFECTIVE DATE</u></b>
BARRON, JOSE GRANT ELEMENTARY	INST ASST - PHYSICAL ED 4 HRS/SY/RANGE: 20 STEP: F	9/5/06
NICOLAS, JENNY SANTA MONICA HS	ACCOUNTING ASST II 8 HRS/12 MO/RANGE: 26 STEP: A	8/7/06

**SUBSTITUTES**

		<b><u>EFFECTIVE DATE</u></b>
ASRIYAN, ARAMAIS OPERATIONS	CUSTODIAN I	7/1/06-6/30/07
AVITA, HECTOR OPERATIONS	CUSTODIAN I	7/1/06-6/30/07
BROWN, MURPHY OPERATIONS	CUSTODIAN I	7/1/06-6/30/07
BURKE, ALBERT OPERATIONS	CUSTODIAN I	7/1/06-6/30/07
CARRILLO, ARELI HUMAN RESOURCES	OFFICE SPECIALIST	8/11/06-8/31/06
DAVIS, KATHRYN OPERATIONS	CUSTODIAN I	7/1/06-6/30/07
DE PANO, ENRICO INFORMATION SERVICES	TECH SUPPORT ASST	7/6/06-7/7/06
GALLEGOS, AUGUSTINE OPERATIONS	CUSTODIAN I	7/1/06-6/30/07
HART, WALTER OPERATIONS	CUSTODIAN I	7/1/06-8/16/06
JOHNSON, ANGELA OPERATIONS	CUSTODIAN I	7/1/06-8/8/06
KOLO, REBECCA OPERATIONS	CUSTODIAN I	7/1/06-6/30/07
MERCER, JAMES OPERATIONS	CUSTODIAN I	7/1/06-6/30/07

OMARI, SALEEN OPERATIONS	CUSTODIAN I	7/1/06-6/30/07
PASS, MICHAEL OPERATIONS	CUSTODIAN I	7/1/06-6/30/07
TEAGLE COLLETTE OPERATIONS	CUSTODIAN I	7/1/06-6/30/07
TORRES, JOSE OPERATIONS	CUSTODIAN I	7/1/06-6/30/07

**SUMMER ASSIGNMENT**

**EFFECTIVE DATE**

COOPER, RAY SANTA MONICA HS	CAMPUS SECURITY OFFICER	7/18/06-7/19/06
CRUSE, ANNIE SPECIAL EDUCATION	INST ASST - SPECIAL ED	7/5/06-8/1/06
GUTIERREZ, YOLY EDISON ELEMENTARY	BILINGUAL COMM LIAISON	8/1/06-9/1/06
JONES, CHANCEY OPERATIONS	CUSTODIAN	7/1/06-8/28/06
MILLER, KAREN PERSONNEL COMMISSION	OFFICE SPECIALIST	8/9/06-8/29/06
WEEKS, CARLA FOOD SERVICES	PRODUCTION KITCHEN COORD	8/14/06-8/31/06
WILSON, STANLEY OPERATIONS	CUSTODIAN	7/1/06-8/28/06
WIRT, JAMES TRANSPORTATION	BUS DRIVER	8/1/06-8/28/06

**INVOLUNTARY TRANSFER**

**EFFECTIVE DATE**

BRITO, MARIA FRANKLIN ELEMENTARY	INST ASST - CLASSROOM 3 HRS/SY FR: 3 HRS/SY/MCKINLEY ELEM	9/5/06
RAMOS, RITA ROOSEVELT ELEMENTARY	INST ASST - CLASSROOM 3 HRS/SY FR: 3 HRS/SY/MCKINLEY ELEM	9/5/06

**LEAVE OF ABSENCE (PAID)**

**EFFECTIVE DATE**

GONZALEZ, HECTOR OPERATIONS	SPRINKLER REPAIR TECH MEDICAL	7/24/06-9/10/06
SANCHEZ, SALVADOR GRANT ELEMENTARY	CUSTODIAN I MEDICAL	8/9/06-9/8/06

**LEAVE OF ABSENCE (UNPAID)**

**EFFECTIVE DATE**

WOLFE, PETRA LINCOLN MIDDLE SCHOOL	LIBRARY ASST I PERSONAL	8/29/06-11/28/06
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**PROFESSIONAL GROWTH**

		<b><u>EFFECTIVE DATE</u></b>
CORTEZ, MARLENE FOOD SERVICES	ACCOUNTING TECHNICIAN	8/1/06
DAVIS, JEFFREY MAINTENANCE	SKILLED MAINTENANCE WORKER	8/1/06
DURST, PEGGY SPECIAL EDUCATION	INST ASST - SPECIAL ED	8/1/06
FORD, DIANNE ADAMS MIDDLE SCHOOL	SR OFFICE SPECIALIST	8/1/06
GORDON, ROBIN ROGERS ELEMENTARY	SR OFFICE SPECIALIST	8/1/06
HERSCHBERGER, PATSY FOOD SERVICES	ADMINISTRATIVE ASST	8/1/06
JOHNSON, KAREN GRANT ELEMENTARY	ELEMENTARY LIBRARY COORD	8/1/06
LE, DUC FISCAL SERVICES	ACCOUNTING ASST II	8/1/06
LEE, SHARON CHILD DEVELOP SVCS	SR OFFICE SPECIALIST	8/1/06
MC CARTHY, JENNIFER FISCAL SERVICES	ACCOUNTING TECHNICIAN	8/1/06
OLMOS, MARIA ROGERS ELEMENTARY	SR OFFICE SPECIALIST	8/1/06
PADDOCK, LORI LINCOLN MIDDLE SCHOOL	SR OFFICE SPECIALIST	8/1/06
SWARTOUT, JANET PT DUME ELEMENTARY	SR OFFICE SPECIALIST	8/1/06
SYMONS, ALYSON MUIR ELEMENTARY	INST ASST - SPECIAL ED	8/1/06
TORRES, KENNIA SANTA MONICA HS	INST ASST - SPECIAL ED	8/1/06
VELASCO, HENRY MAINTENANCE/OPERATIONS	CUSTODIAN I	8/1/06

**LAYOFF/REDUCTION OF HOURS**

		<b><u>EFFECTIVE DATE</u></b>
HERSON, ILENA MCKINLEY ELEMENTARY	INST ASST - SPECIAL ED 6 HRS/SY FR: 8 HRS/SY	10/2/06

**ESTABLISHMENT OF POSITION**

	<b><u>EFFECTIVE DATE</u></b>
INST ASST - SPECIAL ED 6 HRS/SY; MCKINLEY ELEMENTARY	9/1/06

**ABOLISHMENT OF POSITION**

INST ASST - SPECIAL ED  
6 HRS/SY; MUIR ELEMENTARY

**EFFECTIVE DATE**

9/1/06

INST ASST - SPECIAL ED  
6 HRS/SY; MUIR ELEMENTARY

9/1/06

INST ASST - SPECIAL ED  
6 HRS/SY; CABRILLO ELEMENTARY

9/1/06

**RESIGNATIONS**

FAGAN, SUSAN  
POINT DUME ELEMENTARY

INST ASST - CLASSROOM

**EFFECTIVE DATE**

6/26/06

MENDOZA, BRENDA  
GRANT ELEMENTARY

CHILD CARE ASSISTANT

8/12/06

**RETIREMENTS**

WILSON, GERALDINE  
FOOD SERVICES

CAFETERIA WORKER I

**EFFECTIVE DATE**

8/10/06

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

08/31/06

FROM: SUPERINTENDENT/WILBERT YOUNG

RE: CLASSIFIED PERSONNEL - NON-MERIT

RECOMMENDATION NO. A.09

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.

**CHILD CARE ASSISTANT**

GONZALEZ, JESSICA

CHILD DEVELOP SVCS

06/27/06-09/01/06

RIVERA, MARIA

ADULT EDUCATION

07/05/06-08/04/06

**COACHING ASSISTANT**

JOHNSTONE, JOHN

MALIBU HIGH SCHOOL

08/03/06-06/30/07

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

08/31/06

FROM: SUPERINTENDENT/WILBERT YOUNG

RE: INCREASE COMPENSATION FOR PERSONNEL COMMISSIONERS

RECOMMENDATION NO. A.10

It is recommended that the Board of Education approve an increase in compensation for Personnel Commissioners from \$25 per month to \$50 per month per California Education Code \$45250.

It is further recommended that the compensation increase be retroactive as of January 1, 2005 which is the date that the change in the compensation rate became effective.

FUNDING INFORMATION

Budgeted: No

Fund: General Fund

Source: General Fund

Account Number: 01-00000-0-00000-74000-2319-027-1501

Description: Board/Commission Members, Monthly

COMMENT: In 2004, the California legislature enacted legislation to change Education Code \$45250 giving governing boards authorization to pay members of the personnel commission \$50 per meeting, not to exceed \$250 per month. This change became effective January 2005. At that time, an interim director was overseeing the work of the commission and inadvertently neglected to bring this matter to the Board of Education. It is appropriate that the increased compensation be acted upon at this time.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

08/31/06

FROM: SUPERINTENDENT/KATHY WISNICKI

RE: AMEND BOARD OF EDUCATION MEETING SCHEDULE

RECOMMENDATION NO. A.11

It is recommended that the Board of Education amend its meeting schedule for the 2006-2007 school year as follows:

- Hold the November 2, 2006 meeting in Malibu.  
By moving this meeting to Malibu, the Board will hold four meetings in Malibu as it has in previous years.
- Delete the November 30, 2006 meeting.  
This meeting was scheduled as a tentative meeting.  
The Superintendent and members of the Board of Education will be attending the annual CSBA Education Conference in San Francisco.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

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## **COMMUNICATIONS**



## **Child Development Services DAC Report 2005-06 Accomplishments**

August 2006

### CDS DAC Charge:

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

### Deliverables:

- CDS Staff will participate in meetings of the kindergarten teachers group on an ongoing basis.
- Participate in the RAND conference on Preschool Standard proposals November 19, 2005. Participate in follow up activities.
- With Information Services document preschool enrollment in database to allow follow-up in future.

### Accomplishments:

- **Preschool administrators attend Kindergarten meetings on a regular basis.**
- **Several CDS staff and DAC members attended the RAND conference in November. In addition, CDS staff and DAC members were represented at a follow-up meeting regarding new State standards for preschool. Work on the standards on the State level is expected to resume later in the year.**
- **New State Standards for preschool will be developed during the summer of 2006. A representative of the DAC is part of the standards development committee at the state level.**
- **CDS is using enhancement funds from the State, Head Start, and Los Angeles Universal Preschool (LAUP) to purchase Houghton Mifflin pre-K literacy materials to align instruction with K-5 curriculums for all classrooms.**
- **CDS and Info Services have agreed to work together to identify district kindergarteners who attended CDS preschools in order to flag them in the district database to allow future follow-up.**

Explore and propose ways to insure that multiple affordable, high-quality options for child care exist. Describe ways to strengthen and enhance existing child care services.

### Deliverables:

- Quantify the extent of need for wrap-around preschool care and determine the cost of such wrap-around preschool care.
- Attend trainings on Desired Results assessments for all programs.
- Document after-school options in the community.

### **Year-to-Date Accomplishments:**

- **CDS administrators are working on design changes for the work of CDS preschool programs. A financial assessment of the department has taken place.**
- **Administrative staff members have attended trainings on Desired Results for preschool and school-age child development programs.**
- **A new LAUP classroom has been in operation since the end of January. Seventeen (17) children are enrolled in the new class at Pine Street. This classroom brings the total number of LAUP funded classrooms to 7, 3 at Pine, 2 at Washington West, and 2 at Grant.**
- **CDS administrators have worked with Senior Cabinet to evaluate bringing the full-day/full-year preschool child care program back to the district.**

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

### **Deliverables:**

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

### **Year-to-Date Accomplishments:**

- **CDS DAC members have attended and provided leadership at all Facilities Workshops conducted to date.**
- **Staff has met with Master Plan consultants to discuss CDS facilities needs.**
- **Staff members assisted consultants in the inspection of facilities at Washington West and East.**
- **DAC members and staff met with most school site committees at the April 29 workshop and provided input for preschool and CREST facilities on their campuses.**
- **CDS DAC and staff participated in a Facilities Workshop for Washington School on June 7.**

### **Highlights to Date of Particular Note:**

- The opening of the new LAUP class at Pine Street required extraordinary recruitment to find 4 year olds who weren't in preschool programs in January. The class has allowed CDS to establish a new collaborative relationship with St. John's Therapeutic Preschool by serving some of the 4 year olds children in their program.
- Head Start programs are fully enrolled this year 2005-06.
- Preschool programs are now serving approximately 415 children in 2005-06.
- CDS has 12 vacancies for preschool classroom assistants.
- The Infant Toddler Center at SAMOHI is now serving some faculty children.
- Some of the Infant Family Support Program classes have moved successfully to a new space at Virginia Avenue Park.

- Some preschool staff members have moved to Room 7 at Washington West.
- The Infant Family Support Program has lost 38 percent of its annual funding from St. John's Hospital. Some new funds have been committed for 2006-07, but additional funding is being sought to avoid program cuts.

**Suggested Direction for 2006-07:**

- **Monitor progress in Los Angeles Universal Preschool and Preschool for All programs.**
- **Participate in setting and monitoring State standards for preschool.**
- **Work closely with principals and district administration to find appropriate after-school and preschool classrooms.**
- **Expand inclusion programs with the special ed preschool program.**
- **Create wrap-around programs for pre-K children of working parents to provide before-and-after school child care.**
- **Operate full-day preschool child care program.**
- **Create some positions for classroom assistants to work longer than 3.5 hours.**
- **Expand Infant Toddler Center at SAMOHI to include more faculty members.**
- **Continue to provide input to the Facilities Master Plan.**

**Budgetary Implications:**

- Increased costs in maintenance and repair of old portables requested.
- Addition of a child bathroom at SAMOHI, cost unknown.
- Full-day/wrap-around preschool child care requires State funding, currently being sought.

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## **MAJOR ITEMS**

TO: BOARD OF EDUCATION

ACTION/MAJOR

08/31/06

FROM: SUPERINTENDENT

RE: CERTIFICATED ADMINISTRATIVE APPOINTMENT

RECOMMENDATION NO. A.12

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

**CERTIFICATED APPOINTMENT**

**Effective**

Hugo Pedroza

9/1/06

Principal, Santa Monica High School

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/MAJOR

08/31/06

FROM: DIANNE TALARICO

RE: AMEND CONTRACT - TIM WALKER - DEPUTY SUPERINTENDENT

RECOMMENDATION NO. A.13

It is recommended that the Board of Education amend the contract with Timothy R. Walker to serve as Deputy Superintendent effective September 1, 2006 through June 30, 2009.

COMMENT: The Superintendent has determined that the needs of the district will best be served by filling the vacant position of Deputy Superintendent. Mr. Walker has been filling a number of vacant senior leadership positions during the transition of Superintendents and has agreed to accept the position of Deputy Superintendent.

The filling of this vacant position will result in a reduction of two positions at the senior cabinet level, leaving a team of three individuals - the Superintendent, Mr. Winston Braham and Mr. Walker.

This consolidation of responsibilities is taken as an initial step in the Superintendent's reorganization of the internal structure in central office leadership and will provide stability as the Superintendent does a thorough assessment of central office organization.

Mr. Walker will be responsible for providing leadership to, and the supervision and evaluation of, the Directors from the following departments: Adult Education, Child Development Services, Educational Services, Human Resources, Student Services, Student and Family Support Services, Special Education,

Additionally Mr. Walker will provide administrative support and be responsible for the supervision and evaluation of the Principals from various schools as identified by the Superintendent.

A copy of the contract is on file in the office of the Superintendent.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/MAJOR

08/31/06

FROM: SUPERINTENDENT/WINSTON A. BRAHAM/VIRGINIA I. HYATT

RE: AUTHORIZATION TO IMPLEMENT BARNUM HALL'S FACILITIES USE  
PLAN

RECOMMENDATION NO. A.14

It is recommended that the Board of Education approve the following action items regarding Barnum Hall:

- C Create a Theater Operations Manager position
- C Implement a Stage Craft Technology class
- C Create a 501c3 (Friends of Barnum Hall)
- C Adopt proposed Rental Fee Schedule
- C Create a marketing strategy for Barnum Hall
- C Renovate bathrooms and other areas in the hall
- C Install signage
- C Purchase Audio Video presentation equipment
- C Create an operating budget

Funding Information

Budgeted: No

**COMMENT:** This item was first presented to the Board of Education as a discussion item on 8/17/06. The following has been modified to meet Board suggestions.

Under the direction of Business Services, a committee, SPACE (Samohi Performing Arts Community Enterprise), was formed to review and evaluate Barnum Hall. Recognizing the potential for increased community and commercial uses of both Barnum Hall and the Greek Theater, SPACE recommended to the Board of Education that a firm be hired to evaluate both venues. Mitze Productions was hired by the Board to prepare a Facilities Use Plan during the Board meeting of February 16, 2006. Mitze Productions focused their evaluation on Barnum Hall as it has the most potential for a positive revenue stream.

After having spent over \$7.5 million dollars on refurbishing the hall, there are still items that need to be considered for implementation to realize the full potential of the hall.

The following recommendations are a result of the Facilities Use Plan realized out of work done by Mitze Productions:

Recommendation #1 - Create a Theater Operations Manager position. This position would be created to facilitate the maintenance of the hall, hire technical staff as needed for productions and be responsible for the scheduling and

programming in the hall. In addition, this individual would be an adjunct teacher to the Stage Craft Technology class by teaching the use of equipment and daily operations required in maintaining the hall. It is recommended that this individual be hired at range 50 on the salary schedule. It is recommended that the Board commit to a minimum of two years for this position. This position would be fully funded by the revenue received from renting the facility once it is fully operational. Annual cost including benefits: \$88,000 (See Attachment A for a sample job description).

Recommendation #2 - Implement a Stage Craft Technology class through the ROP program. This class has been approved by the State of California and is currently offered at Malibu High School. It is recommended that this class be implemented for the 2006-07 school year to enable the students to learn the equipment and operations in the hall, attaining valuable job skills. There has already been interest in the community to hire the students as they graduate, as there is a need in the community and industry for such skilled workers. Cost would depend on salary rate of teacher hired and number of classes taught. This could be implemented in the 2007-08 school year.

Recommendation #3 - Create a 501c3 (Friends of Barnum Hall) to raise funds to present small touring performing arts troupes for community and campus audiences as well as for residency programs (e.g. master classes), outreach programs as well as subsidized student performances, local children's concerts, and community interest programs. Drawing on the many arts-based companies in Santa Monica, such an organization could increase community involvement for Barnum Hall and the Greek Theater. No cost

Recommendation #4 - Adopt the recommended fee structure for facility use, starting 7/01/06 (attachment B).

In reviewing the site schedule of the hall for the 2006-07 school year, it is anticipated that there is potential for the hall to be rented for 100 non-school events annually. To be conservative on the first year, and to adjust to the new procedures, it is recommended that only 50 events be scheduled. By using this estimate, it would bring the revenue and operational costs of the hall to a break even cost during one full year of operation.

A schedule of student and school events will be submitted one year in advance, allowing for the Theater Operations Manager to schedule events around student use. As the theater is a school and not a public facility, the rentals may fluctuate year to year based on site use. The SPACE Committee will advise the Board of Education on setting priorities for facility use.



Recommendation #5 - Expand awareness of the hall through marketing strategies, creating desirability and public awareness to local businesses. It is recommended that this awareness be expanded by creating both a website and promotional pamphlet as marketing tools to get information to the public about the hall through the Chamber of Commerce, local hotels and other areas of distribution. Cost: \$15,000.

Recommendation #6 - Cosmetic improvements - Renovate bathrooms in upstairs balcony area, replace damaged glass, improve landscaping, install marquee, create a suitable entrance to the facility. Cost: \$50,000 based on final design and cost estimates for repairs.

Recommendation #7 -Install signage, directing the public to campus parking and Barnum Hall. Cost: \$3,500.

Recommendation #8 - Install a LCD projector, podium and computer network for power point presentations. Cost: \$5,000.

Recommendation #9 - Create an annual operating budget for the hall of \$15,000.

In conclusion: It is anticipated that revenues received from the hall will break even in a fully scheduled calendar year (year one)with subsequent years showing an income to begin a replacement equipment schedule. Year one 2006-07 will need District support to operate until the hall realizes its full potential and staffing is in place. It is recommended that the Board of Education approve upgrades to Barnum Hall as identified in the above proposal in an amount of \$176,500 which include:

On-going expenses:

Theater Operations Manager	\$ 88,000
Operating Budget	\$ 15,000
Stage Craft Technology Class	<u>Unknown</u>
	\$103,000+

One time expenses:

Marketing	\$ 15,000
Cosmetic Improvements	\$ 50,000
Signage	\$ 3,500
Audio/Video Equipment	<u>\$ 5,000</u>
	\$ 73,500

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

**DRAFT****Barnum Hall/Greek Theatre  
Theatre Operations Manager**

The Santa Monica Malibu Unified School District (SMMUSD) seeks a Theatre Operations Manager to manage and operate Barnum Hall and the Greek Theatre for existing student performances and future community, commercial and non-profit rentals. Barnum Hall and the Greek Theatre are located on the campus of Santa Monica High School (Samohi).

The Theatre Operations Manager will have the following goals:

- Manage and operate both Barnum Hall and the Greek Theatre for Samohi student performances.
- Expand the programming in both Barnum Hall and the Greek Theatre to include community groups, commercial events, non-profit performances for students and families and TV/Film shoots.

The Theatre Operations Manager will have responsibility for administrative staff support for all technical productions, front of house and operational aspects of Barnum Hall and the Greek Theatre. Specific tasks will include maintaining a scheduling calendar of events, operation and maintenance of both facilities, inventory and maintenance of technical equipment, coordination of requirements for all performances including load ins, rehearsals, performances and strikes, supervision of back stage and front of house crews. The candidate will serve as the on premises land lord for all activities in Barnum Hall and the Greek Theatre. A vigorous and innovative candidate must have demonstrated ability and experience in technical theatre and management of performing arts facilities.

The successful candidate must demonstrate excellence in the following areas:

**SMMUSD**

- Ability to work with the SMMUSD to clarify and maintain its policy and oversight functions
- Keep the SMMUSD fully informed on all operational, programming, staffing and budget issues that impact the successful operation of Barnum Hall and the Greek Theatre
- Maintain open lines of communication and a professional working relationship with SMMUSD faculty, staff and students.

**Management**

- Ability to budget and manage the Samohi based Barnum Hall and Greek Theatre
- Exceptional organizational and administrative skills
- Ability to plan, set goals and objectives, to organize and follow through
- Knowledge of fiscal management including ability to develop a budget for operation and facility maintenance.
- Hires, supervises, develops and evaluates part time staff according to programming and management objectives

## **Operations**

- Responsible for day to day operations of Barnum Hall and the Greek Theatre including operating and maintaining technical equipment.
- Maintain a safe and efficient working environment.
- Schedule and supervise outside contract technical staff.
- Schedule and supervise outside contract security.
- Train and supervise back stage and front of house student staff.
- Purchase or rent equipment and supplies
- Knowledge of sound design, theatrical rigging, principles of stage lighting, sound

## **Leadership**

- Ability to mentor and work with Samohi students
- Ability to work with Samohi faculty and staff
- Ability to mentor and work with community arts groups
- Ability to communicate and collaborate with community, commercial and non-profit renters.
- Ability to draw upon the talents and influences of social, civic, city, county, state and federal agencies and regional, state and national performing arts organizations.

## **Public Relations**

- Excellent organizational, interpersonal, written and verbal communication skills and the ability to work with faculty, students and community, commercial and non-profit groups.
- Serve as the representative of Barnum Hall and the Greek Theatre to outside renters.

## **Education and Experience**

A degree in technical theatre in combination with three years experience or equivalent in arts and or business administration, theatre management or a related field. Significant experience in senior management of a performing arts, cultural or live entertainment organization. The Theatre Operations Manager will have demonstrated success in technical theatre, budgeting, facility management, academic, civic, and community relationships.

**PROPOSED RENTAL RATES FOR BARNUM HALL AND THE GREEK THEATRE  
EFFECTIVE JULY 1, 2006.**

**BARNUM HALL  
RENTAL RATES**

**THEATRE RENTAL:** Rent is per day. A day may include load-in or load-out, rehearsals, technical work or any number of performances.

*Non-Profit*                      \$1,600 per performance day (one performance per day)  
    \$2,400 per performance day (two performances per day)  
    \$800 per school day performance  
    \$800 per rehearsal/technical day  
    \$120 piano tuning

*Commercial Rent*                      \$3,200 per day

*Commercial Meeting Rate – 4 hour rate \$1,200*

*Asset Replacement Charge – Pro rated based on the proportionate use of Barnum Hall Equipment between Samohi student and outside community/commercial events.*

*Film/TV recording*                      \$5,000 per day

Included in rent: Dressing room space, all in-house lighting equipment with basic house hang, basic sound system (certain microphones restricted), basic AV equipment to include screen, LCD projector, and rear screen projector, and crew as designated in rental contract.

**MAINTENANCE AND CLEAN UP**

Fee is for standard cleaning only. If Theatre Operations Manager determines that additional cleaning is needed, renter will pay additional

\$800 per performance day  
 \$800 multiple performance day

**PERSONNEL**

Personnel are paid by the hour, beginning with the first hour of each rental. Rates are as follow:

- *Regular Time:* the first 8 hours in any day up to forty hours in any week. A day is from 8 am to midnight.
- *Overtime:* Paid at 1.5 times regular rate for any hours over eight in one day, or over forty cumulative hours in one week.
- *Double Time:* Paid at 2 times the regular rate for any hours between 12:01 am and 7:50 am, or any hours over twelve hours in one day.

Staffing is at the sole discretion of the Theatre Operations Manager. Due to insurance requirements, renter-supplied stage personnel will be accepted at the sole discretion of the Theatre Operations Manager. The following rates shall be adjusted according to the current salary rate for these positions:

Theatre Operations Manager	\$50 per hour
Student Crew	\$12 per hour
Security	\$35 per hour
Custodial	\$32 per hour

## **GREEK THEATRE RENTAL RATES**

**THEATRE RENTAL:** Rent is per day. A day may include load-in or load-out, rehearsals, technical work or any number of performances.

*Non-Profit*                      \$2,000 per performance day (one performance per day)  
   \$3,000 per performance day (two performances per day)  
   \$1,000 per school day performance  
   \$1,000 per rehearsal/technical day  
   \$120 piano tuning

*Commercial Rent*            \$6,000 per day

*Commercial Meeting Rate – 4 hour rate* \$2,000

*Film/TV recording*        \$7500 per day  
   2000 seat amphitheatre including stage, seating area. Barnum Hall dressing rooms may be available if schedule permits their use in support of the Greek Theatre

### **MAINTENANCE AND CLEAN UP**

Fee is for standard cleaning only. If Theatre Operations Manager determines that additional cleaning is needed, renter will pay additional

   \$1000 per performance day  
   \$1000 multiple performance day

### **PERSONNEL**

Personnel are paid by the hour, beginning with the first hour of each rental. Rates are as follow:

- *Regular Time:* the first 8 hours in any day up to forty hours in any week. A day is from 8 am to midnight.
- *Overtime:* Paid at 1.5 times regular rate for any hours over eight in one day, or over forty cumulative hours in one week.
- *Double Time:* Paid at 2 times the regular rate for any hours between 12:01 am and 7:50 am, or any hours over twelve hours in one day.

Staffing is at the sole discretion of the Theatre Operations Manager. Due to insurance requirements, renter-supplied stage personnel will be accepted at the sole discretion of the Theatre Operations Manager and will be adjusted to reflect current salaries:

Theatre Operations Manager	\$50 per hour
Stage Hands	\$12.50-\$35 per hour
Security	\$ 35 per hour
Custodial	\$ 32 per hour

TO: BOARD OF EDUCATION

ACTION/MAJOR

08/31/06

FROM: SUPERINTENDENT/TIMOTHY R. WALKER

RE: APPROVAL OF SPECIAL EDUCATION CONTRACTS

RECOMMENDATION NO. A.15

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
Beautiful Minds - contract increase	5/1/01	NPA - Behavior Therapy	#19 - UC06063	\$ 3,337

Amount Budgeted NPS/NPA 05/06	\$ 3,100,000
Prior Board Authorization as of 8/17/06	\$ 3,308,359
Balance	\$ -208,359

Positive Adjustment	\$ 0
(See below)	\$

Total Amount for these Contracts	\$ 3,337
Balance	\$ -211,696

Adjustment					
NPS/NPA Budget 01-65000-0-57500-11800-5825-043-1400					
There has been a reduction in authorized expenditures of NPS/NPA contracts for FY 2005-06 in the amount of <u>\$ 0</u> as of August 31, 2006					
Nonpublic School/ Agency	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

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
Dr. Trang Nguyen - contract increase	4/24/95	Vision Therapy	#41 - UC06142	\$ 210

Amount Budgeted Instructional Consultants 05/06	\$ 410,000
Prior Board Authorization as of 8/17/06	\$ 498,873
Balance	\$ -89,869

Total Amount for these Contracts	\$ 210
Balance	\$ -90,079

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
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Amount Budgeted Non-Instructional Consultants 05/06	\$ 225,000
Prior Board Authorization as of 8/17/06	\$ <u>276,122</u>
Balance	\$ -51,122
Total Amount for these Contracts	\$ <u>0</u>
Balance	\$ -51,122

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

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

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



TO: BOARD OF EDUCATION

ACTION/MAJOR

08/31/06

FROM: SUPERINTENDENT/TIMOTHY R. WALKER

RE: APPROVAL OF SPECIAL EDUCATION CONTRACTS

RECOMMENDATION NO. A.16

It is recommended that the Board of Education approve the following Special Education Contracts for fiscal year 2006-2007 as follows:

NPS/NPA

2006-2007 Budget 01-65000-0-57500-11800-5825-043-1400

<b>Nonpublic School/Agency</b>	<b>Student DOB</b>	<b>Service Description</b>	<b>Contract Number</b>	<b>Cost Not to Exceed</b>
Jennifer Keany & Assoc. - contract & date change/increase	10/16/00	NPA - Behavior Therapy	#22 - UC07117	\$ 6,240
Verdugo Hills Autism - contract & date change/increase	08/07/97	NPA - Behavior Therapy	#40 - UC07135	\$ 6,510
Verdugo Hills Autism - contract & date change/increase	10/11/93	NPA - Behavior Therapy	#41 - UC07136	\$ 1,313
Behavioral Building Blocks	8/14/93	NPA - Behavior Therapy	#59	\$ 27,840
Maxim Healthcare Services	7/12/98	NPA - Health aide/nursing services	#60	\$ 10,944

Amount Budgeted NPS/NPA 06/07	\$ 3,000,000
Prior Board Authorization as of 8/17/06	\$ 2,335,446
Balance	\$ 664,554

Positive Adjustment	\$ 16,605
(See below)	\$

Total Amount for these Contracts	\$ 52,847
Balance	\$ 628,312

Adjustment					
NPS/NPA Budget 01-65000-0-57500-11800-5825-043-1400					
There has been a reduction in authorized expenditures of NPS/NPA contracts for FY 2006-07 in the amount of \$65,616 as of 8/31/06					
Nonpublic School/ Agency	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment
Autism Spectrum	NPA - Behavior Therapy	#6 - UC07101	E	\$ 1,785	contract cancelled
Can Do Kids	NPA - Physical Therapy	#12 - UC07107	E	\$ 4,200	contract cancelled
Therapy West	NPA - Physical Therapy	#32 - UC07127	E	\$ 3,780	contract cancelled
Therapy West	NPA - Physical Therapy	#35 - UC07130	E	\$ 6,840	contract cancelled

Instructional Consultants  
2006-2007 Budget 01-65000-0-57500-11900-5802-043-1400

Instructional Consultant	Student DOB	Service Description	Contract Number	Cost Not to Exceed
Tejal Shah, P.T. - Name change	8/28/02	Instr. Consult - Physical Therapy	#11 - UC07043	\$ 0
Lindamood-Bell - contract/rate increase	4/8/1993	Instr. Consult - Educational Therapy	#30 - UC07163	\$ 3,080

Amount Budgeted Instructional Consultants 06/07	\$	350,000
Prior Board Authorization as of 8/17/06	\$	349,733
Balance	\$	267
Total Amount for these Contracts	\$	3,080
Balance	\$	-2,813

Non-Instructional Consultants  
 2006-2007 Budget 01-65000-0-57500-11900-5890-043-1400

Instructional Consultant	Student DOB	Service Description	Contract Number	Cost Not to Exceed
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Amount Budgeted Non-Instructional Consultants 06/07	\$	225,000
Prior Board Authorization as of 8/17/06	\$	<u>34,344</u>
Balance	\$	190,656
Total Amount for these Contracts	\$	<u>0</u>
Balance	\$	190,656

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

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

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

TO: BOARD OF EDUCATION

ACTION/MAJOR

08/31/06

FROM: DIANNE TALARICO

RE: NOMINATIONS - CALIFORNIA SCHOOL BOARDS ASSOCIATION  
(CSBA) - DIRECTORS-AT-LARGE, ASIAN/PACIFIC ISLANDER AND  
HISPANIC

RECOMMENDATION NO. A.17

It is recommended that the Board of Education nominate candidates for CSBA Directors-at-Large, Asian/Pacific Islander and Hispanic.

COMMENT: Nominations are being accepted until September 29, 2006 when the nomination form and two letters of recommendation are due to CSBA via fax or U.S. Postal Service. The election will take place at CSBA's Delegate Assembly meeting in San Francisco on November 29-30, 2006.

Information regarding the responsibilities, duties and required meeting dates has been provided to members of the Board of Education.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

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## **DISCUSSION ITEMS**

TO: BOARD OF EDUCATION

DISCUSSION

08/31/06

FROM: SUPERINTENDENT/TIM WALKER/DOUGLAS STAINE

RE: UPDATE ON THE REORGANIZATION OF THE HUMAN RESOURCES  
DEPARTMENT

DISCUSSION ITEM NO. D.1

This is an update for the Board of Education on the Reorganization of the Human Resources/Personnel Commission Departments. The attached communication was presented to the Personnel Commission at their meeting on August 1, 2006.

The Human Resources Department has recommended to the Personnel Commission that the Re-Org Pilot Program begun on February 1, 2005 be completed and the personnel changes and department structure included therein be made permanent. The reorganization of the two departments has proven to have a positive impact on the services provided to our employees.

At this time the Personnel Commission has requested the Pilot program be extended; however, any amendment to the Memorandum of Understanding must be agreed upon by both the Board of Education and the Personnel Commission. The Directors of both departments are currently in discussion regarding the next possible steps to move this process forward and address any areas of concern that may be outstanding.

If the Memorandum of Understanding requires any modification, it will come back to the Board of Education for further discussion and action at a later date.



# Memo

To: Personnel Commission

From: Dr. Michael D. Matthews, Assistant Superintendent

CC: Board of Education

Date: August 1, 2006

**Re:** Reorganization of the Human Resources Department

On February 1, 2005, the reorganization pilot of the Human Resources Department began. Paul Doty and Ashraf Khimani were transferred to the Human Resources side of the office and health insurance responsibilities began the move from the fiscal department to the human resources department. This report is to officially inform the Personnel Commission of the status and progress of the reorganization pilot.

Without question, the people who deserve the most thanks in this pilot are the outstanding employees in the Human Resources and Personnel Commission Departments. The Human Resources division has been stable and continues to serve all employees in an exemplary manner. Although the Personnel Commission is comprised of four new people out of the 4.5 positions, the Commission should be commended for hiring truly outstanding people. Throughout these six months, and even before, Dr. Staine and I have been consistently impressed by their abilities, attitude and desire of the employees in both departments to serve all SMMUSD employees.

## **Health Insurance:**

Without question, health insurance, though certainly more labor-intensive than planned, has been a big success for the district and our employees. Our own internal audit has saved district funds, and our employees are getting calls answered quickly. The Human Resources employees have learned a tremendous amount about health insurance. This has been to the advantage of all SMMUSD employees, and it has made the Human Resources office even more of a place where we take care of our valuable employees.

At the Open Enrollment Fair in 2005, the entire Human Resources office was present to answer employees questions about health insurance, disability insurance, Tax Sheltered Annuities and many other options. Open Enrollment must be a department-wide focus in the coming years if this part of the pilot becomes permanent. All SMMUSD employees must

be better educated on health insurance options and the options presented by Section 125 plans. Finally, we have to continue to explore our efficiency in this area. We should not be the place where employees go to answer questions that the health insurance companies should answer. We are working on a FAQ sheet on our website to help all employees. We should be the place that ensures that employees and retirees have health insurance and know their options before they commit.

#### **Leaves of Absence:**

For the last year, one employee has addressed and kept track of all of our leaves of absence, both certificated and classified. This change has also been very positive. Beth Holmes collects all leaves, enters them into our HR database, and works with Dr. Staine to answer all leaves in a consistent manner. In the past, this was a very nebulous and inconsistent area and it was apparent that we need to clarify our position on granting leaves that are not guaranteed by federal and state law. We have provided information about leaves to employees, we collaborate with Workers' Compensation staff, and the Human Resources office does an excellent job in this area.

#### **Substitutes:**

The Human Resources office now is assigning instructional aide substitutes using the Subfinder System. At this point, since there are still too few substitutes available, we are primarily filling 1:1 positions, but it has worked well and it has room to grow. Again, this is an additional service the has reduced redundancy and utilized technology to help our schools and our students.

#### **Processing Employees:**

As has been previously described, it is still a goal to process all newly hired employees as quickly as possible. The Human Resources office has had to learn how to process classified employees. Since Mr. Doty now has health insurance responsibilities for a portion of the day, other staff members have had to learn how to do this. We are proud to say that we process our classified employees very quickly, and that there is no backlog at all.

#### **Human Resources Specialist**

The Personnel Commission recently made the determination that both of the information technicians are on the same level. There has been some question over whether or not the person who deals primarily with classified personnel should be returned to the Personnel Commission. It is our strong recommendation that both of the HR Specialists remain in the Human Resources department. With the exception of creating seniority lists, all of the duties of this position are Human Resources duties. And even that responsibility is both a Merit Rules and SEIU responsibility. Position Control forms are clearly a responsibility of the District and not a merit system function. Although we have a long ways to go on this, having both HR Specialists working together has created more consistency and has begun to create a system where we have back up in case of absences or vacations. **We need more here.**



**Personnel:**

Change is difficult enough, but personnel changes in the midst of change can make things even more difficult. The following changes have occurred since this pilot was put into place:

- A HR Tech in Classified Personnel was promoted to a Senior Administrative Assistant.
- An Administrative Assistant in Classified Personnel was promoted to a Senior Administrative Assistant.
- The Interim Director of Classified Personnel ended his tenure.
- The Director of Human Resources took a position in another District as an Assistant Superintendent of Human Resources.
- The Senior Administrative Assistant retired.
- The receptionist/office specialist was promoted to a position in CDS.
- The Assistant Superintendent of Human Resources became the Interim Superintendent and is leaving the District for a private sector position.

The following people have been hired since the pilot began:

- Dr. Wilbert Young, Director, Classified Personnel
- Jana Hatch, Administrative Assistant, Classified Personnel
- Leslie Fairweather, HR Tech, Classified Personnel
- Stephanie Perry, Personnel Analyst, Classified Personnel
- Lisa Andersen, Senior Administrative Assistant
- Dr. Douglas Staine, Director, Human Resources
- Christina Gutierrez, Office Specialist
- \_\_\_\_\_, Assistant Superintendent, Human Resources

It is overwhelmingly clear that there has been a great deal of change above and beyond the actual reorganization. Still, during the 18 month pilot, changes have occurred that have benefitted all employees in a very positive manner.

**Conclusion:**

The reorganization pilot of the Human Resources Department progressed well and thanks to the dedication and hard work of all involved has resulted in many successful changes. The changes implemented have all affected the services provided to employees of the Santa Monica-Malibu Unified School District in a positive manner. Various aspects of the human resources services have been streamlined and made more efficient. On the part of effectively processing employees and providing them support in the various aspects related to their benefits and salaries there has been tremendous success. This is due in large part not only to the structure implemented in the reorganization but also to the tremendous staff members who were a part of this pilot. With the Human Resources Department focusing primarily on processing both Classified and Certificated newly hired employees, the personnel commission department is afforded the opportunity to focus primarily on the recruitment of classified personnel. This is a particularly critical endeavor given the significant number of vacancies in this area. The recommendation to maintain the current structure of the Human Resources and Classified Personnel departments is important not only for the reasons outlined above but also because any changes in the structure at this time will have a negative impact on the services being provided to our employees. A significant number of the staff members actually hired to work in both departments, were hired after the implementation of the pilot, have assimilated into the structure, and are very familiar with the current system. This helps for efficiency and effectively meeting the needs of individuals employed by SMMUSD.

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## **INFORMATION ITEMS**

TO: BOARD OF EDUCATION

INFORMATION

08/31/06

FROM: SUPERINTENDENT

RE: BASIC/SUPPLEMENTAL TEXTBOOK ADOPTION

INFORMATION ITEM NO. I.1

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

**CALCULUS: GRAPHICAL, NUMERICAL, ALGEBRAIC** by Finney, Demana, Waits, Kennedy, adoption requested by Steve Rupprecht of Samohi for 11th grade US History.

**STATISTICS**, by Yates, Starnes, Moore, adoption requested by Beverly Gleason of Samohi for 11-12 grade.

**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.