

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

June 26, 2008

A regular meeting of the Santa Monica-Malibu Unified School District Board of Education will be held on **Thursday, June 26, 2008**, in the **District Administrative Offices**: 1651 16th 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 16th 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:

- Receipt of recommendation for approval of the proposed settlement cases pursuant to GC §54956.9 (b), as cited in the Brown Act:
DN-1071-07/08 DN-1072-07/08
- Receipt of recommendation for approval of the proposed CAHSEE waiver request pursuant to §60851 (c), as cited in the Education Code:
CAHSEE-1012-07/08 CAHSEE-1014-07/08
CAHSEE-1013-07/08
- Public Employee, to consider appointment, employment, performance evaluation, or dismissal of employee pursuant to GC §54957, as cited in the Brown Act (Interim Superintendent, Principal, Assistant Principal, Coordinator)

IV. BOARD OF EDUCATION – COMMENDATIONS / RECOGNITIONS

V. APPROVAL OF THE AGENDA

VI. APPROVAL OF MINUTES

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June 4, 2008
June 9, 2008
June 18, 2008

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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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 are 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.**

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 workdays prior to the date of the meeting.

- A. Student Board Member Reports**
- B. SMMCTA Update – Mr. Harry Keiley**
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- C. S.E.I.U. Update – Ms. Keryl Cartee-McNeely**
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- E. Financial Oversight Committee**
- F. Measure “BB” Advisory Committee**

X. SUPERINTENDENT’S REPORT

- LessonLink End of Year 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.

7:00 pm	A.32 Public Hearing on 2008-09 Final Budget	60
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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.

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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

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. iv

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."

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 to the next regularly scheduled meeting on **Thursday, July 24, 2008**, at **5:30 p.m.** in the Board Room at the District Offices: 1651 16th 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 Ch. 3 every Saturday at 8pm.

SMMUSD Board of Education Meeting Schedule 2008-2009

Closed Session begins at 4:00pm
Public Meetings begin at 5:30pm

July through December 2008					
Month	1 st Thursday	2 nd Thursday	3 rd Thursday	4 th Thursday	Special Note:
July				7/24 DO	
August		8/14 DO	8/21 DO		
September	9/4 DO			9/18 DO	
October	10/2 M		10/16 SM		
November	11/6 M		11/20 SM	11/27 (5 th Thurs)	Thanksgiving 11/27-28
December		12/11 DO		winter break	Usually one mtg. (Three wks in Dec. before winter break)
December 22 – 31: Winter Break					
January through June 2009					
January 1 – 2: Winter Break					
January	winter break		1/15 DO	1/29 (5 th Thurs)	
February	2/5 M		2/19 SM		
March	3/5 M		3/19 SM		Stairway 3/26 & 3/27
April	4/2 DO	spring break	spring break	4/23 DO	
April 6-17: Spring Break					
May	5/7 M		5/21 SM		
June	6/4 DO			6/25 DO	Last day of school 6/19

District Office (DO): 1651 16th 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.

**Santa Monica-Malibu Unified School District
Board of Education
June 26, 2008**

I CALL TO ORDER

A Roll Call

Oscar de la Torre – President
Jose Escarce – Vice President

Maria Leon-Vazquez
Ralph Mechur
Kelly Pye
Barry Snell
Kathy Wisnicki

Student Board Members

B Pledge of Allegiance

II CLOSED SESSION

TO: BOARD OF EDUCATION

ACTION
06/26/08

FROM: DIANNE TALARICO

RE: APPROVAL OF MINUTES

RECOMMENDATION NO. A.01

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

June 4, 2008
June 9, 2008
June 18, 2008

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

CONSENT ITEMS

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/26/08

FROM: DIANNE TALARICO / CHIUNG-SALLY CHOU / MAUREEN BRADFORD

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 2007/2008 budget.

Contractor/ Contract Dates	Description	Site	Funding
Steven J. Bornstein 6/13/08 Not to exceed: \$750	Facilitating meetings between Departments and Administration	John Adams	01-90121-0-11100-10000-5802-011-4110
Ojai Foundation (Center for Council Training) 3/1/08 to 6/30/08 Not to exceed: \$1,240	The Ojai Foundation sponsors the Center for Council Training, which offers the students the opportunity to learn attentive listening skills.	Malibu High	01-90141-0-11100-10000-5802-010-4100
Laura Rosenbaum 7/1/08 to 10/31/08 Not to exceed: \$22,500	To utilize three-stage process: 1) establish and lay the foundation for a rigorous and effective communications discipline in SMMUSD; 2) create a conscious culture of communication; and 3) key strategy is communication by intention versus reactionary communication.	District	01-00000-0-00000-71500-5802-020-1200
Art Meets Technology 7/1/08 to 6/30/09 Not to exceed \$15,000	To maintain district office website and school site websites.	District	01-00000-0-00000-71500-5802-020-1200
Marina Data Solutions 7/01/08 – 6/30/09 Not to exceed: \$60,000	To implement and manage data warehouse system, integrating data from various resources and work with other applications that are potential sources of data, report building and template construction and to create capacity for more advanced statistical analysis and other duties as assigned.	Ed Services	01-00000-0-19600-21000-5802-030-1300
CSBA Policy Services 7/1/08 to 6/30/09 Not to exceed: \$7,500	To provide on-site consultation for up to three days to produce an updated policy manual for the district, so that the new manual may be placed on the district's website.	District	01-00000-0-11100-39000-5802-040-1400
<u>CORRECT CONTRACTOR NAME</u> Robert Gilliam (<i>For the Arts Education Foundation</i>) 3/1/08 to 6/30/08 Not to exceed: \$7,500	To provide temporary dance instruction to students	Malibu	01-90830-0-17000-10000-5802-010-4100

<p>Network Solutions, Inc.</p> <p><u>DATE EXTENSION:</u> 7/1/08 to 6/30/09</p> <p><u>ORIGINAL AMOUNT:</u> Not to exceed: \$49,000</p> <p><u>TOTAL AMENDED AMOUNT:</u> Not to exceed \$199,000</p>	<p>To continue and extend the contract to ensure effective technology consulting services throughout the next year. Several projects are currently underway involving implementation of the data system upgrade & connectivity throughout the district, and facilitate relocation of MPOE at Malibu High School.</p>	District	<p>21-00000-0-00000-85000-5802-050-1500 and 01-90100-0-19100-21000-5802-050-1500</p>
<p>Killefer Flamang Architects</p> <p><u>DATE EXTENSION:</u> 7/1/08 to 6/30/09</p> <p><u>ORIGINAL AMOUNT:</u> Not to exceed: \$35,000</p> <p><u>TOTAL AMENDED AMOUNT:</u> Not to exceed \$70,000</p>	<p>To continue and extend the contract. Work to include the design and planning of the parking lot relocation at John Adams Middle School. Design plan includes surrounding pathways, landscape and nearby JAMS clubhouse building that may be affected, as well as preparation of necessary documents associated with this project.</p>	District	<p>01-91150-0-00000-85000-6200-015-2550</p>
<p>Patrick S. Kennedy</p> <p><u>DATE EXTENSION:</u> 7/1/08 to 6/30/09</p> <p><u>ORIGINAL AMOUNT:</u> No to exceed: \$12,000</p> <p><u>TOTAL AMENDED AMOUNT:</u> Not to exceed \$14,000</p>	<p>To continue and extend the contract to assist district staff with consulting and construction teams working on Measure BB projects. The District Project Management Firm recommends this selected architectural consultant to assist with necessary RFP documents and other associated measure BB activity.</p>	District	<p>21-00000-0-00000-82000-5802-050-1500</p>
<p>Michael Hill Consulting Services</p> <p>7/1/08 to 6/30/09</p> <p>Not to exceed: \$69,000</p>	<p>Coordination of community recreation facilities management.</p>	Fiscal	<p>01-00000-0-00000-73000-5802-050-1500</p>
<p>Michael Hill Consulting Services</p> <p>7/1/08 to 6/30/09</p> <p>Not to exceed: \$60,000</p>	<p>Collaboration between the City of Santa Monica and the district on implementation of Phase I of the Draft Facilities Master Plan per Measure "BB".</p>	District	<p>21-00000-0-00000-82000-5802-050-1500</p>
<p>UCLA Center X</p> <p>6/25/08 to 6/26/08</p> <p>Not to exceed \$3,500</p>	<p>To provide professional development training in the area of mathematics to Child Development staff.</p>	CDS	<p>12-52105-0-85000-5802-070-2700</p>

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/26/08

FROM: DIANNE TALARICO / JANECE L. MAEZ / PAT HO

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>AMMONS, Rachel</u> Special Education 01-56400-0-00000-39000-5220-041-1400 General Fund- Resource: Medi-Cal Billing Option	Strengthening Your Program for Students With Low Functioning Autism Anaheim, CA May 8, 2008	\$199
<u>BISHOP, Shannon</u> Special Education 01-56400-0-00000-39000-5220-041-1400 General Fund- Resource: Medi-Cal Billing Option	Practical Approach to Avoid Over and Under Identification of Students with Language Learning Disabilities Lakewood, CA February 29, 2008	\$30
<u>BISHOP, Shannon</u> Special Education 01-56400-0-00000-39000-5220-041-1400 General Fund- Resource: Medical-Billing Option	53 rd Annual Speech and Language Study Conference Downey, CA January 25, 2008	\$25
<u>COLLIN, Laura</u> Special Education 01-56400-0-00000-39000-5220-041-1400 General Fund- Resource: Medical-Billing Option	Autism Awareness Conference Bakersfield, CA February 29, 2008	\$85
<u>DURAN-CONTRERAS, Martha</u> Muir Elementary 01-40350-0-11100-10000-5220-035-1300 General Fund- Revenue: Title II Teacher Quality	Categorical Program Monitoring Downey, CA October 19, 2007	\$50
<u>GUTIERREZ, Nancy</u> Adams Middle 01-73950-0-11100-10000-5220-011-4110 General Fund- Resource: School & Library Improvmnt.	Parent Involvement Liaison Certificate Program-Level 12 Alhambra, CA June 5 – 6, 2008	\$395

<u>HARDING, Debbie</u> Food and Nutrition Services 01-0-70260-11100-10000-5220-057-2570 General Fund- Resource: Inst. School Garden Grant	2008 National AITC Conference Costa Mesa, CA June 27, 2008	\$180
<u>HEYLER, Sioux</u> Special Education 01-34100-0-57700-11900-5220-044-1400 General Fund- Resource: Dept. Rehab	Business Education Labor Newsletter Conference Sacramento, CA March 10-12, 2008	\$1,000
<u>REARDON, Marybeth</u> Santa Monica High 01-71400-0-11100-10000-5220-015-4150 General Fund- Resource: Gifted/Talented Educ (GATE)	Building and Lunching Your Own Rocket On-Line Course Summer	\$270
<u>TOOMEY, Mary Ellen</u> Special Education 01-56400-0-00000-39000-5220-041-1400 General Fund- Resource: Medi-Cal Billing Option	Lozano Smith Los Angeles, CA October 15, 2007	\$50

Adjustments (Preapproved expenses 10% in excess of approved costs that must be approved by Board/Changes in Personnel Attendance)		
NONE		

Group Conference and Travel: In-State <i>* a complete list of conference participants is on file in the Department of Fiscal Services</i>		
<u>ABDO, Judy</u> +4 Additional Staff Child Development Services 12-60600-0-85000-10000-5220-070-2700 Child Development Fund- Resource: General Child Care	Transforming the Difficult Child Beverly Hills, CA May 6, 2008	\$462 TOTAL
<u>AMMONS, Rachel</u> <u>PAULSON, Janet</u> Special Education 01-56400-0-00000-39000-5220-041-1400 General Fund- Resource: Medi-Cal Billing Option	Helping Children With Auditory Processing Disorders Santa Monica, CA May 15, 2008	\$454 TOTAL
<u>DALAN, Angelita</u> +2 Additional Staff Fiscal Services 01-00000-0-00000-73100-5220-051-2510 General Fund- Resource: Conference and Travel	Year-End Closing Workshop Downey, CA June 5, 2008	\$100 TOTAL
<u>DIAZ, Aida</u> +2 Additional Staff Educational Services 01-62860-0-47600-10000-5220-035-1300 General Fund- Resource: ELAP Program	National Two-Way Bilingual Immersion Program Summer Conference Newport Beach, CA June 30 – July 3, 2008	\$2,070 TOTAL

<u>GATES, Janie</u> +1 Additional Staff Olympic High 01-00000-0-32000-27000-5220-014-4140 General Fund- Function: School Administration	2008 CCEA State Conference Los Angeles, CA April 25 – 27, 2008	\$875 TOTAL +1 SUB
<u>GONZALEZ, Alicia</u> +4 Additional Staff Santa Monica High 01-70550-0-11100-10000-5220-015-4150 General Fund- Resource: CAHSEE Intensive	Advancement Via Individual Determination (AVID) Summer Institute San Diego, CA July 28 – August 8, 2008	\$6,000 TOTAL +2 SUBS
<u>HERNANDEZ, Diane</u> +7 Additional Staff Fiscal Services 01-00000-0-00000-73100-5220-051-2510 General Fund- Function: Conference and Travel	Year-End Closing Downey, CA May 19, 2008	\$116 TOTAL
<u>MAYORAL, Eva</u> +6 Additional Staff Santa Monica High 01-71400-0-11100-10000-5220-015-4150 General Fund- Resource: Gifted Talented Edu (GATE)	The Power of Choice: Differentiated Instruction in the Secondary Classroom Los Angeles, CA August 12 – 14, 2008	\$1,400 TOTAL

Out-of-State Conferences: Individual		
<u>BROWN, Melissa</u> Santa Monica High 01-94151-0-11100-10000-5220-015-4150 General Fund- Resource: LA Universal Pre-School	American School Counselor Association Annual Conference Atlanta, GA June 27 – July 1, 2008	\$2,000 TOTAL
<u>DONOHUE, Mary</u> Roosevelt Elementary 19-91700-0-11100-10000-5220-007-4070 Foundation Special Revenue- Resource: COTSEN Family Foundation	Teachers College Columbia University New York City, NY June 29 – July 7, 2008	\$999 TOTAL
<u>TOUMAYAN, Guadalupe</u> Santa Monica High 01-71400-0-11100-10000-5220-015-4150 General Fund- Resource: Gifted Talented Edu (GATE)	AP Summer Institute-Spanish Language Fitchburg, MA July 7 - 11, 2008	\$755 TOTAL
<u>WALDORF, Sherry</u> Roosevelt Elementary 01-56400-0-00000-39000-5220-041-1400 General Fund- Resource: Medi-Cal Billing Option	National Association of School Nurses Albuquerque, NM June 28 – July 1, 2008	\$1,160 TOTAL
<u>WHITLEY, Ann</u> Roosevelt Elementary 19-91700-0-11100-10000-5220-007-4070 Foundation Special Revenue- Resource: COTSEN Family Foundation	The 15 th Annual July Institute on The Teaching of Reading New York City, NY	\$1,000 TOTAL
<u>YASATOMI, Elisa</u> Special Education 01-56400-0-00000-39000-5220-041-1400 General Fund- Resource: Medi-Cal Billing Option	Council for Exceptional Children Boston, MA April 2 – 5, 2008	\$120 TOTAL

Out-of-State Conferences: Group		
<u>SEMIK, Renee</u> +2 Additional Staff Santa Monica High 01-71400-0-11100-10000-5220-015-4150 General Fund- Resource: Gifted Talented Edu (GATE)	National A.P. Conference-College Board Seattle, WA July 17-21, 2008	\$4,000 TOTAL

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/26/08

FROM: DIANNE TALARICO / JANIE GATES

RE: 2008-2009 ADULT EDUCATION CENTER APPROVAL

RECOMMENDATION NO. A.04

It is recommended that the Board of Education approve the Adult Education courses to be offered for the 2008/2009 school term.

COMMENTS: The list of courses represent course titles approved by the Department of Education, State of California. Only courses on the approved list may be used to generate ADA for which the district will be reimbursed. The list is attached.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/26/08

FROM: DIANNE TALARICO / MICHAEL D. MATTHEWS / JUDY ABDO

RE: CHILD DEVELOPMENT SERVICES - SANTA MONICA COLLEGE/ON
THE MOVE MEMORANDUM OF UNDERSTANDING

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 (SMMUSD/CDS) and Santa Monica Community College (SMC) effective July 1, 2008, through June 30, 2009.

COMMENT: In this agreement SMMUSD agrees to provide childcare services for up to five (5) Santa Monica College students with children ages birth to thirty-six (36) months who are participating in the Pico Partnership On the Move Program.

The Pico Partnership On the Move Program provides resources and assistance to Santa Monica College students who demonstrate both academic and financial need and attended a secondary school within the City of Santa Monica. One of the resources that the Pico Partnership On the Move Program must provide is childcare reimbursement for participating students.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION ACTION/CONSENT
06/26/08

FROM: DIANNE TALARICO / MICHAEL D. MATTHEWS / JUDY ABDO

RE: AGREEMENT TO PROVIDE GENERAL CHILD CARE AND DEVELOPMENT SERVICES (CDC) FOR FISCAL YEAR 2008-09

RECOMMENDATION NO. A.06

It is recommended that the Board of Education authorize execution of a resolution to renew the contract with the State Department of Education (CDE), Child Development Division effective July 1, 2008 through June 30, 2009. This agreement, CCTR-8188, is to be executed between the Superintendent of Public Instruction, State Department of Education, and the Santa Monica-Malibu Unified School District, wherein the State agrees to pay the Santa Monica-Malibu District Child Development Fund/CDC an amount not to exceed \$1,954,202. The Board agrees to provide a drug free workplace and to authorize Dianne Talarico, Superintendent of Schools, to sign the contract on behalf of the governing board.

Funding Information

Source: Child Development Fund - Restricted
Currently Budgeted: Yes
Account Number: 12-50250-0-00000-00000-8290-090-0000
Description: CCDF Center Child Care Apportionment

COMMENT: The contract, operated on a minimum of 243 days, is based on a full-time daily reimbursement rate of \$35.00 per child. The contract provides for the operation of school age planned programs; developmentally appropriate activities for all children receiving service; meals and snacks; educational services and staff development. Participating school include Edison, Grant, McKinley, Muir, Rogers, Roosevelt, SMASH, John Adams Teen Center, Lincoln Teen Center and the full-day/full-time preschools at John Adams and Washington West.

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

TO: BOARD OF EDUCATION ACTION/CONSENT
06/26/08
FROM: DIANNE TALARICO / MICHAEL D. MATTHEWS / JUDY ABDO
RE: AGREEMENT TO PROVIDE SCHOOL-AGE COMMUNITY CHILD CARE
(SACCC) SERVICES FOR FISCAL YEAR 2008-09

RECOMMENDATION NO. A.07

It is recommended that the Board of Education authorize execution of a resolution to renew the contract with the State Department of Education (CDE), Child Development Division effective July 1, 2008 through June 30, 2009. This agreement, CLTK-8040, is to be executed between the Superintendent of Public Instruction, State Department of Education, and the Santa Monica-Malibu Unified School District, wherein the State agrees to pay the Santa Monica-Malibu District Child Development Fund/SACCC an amount not to exceed \$226,250. The Board agrees to provide a drug free workplace and to authorize Dianne Talarico, Superintendent of Schools, to sign the contract on behalf of the governing board.

Funding Information

Source: Child Development Fund - Restricted
Currently Budgeted: Yes
Account Number: 12-60800-0-00000-60800-8530-090-0000
Description: SACCC Apportionment - CDS

COMMENT: The contract, operated on a minimum of 243 days, is based on a full-time daily reimbursement rate of \$31.56 per child. The contract provides for the operation of a before-and-after school planned program of age appropriate, creative, recreational, and educational services, snacks, parent participation, and staff development. Participating schools include Cabrillo, Franklin, Grant, and Roosevelt.

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

TO: BOARD OF EDUCATION ACTION/CONSENT
06/26/08
FROM: DIANNE TALARICO / MICHAEL D. MATTHEWS / JUDY ABDO
RE: AGREEMENT TO PROVIDE STATE PRESCHOOL SERVICES (SPS) FOR
FISCAL YEAR 2008-09

RECOMMENDATION NO. A.08

It is recommended that the Board of Education authorize execution of a resolution to renew the contract with the State Department of Education (CDE), Child Development Division effective July 1, 2008 through June 30, 2009. This agreement, CPRE-8175, is to be executed between the Superintendent of Public Instruction, State Department of Education, and the Santa Monica-Malibu Unified School District, wherein the State agrees to pay the Santa Monica-Malibu District Child Development Fund/CDC an amount not to exceed \$1,052,138. The Board agrees to provide a drug free workplace and to authorize Dianne Talarico, Superintendent of Schools, to sign the contract on behalf of the governing board.

Funding Information

Source: Child Development Fund - Restricted
Currently Budgeted: Yes
Account Number: 12-60550-0-00000-00000-8590-090-0000
Description: SPS Apportionment - CDS

COMMENT: The contract, operated on a minimum of 180 days, is based on daily reimbursement rate of \$21.22 per child. The contract provides for the operation of 20 State preschool classes operated for three hours per session on school days. Four classes will be available at Pine street and McKinley; three classes at Edison and Grant; two classes at Franklin and Rogers; one class at Muir and Lincoln Child Development Center. The part-day program at each site includes developmentally appropriate activities, social services, health services, breakfast/lunch, parent participation/education, and staff development.

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/26/08

FROM: DIANNE TALARICO / CHIUNG-SALLY CHOU / MAUREEN BRADFORD

RE: CONSOLIDATED APPLICATION, PART I

RECOMMENDATION NO. A.09

It is recommended that the Board of Education approve the submission of the State of California Consolidated Application, Part I.

COMMENT: The Consolidated Application must be submitted to the California Department of Education in order for the district to receive funds for categorical programs. The application is submitted in two parts for each school year. Following Board approval, Part I is to be submitted by June 30, 2008, indicating which programs will be implemented at eligible schools. Part of the application indicates the Santa Monica-Malibu Unified School District requests participation in federal programs, including: Title I Basic Grant (low income/low achieving students), Title II, Part A (Teacher and Principal Training and Recruiting), Title III (Limited English Proficient Students), Title IV (Safe and Drug Free Schools and Communities), and Title V (Innovative Strategies). State programs include Economic Impact Aid, Middle School and High School Supplemental Counseling Program, Peer Assistance and Review Program, School Safety and Violence Prevention Program, and Tobacco-Use Prevention Education. Federal guidelines also allow local non-profit private schools to participate with the public school district in federal programs. Those participating private schools are identified in Part I of the application.

As required of the No Child Left Behind Act (NCLB), the district continues to make the necessary adjustments and modifications to meet continuing legislative provisions of the aforementioned programs.

Part II of the Consolidated Application, which includes budget information, will be submitted to CDE in January 2009 after district funding entitlements are confirmed following adoption of the state budget. Part II will indicate the number of pupil participants and funding allocations for each program and school site.

Each school site is required to have a comprehensive school plan known as the Single Plan for Student Achievement describing the strategies and activities to improve student achievement and meet district adopted standards through supplementary services provided by these programs. Schools utilize additional special highly qualified teachers, instructional aides, scientifically research-based intervention programs, tutoring assistance, materials and equipment, professional development, district provided training, conferences and workshop attendance, expert consultants, and parent/community involvement activities to meet the needs of their students. Each school's School Site Council is required to provide input and recommend to the Board to approve the planned program activities and budgets as part of the Single Plan for Student Achievement. The Director of Educational Services reviews program regulations and guidelines with all administration and site staff to insure appropriate implementation and to maintain compliance for each program.

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

TO: BOARD OF EDUCATION

ACTION/MAJOR

06/26/08

FROM: DIANNE TALARICO / CHIUNG-SALLY CHOU / RUTH VALADEZ

RE: APPROVAL OF SPECIAL EDUCATION CONTRACTS - 2007-2008

RECOMMENDATION NO. A.10

It is recommended that the Board of Education approve the following Special Education Contracts for fiscal year 2007-2008 as follows:

NPS/NPA

2007-2008 Budget 01-65000-0-57500-11800-5125-043-1400

Nonpublic School/Agency	Student DOB	Service Description	Contract Number	Cost Not to Exceed
Devereaux School-contract increase	10/5/90	NPS - 1:1 aide	#3 - UC08003	\$ 4,320
New Haven School	1/13/93	NPS	#50	\$ 4,249
Provo Canyon	11/30/93	NPS	#51	\$ 4,696
Aspen Ranch	10/19/92	NPS	#52	\$ 5,230
Jennifer Keany & Associates - contract & date increase	3/23/01	Behavior Therapy	#11 - UC08038	\$ 26,775
Believe Ability - contract increase	10/17/90	Attend IEP	#24 - UC08094	\$ 110
Verdugo Hills Autism - increase date	8/7/97	Behavior Therapy	#39 - UC08172	\$ 0
Believe Ability - contract increase	10/17/90	Attend IEP	#40 - UC08176	\$ 110
Smart Start - contract & date increase	10/20/92	Behavior Therapy	#57 - UC08282	\$ 1,200
Robert Patterson, Psy.D.	8/16/95	Psycho educational evaluation & IEP attendance	#66	\$ 3,000

Amount Budgeted NPS/NPA 07/08	\$ 3,000,000
Prior Board Authorization as of 6/05/08	\$ 2,628,547
Prior Board Authorization for Instructional Aides	\$ 68,145
Prior Board Authorization for Speech Therapy	\$ 130,739
Prior Board Authorization for Occupational Therapy	\$ 103,310
Balance	\$ 69,259
Positive Adjustment (See Below)	\$ 0
Total Amount for these Contracts	\$ 49,690
Balance	\$ 19,569

Adjustment

NPA/NPS Budget 01-65000-0-57500-11800-5125-043-1400

There has been a reduction in authorized expenditures of NPS/NPA contracts for FY 2007-08 in the amount of \$ 0 as of 6/26/08

NPA/NPS	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

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
The Speech Therapy Group - contract increase	5/14/98	Attend IEP	#68 - UC08170	\$ 507
The Speech Therapy Group - contract increase	9/9/02	Attend IEP	#80 - UC08283	\$ 450
Language People - contract increase	11/18/99	Interpreting service	#85 - UC08301	\$ 335
Karen Schnee, SLP	8/16/95	Speech/Language Assessment	#87 -	\$ 1,500

Amount Budgeted Instructional Consultants 07/08	\$ 350,000
Prior Board Authorization as of 6/05/08	\$ 464,832
Prior Board Authorization for Occupational Therapy	\$ 52,297
Balance	\$ -167,129

Positive Adjustment	\$ 0
	\$

Total Amount for these Contracts	\$ 2,792
Balance	\$ -169,921

Non-Instructional Consultants

2007-2008 Budget 01-65000-0-57500-11900-5890-043-1400

Non-Instructional Consultant	Student DOB	Service Description	Contract Number	Cost Not to Exceed
Administrative Services Coop - contract increase	Various	Taxi service	#2 - UC08025	\$ 10,000
Parent Reimbursement	12/27/94	Transportation to NPS	#24	\$ 1,830
Parent Reimbursement	4/29/04	Transportation round trip to/from school	#25	\$ 70

Parent Reimbursement	2/4/03	Transportation round trip to/from school	#26	\$ 110
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Amount Budgeted Non-Instructional Consultants 07/08 \$ 225,000
 Prior Board Authorization as of 6/05/08 \$ 183,152
 Balance \$ 41,848

Total Amount for these Contracts \$ 12,010
 Balance \$ 29,838

NPS-Legal

2007-2008 Budget 01-65000-0-57500-11900-5820-043-1400

Legal Contractor	Service Description	Contract Number	Cost Not to Exceed
Fagan, Friedman & Fulfrost	Legal services	#5	\$ 25,000

Amount Budgeted Legal Services 07/08 \$ 195,000
 Prior Board Authorization as of 5/15/08 \$ 220,000
 Balance \$ -25,000

Total Amount for these Contracts \$ 25,000
 Balance \$ -50,000

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/CONSENT

06/26/08

FROM: DIANNE TALARICO / JANECE L. MAEZ / VIRGINIA I. HYATT

RE: AWARD OF PURCHASE ORDERS - 2007-2008

RECOMMENDATION NO. A.11

It is recommended that the Board of Education approve the following Purchase Orders and Changed Purchase Orders from May 28, 2008, through June 17, 2008, for fiscal /08.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/26/08

FROM: DIANNE TALARICO / JANECE L. MAEZ / PAT HO

RE: ACCEPTANCE OF GIFTS - 2007/2008

RECOMMENDATION NO. A.12

It is recommended that the Board of Education accept, with gratitude, checks and gifts totaling \$51,662.72 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 2007-2008 income and appropriations by \$49,967.72 as described on the attached listing.

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

NOTE: The list of gifts is available on the District's website, www.smmusd.org.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

School/Site Account Number	Gift Amount	Equity Fund 15% Contrib.	In-kind Value	Donor	Purpose
JAMS 01-90120-0-00000-00000-8699-011-0000	\$ 12,500.00 \$ 640.00 \$ 425.00 \$ 255.00	\$ - \$ - \$ 75.00 \$ 45.00		Santa Monica Science Magnet Friends/John Adams Spanish Emm. Metro Calvary Chapel Community Arts Resources	Field Trip Field Trip General Supplies and Materials General Supplies and Materials
Adult Education 11-90120-0-00000-00000-8699-090-0000	\$ 100.00	\$ -		Lynne Porter	General Supplies and Materials
Alternative (SMASH) 01-90120-0-00000-00000-8699-009-0000					
Cabrillo 01-90120-0-00000-00000-8699-017-0000	\$ 5,037.63 \$ 915.40 \$ 335.00 \$ 85.00	\$ - \$ 33.60 \$ - \$ 15.00		Various Parents Various Parents Laurel Thorne Knowledge Group	General Supplies and Materials General Supplies and Materials Field Trip General Supplies and Materials
CDS 12-90120-0-00000-00000-8699-070-0000			\$ 1,695.00	Hatch-Ginny Morton, President	Computer, monitor and printer-Roger Pre-school
Edison 01-90120-0-00000-00000-8699-001-0000	\$ 1,003.00	\$ 177.00		Lifetouch School Portraits	General Supplies and Materials
Franklin 01-90120-0-00000-00000-8699-002-0000					
Grant 01-90120-0-00000-00000-8699-003-0000					
Lincoln 01-90120-0-00000-00000-8699-012-0000	\$ 850.00	\$ 150.00		Leslie A. Cohen	General Supplies and Materials
Malibu High School 01-90120-0-00000-00000-8699-010-0000	\$ 1,077.34 \$ 680.00 \$ 128.95	\$ - \$ - \$ 22.75		Private Family Donation Malibu High School PTSA Schoolpop	General Supplies and Materials General Supplies and Materials General Supplies and Materials
McKinley 01-90120-0-00000-00000-8699-004-0000	\$ 2,315.00 \$ 1,700.00	\$ - \$ 300.00		Various Parents McKinley PTA	General Supplies and Materials General Supplies and Materials
Muir 01-90120-0-00000-00000-8699-005-0000					
Olympic HS 01-90120-0-00000-00000-8699-014-0000					
Rogers 01-90120-0-00000-00000-8699-006-0000	\$ 2,533.05 \$ 300.00	\$ - \$ -		Various Rediscover Center	Field Trip Field Trip

BOE Date: 06/26/08

Current Gifts and Donations 2007/2008

School/Site	Gift Amount	Equity Fund	In-kind Value	Donor	Purpose
Account Number		15% Contrib.			
Roosevelt 01-90120-0-00000-00000-8699-007-0000					
Samohi 01-90120-0-00000-00000-8699-015-0000	\$ 1,766.00 \$ 965.50 \$ 218.00 \$ 191.50 \$ 148.00	\$ - \$ - \$ - \$ - \$ -		Various Various Various Various Various	General Supplies and Materials Transcripts Field Trip Transcripts Transcripts
Barnum Hall 01-91150-0-00000-00000-8699-015-0000					
Pt. Dume Marine Science 01-90120-0-00000-00000-8699-019-0000	\$ 11,700.00 \$ 215.00 \$ 100.00	\$ - \$ - \$ -		Various Parents Parent Parent	Field Trip Field Trip Field Trip
Webster 01-90120-0-00000-00000-8699-008-0000					
Others:					
Superintendent's Office 01-90120-0-00000-00000-8699-020-0000					
Educational Services 01-90120-0-00000-00000-8699-030-0000	\$ 2,965.00	\$ -		Various Parents	General Supplies and Materials
Student & Family Services 01-90120-0-00000-00000-8699-040-0000					
Special Education 01-90120-0-00000-00000-8699-044-0000					
Information Services 01-90120-0-00000-0000-8699-054-0000					
Food and Nutrition Services 01-90120-0-00000-0000-8699-057-0000					
District 01-90120-0-00000-00000-8699-090-0000					
TOTAL	\$ 49,149.37	\$ 818.35	\$ 1,695.00		

BOE Date: 06/26/08

Current Gifts and Donations 2007/2008

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	\$ 204,906.22	\$ 13,820.00	\$ 120.00	\$ 218,846.22	\$ 4,750.00 \$ 100.00		\$ 4,750.00 \$ 100.00
Adult Education 11-90120-0-00000-00000-8699-090-0000	\$ 3,296.07	\$ 100.00		\$ 3,396.07			
Alternative (SMASH) 01-90120-0-00000-00000-8699-009-0000							
Cabrillo 01-90120-0-00000-00000-8699-017-0000	\$ 69,617.93	\$ 6,373.03	\$ 48.60	\$ 76,039.56	\$ 1,268.56		\$ 1,268.56
CDS 12-90120-0-00000-00000-8699-070-0000	\$ 1,384.67			\$ 1,384.67	\$ 3,268.00	\$ 1,695.00	\$ 4,963.00
Edison 01-90120-0-00000-00000-8699-001-0000	\$ 61,077.26	\$ 1,003.00	\$ 177.00	\$ 62,257.26	\$ 200.00		\$ 200.00
Franklin 01-90120-0-00000-00000-8699-002-0000	\$ 1,105.32			\$ 1,105.32			
Grant 01-90120-0-00000-00000-8699-003-0000	\$ 3,529.46			\$ 3,529.46	\$ 65.88		\$ 65.88
Lincoln 01-90120-0-00000-00000-8699-012-0000	\$ 42,168.67	\$ 850.00	\$ 150.00	\$ 43,168.67			
Malibu High School 01-90120-0-00000-00000-8699-010-0000 Malibu Shark Fund - Resource #90141	\$ 101,489.87	\$ 1,886.29	\$ 22.75	\$ 103,398.91			
McKinley 01-90120-0-00000-00000-8699-004-0000	\$ 68,853.18	\$ 4,015.00	\$ 300.00	\$ 73,168.18			
Muir 01-90120-0-00000-00000-8699-005-0000	\$ 61,725.19			\$ 61,725.19			
Olympic HS 01-90120-0-00000-00000-8699-014-0000	\$ 6,716.16			\$ 6,716.16			
Rogers 01-90120-0-00000-00000-8699-006-0000	\$ 68,769.49	\$ 2,833.05	\$ -	\$ 71,602.54	\$ 150.00		\$ 150.00
Roosevelt 01-90120-0-00000-00000-8699-007-0000	\$ 134,574.03	\$ 3,289.00	\$ -	\$ 137,863.03	\$ 100.00		\$ 100.00
Samohi 01-90120-0-00000-00000-8699-015-0000	\$ 138,155.65			\$ 138,155.65	\$ 4,825.00 \$ 100.00		\$ 4,825.00 \$ 100.00
Pt. Dume Marine Science 01-90120-0-00000-00000-8699-019-0000	\$ 129,251.20	\$ 12,015.00	\$ -	\$ 141,266.20			
Webster 01-90120-0-00000-00000-8699-008-0000	\$ 12,670.00			\$ 12,670.00			

BOE Date: 06/26/08

Current Gifts and Donations 2007/2008

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
ALL OTHER LOCATIONS:							
Superintendent's Office 01-90120-0-00000-00000-8699-020-0000	\$ 50,000.00			\$ 50,000.00			
Educational Services 01-90120-0-00000-00000-8699-030-0000	\$ 230,806.40	\$ 2,965.00		\$ 233,771.40	\$ 23,920.00		\$ 23,920.00
Student and Family Support Services 01-90120-0-00000-00000-8699-041-0000	\$ 325.00			\$ 325.00			
Special Education 01-90120-0-00000-00000-8699-044-0000	\$ 1,000.00			\$ 1,000.00			
Information Services 01-90120-0-00000-00000-8699-054-0000	\$ 2,000.00			\$ 2,000.00			
District 01-90120-00000-0-00000-8699-090-0000							
Food & Nutrition Services 01-90120-0-00000-00000-8699-070-0000	\$ 9,207.84			\$ 9,207.84			
TOTAL GIFTS	\$ 1,402,629.61	\$ 49,149.37	\$ 818.35	\$ 1,452,597.33	\$ 38,747.44	\$ 1,695.00	\$ 40,442.44
			Total Equity Fund 15% Contribs.				
Total Cash Gifts for District:		\$ 49,149.37	\$ 818.35		Total In-Kind Gifts:	\$ 1,695.00	

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/26/08

FROM: DIANNE TALARICO / JANECE L. MAEZ

RE: RENEW CONTRACT - SCHOOL SERVICES OF CALIFORNIA, INC.

RECOMMENDATION NO. A.13

It is recommended that the Board of Education approve an agreement for special fiscal services with School Services of California, Inc., effective July 1, 2008, and terminating June 30, 2009.

It is further recommended that in consideration for services provided by School Services of California, Inc., that the District agrees to pay \$3,600 annually, plus expenses.

Funding Information

Source: General Fund-Unrestricted

Currently Budgeted: Yes

Account Number: 01-00000-0-00000-72000-5800-050-1500

Description: Other Gen'l Admin/Contracts/Business Serv.

COMMENT: This request represents a renewal of our contract with School Services of California, Inc. There is no increase in the annual fee over the previous annual contract amount. The above-listed amount includes two (2) Reports: the Comparative Analysis of District Income and Expenditures (*CADIE*) and the Salary and Benefits Report (*SABRE*). School Services of California, Inc. provides fiscal services to the District, including school finance, legislation, school budgeting, and general fiscal issues. This agreement also includes up to twelve (12) direct service hours at no additional cost.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION ACTION/CONSENT
06/26/08
FROM: DIANNE TALARICO / JANECE L. MAEZ / VIRGINIA I. HYATT
RE: AWARD OF BID #8.13R - DISTRICTWIDE PLUMBING REPAIRS -
JJ PLUMBING

RECOMMENDATION NO. A.14

It is recommended that the Board of Education award Bid #8.13R, Districtwide Plumbing Repairs, to JJ Plumbing, in an amount not to exceed \$241,000.

Funding Information

Budgeted: Yes
Fund: 14
Source: Deferred Maintenance
Account Number:14-00000-0-00000-81100-5640-XXX-2600

COMMENTS: The plumbing projects were broken into two sections to allow for flexibility in bidding by the contractors. The first time the bid announcement was sent out (Bid #8.13), no potential bidders attended the job walk. Section A (Malibu sites) was held on May 21, 2008, with two (2) contractors attending the job walk; Section B (Santa Monica sites) was held on May 22, 2008, with four (4) contractors attending the job walk. This bid scope will replace old, aging sewer and septic systems and pipes at various district locations. Bids were sent to ten (10) contractors.

Only one responsive bid was received from JJ Plumbing.

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/26/08

FROM: DIANNE TALARICO / JANECE L. MAEZ / VIRGINIA I. HYATT

RE: AWARD OF CONTRACT FOR CONSTRUCTION MANAGEMENT SERVICES
TO DALY AMERICA - BOYS AND GIRLS CLUB AT JOHN ADAMS
MIDDLE SCHOOL

RECOMMENDATION NO. A.15

It is recommended that the Board of Education award a contract to Daly America to provide construction management services for the Boys and Girls Club project at John Adams Middle School in the amount of \$144,000.

Funding Information

Budgeted: Yes

Fund: 21

Source: Building Fund

Account Number: 21-90100-0-00000-85000-6200-011-2600

Description: Consultant Services

COMMENTS: District staff requested that Gary Daly of Daly America submit a proposal to provide construction management services for the Boys and Girls Club project, which is currently out to bid (Bid #9.01). Daly America's scope of work includes the following:

- Coordination of bid and award process
- Coordination of abatement contract
- Management of construction contract including review of schedule updates, RFIs, change orders, monthly pay applications, reports, and punch list
- Coordination with architect, inspector of record, Santa Monica College field project, and school site

The total fees for this scope of work will be \$12,000 per month for a period of 12 months, or \$144,000.

This scope of work was anticipated in the cost projections for the Boys and Girls Club project.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION ACTION/CONSENT
06/26/08
FROM: DIANNE TALARICO / JANECE L. MAEZ / VIRGINIA I. HYATT
RE: AWARD OF BID #9.02 - OFFICE FURNISHINGS MEASURE
"BB"/EDUCATION SERVICES OFFICES - TBD

RECOMMENDATION NO. A.16

It is recommended that the Board of Education award the Office Furnishings/Measure BB construction and Ed Services offices, Bid #9.02, to TBD, in an amount not to exceed \$ TBD.

Funding Information

Budgeted: Yes
Fund: 21 and 01
Source: Measure BB and General Fund
Account Number: 21-00000-0-00000-85000-6400-015-2600
01-00000-0-00000-xxxxx-6400-xxx-xxx

COMMENTS: The office space for the Measure "BB" Bond Program has been identified. The area will accommodate both the construction offices for Measure "BB" and Education Services staff. This bid will allow for thirteen work stations, conference room, plan room, and copy room. It is anticipated that the furnishings will be delivered and installed by the end of August 2008. This office will be the first to be furnished with low VOC, sustainable materials, and be the district's "Green Flagship" office for not only the furnishings, but also carpeting and paint.

Bids were sent to seven (7) vendors, four (4) attended the job walk and mandatory vendors conference on June 2, 2008. Bid award is based on design, sustainable certifications, standards, references, and cost. Four (4) bidders responded with bids as listed below:

NOTE: The bids were not completed by the time the agenda went to print. An Update will be provided prior to the meeting.

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/26/08

FROM: DIANNE TALARICO / JANECE L. MAEZ / VIRGINIA I. HYATT

RE: APPROVAL OF DSA INSPECTIONS SERVICES FIRM FOR MEASURE
"BB" - RFQ #8.17

RECOMMENDATION NO. A.17

It is recommended that the Board of Education approve Gateway and Scotia as pre-qualified DSA Inspections Services firms for the Measure "BB" projects.

Funding Information

Budgeted: Yes

Fund: 21

Source: State School Building Fund

Account Number: 21-00000-0-00000-85000-5802-050-2600

Description: Other Operating Expenses

COMMENTS: These DSA Inspections Services firms will be assigned projects for various district sites in both Santa Monica and Malibu. The firms will be assigned projects as the need arises. Specific cost proposals for the assignments will be brought to the Board Of Education prior to issuing contracts with the firms.

DSA Inspections Services are required for each site to ensure that that the projects are constructed to the specifications of the DSA approved plans. Invitations to submit Qualifications were sent to seven (7) Inspections Services firms, five (5) firms submitted. The following two firms were chosen based on their staffing, schools experience, and familiarity with the Santa Monica and Malibu area:

- Gateway Inspections
- Scotia

The firms responded to the RFQ with a Statement of Qualifications, and attached their firm's rate schedules. Those rates are available for review in the Purchasing Office.

This scope of work was anticipated in the cost projections for the Measure "BB" budget.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/26/08

FROM: DIANNE TALARICO / JANECE L. MAEZ / VIRGINIA I. HYATT

RE: INCREASE SCOPE FOR PHASE I ENVIRONMENTAL SCREENING
SERVICES TO LFR FOR ENVIRONMENTAL IMPACT STUDY SERVICES
- CHANGE ORDER #2

RECOMMENDATION NO. A.18

It is recommended that the Board of Education approve Change Order #2 with LFR for a Phase I Environmental Site Assessment (ESA) and Preliminary Environmental Assessment (PEA) for the Lincoln Middle School site for the Measure "BB" program in the amount of \$50,879, for a total contract amount of \$131,865.

Funding Information:

Budgeted: Yes
Fund: 21
Source: State School Building Fund
Account Number: 21-00000-0-00000-85000-5890-050-2600
Description: Other Operating Expenses

COMMENTS: This Change Order is to prepare a Phase I ESA and PEA for two areas located at the Lincoln Middle School site, after the Phase I Environmental Screening Assessment identified potential issues. LFR recommends additional study and investigation for the site, and the outcome will be the basis of the ESA and PEA.

It is anticipated that this work will begin upon award and be completed in approximately three (3) weeks after LFR is given a notice to proceed.

ORIGINAL CONTRACT AMOUNT	\$54,300
CHANGE ORDER # 1	\$26,686
CHANGE ORDER # 2	\$50,879
<u>TOTAL CONTRACT AMOUNT</u>	<u>\$131,865</u>

This scope of work was anticipated in the cost projections for the Measure "BB" budgets.

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/26/08

FROM: DIANNE TALARICO / JANECE L. MAEZ / VIRGINIA I. HYATT

RE: AWARD OF GEOTECHNICAL INVESTIGATIONS AND REPORT
SERVICES TO LEIGHTON

RECOMMENDATION NO. A.19

It is recommended that the Board of Education approve Geotechnical Investigations and Report Services to Leighton, for Malibu High School, for the Measure "BB" program in the amount of \$50,500, for a total contract amount to date of \$74,500.

Funding Information

Budgeted: Yes

Fund: 21

Source: State School Building Fund

Account Number: 21-00000-0-00000-85000-5890-050-2600

Description: Other Operating Expenses

COMMENTS: The Board of Education previously approved Leighton as one of the three (3) pre-qualified Geotechnical consultants in the cities of Santa Monica and Malibu. The firms will be assigned projects as the need arises and depending on their familiarity with and availability for the assignment. Leighton is very familiar with the Malibu area and has worked on various projects for numerous clients there.

Leighton was previously awarded a Purchase Order for the Geotechnical Investigations and Report for Edison Elementary in the amount of \$24,000. This new purchase order will increase their total contract amount by \$50,000, to a total of \$74,500.

Current geotechnical investigations are necessary for each site to determine structural design requirements, given the site soils profile and current codes.

This scope of work was anticipated in the cost projections for the Measure "BB" budget.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/26/08

FROM: DIANNE TALARICO / JANECE L. MAEZ / VIRGINIA I. HYATT

RE: AWARD OF SERVER EQUIPMENT FOR DATA CENTER TECHNOLOGY
IMPLEMENTATION PLAN - MEASURE "BB" - SYSTEMS TECHNOLOGY
ASSOCIATES (STA)

RECOMMENDATION NO. A.20

It is recommended that the Board of Education award the purchase of two servers and associated equipment, maintenance, and support services for the data center, to STA in an amount not to exceed \$59,850.34.

Funding Information

Budgeted: Yes

Fund: 21

Source: Measure BB

Account Number: 21-00000-0-00001-85000-6400-050-2600

COMMENTS: This is the first of many equipment purchases that will be made to complete the district's infrastructure in the Data Center. These components will allow the implementation of Active Director and Microsoft Exchange, which are the foundation for Microsoft Outlook.

Bids were sent to three (3) vendors; of the three, STA was the most responsive and included all requested equipment and services.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION ACTION/CONSENT
06/26/08

FROM: DIANNE TALARICO / JANECE L. MAEZ / VIRGINIA I. HYATT

RE: AWARD OF SITE INFRASTRUCTURE CABLING AND DESIGN AND TESTING/SURVEY SERVICES - MEASURE "BB" TECHNOLOGY IMPLEMENTATION AT SANTA MONICA HIGH SCHOOL - AT&T

RECOMMENDATION NO. A.21

It is recommended that the Board of Education award the installation of structured cabling and survey services to AT&T under the CALNET 2 State of California contract, for Santa Monica High School, in the following amounts: Quote #080604PS Design and Testing: \$ 32,615, and Quote #080605PS Cabling: \$295,470, for a total amount of \$328,085.

Funding Information

Budgeted: Yes
Fund: 21
Source: Measure BB
Account Number: 21-00000-0-00001-85000-6400-015-2600

COMMENTS: The Board of Education directed staff to proceed with the Measure "BB" Technology Implementation Plan for both the Data Center and site infrastructure during the board meeting of April 17, 2008, based on discussion and presentation to the board regarding the Implementation Plan on April 16, 2008. To date, staff has begun the process by site visits to evaluate cable and infrastructure requirements. Santa Monica High School is the first site to have this process completed, with the reflective quotations as listed above.

The cabling contract (Quote #080605PS) will upgrade IDF/MDF locations, extend conduits pathways for new Cat 6 wiring, provide horizontal cabling, and install jacks for the wireless infrastructure. The Design and Testing contract (Quote #080604PS) will be for labor to survey the campus for wireless locations, test existing Cat 5e cable and fiber backbone to determine level of need, and to lay fiber cable between buildings where required to meet standards for the new network standards.

Staff anticipates that as groups of surveys are completed, and cabling scopes and pricing established, they will be brought to the Board of Education for approval.

The District is currently using the CALNET 2 State of California contract for telephones services, which includes cabling, testing, and design services.

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

TO: BOARD OF EDUCATION ACTION/CONSENT
06/26/08

FROM: DIANNE TALARICO / JANECE L. MAEZ / VIRGINIA I. HYATT

RE: AWARD OF BID #9.03 - LAN/WAN EQUIPMENT AND INSTALLATION SERVICES FOR MEASURE "BB" DISTRICTWIDE TECHNOLOGY IMPLEMENTATION - TBD

RECOMMENDATION NO. A.22

It is recommended that the Board of Education award the LAN/WAN equipment and installation services to TBD for a total amount of \$TBD.

Funding Information

Budgeted: Yes
Fund: 21
Source: Measure BB
Account Number: 21-00000-0-00001-85000-6400-015-2600

COMMENTS: The Board of Education directed staff to proceed with the Measure "BB" Technology Implementation Plan for both the Data Center and site infrastructure during the board meeting of April 17, 2008, based on discussion and presentation to the board regarding the Implementation Plan on April 16, 2008. This bid will include core and edge switches, WAN and Internet routing equipment upgrades, hardware to support wireless networking, and VOIP (Voice Over IP) systems.

Staff anticipates that the equipment will be ordered in stages to accommodate the Measure "BB" Bond program schedule, site needs, and new technologies as they become available.

Bids were sent to eight (8) vendors, three (3) attended the job walk and mandatory vendors conference on June 16, 2008. Bid award is based on design and technical solutions, certifications, references and cost. [Number] bidders responded with bids as listed below:

Bids will be opened on Friday, June 20, 2008.

NOTE: The bids were not completed by the time the agenda went to print. An Update will be provided prior to the meeting.

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/26/08

FROM: DIANNE TALARICO / JANECE L. MAEZ / VIRGINIA I. HYATT

RE: INTERIM ARCHITECTURAL CONTRACT FOR HARLEY ELLIS
DEVEREAUX (HED) FOR MEASURE "BB" FACILITIES DESIGN -
DATE EXTENSION

RECOMMENDATION NO. A.23

It is recommended that the Board of Education award a time extension on the interim contract agreement with Harley Ellis Devereaux (HED) to provide architectural design services (programming and schematic design only) for Olympic High School and Washington West/West, to allow staff to complete negotiations and execute the contract.

Funding Information

Budgeted: Yes
Fund: 21
Source: Building Fund
Account Number: 21-00000-0-00000-85000-5802-XXX-2600
Description: Consultant Services

COMMENT: District staff is completing final negotiation with HED regarding contract terms for architectural services for Olympic High School and Washington East/West. Execution of the contract is anticipated to be completed in July. The current interim agreement is for the period through June 30, 2008. In order to avoid future extensions and maintain the current schematic design schedule, it is proposed that the interim agreement be extended through the end of August.

Summary of Board of Education actions to date:

- 04/17/08: Interim contract with HED approved

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/26/08

FROM: DIANNE TALARICO / JANECE L. MAEZ / VIRGINIA I. HYATT

RE: INCREASE SCOPE FOR ARCHITECTURAL SERVICES FOR
DEVELOPMENT OF FURNITURE STANDARDS FOR MEASURE "BB"
PROJECTS - HMC CHANGE ORDER #2

RECOMMENDATION NO. A.24

It is recommended that the Board of Education approve a change order to the contract with HMC to provide interior design services including the development of furniture, fixtures and equipment (FF&E) standards for Measure "BB" projects in an amount not to exceed \$92,400.

Funding Information

Budgeted: Yes

Fund: 21

Source: Building Fund

Account Number: 21-00000-0-00000-85000-5802-050-2600

Description: Consultant Services

COMMENTS: District staff requested that HMC, Daly Genik/IBI Blurock, and WWCOT submit qualifications statements to provide services to develop District Furniture, Fixtures, and Equipment (FF&E) Standards. Daly Genik/IBI Blurock declined to submit. HMC was selected from the remaining firms as being the most qualified and having the most relevant experience.

District Staff requested that HMC submit a proposal to provide the following scope of work:

- Develop approximate cost estimates for furnishings at three typical project types.
- Review current district requirements, facility standards, templates, and furniture standards for incorporation into new standards document.
- Research manufacturer and furniture options to include: style, ergonomics, sustainability, pricing, lead times, customer service.
- Develop Furniture Standards and layouts for typical spaces including classrooms, labs, offices, conference rooms.
- Prepare Furniture Specifications, including final layout, furniture manufacturer, style, and price, along with total furniture cost for each space type.
- Prepare districtwide Interior Design guidelines for paint colors and finishes.

- Coordinate the installation of mock-ups of various selected furniture options to present to user teams and obtain feedback.

ORIGINAL CONTRACT AMOUNT	\$961,327
CHANGE ORDER #1 (CABRILLO SDC-IS)	\$87,995
CHANGE ORDER #2 (FF&E STANDARDS)	\$92,400
TOTAL CONTRACT AMOUNT	<u>\$1,141,722</u>

This scope of work was anticipated in the cost projections for the Measure "BB" budget.

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

TO: BOARD OF EDUCATION ACTION/CONSENT
06/26/08

FROM: DIANNE TALARICO / JANECE L. MAEZ / VIRGINIA I. HYATT

RE: INCREASE SCOPE FOR ARCHITECTURAL SERVICES FOR EDISON
LANGUAGE ACADEMY - DALY GENIK/IBI (CHANGE ORDER #1)

RECOMMENDATION NO. A.25

It is recommended that the Board of Education approve a change order to the contract with Daly Genik/IBI to provide for revisions to the scope of services for schematic design services in conjunction with the Measure "BB" construction program.

Funding Information

Budgeted: Yes
Fund: 21
Source: Building Fund
Account Number: 21-00000-0-00000-85000-5802-001-2600
Description: Consultant Services

COMMENTS: During the programming phase for the Edison Language Academy project, several revisions to the initial Measure "BB" project description were made by the District, including:

- Revision from a K-8 to a K-5 program
- Site size reduced to exclude acquisition of two parcels
- Revisions to planning approach in response to initial CEQA review, including air quality and construction mitigation issues

The above listed revisions have resulted in an extended schematic design schedule for Edison LA as well additional efforts on the part of the architect, Daly Genik/IBI. District staff requested a fee proposal from Daly Genik/IBI for their additional services.

(Continued on next page)

DALY GENIK/IBI

ORIGINAL CONTRACT AMOUNT (Prog./Schematic Design)	\$536,695
CHANGE ORDER #1 (REVISED SCHEMATIC) (Item No. A.25)	\$78,000
TOTAL CONTRACT AMOUNT	\$614,695

This scope of work was anticipated in the cost projections for the Measure "BB" budget.

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/26/08

FROM: DIANNE TALARICO / JANECE L. MAEZ / VIRGINIA I. HYATT

RE: AWARD OF CONTRACT FOR RENEWABLE ENERGY CONSULTING
SERVICES TO THINK ENERGY, INC.

RECOMMENDATION NO. A.26

It is recommended that the Board of Education award a contract to Think Energy, Inc. to provide support to District staff with the preparation and administration of a Request for Proposal (RFP) for Photovoltaic/Power Purchase Agreement vendors in the amount of \$20,000.

Funding Information

Budgeted: Yes

Fund: 21

Source: Building Fund

Account Number: 21-00000-0-00000-85000-5802-050-2600

Description: Consultant Services

COMMENTS: At their April 8, 2008, meeting the Santa Monica City Council agreed to provide grant support in the amount of \$20,000 to facilitate the preparation and administration of an RFP process to select a Photovoltaic/Power Purchase Agreement vendor to provide for the installation of PV at district school sites. Staff requested that Mark Crowdis of Think Energy, Inc. provide a proposal to assist the district with its goal of installing PV panels at nine elementary school sites no later than summer 2009.

Think Energy's scope of work includes:

- Review electricity bills and school sites to determine target amount of PV per campus
- Submit RFP for PV/PPA vendors to district for internal review
- Issue RFP, conduct and coordinate site visit(s)
- Apply for SCE rebates
- Receive RFP responses, provide analysis of responses, assist district with negotiations of selected vendor
- Ongoing support through implementation

Think Energy, Inc. is a full-service renewable energy company that works both in the United States and internationally to accelerate the transition to clean energy markets and economies. Think Energy has worked with hundreds of companies, colleges, government organizations, and non-profit organizations to assess, choose, and install a range of on-site technologies.

Included on Think Energy's client list are Global Green, Los Angeles Unified School District, Toyota Motors, and Whole Foods Markets. Think Energy develops the most cost-effective, feasible solutions by tracking technology trends, monitoring performance of suppliers and vendors, and tracking available renewable energy and efficiency incentives to reduce costs to customers.

District staff conferred with the staff at Global Green and LAUSD, and Think Energy received excellent recommendations.

The total fees for this scope of work will be \$20,000 and will be paid by the City of Santa Monica.

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

TO: BOARD OF EDUCATION ACTION/CONSENT
06/26/08

FROM: DIANNE TALARICO / JANECE L. MAEZ / VIRGINIA I. HYATT

RE: INCREASE SCOPE FOR ARCHITECTURAL SERVICES FOR DESIGN DEVELOPMENT THROUGH CONSTRUCTION ADMINISTRATION FOR MEASURE "BB" PROJECTS - HMC (CHANGE ORDER #3), OSBORN/KONING EIZENBERG (CHANGE ORDER #2), WWCOT (CHANGE ORDER #3), AND DALY GENIK/IBI (CHANGE ORDER #2)

RECOMMENDATION NO. A.27

It is recommended that the Board of Education approve change orders to the contracts with HMC, Osborn/Koning Eizenberg, WWCOT, and Daly Genik/IBI to provide architectural services for design development (DD), construction documents (CD), and construction administration (CA) in conjunction with the Measure "BB" construction program.

Funding Information

Budgeted: Yes
 Fund: 21
 Source: Building Fund
 Account Number: 21-00000-0-00000-85000-5802-XXX-2600
 Description: Consultant Services

COMMENTS: District staff requested fee proposals from HMC, Osborn/Koning Eizenberg, WWCOT, and Daly Genik/IBI to provide architectural services for design development, construction documents, and construction administration at the following projects:

HMC	Malibu Middle/High School
Osborn/Koning Eizenberg	John Adams Middle School
WWCOT	Lincoln Middle School
Daly Genik/IBI	Edison Language Academy

The proposed fees listed below include services for the following phases:

- Design Development
- Construction Documents
- DSA Approval
- Bid and Award
- Construction Administration
- Closeout and Warranty

An allowance for anticipated reimbursable expenses is also included for each project.

HMC

ORIGINAL CONTRACT AMOUNT (Prog./Schematic Design)	\$961,327
CHANGE ORDER #1 (CABRILLO SDC-IS)	\$87,995
CHANGE ORDER #2 (FF&E STANDARDS) (Item No. A.24)	\$92,400
CHANGE ORDER #3 (DD/CD/CA)	\$3,562,894
TOTAL CONTRACT AMOUNT	\$4,704,616

OSBORN/KONING EIZENBERG

ORIGINAL CONTRACT AMOUNT (Prog./Schematic Design)	\$493,220
CHANGE ORDER #1 (ROGERS LC)	\$100,620
CHANGE ORDER #2 (DD/CD/CA)	\$1,661,925
TOTAL CONTRACT AMOUNT	\$2,255,765

WWCOT

ORIGINAL CONTRACT AMOUNT (Prog./Schematic Design)	\$936,032
CHANGE ORDER #1 (MCKINLEY SDC-IS, ROOSEVELT PS)	\$131,663
CHANGE ORDER #2 (DATA CENTER)	\$100,000
CHANGE ORDER #3 (DD/CD/CA)	\$2,195,078
TOTAL CONTRACT AMOUNT	\$3,262,773

DALY GENIK/IBI

ORIGINAL CONTRACT AMOUNT (Prog./Schematic Design)	\$536,695
CHANGE ORDER #1 (REVISED SCHEMATIC) (Item No. A.25)	\$78,000
CHANGE ORDER #2 (DD/CD/CA)	\$2,889,662
TOTAL CONTRACT AMOUNT	\$3,504,357

One Master Architectural Agreement has been approved and signed by the architectural firms (HED is still reviewing, due to a later contract start). The fees for programming and schematic design being the first portion and covered by the interim agreements. Fee schedules for the DD/CD/CA services will be added to the Master Agreement to complete these projects.

This scope of work was anticipated in the cost projections for the Measure "BB" budget.

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/26/08

FROM: DIANNE TALARICO / MICHAEL D. MATTHEWS

RE: CERTIFICATED PERSONNEL - Elections, Separations

RECOMMENDATION NO. A.28

Unless otherwise noted, the following items are included in the 2007/2008 approved budget.

ADDITIONAL ASSIGNMENTS

CHILD DEVELOPMENT SERVICES

Cerrato, Wendy	40 hrs @\$22.66	1/5/08-2/2/08	Own Hrly/\$ 906
Patton, Roxie	40 hrs @\$25.78	1/5/08-2/2/08	Own Hrly/\$1,031
Rodriguez, Melinda	40 hrs @\$25.78	1/5/08-2/2/08	Own Hrly/\$1,031
Rosas-Lopez, Cecelia	40 hrs @\$25.78	1/5/08-2/2/08	Own Hrly/\$1,031
		TOTAL OWN HOURLY	\$3,999

Comment: STEP Program Class Attendance
12-Child Dev - Steps to Excellence

Barba, Yesenia	48 hrs @\$23.74	6/23/08-6/30/08	Own Hrly/\$ 1,140
Barba, Yesenia	336 hrs @\$24.46	7/1/08-8/28/08	Own Hrly/\$ 8,219
Castellon, Emma	384 hrs @\$24.10	6/23/08-8/28/08	Own Hrly/\$ 9,254
Douglas, Jennifer	384 hrs @\$31.64	6/23/08-8/28/08	Own Hrly/\$12,150
Ramirez, Laura	48 hrs @\$23.37	6/23/08-6/30/08	Own Hrly/\$ 1,122
Ramirez, Laura	336 hrs @\$24.09	7/1/08-8/28/08	Own Hrly/\$ 8,094
Sterling-Molitch, P.	384 hrs @\$24.71	6/23/08-8/28/08	Own Hrly/\$ 9,489
		TOTAL OWN HOURLY	\$39,468

Comment: Summer Assignment
12-CD: Latchkey (GLTK)

Arthur, Diane	48 hrs @\$23.88	6/23/08-6/30/08	Own Hrly/\$ 1,146
Arthur, Diane	336 hrs @\$24.10	7/1/08-8/28/08	Own Hrly/\$ 8,098
Cerrato, Wendy	48 hrs @\$26.05	6/23/08-6/30/08	Own Hrly/\$ 1,250
Cerrato, Wendy	336 hrs @\$26.88	7/1/08-8/28/08	Own Hrly/\$ 9,032
Conway, Kenyatta	48 hrs @\$22.30	6/23/08-6/30/08	Own Hrly/\$ 1,070
Conway, Kenyatta	336 hrs @\$23.02	7/1/08-8/28/08	Own Hrly/\$ 7,735
Cueva, Leonardo	48 hrs @\$18.35	6/23/08-6/30/08	Own Hrly/\$ 881
Cueva, Leonardo	336 hrs @\$19.07	7/1/08-8/28/08	Own Hrly/\$ 6,408
Dannish, Daaim	48 hrs @\$21.23	6/23/08-6/30/08	Own Hrly/\$ 1,019
Dannish, Daaim	336 hrs @\$21.95	7/1/08-8/28/08	Own Hrly/\$ 7,375
Garcia, Veronica	48 hrs @\$20.14	6/23/08-6/30/08	Own Hrly/\$ 967
Garcia, Veronica	336 hrs @\$20.86	7/1/08-8/28/08	Own Hrly/\$ 7,009
Gonzalez, Yolanda	384 hrs @\$24.71	6/23/08-8/28/08	Own Hrly/\$ 9,489
Herberg, Joan	48 hrs @\$29.52	6/23/08-6/30/08	Own Hrly/\$ 1,417
Herbery, Joan	336 hrs @\$30.24	7/1/08-8/28/08	Own Hrly/\$10,161
Kern, Kimberly	48 hrs @\$29.77	6/23/08-6/30/08	Own Hrly/\$ 1,429
Kern, Kimberly	336 hrs @\$30.60	7/1/08-8/28/08	Own Hrly/\$10,282
Mercier, Alisha	48 hrs @\$26.97	6/23/08-6/30/08	Own Hrly/\$ 1,295
Mercier, Alisha	336 hrs @\$27.69	7/1/08-8/28/08	Own Hrly/\$ 9,304
Montelongo, Angelina	48 hrs @\$21.95	6/23/08-6/30/08	Own Hrly/\$ 1,054
Montelongo, Angelian	336 hrs @\$22.79	7/1/08-8/28/08	Own Hrly/\$ 7,657
Patton, Roxie	384 hrs @\$29.64	6/23/08-8/28/08	Own Hrly/\$11,382
Perez, Silvia	48 hrs @\$24.46	6/23/08-6/30/08	Own Hrly/\$ 1,174
Perez, Silvia	336 hrs @\$25.17	7/1/08-8/28/08	Own Hrly/\$ 8,457
Rodgers, Rodney	48 hrs @\$16.19	6/23/08-6/28/08	Own Hrly/\$ 777
Rodgers, Rodney	336 hrs @\$16.91	7/1/08-8/28/08	Own Hrly/\$ 5,682
Samimi, Leili	48 hrs @\$27.01	6/23/08-6/30/08	Own Hrly/\$ 1,296

Samimi, Leili	336 hrs @ \$27.73	7/1/08-8/28/08	Own Hrly/\$ 9,317
Vissani-Lesko, Sonia	48 hrs @ \$19.42	6/23/08-6/30/08	Own Hrly/\$ 932
Vissani-Lesko, Sonia	336 hrs @ \$20.14	7/1/08-8/28/08	Own Hrly/\$ 6,767
TOTAL OWN HOURLY			\$149, 862

Comment: Summer Assignment
12-CD: Gnrl Child Care (GCTR)

Chaheme, Yessenia	48 hrs @ \$26.97	6/23/08-6/30/08	Own Hrly/\$ 1,295
Chaheme, Yessenia	336 hrs @ \$27.69	7/1/08-8/28/08	Own Hrly/\$ 9,304
Cruse, Pat	384 hrs @ \$30.33	6/23/08-8/28/08	Own Hrly/\$11,647
Jaye, Susan	384 hrs @ \$33.91	6/23/08-8/28/08	Own Hrly/\$13,021
Justis, Vicki	384 hrs @ \$37.35	6/23/08-8/28/08	Own Hrly/\$14,342
Landgraff, Heidi	48 hrs @ \$31.68	6/23/08-6/30/08	Own Hrly/\$ 1,521
Landgraff, Heidi	336 hrs @ \$32.40	7/1/08-8/28/08	Own Hrly/\$10,886
Langley, Zoe	192 hrs @ \$23.63	6/23/08-8/28/08	Own Hrly/\$ 4,537
Langley, Zoe	192 hrs @ \$27.17	6/23/08-8/28/08	Own Hrly/\$ 5,217
Lumsden, Peter	384 hrs @ \$40.83	6/23/08-8/28/08	Own Hrly/\$15,679
Martinez, Emelita	384 hrs @ \$34.68	6/23/08-8/28/08	Own Hrly/\$13,317
Prinz, Leah	48 hrs @ \$33.12	6/23/08-6/30/08	Own Hrly/\$ 1,590
Prinz, Leah	336 hrs @ \$33.84	7/1/08-8/28/08	Own Hrly/\$11,370
Proctor, Valerii	48 hrs @ \$25.17	6/23/08-6/30/08	Own Hrly/\$ 1,208
Proctor, Valerii	336 hrs @ \$25.89	7/1/08-8/28/08	Own Hrly/\$ 8,699
Yadegari, Sholeh	384 hrs @ \$25.78	6/23/08-8/29/08	Own Hrly/\$ 9,900
TOTAL OWN HOURLY			\$183,142

Comment: Summer Assignment
12-Unrestricted Resource

EDISON ELEMENTARY SCHOOL

Bautista-Nicholas, C.	8 hrs @ \$40.46	5/31/08	Est Hrly/\$324
Gutierrez, Yesenia	8 hrs @ \$40.46	5/31/08	Est Hrly/\$324
TOTAL ESTABLISHED HOURLY			\$648

Comment: Accompanied students to UCLA Workshop
01-IASA: Title I Basic-LW Inc/Neg

EDUCATIONAL SERVICES

Andino, Melisa	3 hrs @ \$40.46	4/29/08-6/30/08	Est Hrly/\$121
Bon, Nancy	3 hrs @ \$40.46	4/29/08-6/30/08	Est Hrly/\$121
Hwang, Genie	3 hrs @ \$40.46	4/29/08-6/30/08	Est Hrly/\$121
Kulsrud, Kelly	3 hrs @ \$40.46	4/29/08-6/30/08	Est Hrly/\$121
Moe, Eric	3 hrs @ \$40.46	4/29/08-6/30/08	Est Hrly/\$121
Talbott, Deborah	3 hrs @ \$40.46	4/29/08-6/30/08	Est Hrly/\$121
TOTAL ESTABLISHED HOURLY			\$726

Comment: Math Focus Group
01-IASA: Title II Teacher Quality

Andino, Melissa	12 hrs @ \$40.46	6/25/08-6/26/08	Est Hrly/\$486
Benitez, Lourdes	12 hrs @ \$40.46	6/25/08-6/26/08	Est Hrly/\$486
Brizuela, Luis	12 hrs @ \$40.46	6/25/08-6/26/08	Est Hrly/\$486
Brumer, Sandra	12 hrs @ \$40.46	6/25/08-6/26/08	Est Hrly/\$486
Cervantes, Hayde	12 hrs @ \$40.46	6/25/08-6/26/08	Est Hrly/\$486
Chen, Lillian	12 hrs @ \$40.46	6/25/08-6/26/08	Est Hrly/\$486
Duran, Concepcion	12 hrs @ \$40.46	6/25/08-6/26/08	Est Hrly/\$486
Gies, Gretchen	12 hrs @ \$40.46	6/25/08-6/26/08	Est Hrly/\$486
Goldberg, Cori	12 hrs @ \$40.46	6/25/08-6/26/08	Est Hrly/\$486
Gusman-Garcia, R.	12 hrs @ \$40.46	6/25/08-6/26/08	Est Hrly/\$486
Hamilton, LaDawna	12 hrs @ \$40.46	6/25/08-6/26/08	Est Hrly/\$486
Hopkins, Miriam	12 hrs @ \$40.46	6/25/08-6/26/08	Est Hrly/\$486
Ipina, Elizabeth	12 hrs @ \$40.46	6/25/08-6/26/08	Est Hrly/\$486
Johnson, Rebecca	12 hrs @ \$40.46	6/25/08-6/26/08	Est Hrly/\$486
Lapajne, Katy	12 hrs @ \$40.46	6/25/08-6/26/08	Est Hrly/\$486

Marmolejo, Yolanda	12 hrs @\$40.46	6/25/08-6/26/08	Est Hrly/\$486
Moazzez, Rozita	12 hrs @\$40.46	6/25/08-6/26/08	Est Hrly/\$486
Mulkern, Nicole	12 hrs @\$40.46	6/25/08-6/26/08	Est Hrly/\$486
O'Brien, Marianna	12 hrs @\$40.46	6/25/08-6/26/08	Est Hrly/\$486
Posey, Stephen	12 hrs @\$40.46	6/25/08-6/26/08	Est Hrly/\$486
Post, Joel	12 hrs @\$40.46	6/25/08-6/26/08	Est Hrly/\$486
Scheer, Susan	12 hrs @\$40.46	6/25/08-6/26/08	Est Hrly/\$486
Talbott, Deborah	12 hrs @\$40.46	6/25/08-6/26/08	Est Hrly/\$486
Torres, Guadalupe	12 hrs @\$40.46	6/25/08-6/26/08	Est Hrly/\$486
Wheeler, Daniel	12 hrs @\$40.46	6/25/08-6/26/08	Est Hrly/\$486
Witt, Carl	12 hrs @\$40.46	6/25/08-6/26/08	Est Hrly/\$486

TOTAL ESTABLISHED HOURLY \$12,636

Comment: Intensive Intervention K-8 Summer School Staff Development
01-Professional Developmmt Block G

Benitez, Lourdes	4 hrs @\$40.46	7/1/08-7/25/08	Est Hrly/\$162
Brizuela, Luis	4 hrs @\$40.46	7/1/08-7/25/08	Est Hrly/\$162
Brumer, Sandra	4 hrs @\$40.46	7/1/08-7/25/08	Est Hrly/\$162
Cervantes, Hayde	4 hrs @\$40.46	7/1/08-7/25/08	Est Hrly/\$162
Chen, Lillian	4 hrs @\$40.46	7/1/08-7/25/08	Est Hrly/\$162
Duran, Concepcion	4 hrs @\$40.46	7/1/08-7/25/08	Est Hrly/\$162
Gusmao-Garcia, R.	4 hrs @\$40.46	7/1/08-7/25/08	Est Hrly/\$162
Hamilton, LaDawna	4 hrs @\$40.46	7/1/08-7/25/08	Est Hrly/\$162
Hopkins, Miriam	4 hrs @\$40.46	7/1/08-7/25/08	Est Hrly/\$162
Ipina, Elizabeth	4 hrs @\$40.46	7/1/08-7/25/08	Est Hrly/\$162
Johnson, Rebecca	4 hrs @\$40.46	7/1/08-7/25/08	Est Hrly/\$162
Marmolejo, Yolanda	4 hrs @\$40.46	7/1/08-7/25/08	Est Hrly/\$162
Mulkern, Nicole	4 hrs @\$40.46	7/1/08-7/25/08	Est Hrly/\$162
Posey, Stephen	4 hrs @\$40.46	7/1/08-7/25/08	Est Hrly/\$162
Scheer, Susan	4 hrs @\$40.46	7/1/08-7/25/08	Est Hrly/\$162
Talbott, Deborah	4 hrs @\$40.46	7/1/08-7/25/08	Est Hrly/\$162
Wheeler, Daniel	4 hrs @\$40.46	7/1/08-7/25/08	Est Hrly/\$162
Witt, Carl	4 hrs @\$40.46	7/1/08-7/25/08	Est Hrly/\$162

TOTAL ESTABLISHED HOURLY \$2,916

Comment: Intensive Intervention K-8 Summer School Parent Workshop
01-Gifts - Equity

Acker, Nathaniel	12 hrs @\$40.46	6/24/08-6/25/08	Est Hrly/\$486
Anderson, Terry	12 hrs @\$40.46	6/24/08-6/25/08	Est Hrly/\$486
Bart-Bell, Dana	12 hrs @\$40.46	6/24/08-6/25/08	Est Hrly/\$486
Beeman-Solano, Amy	12 hrs @\$40.46	6/24/08-6/25/08	Est Hrly/\$486
Cartagena, Zelena	12 hrs @\$40.46	6/24/08-6/25/08	Est Hrly/\$486
Clark, Jason	12 hrs @\$40.46	6/24/08-6/25/08	Est Hrly/\$486
De la Cruz, Gilda	12 hrs @\$40.46	6/24/08-6/25/08	Est Hrly/\$486
Denis, Randall	12 hrs @\$40.46	6/24/08-6/25/08	Est Hrly/\$486
Dew, Stephanie	12 hrs @\$40.46	6/24/08-6/25/08	Est Hrly/\$486
DiMercurio, Joseph	12 hrs @\$40.46	6/24/08-6/25/08	Est Hrly/\$486
Felix, Michael	12 hrs @\$40.46	6/24/08-6/25/08	Est Hrly/\$486
Fulcher, Nathaniel	12 hrs @\$40.46	6/24/08-6/25/08	Est Hrly/\$486
Gleason, Beverly	12 hrs @\$40.46	6/24/08-6/25/08	Est Hrly/\$486
Jimenez, Jaime	12 hrs @\$40.46	6/24/08-6/25/08	Est Hrly/\$486
Johnson, Lisa	12 hrs @\$40.46	6/24/08-6/25/08	Est Hrly/\$486
Kertesz, Charles	12 hrs @\$40.46	6/24/08-6/25/08	Est Hrly/\$486
Lacy, Norm	12 hrs @\$40.46	6/24/08-6/25/08	Est Hrly/\$486
Lipetz, Sarah	12 hrs @\$40.46	6/24/08-6/25/08	Est Hrly/\$486
Mabrey, Matthew	12 hrs @\$40.46	6/24/08-6/25/08	Est Hrly/\$486
Mayle, Alexander	12 hrs @\$40.46	6/24/08-6/25/08	Est Hrly/\$486
Murphy, Letitia	12 hrs @\$40.46	6/24/08-6/25/08	Est Hrly/\$486
Paul, Carmen	12 hrs @\$40.46	6/24/08-6/25/08	Est Hrly/\$486
Perry, Robert	12 hrs @\$40.46	6/24/08-6/25/08	Est Hrly/\$486
Semik, Renee	12 hrs @\$40.46	6/24/08-6/25/08	Est Hrly/\$486
Skaggs, Debbie	12 hrs @\$40.46	6/24/08-6/25/08	Est Hrly/\$486

Veral, Ramon	12 hrs @\$40.46	6/24/08-6/25/08	<u>Est Hrly/\$486</u>
		TOTAL ESTABLISHED HOURLY	\$12,636

Comment: Intensive Intervention 9-12 Summer School Staff Development
01-Professional Developmnt Block G

LINCOLN MIDDLE SCHOOL

McCray, Angela	4 hrs @\$40.46	5/3/08	Est Hrly/\$162
Sinclair, Michele	4 hrs @\$40.46	5/3/08	Est Hrly/\$162
Suffolk, Stefanie	4 hrs @\$40.46	5/3/08	<u>Est Hrly/\$162</u>
		TOTAL ESTABLISHED HOURLY	\$486

Comment: Science Planning Day
01-School and Library Imprvmnt BG

MALIBU HIGH SCHOOL

Lapajne, Katy	37 hrs @\$62.86	5/1/08-6/20/08	Own Hrly/\$2,326
Prunier, Sarah	37 hrs @\$61.19	5/1/08-6/20/08	<u>Own Hrly/\$2,264</u>
		TOTAL OWN HOURLY	\$4,590

Comment: 6th Period Assignment
01-Unrestricted Resource

PUPIL SERVICES

Cierra, Jorge	\$40.46, as needed	5/20/08-6/30/08	Est Hrly/\$----
Pitts, Gregory	\$40.46, as needed	5/20/08-6/30/08	<u>Est Hrly/\$----</u>
		TOTAL ESTABLISHED HOURLY	\$----

Comment: Home Instructor
01-Special Education - 50%
01-Unrestricted Resource - 50%

SMASH

Mugalian, Tamara	32 hrs @\$40.46	5/1/08-6/20/08	<u>Est Hrly/\$1,295</u>
		TOTAL ESTABLISHED HOURLY	\$1,295

Comment: Intervention Tutoring
01-Gifts-Equity Fund

SANTA MONICA HIGH SCHOOL

Alfred, Chasta	3.5 hrs @\$40.46	4/21/08-4/25/08	Est Hrly/\$142
Kim, Doug	3.5 hrs @\$40.46	4/21/08-4/25/08	Est Hrly/\$142
Lutz, Joseph	3.5 hrs @\$40.46	4/21/08-4/25/08	Est Hrly/\$142
Roman, Bertha	3.5 hrs @\$40.46	4/21/08-4/25/08	Est Hrly/\$142
Semik, Renee	3.5 hrs @\$40.46	4/21/08-4/25/08	Est Hrly/\$142
Silvestri, Marisa	3.5 hrs @\$40.46	4/21/08-4/25/08	Est Hrly/\$142
Thais, Rob	3.5 hrs @\$40.46	4/21/08-4/25/08	<u>Est Hrly/\$142</u>
		TOTAL ESTABLISHED HOURLY	\$994

Comment: Racial Harmony Retreat Facilitator
01-Gifts - Equity Fund

Felix, Michael	20 hrs @\$40.46	10/1/07-6/30/08	Est Hrly/\$ 809
Green, Michael	20 hrs @\$40.46	10/1/07-6/30/08	Est Hrly/\$ 809
Harris, John	25 hrs @\$40.46	10/1/07-6/30/08	Est Hrly/\$1,012
Kariya, Emily	25 hrs @\$40.46	10/1/07-6/30/08	Est Hrly/\$1,012
Walker, Megan	20 hrs @\$40.46	10/1/07-6/30/08	<u>Est Hrly/\$ 809</u>
		TOTAL ESTABLISHED HOURLY	\$4,451

Comment: M House Advisory
01-Gifts - Equity Fund

Baum, Rena	9 hrs @\$40.46	8/1/08-8/26/08	Est Hrly/\$364
Brown, Melissa	19 hrs @\$40.46	8/1/08-8/26/08	Est Hrly/\$769
Dimerjian, Lisa	9 hrs @\$40.46	8/1/08-8/26/08	Est Hrly/\$364

Garcia-Hecht, V.	10 hrs @ \$40.46	8/1/08-8/26/08	Est Hrly/\$405
Garrido, Jessica	9 hrs @ \$40.46	8/1/08-8/26/08	Est Hrly/\$364
Hinojosa, Judith	10 hrs @ \$40.46	8/1/08-8/26/08	Est Hrly/\$405
Pulido, Maribel	9 hrs @ \$40.46	8/1/08-8/26/08	Est Hrly/\$364
Ramos, Irene	16 hrs @ \$40.46	8/1/08-8/26/08	Est Hrly/\$647
Simone, Laura	15 hrs @ \$40.46	8/1/08-8/26/08	Est Hrly/\$607
Trundle, Al	20 hrs @ \$40.46	8/1/08-8/26/08	Est Hrly/\$809
Valencia, Yumi	9 hrs @ \$40.46	8/1/08-8/26/08	Est Hrly/\$364
Vo, Cam-An	9 hrs @ \$40.46	8/1/08-8/26/08	Est Hrly/\$364
TOTAL ESTABLISHED HOURLY			\$5,826

Comment: Summer Freshman Camp
01-Gifts - Equity Fund

ADDITIONAL ASSIGNMENT - DEPARTMENT CHAIR ASSIGNMENTS
MALIBU HIGH SCHOOL

<u>Name</u>	<u>Rate</u>	<u>Assignment</u>	<u>Effective</u>	<u>Exceed</u>
Fekete, Vanessa	5 EDU	Scholarship Adv	2/08-6/08	\$1,280
TOTAL				\$1,280

SANTA MONICA HIGH SCHOOL

<u>Name</u>	<u>Rate</u>	<u>Assignment</u>	<u>Effective</u>	<u>Exceed</u>
Karyadi, Adrienne	2 EDU	ELD	2007-08 SY	\$512
TOTAL				\$512

ADDITIONAL ASSIGNMENT - STIPENDS
EDUCATIONAL SERVICES

<u>Name</u>	<u>Rate</u>	<u>Assignment</u>	<u>Effective</u>	<u>Not to Exceed</u>
Beasley, Linda	\$1,500	Bilingual Stipend	9/07-6/08	\$1,500
Boxer, Lorissa	\$1,500	Bilingual Stipend	9/07-6/08	\$1,500
Boyd, Thomas	\$1,500	Bilingual Stipend	9/07-6/08	\$1,500
Brumer, Sandra	\$1,500	Bilingual Stipend	9/07-6/08	\$1,500
Contreras, Luis	\$1,500	Bilingual Stipend	9/07-6/08	\$1,500
Cueva, Martah	\$1,500	Bilingual Stipend	9/07-6/08	\$1,500
Dworin, Jeanne	\$1,500	Bilingual Stipend	9/07-6/08	\$1,500
Jimenez, Sylvia	\$1,500	Bilingual Stipend	9/07-6/08	\$1,500
Kusion, Alma	\$1,500	Bilingual Stipend	9/07-6/08	\$1,500
Maiztegui, Laura	\$1,500	Bilingual Stipend	9/07-6/08	\$1,500
Martinez, Elizabeth	\$1,500	Bilingual Stipend	9/07-6/08	\$1,500
Meade, Mary	\$1,500	Bilingual Stipend	9/07-6/08	\$1,500
Melendez, Brisa	\$1,500	Bilingual Stipend	9/07-6/08	\$1,500
Morales, Carlos	\$1,500	Bilingual Stipend	9/07-6/08	\$1,500
Murcia, Constanza	\$1,500	Bilingual Stipend	9/07-6/08	\$1,500
Naranjo, Rocio	\$1,500	Bilingual Stipend	9/07-6/08	\$1,500
Rankin, Nancy	\$1,500	Bilingual Stipend	9/07-6/08	\$1,500
Rodroquez, Judith	\$1,500	Bilingual Stipend	9/07-6/08	\$1,500
Salmaggi, Aileen	\$1,500	Bilingual Stipend	9/07-6/08	\$1,500
Tejeda de Leon, K.	\$1,500	Bilingual Stipend	9/07-6/08	\$1,500
Williams, Alma	\$1,500	Bilingual Stipend	9/07-6/08	\$1,500
TOTAL				\$31,500

HOURLY TEACHERS

LINCOLN MIDDLE SCHOOL

Monastero, Jon	56 hrs @ \$40.46	5/12/08-6/1/08	Est Hrly/\$2,266
TOTAL ESTABLISHED HOURLY			\$2,266

Comment: Living History Presentations
01-Gifted/Talented Educ (GATE)

TOTAL ESTABLISHED HOURLY, AND OWN HOURLY = \$ 459,233

ELECTIONS**TEMPORARY CONTRACTS**

<u>Name/Assignment/Location</u>	<u>Not to Exceed</u>	<u>Effective</u>
Lockhart, Vicki/Literacy Coord Roosevelt Elementary	80% [rehire- Temp II]	8/28/08-6/19/09

SUBSTITUTE TEACHERSEffective**PREFERRED SUBSTITUTES**(@\$162.00 Daily Rate)

Berman, Wendy	6/2/08
Dominick, Emal	6/9/08
Green, Kathryn	6/3/08
Harter, Gail	5/13/08
Surrago, Michael	6/6/08

REGULAR DAY-TO-DAY SUBSTITUTES(@\$138.00 Daily Rate)

Green, Kathryn	5/29/08
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LEAVE OF ABSENCE (with pay)Name/LocationEffective

Audet, Amanda Santa Monica HS	8/11/08-10/3/08 [maternity]
Duane, Janeen Malibu HS	8/28/08-10/10/08 [maternity]
Garrido, Jessica Santa Monica HS	9/5/08-10/26/08 [maternity]
Garrido, Jessica Santa Monica HS	10/27/08-11/24/08 [CFRA]
Jauregui, Marissa Roosevelt Elementary	5/16/08-6/20/08 [medical]
Levin, Debra Ann Roosevelt Elementary	5/31/08-6/20/08 [medical]
Nicodemus, Veronica Muir Elementary	6/2/08-6/20/08 [maternity]
Stauffer, Amiee Lincoln Middle School	6/9/08-6/30/08 [maternity]
Stauffer, Amiee Lincoln Middle School	8/1/08-8/25/08 [maternity]

LEAVE OF ABSENCE (without pay)Name/LocationEffective

Audet, Amanda Santa Monica HS	10/4/08-1/23/09 [child care]
Daws, Tracy Johns Adams MS	8/28/08-6/19/09 [Teacher on Loan to LACOE]

Duane, Janeen Malibu HS	10/11/08-1/23/08 [CFRA]
Frost, Millicent Student/Family Services	8/28/08-6/19/09 [40% - personal]
Garcia, Veronica Santa Monica HS	8/28/08-6/19/08 [20% - personal]
Garrido, Jessica Santa Monica HS	11/25/08-1/22/08 [CFRA]
Levin, Debra Ann Roosevelt Elementary	8/28/08-6/19/09 [60% - personal]
Turner, Amy Rogers Elementary	8/28/08-6/19/09 [child care]

TERMINATION DUE TO EXHAUSTION OF ALL PAID LEAVES

<u>Name/Location</u>	<u>Effective</u>
1281-43-08 Special Education	6/20/08

RESIGNATION

<u>Name/Location</u>	<u>Effective</u>
Adams, Laura Santa Monica HS	6/20/08
Andreani, Erin McKinley Elementary	6/20/08
Bui, Jasper Educational Svcs	6/20/08
Dugan, Chelsea Special Education	7/25/08
Eliazarov, Aliza Grant Elementary	6/20/08
Ferrera, Emily Rogers Elementary	6/20/08
Foster, Audrey Santa Monica HS-ROP	8/16/08
Fragoso, Danielle Santa Monica High School	6/20/08
Ojeda, Miriam Malibu High School	6/20/08
Orf, Sara McKinley Elementary	6/20/08
Staubitz, John Special Education	6/20/08
Talarico, Dianne Superintendent	6/30/08

Walker, Timothy Deputy Superintendent	6/30/08
Yasutomi, Elisa Special Education	6/30/08

RETIREMENT

<u>Name/Location</u>	<u>Effective</u>
Breslin, Nancy Cabrillo Elementary	6/20/08
Brown, Anne Franklin Elementary	6/20/08
Haydel, Laura Franklin Elementary	6/20/08
McCullough, Helen Franklin Elementary	6/20/08
Rickard, Dan Malibu High School	6/20/08
Teague, Linda Franklin Elementary	7/1/08

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

06/26/08

FROM: DIANNE TALARICO / MICHAEL D. MATTHEWS

RE: SPECIAL SERVICE EMPLOYEES

RECOMMENDATION NO. A.29

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 is included in the 2007-08 budget.

<u>Name/Location</u>	<u>Not to Exceed</u>	<u>Effective Dates</u>	<u>Rate</u>
Lysy, Margaret	\$627	5/16/08-6/3/08	\$70/hour
Educational Services; Dream Strings Instructor-string coaching for Santa Monica High School Orchestra			
FUNDING:	01-90120-0-17100-10000-2917-030-1501		-100%
Gifts			

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION ACTION/CONSENT
06/26/08

FROM: DIANNE TALARICO / MICHAEL D. MATTHEWS / WILBERT YOUNG

RE: CLASSIFIED PERSONNEL - MERIT

RECOMMENDATION NO. A.30

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 schedules.

<u>ELECTION</u>		<u>EFFECTIVE DATE</u>
JENNINGS-RANKIN, CRYSTAL FOOD SVCS	CAFETERIA WORKER I 3 HRS/SY/RANGE: 11 STEP: A	5/19/08
KOTTE, MERRY CHILD DEVELOP SVCS	CHILDREN CENTER ASST 3.5 HRS/SY/RANGE: 18 STEP: A	5/28/08
LOCKETT, TYRONE MAINTENANCE	GARDNER 8 HRS/12 MO/RANGE: 24 STEP: A	5/10/08
RIZK, RIZK FISCAL SVCS	ACCOUNTING TECHNICIAN 8 HRS/12 MO/RANGE: 29 STEP: A	6/2/08

<u>PROMOTION</u>		<u>EFFECTIVE DATE</u>
HERRERA, ZENON FACILITIES/MAINTENANCE	SKILLED MAINTENANCE WORKER 8 HRS/12 MO/RANGE: 31 STEP: C FR: EQUIP OPER; 8 HRS/12 MO	5/19/08
PERCHLAK, STANLEY FACILITIES/MAINTENANCE	SKILLED MAINTENANCE WORKER 8 HRS/12 MO/RANGE: 31 STEP: C FR: CUSTODIAN; 8 HRS/12 MO	5/20/08

<u>TEMP/ADDITIONAL ASSIGNMENTS</u>		<u>EFFECTIVE DATE</u>
ABDULKAREEM, NAHAL CHILD DEVELOP SVCS	CHILDREN CENTER ASST	1/5/08-2/2/08
ALKOTOB, IRMA CHILD DEVELOP SVCS	CHILDREN CENTER ASST	1/5/08-2/2/08
BIREN, SARA CHILD DEVELOP SVCS	CHILDREN CENTER ASST	1/5/08-2/2/08
CRUZ, CARMEN CHILD DEVELOP SVCS	CHILD CARE ASST	1/5/08-2/2/08
DIAZ, MARIA CHILD DEVELOP SVCS	CHILD CARE ASST	1/5/08-2/2/08
EPIFANI-WORTHY, CARLA CHILD DEVELOP SVCS	CHILDREN CENTER ASST	1/5/08-2/2/08
GUTIERREZ, CORINA CHILD DEVELOP SVCS	CHILD CARE ASST	1/5/08-2/2/08

GUTIERREZ, ISAURA CHILD DEVELOP SVCS	CHILD CARE ASST	1/5/08-2/2/08
HATCHER, AARON BARNUM HALL	CUSTODIAN	4/1/08-6/30/08
JIVANI, SHENAZ CHILD DEVELOP SVCS	CHILDREN CENTER ASST	1/5/08-2/2/08
KUBICZ-PREIS, ANIA EDUCATIONAL SVCS	ADMINISTRATIVE ASST	5/30/08-6/30/08
LOPEZ, SARAH CHILD DEVELOP SVCS	CHILDREN CENTER ASST	1/5/08-2/2/08
LOWE, HEATHER MCKINLEY ELEMENTARY	ELEM LIBRARY COORD	5/19/08-6/20/08
MARTIN, KEVIN LINCOLN MS	CAMPUS SECURITY OFFICER	5/5/08-5/22/08
MCGEE, LESLEE SANTA MONICA HS	ADMINISTRATIVE ASST	4/1/08-5/9/08
MESROBIAN, SYLVIA SPECIAL EDUCATION	ADMINISTRATIVE ASST	5/27/08-6/3/08
MILLER, JEANNE CHILD DEVELOP SVCS	CHILDREN CENTER ASST	1/5/08-2/2/08
MORALES, CARMELA CHILD DEVELOP SVCS	CHILD CARE ASST	4/30/08-6/30/08
NAVIS, JANENE CHILD DEVELOP SVCS	CHILDREN CENTER ASST	1/5/08-2/2/08
OCAMPO, IRMA CHILD DEVELOP SVCS	BILINGUAL COMM LIAISON	1/5/08-2/2/08
RAZON-MCMILLAN, MONICA CHILD DEVELOP SVCS	CHILDREN CENTER ASST	1/5/08-2/2/08
RODAS, DELFINA CHILD DEVELOP SVCS	CHILD CARE ASST	1/5/08-2/2/08
RODRIGUEZ, FRANCES CHILD DEVELOP SVCS	CHILDREN CENTER ASST	1/5/08-2/2/08
ROMERO, CLARA ROGERS ELEMENTARY	ADMINISTRATIVE ASST	5/20/08-6/20/08
SAENZ, ALICIA CHILD DEVELOP SVCS	CHILD CARE ASST	1/5/08-2/2/08
SAVAGE, STEPHANIE SANTA MONICA HS	SR OFFICE SPECIALIST	5/3/08-5/5/08
SKOWLUND, CAROL EDUCATIONAL SVCS	SR ADMINISTRATIVE ASST	5/30/08-6/30/08
TANGUM, CATHY MCKINLEY ELEMENTARY	CAMPUS SECURITY OFFICER	6/13/08

TRUJILLO, SANDY CHILD DEVELOP SVCS	CHILDREN CENTER ASST	1/5/08-2/2/08
YBARRA, JENNIFER CHILD DEVELOP SVCS	CHILDREN CENTER ASST	1/5/08-2/2/08

SUBSTITUTES

EFFECTIVE DATE

BAGHAEI, DORY SPECIAL EDUCATION	INST ASST - SPECIAL ED	5/20/08-6/20/08
BRANTLE, DANIELLEY WEBSTER ELEMENTARY	INST ASST - CLASSROOM	4/29/08-6/20/08
CONSTANZA, SIUGEN LINCOLN MS	BILINGUAL COMM LIAISON	6/2/08-6/20/08
HERNANDEZ JR., STEVEN SPECIAL EDUCATION	INST ASST - SPECIAL ED	5/23/08-6/20/08
LOPEZ, MANUEL PERSONNEL COMMISSION	CAMPUS SECURITY OFFICER	6/1/08-6/25/08
OMANI, JABARI OPERATIONS	CUSTODIAN	5/28/08-6/30/08
ORONoz, SARAH SPECIAL EDUCATION	INST ASST - SPECIAL ED	5/20/08-6/20/08
VILLASENER, ERIKA PERSONNEL COMMISSION	OFFICE SPECIALIST	5/12/08-6/20/08
YANG, SUSAN SPECIAL EDUCATION	INST ASST - SPECIAL ED	5/20/08-6/20/08

LEAVE OF ABSENCE (PAID)

EFFECTIVE DATE

ALANIZ, FEDERICO FOOD SVCS	STOCK & DELIVERY CLERK MEDICAL	5/27/08-6/19/08
ANDERSON, SALLY EDUCATIONAL SVCS	ADMINISTRATIVE ASST MEDICAL	5/30/08-6/30/08
ANDERSON, SALLY EDUCATIONAL SVCS	ADMINISTRATIVE ASST MEDICAL	7/1/08-7/7/08
BERRIOS, MERCEDES CHILD DEVELOP SVCS	CHILDREN CENTER ASST MATERNITY	5/22/08-6/20/08
DAVIS, JEFFREY OPERATIONS	CARPENTER CATASTROPHIC	5/28/08-6/6/08
ROGERS, ERICKA MCKINLEY ELEMENTARY	INST ASST - CLASSROOM MEDICAL	5/12/08-5/23/08
SMITH, ZEKAI CHILD DEVELOP SVCS	CHILDREN CENTER ASST MATERNITY	5/27/08-6/20/08
YOUNAN, JULIE PERSONNEL COMMISSION	HUMAN RESOURCE TECH MEDICAL	6/7/08-6/22/08

PROFESSIONAL GROWTH

		<u>EFFECTIVE DATE</u>
FLORES, ANA MARCELA SANTA MONICA HS	INST ASST - SPECIAL ED	6/1/08
HERNANDEZ, PATRICIA JOHN ADAMS MS	SENIOR OFFICE SPECIALIST	6/1/08
PRECIADO, EDWIN SPECIAL ED	INST ASST - INTENSIV BEHAV INTERV	6/1/08

APPOINTMENT OF COMMISSIONER

		<u>EFFECTIVE DATE</u>
MCCLOUD, SHANE PERSONNEL COMMISSION	PERSONNEL COMMISSIONER	4/21/08-12/1/10

ESTABLISHMENT OF POSITION

		<u>EFFECTIVE DATE</u>
	INST ASST - SPECIAL ED 6 HRS/SY; LINCOLN MS	8/31/08
	INST ASST- SPECIAL ED 6 HRS/SY; MALIBU HS	8/31/08
	INST ASST - SPECIAL ED 6 HRS/SY; OLYMPIC HS	8/31/08
	INST ASST - SPECIAL ED 6 HRS/SY; MCKINLEY ELEMENTARY	6/27/08

ABOLISHMENT OF POSITION

		<u>EFFECTIVE DATE</u>
	INST ASST - SPECIAL ED 6 HRS/SY; CHILD DEVELOP SVCS	6/27/08
	INST ASST - SPECIAL ED 6 HRS/SY; COMMUNITY DAY SCHOOL	6/27/08

RESIGNATION

		<u>EFFECTIVE DATE</u>
BERNARD, GREGORY SANTA MONICA HS	INST ASST - SPECIAL ED	8/1/08
GARCIA-RAMIREZ, CAROL EDISON ELEMENTARY	ELEMENTARY LIBRARY COORD	6/23/08
GAVIN, VALENCIA CHILD DEVELOP SVCS	CHILDREN CENTER ASST	5/28/08
JOHNSON, MICHELLE CHILD DEVELOP SVCS	INST ASST - SPECIAL ED	8/1/08
MAGGIO, ALIA WEBSTER ELEMENTARY	INST ASST - CLASSROOM	5/30/08
STEINBERG, WENDY LINCOLN MIDDLE SCHOOL	INST ASST - SPECIAL ED	8/1/08
THOMAS, SHEMIA CDS/PINE STREET	CHILDREN CENTER ASST	6/4/08

TSENG, LYDIA LINCOLN MIDDLE SCHOOL	INST ASST - MUSIC	6/20/08
VAN DEN AKKER, NAPA CDS/MCKINLEY	CHILDREN CENTER ASST	6/20/08
YEPEZ, VICTORIA FOOD SERVICES	CAFETERIA WORKER II	5/29/08
<u>RETIREMENT</u>		<u>EFFECTIVE DATE</u>
ANTWINE, SAUNDRA FISCAL SERVICES	ACCOUNTING TECH	7/31/08
BERRIMAN, JOHN BUSINESS SVCS	DIRECTOR, SPECIAL FACILITIES MGMT	12/30/08
DAVIS, GLORIA SANTA MONICA HS	COMPUTER OPERATOR	6/30/08
HARMON, LAURIE MCKINLEY ELEMENTARY	INST ASST - SPECIAL ED	6/20/08
SEYMOUR, GEORGIA PURCHASING	ASST BUYER	8/29/08

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

TO: BOARD OF EDUCATION ACTION/CONSENT
06/26/08
FROM: DIANNE TALARICO / MICHAEL D. MATTHEWS / WILBERT YOUNG
RE: CLASSIFIED PERSONNEL - NON-MERIT

RECOMMENDATION NO. A.31

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

COACHING ASSISTANT

DEARN, ANDREW	SANTA MONICA HS	4/7/08-5/2/08
PROCTOR, SEAN	SANTA MONICA HS	4/7/08-5/2/08

NOON SUPERVISION

GARRATT, JOHN	WEBSTER ELEMENTARY	5/1/08-6/20/08
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STUDENT WORKER - WORKABILITY

MIEHLE, JAMES	MALIBU HIGH SCHOOL	5/1/08-6/30/10
TERRANCE MILES	MALIBU HIGH SCHOOL	5/1/08-6/30/08
PENADO, YELTSIN	MALIBU HIGH SCHOOL	5/1/08-6/30/08

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

COMMUNICATIONS

SMMCTA SUNSHINE LETTER

(transmitted via email)

To: SMMUSD Board of Education
From: SMMCTA
Re: Negotiations 2008-09
Date: June 26, 2008

Pursuant to California Education Code, this memo shall act as the Santa Monica-Malibu Classroom Teachers Association (SMMCTA) initial (sunshine) proposal for the 2008-09 school year.

SMMCTA shall open the following articles of the CBA:

Article XXIII	Salary
Article XXIV	Additional Compensation
Article XXV	Health and Welfare Benefits

cc: SMMCTA Board of Directors

MAJOR ITEMS

TO: BOARD OF EDUCATION
FROM: DIANNE TALARICO / JANECE L. MAEZ
RE: PUBLIC HEARING ON 2008-09 FINAL BUDGET

ACTION/MAJOR
06/28/08
7:00pm

RECOMMENDATION NO. A.32

It is recommended that the Board of Education (in accordance with Education Code §42103) hold a public hearing prior to formal consideration of the district's 2008-09 Budget.

COMMENT: The proposed budget has been made available for public inspection in the Office of the Superintendent, consistent with established district policy. In addition, the required public notices were placed in *The Santa Monica Daily Press* and *The Malibu Surfside News*.

Open
Public Hearing

Close
Public Hearing

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

TO: BOARD OF EDUCATION

ACTION/MAJOR

06/26/08

FROM: DIANNE TALARICO / JANECE L. MAEZ / PAT HO

RE: 2008-09 FINAL BUDGET

RECOMMENDATION NO. A.33

It is recommended that the Board of Education, following a "Public Hearing," adopt the District Budget for 2008-09.

COMMENTS: The Budget Development Calendar noted that following a Public Hearing, the Board of Education will be asked to approve the District Budget for 2008-09. This agenda item presents a detailed summary of the 2008-09 Budget, and also provides a continuing opportunity to discuss general budgetary information and projections.

Introduction

The Board has had several opportunities to discuss the development of the 2008-09 District Budget. In a workshop held on April 7, 2008, staff outlined the impact of the Governor's January Budget and made several budget reduction recommendations for the budget year. At the regular Board of Education meeting held on May 15, 2008, staff described in detail a preliminary budget for the District. Additional budget reductions were proposed as directed by the Board at the earlier April workshop. Staff fully incorporated an analysis of the Governor's May Revise and reviewed another preliminary budget with the Board at its June 5th meeting. All Board recommendations to date have been included at this time. Staff expects to prepare a 45-day revision of the SMMUSD budget after the State budget is completed and signed by the Governor. Additional budget changes may be proposed with the 45-day revision.

Listed below are the revised assumptions used to develop the SMMUSD budget:

2008-09 BUDGET OVERVIEW

Revenue Assumptions

5.66% statutory COLA for 2008-09 Revenue Limit funding

The Base Revenue Limit for Santa Monica-Malibu USD will be \$6,208.84 per ADA (2007-08 P2 ADA - 11,087). A <5.36%> deficit factor is applied to the Revenue Limit. The total Revenue Limit is \$65,779,658.

Hourly rates for Supplemental Instructional Programs are:

Grade 7-12 CASEE	\$4.08/hr
Grade 2-9 Retained	\$3.37/hr
Grade 2-6 At Risk	\$2.60/hr
K-12 Core	\$2.33/hr

The projection of 2008-09 District Enrollment is 11,364. The current CBEDs count is 11,704, thus a potential reduction of <340> students that translates to approximately (\$1.9 M) reduction in our revenue stream.

The Lottery allocation will be \$131.50 per annual ADA, of which \$115 is for unrestricted expenditures and the remaining \$16.5 is for Proposition 20 - Mandated for Instructional Materials.

The District will participate in the K-3 Class Size Reduction Program and receive \$1,001 per pupil (\$1,071 in 2007-08).

No COLA and restored <6.5%> cut of Special Educations Funding in May Revision. Special Education transfer from the Revenue Limit is \$1,916,348.

Special Education Mandate Settlement at \$4.52 per 1999-2000 ADA is \$52,328.

A <6.5%> reduction with no COLA is applied to most state categorical programs that include Adult Education and ROP.

The 07-08 Mandated Reimbursement is not included in the 2008-09 budget.

The Measure "R" parcel tax at \$346 per parcel is estimated to generate \$10,296,960, after processing senior exemptions, which are anticipated to number 2,767 out of 32,527 parcels. The Measure "R" parcel tax will begin in 2008-09 to replace the previous Measure "Y" and Measure "S" parcel taxes.

The District will receive \$7,443,913 (including 3% prevailing COLA) of financial support from the City of Santa Monica.

The District will receive \$139,835 of Joint Use Agreement from the City of Malibu.

The combined lease revenue is \$2,642,412, which is from Double Tree Hotel, Madison Site, 9th & Colorado and 16th Street properties.

The Instructional Materials Funding Realignment Program (IMFRP) will be funded at \$64.67 per pupil per 2008-09 CBEDS enrollment.

The Supplemental School Counseling Program will be funded at \$70 per pupil, based on the 2007-08 grades 7 to 12 enrollment.

The Arts and Music Grant will be funded at \$14.25 per enrolled K-12 pupil.

No state contribution for regular Deferred Maintenance projects. (\$476,911 in 2007-08)

EXPENDITURES ASSUMPTIONS

Full-Time Equivalent (FTE) Changes:

Certificated: Due to the projection of declining enrollment,

21.25 FTE teaching positions are budgeted to be decreased:
1.0 FTE teaching position at John Muir Elementary School
1.0 FTE teacher on Special Assignment at Ed Services
0.75 FTE Elementary Music Teacher
(1.0) FTE teaching position at Will Rogers Elementary School
(1.0) FTE teaching position at McKinley Elementary School
(1.0) FTE teaching position at Pt. Dume Elementary School
(2.0) FTEs teaching position at Grant Elementary School
(4.4) FTEs teaching position at John Adams Middle School
(3.4) FTEs teaching position at Malibu High School
(7.0) FTEs teaching position at Santa Monica High School
(4.2) FTEs vacated teaching position at Special Education

Management:

(2.5) FTEs at District Office
(1.0) FTE at Site

Classified:

(3.0) FTEs at District Office
(4.8) FTEs at various Sites
(10.0) FTEs vacated Special Education Aides position at Special Education
2.0 FTEs Skilled Workers at Maintenance Department

Salary:

2.2% step and column increase for certificated employees
1.5% step and column increase for classified employees

Benefits:

Statutory Benefits:

8.25% STRS employer contribution rate
6.20% OASDI contribution rate
1.45% Medicare contribution rate
0.30% SUI contribution
2.00% Workers' Compensation contribution
9.428% PERS Employer contribution rate
3.592% PERS Reduction

Health & Welfare

The premium for District-paid employee health benefits is budgeted for a 10% increase in the 2009 calendar year. Cal-PERS has not announced the new rate for 2009. We will adjust these rates when receive the official notification.

The budget for the schools' formula Money allocation for supplies and other operating costs:

K-5 \$ 35.75 per pupil
6-8 \$ 42.66 per pupil
9-12 \$ 63.48 per pupil

Lottery Instructional Materials funds (Proposition 20) will be used to partly fund this allocation.

Due to the participation in the State's School Facilities Modernization Program, we are currently required to budget 2% of the total General Fund (Restricted and Unrestricted) budget for the Ongoing Maintenance Program.

The 2008-09 projected total retiree benefits are \$780,164.

TRANSFERS

The Indirect Rate will be changed from 5.29% to 6.78% in 2008-09.

A \$97,751 will be transferred from School & Library Improvement Block Grant to Special Education Transportation program and a \$31,322 will be transferred from TIIG (Targeted Instructional Improvement Block Grant) to Home to School Transportation.

A \$1M transfer from Fund 21 to the Ongoing Maintenance Program (Fund 01) was approved by the Board (May 3, 2007).

A \$75,000 transfer from the General Fund to the Child Development Center is budgeted in 2008-09 for the extra cost incurred by the minimum days of elementary schools.

A \$500,000 transfer from General Fund to Deferred Maintenance (Fund 14) is budgeted.

RESERVE for ECONOMIC UNCERTAINTIES

The District budget reflects a 3% reserve of the total General Fund Budget for 2008-09, 2009-10 and 2010-11.

The following documents include:

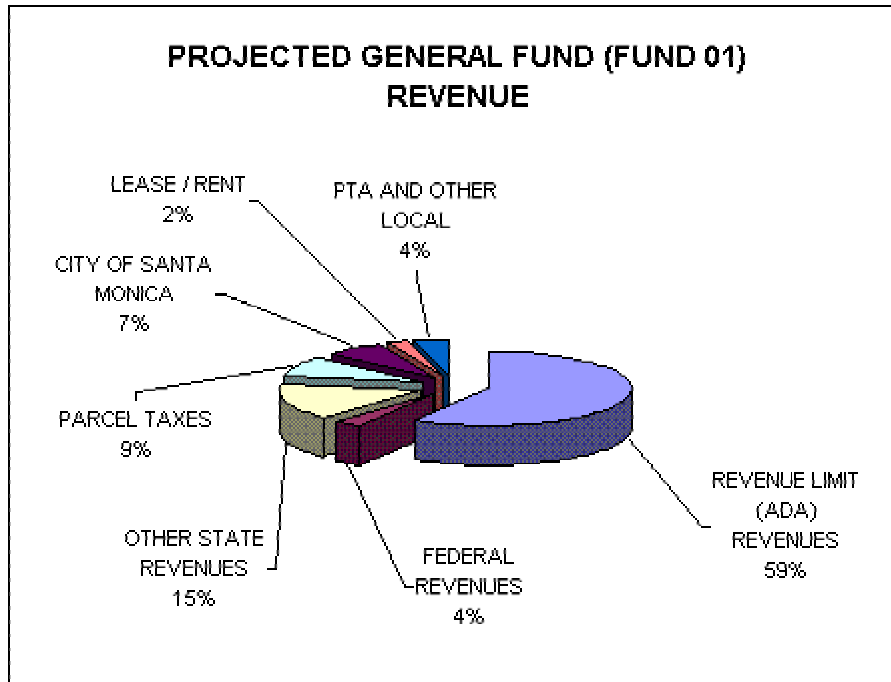
- Summary General Fund Budget
- 2008-09 Major Categorical Programs
- Local General Fund Contribution (LGFC)
- Multi-year Financial Projection (MYFP) through 2010-11
- Summary of Major Funds
- Projected Ending Fund Balance 2007-08

The complete 2008-09 District Budget in the State Standard Account Code Structure (SACS) format is attached to the Agenda as Attachment A (*green pages*).

**SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
2008-09 PROPOSED BUDGET SUMMARY
GENERAL FUND**

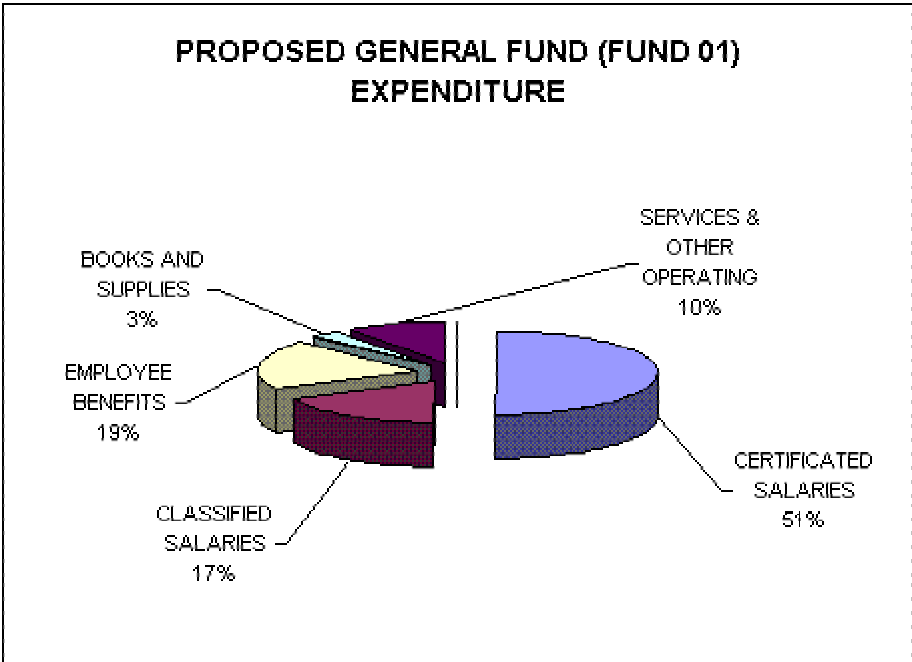
REVENUES

PROJECTED BEGINNING BALANCE	\$ 21,042,994
PROJECTED REVENUES:	
REVENUE LIMIT (ADA) REVENUES	65,779,658
FEDERAL REVENUES	4,147,946
OTHER STATE REVENUES	17,302,517
PARCEL TAX	10,245,486
CITY OF SANTA MONICA	7,443,913
LEASE / RENT	2,642,412
PTA AND OTHER LOCAL	4,684,275
INTERFUND TRANSFERS	1,000,000
TOTAL REVENUES:	112,246,207
TOTAL AVAILABLE FUNDS:	133,289,201



EXPENDITURES

PROPOSED EXPENDITURES:	
CERTIFICATED SALARIES	\$ 57,823,973
CLASSIFIED SALARIES	19,800,004
EMPLOYEE BENEFITS	22,088,411
BOOKS AND SUPPLIES	3,604,537
SERVICES & OTHER OPERATING	11,431,859
CAPITAL OUTLAY	107,568
OTHER OUTGO	(83)
TOTAL EXPENDITURES:	114,856,269
PROJECTED FUND BALANCE:	18,432,932



2008-2009 MAJOR CATEGORICAL PROGRAMS

	2008-09 BUDGET	2009-10 BUDGET	CHANGE
FEDERAL PROGRAMS			
TITLE I: BASIC	1,142,043	797,922	(344,121)
TITLE II: TEACHER QUALITY	482,752	408,565	(74,187)
TITLE II: ENHANCING ED THROUGH TECH	20,173	9,483	(10,690)
TITLE II: ENHANCING ED THROUGH TECH PART D	-	82,800	82,800
TITLE III: LEP	243,295	142,742	(100,553)
TITLE IV: DRUG FREE SCHOOL	47,760	38,265	(9,495)
TITLE V: INNOVATION EDUCATION	11,647	10,832	(815)
VOC: CARL PERKINS II	58,747	54,902	(3,845)
MEDI-CAL REIMBURSEMENT	125,000	125,000	-
SP ED: IDEA ENTITLEMENT	2,265,294	2,298,649	33,355
DEPT REHAB: TRANSITION PARTNERSHIP PROGRAM	131,377	137,946	6,569
TOTAL FEDERAL REVENUES:	4,528,088	4,107,106	(420,982)
STATE PROGRAMS			
SPECIAL EDUCATION - AB602	6,619,071	6,466,722	(152,349)
WORKABILITY	58,056	58,056	-
GIFTED AND TALENTED EDUCATION	93,282	98,710	5,428
HOME TO SCHOOL TRANSPORTATION	518,604	484,894	(33,710)
SPECIAL ED TRANSPORTATION	480,102	448,895	(31,207)
ECONOMIC IMPACT AID	790,654	739,261	(51,393)
ENGLISH LANGUAGE ACQUISITION (ELAP)	70,926	56,512	(14,414)
TOBACCO-USE PREVENT ED: 4-8	16,013	14,892	(1,121)
SCHOOL SAFETY	212,824	198,139	(14,685)
INSTRUCTIONAL MATERIALS REALIGNMENT	825,718	691,126	(134,592)
CAHSEE INTENSIVE INSTR & SERVICES	95,648	88,953	(6,695)
LOTTERY -INSTRUCTIONAL MATERIALS	209,108	193,249	(15,859)
INSTRUCTIONAL MATERIALS - ENGLISH LEARNER	30,653	-	(30,653)
CAL SAFE: STUDENT SUPPORT	54,386	26,000	(28,386)
ARTS AND MUSIC BLOCK GRANT	206,571	193,144	(13,427)
PUPIL RETENTION BLOCK GRANT	41,707	37,908	(3,799)
TEACHER CREDENTIALING BLOCL GRANT	207,519	181,579	(25,940)
PROFESSIONAL DEVELOPMENT BLOCK GRANT	561,940	522,604	(39,336)
TARGETED INSTRUCTIONAL IMPROVEMENT	540,622	502,778	(37,844)
SCHOOL AND LIBRARY IMPROVEMENT	805,835	762,159	(43,676)
CA PEER ASSISTANCE & REVIEW (PAR)	46,368	43,169	(3,199)
REGIONAL OCCUPATIONAL PROGRAM (ROP)	1,013,703	978,762	(34,941)
ADMINISTRATION TRAINING (AB75/430)	18,000	-	(18,000)
SUPPLEMENTAL SCHOOL COUNSELING	421,868	394,447	(27,421)
TOTAL STATE REVENUES	13,939,178	13,181,959	(757,219)

LOCAL GENERAL FUND CONTRIBUTION (LGFC)

	2007-08	2008-09	CHANGES
SPECIAL EDUCATION	10,492,932	11,294,887	801,955
SPECIAL EDUCATION TRANSPORTATION*	399,823	422,134	22,311
NATIONAL BOARD CERTIFICATION	55,000	20,000	(35,000)
MULTI-CULTURE PROGRAM	500,000	500,000	-
REGIONAL OCCUPATIONAL PROGRAM	8,700	8,700	-
HOME TO SCHOOL TRANSPORTATION	-	90,288	90,288
ONGOING MAINTENANCE PROGRAM	3,621,146	3,658,349	37,203
ENHANCE ED THROUGH TECHNOLOGY	106,827	-	(106,827)
VALUED YOUTH PROGRAM	4,771	-	(4,771)
ADMINSTRATOR TRAINING (AB75/430)	9,000		(9,000)
COMMUNITY DAY SCHOOLS	9,375		(9,375)
BARNUM HALL	164,630	-	(164,630)
TOTAL CONTRIBUTION:	15,372,204	15,994,358	622,154

1. TRANSFER \$97,751 FROM SCHOOL AND LIBRARY IMPROVEMENT BLOCK GRANT TO SPECIAL EDUCATION TRANSPORTATION
2. TRANSFER \$31,322 FROM TARGETED INSTRUCTUINAL IMPROVEMENT PROGRAM (TIIG) TO HOME TO SCHOOL TRANSPORTATION

**MULTI-YEAR PROJECTION
UNRESTRICTED GENERAL FUND**

ASSUMPTIONS

Factor	2008-09	2009-10	2010-11
Statutory COLA	5.66%	4.83%	2.70%
Base Revenue Limit Per P2 ADA	\$ 6,208.84	\$ 6,505.84	\$ 6,679.84
Deficit Factor	-5.36%	-5.36%	-5.36%
Enrollment Projection*	11,364	10,973	10,605
Decline Enrollment from Prior Year	(340)	(391)	(368)
P2 ADA Projection	10,821	10,442	10,097
Revenue Limit ADA (Prior Yr)	11,103	10,821	10,442
Federal Revenues	0%	0%	0%
City of Santa Monica	\$ 7,443,913	\$ 7,667,230	\$ 7,897,247
Measure "R"	\$ 10,245,486	\$ 10,552,851	\$ 10,924,045
Lottery	\$131.5/ADA	\$132.25/ADA	\$132.3/ADA
Special Ed COLA - State	0%	0%	0%
Salary Increase: Certificated	0%	0%	0%
Salary Increase: Management	0%	0%	0%
Salary Increase: Classified	0%	0%	0%
Bonus - Classified	0%	0%	0%
Step & Column Incr. - Certificated	2.20%	2.20%	2.20%
Step & Column Incr. - Mgmt.	1.50%	1.50%	1.50%
Step & Column Incr. - Classified	1.50%	1.50%	1.50%
FTE Adjustment vs. Enrollment	(21.25 FTEs)	(13 FTEs)	(12 FTEs)
Health/Welfare	7%	7%	7%
Workers' Compensation	2%	2%	2%
Indirect Cost Rate	6.78%	5.00%	5.00%
Interest Rate	5.00%	4.00%	4.00%
Interfund Transfer From Fund 21	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Interfund Transfer to Fund 12 & 20	\$ 75,000	\$ 75,000	\$ 75,000
Ongoing Maintenance	3%	3%	3%
Reserve for Uncertainties	3%	3%	3%

PROJECTION

Description	2008-09 PROPOSED	2009-10 PROJECTION	2010-11 PROJECTION
Revenue:			
Revenue Limit	63,863,310	65,269,442	64,713,048
Other Federal	40,840	-	-
Other State Apportionments	681,452	711,922	729,868
Class Size Reduction	3,088,085	3,135,642	3,166,998
Other State (Lottery...)	1,346,886	1,326,683	1,306,783
Measure "R"	10,245,486	10,552,851	10,869,436
All Other Local Income	11,358,553	11,289,145	11,736,874
Interfund Transfer In	1,000,000	1,000,000	1,000,000
Local General Fund Contribution	(15,994,358)	(16,234,273)	(16,477,787)
	75,630,254	77,051,412	77,045,221
Expenditure:			
Teacher Salaries 2.2%	45,344,709	46,152,293	47,168,324
Decrease 13 FTEs 09-10		(917,140)	(939,152)
Decrease 12 FTEs 10-11			(866,909)
Salary Compression		577,129	590,980
Classified Salaries 1.5%	11,010,833	11,175,996	11,343,636
Benefits 4%	15,646,275	16,089,525	16,596,794
Supplies/Books	838,441	804,526	804,526
Other Operational Costs	6,351,701	5,966,093	5,966,093
Capital Outlay	31,066	-	-
Transfers	6,800	6,800	6,800
Indirect	(1,038,760)	(850,000)	(850,000)
Transfer Out	75,000	75,000	75,000
	78,266,065	79,080,222	79,896,092
Increase (Decrease) Fund Balance	(2,635,811)	(2,028,810)	(2,850,871)
Beginning Fund Balance	18,141,582	15,505,771	13,476,961
Fund Balance	15,505,771	13,476,961	10,626,090
Reserve- Revolving cash, store	90,000	90,000	90,000
Total Reserve	15,415,771	13,386,961	10,536,090
3% Contingency Reserve	3,445,688	3,499,963	3,555,124
Unappropriated Balance	11,970,083	9,886,998	6,980,966
% of District Reserve	13.42%	11.47%	8.89%

SUMMARY OF MAJOR FUNDS

FUND 01 - UNRESTRICTED GENERAL FUND

	2007-08	2008-09	CHANGES
BEGINNING BALANCE	16,682,781	18,141,582	1,458,801
REVENUES			-
REVENUE LIMIT	65,219,114	63,863,310	(1,355,804)
FEDERAL REVENUE	40,840	40,840	-
OTHER STATE REVENUE	5,566,923	5,116,423	(450,500)
LOCAL REVENUES	17,329,356	21,604,039	4,274,683
INTERFUND TRANSFER	(10,806,427)	(14,994,358)	(4,187,931)
TOTAL REVENUES	77,349,806	75,630,254	(1,719,552)
EXPENDITURES			
CERTIFICATED SALARIES	43,849,325	45,344,709	1,495,384
CLASSIFIED SALARIES	10,450,562	11,010,833	560,271
EMPLOYEE BENEFITS	14,551,522	15,646,275	1,094,753
BOOKS AND SUPPLIES	894,005	838,441	(55,564)
SERVICES & OTHER OPERATING	6,299,558	6,351,701	52,143
CAPITAL OUTLAY	86,447	31,066	(55,381)
OTHER OUTGO	(240,414)	(956,960)	(716,546)
TOTAL EXPENDITURES	75,891,005	78,266,065	2,375,060
NET INCREASE (DECREASE)	1,458,801	(2,635,811)	(4,094,612)
PROJECTED FUND BALANCE	18,141,582	15,505,771	(2,635,811)

FUND 01 - RESTRICTED GENERAL FUND

	2007-08	2008-09	CHANGES
BEGINNING BALANCE	6,751,111	2,901,412	(3,849,699)
REVENUES			
REVENUE LIMIT	2,008,114	1,916,348	(91,766)
FEDERAL REVENUE	4,528,088	4,107,106	(420,982)
OTHER STATE REVENUE	6,433,927	5,719,372	(714,555)
LOCAL REVENUES	20,193,996	8,878,769	(11,315,227)
INTERFUND TRANSFER	11,806,427	15,994,358	4,187,931
TOTAL REVENUES	44,970,552	36,615,953	(8,354,599)
EXPENDITURES			
CERTIFICATED SALARIES	14,580,604	12,479,264	(2,101,340)
CLASSIFIED SALARIES	10,879,134	8,789,171	(2,089,963)
EMPLOYEE BENEFITS	7,205,749	6,442,136	(763,613)
BOOKS AND SUPPLIES	7,430,063	2,766,096	(4,663,967)
SERVICES & OTHER OPERATING	6,761,936	5,080,158	(1,681,778)
CAPITAL OUTLAY	859,238	76,502	(782,736)
OTHER OUTGO	1,103,527	956,877	(146,650)
TOTAL EXPENDITURES	48,820,251	36,590,204	(12,230,047)
PROJECTED FUND BALANCE	2,901,412	2,927,161	25,749

FUND 11 - ADULT EDUCATION

	2007-08	2008-09	CHANGES
BEGINNING BALANCE	243,198	88,764	(154,434)
REVENUES			
REVENUE LIMIT	423,764	348,749	(75,015)
FEDERAL REVENUE	156,585	146,600	(9,985)
OTHER STATE REVENUE	100,770	97,915	(2,855)
LOCAL REVENUES	42,531	29,050	(13,481)
TOTAL REVENUES	723,650	622,314	(101,336)
EXPENDITURES			
CERTIFICATED SALARIES	424,554	340,852	(83,702)
CLASSIFIED SALARIES	184,950	125,326	(59,624)
EMPLOYEE BENEFITS	144,530	95,462	(49,068)
BOOKS AND SUPPLIES	53,620	26,829	(26,791)
SERVICES & OTHER OPERATING	41,637	35,459	(6,178)
OTHER OUTGO	28,793	18,567	(10,226)
TOTAL EXPENDITURES	878,084	642,495	(235,589)
PROJECTED FUND BALANCE	88,764	68,583	(20,181)

MAJOR PROGRAMS

PROGRAMS	2007-08	2008-09	CHANGES
BASE REVENUE LIMIT PER ADA	2,645.30	2,473.36	(171.94)
PROJECTED ANNUAL ADA	156.00	141.00	(15.00)
TOTAL REVENUE FROM ADA	412,667	348,743	(63,923.60)
FEDERAL PROGRAM	156,585	146,600	(9,985.00)
COMMUNITY-BASED ENGLISH TUTOR PROGRAM	100,770	97,915	(2,855.00)

FUND 12 - CHILD DEVELOPMENT FUND

	2007-08	2008-09	CHANGES
BEGINNING BALANCE	30,525	371,886	341,361
REVENUES			
FEDERAL REVENUE	1,783,784	1,688,635	(95,149)
OTHER STATE REVENUE	3,492,030	3,308,049	(183,981)
LOCAL REVENUES	2,909,444	2,856,324	(53,120)
INTERFUND TRANSFER	75,000	75,000	-
TOTAL REVENUES	8,260,258	7,928,008	(332,250)
EXPENDITURES			
CERTIFICATED SALARIES	2,942,630	2,946,854	4,224
CLASSIFIED SALARIES	2,078,614	2,007,294	(71,320)
EMPLOYEE BENEFITS	1,385,581	1,538,828	153,247
BOOKS AND SUPPLIES	414,181	256,976	(157,205)
SERVICES & OTHER OPERATING	760,495	770,240	9,745
CAPITAL OUTLAY	18,434	3,500	(14,934)
OTHER OUTGO	318,962	404,316	85,354
TOTAL EXPENDITURES	7,918,897	7,928,008	9,111
PROJECTED FUND BALANCE	371,886	371,886	-

CDC MAJOR PROGRAMS	2007-08	2008-09	CHANGES
FEDERAL BLOCK GRANT	238,543	211,543	(27,000)
HEAD START	1,342,781	1,282,781	(60,000)
OTHER FEDERAL PROGRAMS	202,460	194,311	(8,149)
STATE PRESCHOOL (GCTR)	1,331,429	1,160,140	(171,289)
GENERAL CHILD CARE	2,433,786	2,542,807	109,021
LATCHKEY (GLTK)	463,950	464,500	550
CALSAFE CHILD CARE & DEVELOP	239,892	230,202	(9,690)
L. A. UNIVERSAL PRESCHOOL	504,440	540,010	35,570
ST JOHN'S: INFANT FAMILY	142,000	60,000	(82,000)

FUND 13 - CAFETERIA SPECIAL FUND

	2007-08	2008-09	CHANGES
BEGINNING BALANCE	379,508	292,713	(86,795)
REVENUES			
FEDERAL REVENUE	984,404	1,009,391	24,987
OTHER STATE REVENUE	56,690	58,118	1,428
LOCAL REVENUES	2,249,545	2,476,168	226,623
TOTAL REVENUES	3,290,639	3,543,677	253,038
EXPENDITURES			
CLASSIFIED SALARIES*	1,519,843	1,513,086	(6,757)
EMPLOYEE BENEFITS	501,874	533,058	31,184
BOOKS AND SUPPLIES	1,494,953	1,574,654	79,701
SERVICES & OTHER OPERATING	(312,360)	(276,121)	36,239
CAPITAL OUTLAY	19,750	40,000	20,250
OTHER OUTGO	153,374	159,000	5,626
TOTAL EXPENDITURES	3,377,434	3,543,677	166,243
PROJECTED FUND BALANCE	292,713	292,713	-

FUND 14 - DEFERRED MAINTENANCE FUND

	2007-08	2008-09	CHANGES
BEGINNING BALANCE	4,734,384	3,962,142	(772,242)
REVENUES			
OTHER STATE REVENUE	476,911	-	(476,911)
LOCAL REVENUES	190,000	50,000	(140,000)
INTERFUND TRANSFER	523,561	500,000	(23,561)
TOTAL REVENUES	1,190,472	550,000	(640,472)
EXPENDITURES			
BOOKS AND SUPPLIES	-	10,000	10,000
SERVICES & OTHER OPERATING	762,900	1,330,000	567,100
CAPITAL OUTLAY	1,199,814	3,140,000	1,940,186
TOTAL EXPENDITURES	1,962,714	4,480,000	2,517,286
PROJECTED FUND BALANCE	3,962,142	32,142	(3,930,000)

FUND 19 - Foundation SPECIAL RESERVE FUND

	2007-08	2008-09	CHANGES
BEGINNING BALANCE	161,744	130,301	(31,443)
REVENUES			
LOCAL REVENUE	331,381	122,139	(209,242)
TOTAL REVENUES	331,381	122,139	(209,242)
EXPENDITURES			
CERTIFICATED SALAIES	261,634	89,776	(171,858)
EMPLOYEE BENEFITS	61,217	24,363	(36,854)
BOOKS AND SUPPLIES	26,345	8,000	(18,345)
SERVICES & OTHER OPERATING	13,628	-	(13,628)
TOTAL EXPENDITURES	362,824	122,139	(240,685)
PROJECTED FUND BALANCE	130,301	130,301	-

FUND 20 - SPECIAL RESERVE FUND FOR POST EMPLOYMENT BENEFITS

	2007-08	2008-09	CHANGES
BEGINNING BALANCE	878,595	1,672,595	794,000
REVENUES			
INTERFUND TRANSFER	750,000	-	(750,000)
INTEREST	44,000	44,000	-
TOTAL REVENUES	794,000	44,000	(750,000)
PROJECTED FUND BALANCE	1,672,595	1,716,595	44,000

FUND 21 - BUILDING FUND

	2007-08	2008-09	CHANGES
BEGINNING BALANCE	588,678	59,506,195	
REVENUES			
PROCEEDS - SALE OF BONDS	60,000,000	-	(60,000,000)
INTERFUND TRANSFER	4,000,000	-	(4,000,000)
LOCAL REVENUES	1,925,000	1,000,000	(925,000)
TOTAL REVENUES	65,925,000	1,000,000	(64,925,000)
EXPENDITURES			
CLASSIFIED SALARIES	248,044	324,111	76,067
EMPLOYEE BENEFITS	80,452	103,565	23,113
BOOKS AND SUPPLIES	56,600	49,968	(6,632)
SERVICES & OTHER OPERATING	5,535,233	8,170,399	2,635,166
CAPITAL OUTLAY	87,154	23,710,000	23,622,846
OTHER OUTGO	1,000,000	1,000,000	-
TOTAL EXPENDITURES	7,007,483	33,358,043	26,350,560
PROJECTED FUND BALANCE	59,506,195	27,148,152	(32,358,043)

FUND 25 - CAPITAL FACILITIES FUND

	2007-08	2008-09	CHANGES
BEGINNING BALANCE	4,023,701	919,998	(3,103,703)
REVENUES			
DEVELOPMENT FEE	1,250,000	1,250,000	-
INTEREST	200,000	100,000	(100,000)
TOTAL REVENUES	1,450,000	1,350,000	(100,000)
EXPENDITURES			
BOOKS AND SUPPLIES	-	-	-
SERVICES & OTHER OPERATING	103,000	103,000	-
CAPITAL OUTLAY	450,703	300,000	(150,703)
OTHER OUTGO (TRFR TO FUND 21)	4,000,000	-	(4,000,000)
TOTAL EXPENDITURES	4,553,703	403,000	(4,150,703)
PROJECTED FUND BALANCE	919,998	1,866,998	947,000

FUND 40 - SPECIAL RESERVE FUND FOR CAPITAL OUTLAY

	2007-08	2008-09	CHANGES
BEGINNING BALANCE	1,769,796	1,787,251	17,455
REVENUES			
REDEVELOPMENT	1,164,955	1,270,647	105,692
INTEREST	75,000	80,000	5,000
TOTAL REVENUES	1,239,955	1,350,647	110,692
EXPENDITURES			
SERVICES & OTHER OPERATING	77,000	2,000	(75,000)
CAPITAL OUTLAY	-	-	-
OTHER OUTGO	1,145,500	1,145,453	(47)
TOTAL EXPENDITURES	1,222,500	1,147,453	(75,047)
PROJECTED FUND BALANCE	1,787,251	1,990,445	

2007-08 PROJECTED ENDING FUND BALANCE AS OF JUNE 30, 2008

	FUND	PROJECTED END FUND BALANCE AS OF 6/30/08
01	GENERAL FUND UNRESTRICTED RESTRICTED	\$ 18,141,582 2,901,412
11	ADULT EDUCATION	88,764
12	CHILD DEVELOPMENT FUND	371,886
13	CAFETERIA FUND	292,713
14	DEFERRED MAINTENANCE FUND	3,962,142
19	FOUNDATION FUND	130,301
20	SPECIAL RESERVE FUND FOR POSTEMPLOYMENT BENEFITS	1,672,595
21	BUILDING FUND	59,506,195
25	CAPITAL FACILITIES FUND	919,998
40	SPECIAL RESERVE FUND FOR CAPITAL OUTLAY PROJECTS	1,787,251
56	DEBT SERVICES FUND	1,198

TO: BOARD OF EDUCATION

ACTION/MAJOR

06/26/08

FROM: DIANNE TALARICO / MICHAEL D. MATTHEWS

RE: REVISE POLICY 5141.4: Child Abuse Prevention and Reporting [Formerly "Child Abuse and Neglect (Reporting Procedures)"]

RECOMMENDATION NO. A.34

It is recommended that the Board of Education approve revisions to policy 5141.4: Child Abuse Prevention and Reporting [formerly "Child Abuse and Neglect (Reporting Procedures)"].

COMMENT: The board discussed changes to this policy at its meeting on June 5, 2008. The Ad Hoc Policy Review Committee has also reviewed these changes.

Attached:

- Board Policy 5141.4: Child Abuse Prevention and Reporting [formerly "Child Abuse and Neglect (Reporting Procedures)"]
- Administrative Regulation 5141.4

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

THIS IS A REVISED SMMUSD POLICY

New text in underline

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<u>NUMBER</u>	<u>ARTICLE</u>	<u>TITLE</u>
5141.4	Students	Child Abuse and Neglect (Reporting Procedures) <u>Prevention and Reporting</u>

<u>SUBTOPIC</u>	<u>POLICY</u>	<u>REGULATION</u>	<u>EXHIBIT</u>
Welfare	X		

DETAIL

Child Abuse Prevention

The Governing Board recognizes the district's responsibility to educate administrators, staff and students about the dangers of child abuse so that they will acquire the skills and techniques needed to identify unsafe situations and to react appropriately and promptly. The Governing Board also recognizes the district's responsibility to provide and maintain a safe physical environment that will minimize unsafe situations for children.

The district's instructional program shall include age-appropriate and culturally and linguistically sensitive child abuse prevention curriculum. This curriculum shall explain students' right to live free of abuse, inform them of available support resources, and teach them how to obtain help and disclose incidents of abuse. The curriculum also shall include training in self-protection techniques. Students who are new to the District will receive an orientation which will include this curriculum.

The Superintendent or designee shall seek to incorporate community resources into the district's child abuse prevention programs. To the extent feasible, the Superintendent or designee shall use these community resources to provide parents/guardians with instruction in parenting skills and child abuse prevention.

Child Abuse Reporting

The Board recognizes that child abuse has severe consequences and that the district has a responsibility to protect students by facilitating the prompt reporting of known and suspected incidents of child abuse. With concern for the total well-being of each student, the Board of Education directs the employees of

the District to report known or suspected incidences of child abuse in accordance with state law and Administrative Regulations. District employees shall cooperate with the child protective agencies responsible for reporting, investigating and prosecuting cases of child abuse. The Superintendent or designee shall develop and implement regulations for identifying and reporting child abuse. establish procedures for the identification and reporting of such incidents in accordance with law.

Employees who are mandated reporters, as defined by law and administrative regulation, are obligated to report all known, suspected, or alleged incidents of child abuse and neglect.

Mandated reporters shall not investigate any suspected incidents but rather shall cooperate with agencies responsible for investigating and prosecuting cases of child abuse and neglect.

The Superintendent or designee shall provide training regarding the reporting duties of mandated reporters.

By no later than October 31st of each year, the Superintendent shall inform the public via an Information Item in the Board of Education agenda the numbers of child abuse reports and the number involving District employees for the previous school year. The Superintendent shall also inform the public that the training for all mandated reporters has been provided. In the event that training is not provided to mandated reporters, the Superintendent shall report to the California Department of Education and the public the reasons that such training has not been provided.

REFERENCE

Legal Reference

EDUCATION CODE

32280-32288 Comprehensive school safety plans

33308.1 Guidelines on procedure for filing child abuse complaints

44690-44691 Staff development in the detection of child abuse and neglect

44807 Duty concerning conduct of students

48906 Notification when student released to peach officer

48987 Dissemination of reporting guidelines to parents

49001 Prohibition of corporal punishment

51220.5 Parenting skills education

PENAL CODE

Duty to report murder, rape, or lewd or lascivious act

273a Willful cruelty or unjustifiable punishment of child; endangering life or health

288 Definition of lewd or lascivious act requiring reporting

11164-11174.4 Child Abuse and Neglect Reporting Act

WELFARE AND INSTITUTIONS CODE

15630-15637 Dependent adult abuse reporting

CODE OF REGULATIONS, TITLE 5

Filing complaints with CDE, special education students

MANAGEMENT RESOURCES

CDE LEGAL ADVISORIES

514.93 Guidelines for parents to report suspected child abuse

WEBSITES

California Attorney General's Office, Crime and Violence Prevention Center:

<http://safestate.org>

California Department of Education, Safe Schools: <http://www.cde.ca.gov/ls/ss>

California Department of Social Services, Children and Family Services

Division: <http://www.childsworld.ca.gov>

U.S. Department of Health and Human Services, National Clearinghouse on Child

Abuse and Neglect Information: <http://nccanch.acf.hhs.gov>

ADOPTED

November 14, 1988

REVISED

XXXXXXX

CSBA DATE

November 2004

THIS IS A REVISED SMMUSD ADMINISTRATIVE REGULATION

New text in underline
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<u>NUMBER</u>	<u>ARTICLE</u>	<u>TITLE</u>
5141.4	Students	Child Abuse and Neglect (Reporting Procedures) <u>Prevention and Reporting</u>

<u>SUBTOPIC</u>	<u>POLICY</u>	<u>REGULATION</u>	<u>EXHIBIT</u>
Welfare		X	

DETAIL

~~SUBJECT: Child Abuse and Neglect (Reporting Procedures)~~

~~ISSUED BY: Director Pupil/Administrative Services~~

~~I. EFFECTIVE DATE: November 14, 1988~~

~~II. AUTHORITY~~

~~Board of Education Policy 5141.4~~

~~III. PROCEDURES~~

~~A. Reportable Cases Under Child Abuse Reporting Law~~

~~1. Sections 11166 of the California Penal Code mandates the reporting to designated authorities of cases of suspected or known child abuse. A report, both by telephone and in writing, is required of any certificated school employee who in his/her professional capacity or within the scope of his/her employment has knowledge of or observes a child who can reasonably be suspected of having been a victim of child abuse.~~

~~2. For the purposes of this law, the following definitions apply:~~

~~a. "Child" means a person under the age of 18. Emancipation does not alter the responsibility for reporting abuse of a minor under the California Penal Code.~~

~~b. "Child abuse" means:~~

Definitions

Child abuse or neglect includes the following:

1. A physical injury or death inflicted by other than accidental means on a child by another person

2. Sexual abuse of a child, including sexual assault/molestation and/or sexual exploitation, of a child; as defined in Penal Code 11165.1

3. Neglect of a child as defined in Penal Code 11165.2

4. Willful harming or injuring of a child or the endangering of the person or health of a child as defined in Penal Code 11165.3

~~3) Any act or omission proscribed by Section 273a (willful cruelty or punishment of a child) or 273d (corporal punishment or injury) of the California Penal Code;~~

5. Unlawful corporal punishment or injury as defined in Penal Code 11165.4

Child abuse or neglect does not include:

1. A mutual affray between minors (Penal Code 11165.6)

2. An injury caused by reasonable and necessary force used by a peace officer acting within the course and scope of his/her employment (Penal Code 11165.6)

3. An injury resulting from the exercise by a teacher, assistant principal, principal, or other certificated employee of the same degree of physical control over a student that a parent/guardian would be privileged to exercise, not exceeding the amount of physical control reasonably necessary to maintain order, protect property, protect the health and safety of students, or maintain proper and appropriate conditions conducive to learning (Education Code 44807)

4. An injury caused by a school employee's use of force that is reasonable and necessary to quell a disturbance threatening physical injury to persons or damage to property, to protect himself/herself, or to obtain weapons or other dangerous objects within the control of the student (Education Code 49001)

5. Physical pain or discomfort caused by athletic competition or other such recreational activity voluntarily engaged in by the student (Education Code 49001)

Mandated reporters include, but are not limited to, teachers; instructional aides; teacher's aides or assistants; classified employees; certificated pupil personnel employees; administrative officers or supervisors of child attendance; administrators and employees of a licensed day care facility; Head Start teachers; district police or security officers;

licensed nurses or health care providers; and administrators, presenters, and counselors of a child abuse prevention program (Penal Code 1165.7)

Reasonable suspicion means that it is objectively reasonable for a person to entertain a suspicion, based upon facts that could cause a reasonable person in a like position, drawing when appropriate on his/her training and experience, to suspect child abuse or neglect. (Penal Code 11166)

Reportable Offenses

A mandated reporter shall make a report using the procedures provided whenever, in his/her professional capacity or within the scope of his/her employment, he/she has knowledge of or observes a child whom the mandated reporter knows or reasonably suspects has been the victim of child abuse or neglect. (Penal Code 11166)

Any mandated reporter who has knowledge of or who reasonably suspects that a child is suffering serious emotional damage or is at a substantial risk of suffering serious emotional damage, based on evidence of severe anxiety, depression, withdrawal, or untoward aggressive behavior toward self or others, may make a report to the appropriate agency. (Penal Code 11166.05)

Any person shall notify a peace officer if he/she reasonably believes that he/she has observed the commission of a murder, rape, or lewd or lascivious act by use of force, violence, duress, menace, or fear of immediate and unlawful bodily injury, where the victim is a child under age 14. (Penal Code 152.3, 288)

Responsibility for Reporting

The reporting duties of mandated reporters are individual and cannot be delegated to another person. (Penal Code 11166)

When two or more mandated reporters jointly have knowledge of a known or suspected instance of child abuse or neglect, the report may be made by a member of the team selected by mutual agreement and a single report may be made and signed by the selected member of the reporting team. Any member who has knowledge that the member designated to report has failed to do so shall thereafter make the report. (Penal Code 11166)

No supervisor or administrator shall impede or inhibit a mandated reporter from making a report. (Penal Code 11166)

Any person not identified as a mandated reporter who has knowledge of or observes a child whom he/she knows or reasonably

suspects has been a victim of child abuse or neglect may report the known or suspected instance of child abuse or neglect to the appropriate agency. (Penal Code 11166)

Reporting Procedures

1. Initial Telephone Report

Within 24 hours of knowing or observing suspected child abuse or neglect, a mandated reporter shall make an initial report by telephone to any police department (excluding a school district police/security department), sheriff's department, county probation department if designated by the county to receive such reports, or county welfare department. (Penal Code 11166 When possible, the telephone call should be made before the end of the school day during which the information was obtained.

800-540-4000 (LA County Child Protection Hot Line 24 hours)

Or

Santa Monica Police Department

333 Olympic Drive, Santa Monica, CA 90401

Attn: Youth Services Division

310-458-8491 (24 hours)

310-393-5051 (fax)

Or

Malibu LA County Sheriff's Department (310-456-6652, ext. 235).

When the initial telephone report is made, the mandated reporter shall note the name of the official contacted, the date and time contacted, and any instructions or advice received.

2. Written Report

Within 36 hours of knowing or observing the information concerning the incident, the mandated reporter shall then prepare and either send, fax, or electronically submit to the appropriate agency a written follow-up report, which includes a completed Department of Justice form (SS 8572). (Penal Code 11166, 11168)

Mandated reporters may obtain copies of the Department of Justice form from either the district or the appropriate agency.

Reports of suspected child abuse or neglect shall include, if known: (Penal Code 11167)

a. The name, business address, and telephone number of the person making the report and the capacity that makes the person a mandated reporter

b. The child's name and address, present location and, where applicable, school, grade, and class

- c. The names, addresses, and telephone numbers of the child's parents/guardians
- d. The information that gave rise to the reasonable suspicion of child abuse or neglect and the source(s) of that information
- e. The name, address, telephone number, and other relevant personal information about the person(s) who might have abused or neglected the child

The mandated reporter shall make a report even if some of this information is not known or is uncertain to him/her. (Penal Code 11167)

Information relevant to the incident of child abuse or neglect may also be given to an investigator from an agency that is investigating the case. (Penal Code 11167)

3. Internal Reporting

Employees reporting child abuse or neglect to an appropriate agency are required, to notify the principal or designee immediately after the initial telephone report to the appropriate agency. When so notified, the principal shall inform the Superintendent or designee with the Confidential Incident Report Form.

The principal so notified shall provide the mandated reporter with any assistance necessary to ensure that reporting procedures are carried out in accordance with law, Board policy, and administrative regulation. At the mandated reporter's request, the principal may assist in completing and filing the necessary forms.

After completion of the written follow-up report, which includes a completed Department of Justice form (SS 8572), and after providing that form to the appropriate agency, the mandated reporter shall provide that form to the principal or designee. The mandated reporter shall not be required to disclose his/her identity to the principal and may remove his/her name from the form. (Penal Code 11166)

The principal or designee shall attach the follow-up report to the Confidential Incident Report Form, which shall be provided to the Superintendent.

The Superintendent or designee shall maintain a record of all reported cases of suspected child abuse regarding employees to enable the district to monitor, address and prevent repetitive child abuse in its schools. All complaints and allegations of child abuse shall be kept confidential except as necessary to carry out the investigation or take other subsequent necessary action.

Reporting the information to an employer, supervisor, principal, school counselor, co-worker, or other person shall not be a substitute for making a mandated report to the appropriate agency. (Penal Code 11166)

Training

Training of mandated reporters shall include child abuse and neglect identification and mandated reporting. (Penal Code 11165.7)

Training shall also include guidance in the appropriate discipline of students, physical contact with students, and maintenance of ethical relationships with students to avoid actions that may be misinterpreted as child abuse.

Victim Interviews

Whenever a representative of a government agency investigating suspected child abuse or neglect or the state Department of Social Services deems it necessary, a suspected victim may be interviewed during school hours, on school premises, concerning a report of suspected child abuse or neglect that occurred within the child's home or out-of-home care facility. The child shall be given the choice of being interviewed in private or in the presence of any adult district employee or volunteer aide selected by the child. (Penal Code 11174.3)

A staff member or volunteer aide selected by a child may decline to be present at the interview. If the selected person accepts, the principal or designee shall inform him/her of the following requirements: (Penal Code 11174.3)

- a. The purpose of the selected person's presence at the interview is to lend support to the child and enable him/her to be as comfortable as possible.
- b. The selected person shall not participate in the interview.
- c. The selected person shall not discuss the facts or circumstances of the case with the child.
- d. The selected person is subject to the confidentiality requirements of the Child Abuse and Neglect Reporting Act, a violation of which is punishable as specified in Penal Code 11167.5.

If a staff member agrees to be present, the interview shall be held at a time during school hours when it does not involve an expense to the school. (Penal Code 11174.3)

Release of Child to Peace Officer

When a child is released to a peace officer and taken into custody as a victim of suspected child abuse or neglect, the Superintendent or designee and/or principal shall not notify the parent/guardian, but rather shall provide the peace officer with the address and telephone number of the child's parent/guardian. It is the responsibility of the peace officer or agent to notify the parent/guardian of the situation. (Education Code 48906)

Peace officers shall be asked to sign an appropriate release or acceptance of responsibility form.

Parent/Guardian Complaints Regarding Suspected Child Abuse

Upon request, the Superintendent or designee shall provide parents/guardians with a copy of the district's administrative regulation that describes how to report suspected child abuse occurring at a school site to appropriate agencies. For parents/guardians whose primary language is other than English, such procedures shall be in their primary language and, when communicating orally regarding those procedures, an interpreter shall be provided.

To file a complaint against a district employee or other person suspected of child abuse or neglect at a school site, parents/guardians may file a report by telephone, in person, or in writing with any appropriate agency identified above under "Reporting Procedures." If a parent/guardian makes a complaint about an employee to any other employee, the employee receiving the information shall notify the parent/guardian of procedures for filing a complaint with the appropriate agency. The employee also is obligated pursuant to Penal Code 11166 to file a report himself/herself using the procedures described above for mandated reporters.

In addition, if the child is enrolled in special education, a separate complaint may be filed with the California Department of Education pursuant to 5 CCR 4650.

Notifications

The Superintendent or designee shall provide to all new employees who are mandated reporters a statement that informs them of their status as mandated reporters, of their reporting obligations under Penal Code 11166, and of their confidentiality rights under Penal Code 11167. The district shall also provide these new employees with a copy of Penal Code 11165.7, 11166, and 11167. (Penal Code 11165.7, 11166.5)

Before beginning employment, employees shall sign the statement

indicating that they have knowledge of the reporting obligations under Penal Code 11166 and that they will comply with those provisions. The signed statements shall be retained by the Superintendent or designee. (Penal Code 11166.5)

Employees who work with dependent adults shall be notified of legal responsibilities and reporting procedures pursuant to Welfare and Institutions Code 15630-15637.

The Superintendent or designee shall also notify all employees that:

1. A mandated reporter who reports a known or suspected instance of child abuse or neglect shall not be held civilly or criminally liable for making a report and this immunity shall apply even if the mandated reporter acquired the knowledge or reasonable suspicion of child abuse or neglect outside of his/her professional capacity or outside the scope of his/her employment. Any other person making a report shall not incur civil or criminal liability unless it can be proven that he/she knowingly made a false report or made a report with reckless disregard of the truth or falsity of the report. (Penal Code 11172)
2. If a mandated reporter fails to report an incident of known or reasonably suspected child abuse or neglect, he/she may be guilty of a crime punishable by a fine and/or imprisonment. (Penal Code 11166)
3. No employee shall be subject to any sanction by the district for making a report. (Penal Code 11166)

~~AR 5141.4 (b)~~

~~4) Neglect of a child~~

~~(a) Severe neglect (situations where any person having care or custody of a child willfully causes or permits the child to be in a situation that the child's health is endangered.)~~

~~(b) General neglect (negligent failure of a person having the care or custody of a child to provide adequate food, clothing, shelter, or supervision where no physical injury to the child has occurred).~~

~~e. "Reasonable suspicion" means that it is objectively reasonable for a person to entertain such a suspicion, based upon facts that could cause a reasonable person in a like position, drawing when appropriate on his/her training and experience, to suspect child abuse.~~

~~B. Procedures for Reporting Child Abuse~~

~~1. Suspected instances of child abuse are to be reported to the school nurse. He/she is the contact person at each school site. The nurse will assume responsibility for completing the Suspected Child Abuse Report (11166PC) form, secure the initials of the school principal on this form and contact the Santa Monica Police Department (458-8943) or Malibu Sheriff's Department (456-6652, ext. 235).~~

~~2. In the absence of the school nurse, the contact person at each site is the school principal.~~

~~3. The identity of all persons who report known or suspected child abuse is confidential as indicated in Penal Code Section 11167 subdivision (c).~~

~~AR 5141.4 (c)~~

IV. RELATED FORMS

Suspected Child Abuse Report (11166PC)
Department of Justice Form SS 8572

V. APPROVAL

~~SUPERINTENDENT Gene Tucker DATE 11/14/88~~

TO: BOARD OF EDUCATION

ACTION/MAJOR

06/26/08

FROM: DIANNE TALARICO / MICHAEL D. MATTHEWS

RE: ADMINISTRATIVE APPOINTMENTS AND REASSIGNMENTS

RECOMMENDATION NO. A.35

It is recommended that the Board of Education approve the following administrative appointments and reassignments:

CERTIFICATED APPOINTMENTS AND REASSIGNMENTS

Effective

Boone, Lawrence II 07/01/08
House Principal, Santa Monica High School

Duran-Contreras, Martha 07/01/08
Principal on Special Assignment

Ferguson, Carrie 07/01/08
Principal, SMASH (20%)

Komlos, Tristan 07/01/08
Principal, John Muir Elementary School

Teplin, Amy 07/01/08
Assistant Principal, McKinley Elementary School

Wells, Leslie Ricardo 07/01/08
House Principal, Santa Monica High School

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

TO: BOARD OF EDUCATION ACTION/MAJOR
06/26/08
FROM: DIANNE TALARICO / MICHAEL D. MATTHEWS / JANECE L. MAEZ
RE: BUDGET ADJUSTMENT - CALENDAR WORK DAY ASSIGNMENT

RECOMMENDATION NO. A.36

It is recommended that the Board of Education approve the following adjustment in the Calendar Work Day Assignment for House Principal.

Effective July 1, 2008, the House Principal position will be assigned 215 workdays. The assignment has been increased from 210 days due to the House Principal duties that are above and beyond those of the High School Assistant Principal assignment. The salary range will remain the same. The 215-day work assignment for House Principal will be permanent. The employees impacted are listed below:

Lawrence Boone
Jose Iniguez
Eva Mayoral
Greg Runyon
Wendy Wax Gellis
Leslie Wells

Due to personnel changes, there is no financial impact for the 2008-2009 budget, but financial adjustments are expected in future years.

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

TO: BOARD OF EDUCATION

ACTION/MAJOR

06/26/08

FROM: DIANNE TALARICO / MICHAEL D. MATTHEWS

RE: ESTABLISH POSITION - DIRECTOR OF SCHOOL SAFETY

RECOMMENDATION NO. A.37

It is recommended that the Board of Education establish a new position: Director of School Safety, in order to better serve the needs of the district. This position will establish and oversee a comprehensive, systematic approach to student safety and mental health support districtwide.

COMMENT: The district currently provides mental health services to students through district staff and a network of community agencies operating on school sites. The community agencies are funded by a \$600,000 grant from the City of Santa Monica. The Director of School Safety would maximize the efforts of schools, central office, and community agencies by collaborating with agency heads, meeting regularly with service providers, and training all staff in district protocols, including child abuse reporting and threat assessment. This person would be responsible for uniform, consistent professional development for school personnel, including advisors and counselors. The Director of School Safety will develop procedures to assess the effectiveness of the overall mental health service plan. (See attached job description.)

SPECIAL NOTE: Upgrading the Safe Schools Coordinator position to Director of School Safety would have no fiscal impact on the general fund because this position is currently funded entirely from Safe and Drug Free federal funds. There are sufficient funds allotted annually to insure adequate support for programs and a director's salary.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

Director of School Safety

Goal:

The Director of School Safety will report to the Assistant Superintendent, Human Resources, and will establish and oversee a comprehensive, systematic approach to student safety and mental health support district wide.

Need:

The Director will provide leadership for overall safety programs in the schools (K-12). Critical activities include: direct the crisis response team during school emergencies; train central office and district staff in best practices for crisis response; review and revise annual California School Safety Plans (CSSP) mandated for each school; train staff in protocols for threat assessment, suicide/risk prevention and child abuse reporting, train elementary staffs in Cool Tools, a violence prevention program; and train secondary staff in project ALERT, a substance abuse prevention. The Director will oversee the piloting of two new programs: CBITS, a trauma intervention program and Friends for Life, an anxiety prevention program supported by UCLA.

Title: Director of School Safety

Job Description:

- Provide support and professional development for administrators in the area of school safety and mental health;
- Provide supervision, support and professional development for school counselors;
- Supervise and coordinate programs that provide mental health support for students related to trauma, anxiety, and violence prevention;
- Coordinate community mental health agencies on school sites;
- Function as Liaison with police, mental health agencies and other city supports;
- Liaison for Health and Safety District Advisory Committee (DAC);
- Consult and provide training on issues pertaining to violence prevention and threat assessment;
- Coordinate violence prevention and safety training for administrators and psychological support staff;
- Supervise and assist staff with development of Comprehensive School Safety plans and present to the Board of Education for approval;
- Provide support and training for staff at school sites on Safe and Drug Free Schools program

Position and Salary:

Range: 64

Requirements:

- Pupil Services Credential in both counseling and educational psychology
- Completion of Master of Arts degree in both counseling and educational psychology
- California Administrative Services Credential
- CASP Certification in Crisis Response and intervention
- Experience as a school psychologist
- Bilingual and biliterate in Spanish

TO: BOARD OF EDUCATION

ACTION/MAJOR

06/26/08

FROM: DIANNE TALARICO / JANECE L. MAEZ

RE: JOINT USE FUNDING UPDATE

RECOMMENDATION NO. A.38

It is recommended that the Board of Education direct staff to work with the staff of the City of Santa Monica on completing a formal request for Redevelopment Agency funding, and work cooperatively with the staffs of the Cities of Santa Monica and Malibu and Santa Monica College to identify additional funding sources and collaborate on applications of joint use benefit.

COMMENTS: Staff will be present to answer any questions at the meeting.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/MAJOR

06/26/08

FROM: DIANNE TALARICO / JANECE L. MAEZ / VIRGINIA I. HYATT

RE: APPROVAL TO ALLOCATE MEASURE "BB" FUNDS - BUDGET
DISCUSSION

RECOMMENDATION NO. A.39

It is recommended that the Board of Education approve life safety projects identified during the programming phase of Measure "BB" (Grant, McKinley, Rogers, Pt. Dume, and Webster) and fund the projects from the unallocated Measure "BB" funds. It is also recommended that Edison Elementary School budget be increased to complete the school to district standards. It is further recommended that allocations for one year of cost escalation and allowances for fire alarm system upgrades be applied to other previously funded projects.

Discussion: Recommended Funding Allocations and Program Budget spreadsheets attached

Action 1: Approve \$300,000 for reconfiguration of Grant Elementary main entry - Discussion/Rational

Action 2: Approve \$100,000 for reconfiguration of McKinley Elementary main entry - Discussion/Rational

Action 3: Approve \$200,000 for reconfiguration of Rogers Elementary main entry - Discussion/Rational

Action 4: Approve \$265,000 for gas line replacement at Pt. Dume Elementary - Discussion/Rational

Action 5: Approve \$306,000 for fire alarm replacement at Webster Elementary - Discussion/Rational

Action 6: Approve \$1.485M for parking lot at Webster Elementary - Discussion/Rational

Action 7: Approve \$4M of additional funding for Edison Elementary School from \$29M to \$33M.

Action 8: Approve \$6.425M for one year of construction escalation.

Action 9: Approve \$5.646 for fire alarm system upgrades (includes Action 5 above)

All other site-approved projects are forecasted to be within budget allocations based on discussions with the sites to reduce scope.

The Measure "BB" oversight Committee has reviewed these items during their meeting of June 23, 2008, and approve the above budget allocations.

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

RECOMMENDED FUNDING ALLOCATIONS MEASURE "BB" PROJECTS

SITE	CURRENT APPROVED BUDGET (2007 \$\$\$)	1 - Year Escalation (5%)	Fire Alarm Allowance	Other Funding Allocations	Proposed Construction Budgets (2008 \$\$\$)
Samohi	57,000,000	2,850,000	2,500,000		62,350,000
Malibu	27,500,000	1,375,000	1,500,000		30,375,000
Olympic HS	4,500,000	225,000	286,000		5,011,000
Washington CDS ¹	1,500,000	75,000			1,575,000
John Adams MS	12,000,000	600,000	330,000		12,930,000
Lincoln MS	16,000,000	800,000	724,000		17,524,000
Edison ²	29,000,000			4,000,000	33,000,000
District Wide Technology	10,000,000	500,000		425,000	10,925,000
Grant, Reconfigure Main Entry				300,000	300,000
McKinley, Reconfigure Main Entry				100,000	100,000
Rogers, Reconfigure Main Entry				200,000	200,000
Pt. Dume, Gas Line Replacement				265,000	265,000
Webster, Fire Alarm Replacement			306,000		306,000
Webster, Parking Lot Pavement				1,485,000	1,485,000
TOTALS	157,500,000	6,425,000	5,646,000	6,775,000	176,346,000
Uncommitted	10,500,000				54,000
Available Funding	168,000,000				176,400,000
5.0 % escalation	8,400,000				
New Construction Budget	176,400,000				

¹Minor changes to existing fire alarm system included

²One year escalation and fire alarm included

BUDGET MANAGEMENT STRATEGY

SITE	Proposed Construction Budgets (2008 \$\$\$)	Current Forecast	Adjust For Add Alternates	CURRENT FORECAST (not including Add "Alternates")	Delta from Proposed Budget	Add Alternate Description
Samohi	62,350,000	62,350,000		62,350,000		
Malibu	30,375,000	30,011,599	2,300,000	27,711,599	2,663,401	Synthetic turf
Olympic HS	5,011,000	5,011,000		5,011,000		
Washington CDS	1,575,000	1,575,000		1,575,000		
John Adams MS	12,930,000	15,696,822	3,000,000	12,696,822	233,178	90s Wing Modernization; other site work
Lincoln MS	17,524,000	18,224,094	2,000,000	16,224,094	1,299,906	Field, lights and restrooms
Edison	33,000,000	33,000,000		33,000,000		
District Wide Technology	10,925,000	13,273,000	2,349,540	10,923,460	1,540	Computers, Classroom Tech., prorated contingency
Grant, Reconfigure Main Entry	300,000	300,000		300,000		
McKinley, Reconfigure Main Entry	100,000	100,000		100,000		
Rogers, Reconfigure Main Entry	200,000	200,000		200,000		
Pt. Dume, Gas Line Replacement	265,000	265,000		265,000		
Webster, Fire Alarm Replacement	306,000	306,000		306,000		
Webster, Parking Lot Pavement	1,485,000	1,485,000		1,485,000		
TOTALS	176,346,000	181,797,515	9,649,540	171,241,975	4,198,025	

Uncommitted 54,000
 Available Funding 176,400,000

MEASURE BB PROGRAM

PROGRAM BUDGET

COST CATEGORY	BUDGET
CONSTRUCTION PROJECTS	
Santa Monica HS	\$ 62,350,000
Malibu MS-HS	30,375,000
Olympic HS	5,011,000
Washington CDS	1,575,000
Adams MS	12,930,000
Lincoln MS	17,524,000
Edison Language Academy	33,000,000
District Wide Technology	10,925,000
Fire Life Safety and Security	2,656,000
Uncommitted Construction Funds	54,000
TOTAL CONSTRUCTION (2008 DOLLARS)	176,400,000
Escalation/Market Factor	38,000,000
Land Acquisition (ELA)	3,000,000
Total Indirect (Soft) Costs	62,852,200
Program Contingency	13,747,800
GRAND TOTAL	294,000,000
TOTAL FUNDING AVAILABLE	294,000,000
BALANCE	0

TO: BOARD OF EDUCATION

ACTION/MAJOR

06/26/08

FROM: DIANNE TALARICO / JANECE L. MAEZ / VIRGINIA I. HYATT

RE: SANTA MONICA HIGH SCHOOL - MEASURE "BB" PROJECT - PHASE I APPROVAL

RECOMMENDATION NO. A.40

It is recommended that the Board of Education approve a scope of work for Measure "BB" Phase I at Santa Monica High School.

HISTORY:

The Board of Education approved the initial Measure "BB" project scope with a budget of \$57 million on October 18, 2007. On March 13, 2008, the Board of Education reduced the scope, deferring the Art building removal to a future phase.

R. L. Binder developed siting studies following Board of Education direction on February 7, 2008. The siting studies (Campus Facility Master Plan) explored and illustrated the siting of new functions and possible joint use opportunities on the campus, including a soccer field, football field with CIF track, stadium, and structured parking, while allowing potential for a future direct linkage to the Civic Auditorium Campus. These alternatives have associated scopes and budgets beyond the scope of the original Measure "BB" project.

OPTIONS:

As a result of the siting studies, two distinct Measure "BB" Phase I projects with a budget of \$57 million have been identified:

OPTION 1. Science and Technology building replacement project - This scheme defers construction of subterranean parking and tennis courts, Business, Library, and Art buildings, and construction of new university plaza to a future phase;

OPTION 2. Original Measure "BB scope" - Business, Library, and extended Art buildings replacement - This scheme defers construction of subterranean parking and tennis courts to a future phase.

(Continued on next page)

Santa Monica High School Site Building Committee and the Measure "BB" Oversight Committee have recommended Option 1, Science and Technology building replacement, as the scope for Phase I.

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

TO: BOARD OF EDUCATION ACTION/MAJOR
06/26/08

FROM: DIANNE TALARICO / JANECE L. MAEZ / VIRGINIA I. HYATT

RE: INCREASE SCOPE OF WORK - R.L.BINDER ARCHITECTURE &
PLANNING FOR PROGRAMMING SERVICES - SANTA MONICA HIGH
SCHOOL - MEASURE "BB" BOND PROGRAM - CHANGE ORDER #4

RECOMMENDATION NO. A.41

It is recommended that the Board of Education award an increased scope of work to R. L. Binder Architecture & Planning for work involved with Programming Services. Based on the Board of Education Approval of Phase I Scope (Recommendation No. A.40), the following additional services are approved:

OPTION 1. Science and Technology buildings Programming:

Initial Contract Price	\$ 340,000
Change Orders #1, 2, & 3 (Combined)	\$ 1,048,988
Change Order #4	\$ 209,244
TOTAL CONTRACT AMOUNT	\$ 1,598,232

OPTION 2. Business, Library and Art buildings - For Art Building Programming:

Initial Contract Price	\$ 340,000
Change Orders #1, 2, & 3 (Combined)	\$ 1,048,988
Change Order #4	\$ 94,560
TOTAL CONTRACT AMOUNT	\$ 1,483,548

Funding Information

Budgeted: Yes
Fund: 21
Source: Building Fund
Account Number: 21-00000-0-00000-85000-5802-015-2600
Description: Consultant Services

This scope of work was anticipated in the cost projections for the Measure "BB" budgets.

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

DISCUSSION ITEMS

TO: BOARD OF EDUCATION

DISCUSSION

06/26/08

FROM: DIANNE TALARICO / CHIUNG-SALLY CHOU

RE: REVISE POLICY 6146.11 - ALTERNATIVE CREDITS TOWARD
GRADUATION

DISCUSSION ITEM NO. D.01

It is recommended that the Board of Education revise board policy 6146.11 - Alternative Credits toward Graduation.

COMMENT: The revised policy had been discussed during the board meeting on August 23, 2007. The revised policy was reviewed once again by the ad hoc High School Task Force members.

Attachment:

- Board Policy 6146.11 - Alternative Credits toward Graduation
- Administrative Regulation 6146.11 - Alternative Credits toward Graduation

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

ADULT COMPETENCY-BASED HIGH SCHOOL DIPLOMA

ENGLISH		40
<u>Required</u>		
English 1	5	
English 2	5	
English 3	5	
English Composition	5	
<u>Electives</u>		
American Experience Through Literature	5	
<u>American Literature</u>	<u>5</u>	
Basic Reading	5	
<u>British & World Literature</u>	<u>5</u>	
English Fundamentals	5	
English Skills Review	5	
Modern Literature, Modern World	5	
Power Reading	5	
Reading Improvement / <u>Advanced</u>	5	
<u>Transitional English</u>	<u>5</u>	
World Literature	5	
MATHEMATICS		30 <u>20</u>
<u>Required</u>		
<u>Algebra 1A or 1B</u>	<u>5</u>	
Math 1	5	
Math 2	5	
Math 3	5	
Practical Math or		
Pre-Algebra A & B or		
Pre-Geometry A & B		
<u>Electives</u>		
Algebra 1 - A & B	5	
Geometry 1 - A & B	5	
Pre-Algebra A & B	5	
<u>Math A</u>	<u>5</u>	
<u>Math B</u>	<u>5</u>	
SOCIAL STUDIES		30
<u>Required</u>		
Consumer Economics or Economics	5	
U.S. History 1	5	
U.S. History 2	5	
World History, Geography & Culture 1	5	
World History, Geography & Culture 2	5	
U. S. Government	5	
SCIENCE/HEALTH		25
<u>Required</u>		
Life Science 1	5	
Life Science 2	5	
Physical / Earth Science 1	5	

Physical / Earth Science 2	5	
Health	5	
FINE ARTS/FOREIGN LANGUAGE		10
Introduction to the Visual Arts &	5	
Introduction to the Performing Arts	5	
<u>or</u>		
Any Foreign Language	10	
LIFE SKILLS ELECTIVES		10 <u>5</u>
Any two <u>one</u> of the following		
Career Planning	5	
Effective Parenting	5	
Guidance & Learning Skills	5	
Interpersonal Communication	5	
Psychology	5	
<u>Computer Skills</u>	<u>5</u>	
<u>ROP Class</u>	<u>5</u>	
<u>Other Life Skills</u>	<u>5</u>	
GENERAL ELECTIVES		35 <u>40</u>
T O T A L		170

Passage of the ~~Test of Essential Skills~~ California High School Exit Exam

ADDITIONAL COMMENT: Students enrolled in the Reading lab may earn 5 credits for every year of improvement up to Level 7.5. These credits would be counted under their General Elective credits.

Adult High School Diploma - Including Passing the General Education Diploma (GED) Exams

1. Pass the G.E.D. Test Up to 130

Course Requirements

English Composition	5
English Literature	5
<u>Language Arts Elective, upper level</u>	<u>5</u>
U.S. History 1	5
U.S. History 2	5
U.S. Government	5
Health	5
<u>Economics</u>	<u>5</u>

AND, any ~~two~~ one of the following life skills class

Career Planning	5
Effective Parenting	5
Guidance & Learning Skills	5
Interpersonal Communications	5
Psychology	5
<u>ROP Class</u>	<u>5</u>
<u>Computer Skills</u>	<u>5</u>

T O T A L 170

Passage of the ~~Test of Essential Skills~~ California High School Exit Exam

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

<u>NUMBER</u>	<u>ARTICLE</u>	<u>TITLE</u>
6146.11	Instruction	Alternative Credits toward Graduation

<u>SUBTOPIC</u>	<u>POLICY</u>	<u>REGULATION</u>	<u>EXHIBIT</u>
Curriculum	X		

DETAIL

In order to meet individual student needs and encourage all students to complete their high school education, the Board of Education desires to provide flexibility in the completion of prescribed courses in accordance with law. The Board shall actively involve parents/guardians, administrators, teachers, and students in helping the district develop alternative means for students to complete the prescribed course of study required for graduation. As an alternative to completing the course requirements for high school graduation and with prior approval by the principal or designee, students may fulfill one or more of the course requirements through the following:

1. Practical demonstration of skills and competencies
2. Supervised work experience or other outside school experience up to 40 semester periods in accordance with Education Code 51760.3 and 5 CCR 1635, ~~or other outside school experience~~
3. Career technical education, Vocational education and/or Regional Occupational Program (ROP) classes offered through our high schools district.
4. Courses offered by regional occupational centers or programs (ROP)
5. Interdisciplinary Study
6. Independent study
7. Credit earned at a postsecondary institution (Pursuant to 5 CCR 1630)
8. Private instruction in accordance with ~~(Pursuant to 5 CCR 1631)~~
9. Credit for private school foreign language instruction in accordance with 5 CCR 1362)
10. Military service and training in accordance with 5 CCR 1634
11. Correspondence instruction from a California university or college accredited for teacher training in accordance with 5 CCR 1633 ~~(Pursuant to EC 51740)~~
12. For credit toward the district's physical education requirement, participation in district interscholastic athletic programs carried on wholly or partially after regular school hours when such participation entails a comparable amount of time and physical activity

The district shall accept for credit any coursework satisfactorily completed by students while detained in a juvenile court school or county or state-operated institution. District students who successfully complete district graduation requirements while so detained shall receive a diploma from the school they last attended. (Education Code 48645.5)

~~Students may receive physical education credit for participation in district interscholastic athletic programs carried on wholly or partially after regular school hours when such participation entails a comparable amount of time and physical activity.~~

~~Students using interscholastic athletics participation to fulfill physical education requirements may be graded on this participation, provided that a teacher credentialed to teach physical education supervises this participation and assigns the grade. (Reference BP 6145 Extracurricular and Cocurricular Activities)~~

~~The Superintendent or designee shall determine whether a student has satisfactorily met course requirements through any of the above alternative means.~~

A. Concurrent/Dual Enrollment

Concurrent/Dual enrollment means enrollment in any non-SMMUSD course during the school year or during the summer by a regularly enrolled SMMUSD student. Concurrent/Dual enrollment is an alternative means by which students may obtain credit toward graduation while being simultaneously enrolled in both the school district and another approved educational program. Students must obtain signed pre-approval for any concurrent/dual enrollment course or program from the school principal or designee.

Concurrent/Dual enrollment may be approved for "make-up", "acceleration", and/or "enrichment" purposes.

Courses eligible for concurrent/dual enrollment include:

1. Any course offered by Santa Monica High School, Malibu High School, Olympic High School or the SMMUSD Adult School, either during the school year or during the summer.
2. Courses offered by any community college, public or private college/university
3. Courses offered by the UC Extension Program

Students who demonstrate that the courses they want to take are not available at their high school, may, with the pre-approval of the principal, take courses at accredited high schools other than the schools mentioned above.

~~Nothing in this policy is construed to permit web-based or on-line courses either as alternative credits toward graduation or as a course eligible for concurrent enrollment for "make-ups", "acceleration" and/or "enrichment."~~

B. Online Courses

Online courses are delivered over the Internet or provided through a set curriculum via software. Students may participate in web-based or online courses either as alternative credits toward graduation or as a course eligible for concurrent enrollment for "make-ups", "acceleration" and/or "enrichment." Students must obtain signed pre-approval for any online course or program from the school principal or designee.

The principal shall evaluate the quality and effectiveness of online course offerings and determine which online courses shall be accepted for high school credit. The principal shall certify that the course is comparable to college-preparatory curriculum and ensures that the course and associated grades and credits are listed on the student's transcript.

The Superintendent or designee shall determine whether a student has satisfactorily met course requirements through any of the above alternative means.

Legal Reference:

EDUCATION CODE

35160 Authority of governing boards

35160.1 Broad authority of school districts 48645.5 Course credit, juvenile court schools

48800-48802 Attendance at community college; advanced education

51220 Areas of study; grades 7-12

51225.3 Requirements for graduation

51240-51246 Exemptions from requirements

51740-51741 Authority to provide instruction by correspondence

CODE OF REGULATIONS, TITLE 5

1600-1635 Alternative credit

Management Resources:

SMMUSD BOARD POLICY

BP6145 Extracurricular and Co-curricular Activities

CDE PROGRAM ADVISORIES

0418.89 Physical Education, April 18, 1989

0615.89 Granting credit for passing GED, SPB:88/89-11

WEB SITES

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

BOARD GOAL

A. Quality Instruction for All

BOARD ADOPTED: _____ CSBA UPDATED: March, 2006

The above BP 6146.11 Alternative Credits toward Graduation was amended and approved by the board, as shown, at its May 16, 2002 board meeting.

THIS IS A **NEW** ADMINISTRATIVE REGULATION

New text in underline

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<u>NUMBER</u>	<u>ARTICLE</u>	<u>TITLE</u>	
<u>6146.11</u>	<u>Students</u>	<u>Alternative Credits towards Graduation</u>	
<u>SUBTOPIC</u>	<u>POLICY</u>	<u>REGULATION</u>	<u>EXHIBIT</u>
<u>Progress and Student Records</u>		<u>X</u>	

DETAIL

Alternative means specified by the district for completing the prescribed course of study shall be made available to students, parents/guardians, and the public. (Education Code 51225.3)

Definitions

A semester period is one period of 40 to 60 minutes of instructional time per week throughout one semester of at least 17 weeks, or a minimum of 12 clock hours of instructional time provided during the academic year or in summer school. While the content to be covered is planned within these time frames, a student may be granted one semester period of credit even though the student spends less than the aforementioned amount of time in completing the necessary work. (5 CCR 1600)

Supervised Work Experience Education

A student shall be granted up to 40 semester periods of credit for work experience education of one or more of the following types: (Education Code 51760.3; 5 CCR 1635)

1. For exploratory work experience education, the student may earn 10 semester periods for each semester, with a maximum of 20 semester periods earned in two semesters.
2. For general work experience education, the student may earn 10 semester periods for each semester, with a maximum of 40 semester periods.
3. For vocational work experience education, the student may earn 10 semester periods for each semester, with a maximum of 40 semester periods.

To receive credit, the student must satisfy eligibility requirements and receive at least the minimum period of instruction or counseling pursuant to Education Code 51760.3.

(cf. 6178.1 - Work Experience Education)

College Courses

To receive high school credit for coursework completed at a community college or four-year college, the student or parent/guardian shall submit a written request and a transcript showing successful completion of the course. The course shall be one that satisfies college entrance requirements, applies toward college-level general education requirements, or is part of a vocational or career technical education course leading to a degree or certificate.

For students attending community college as special part-time students, credit shall be at a level jointly determined by the Governing Board and the community college governing board. (Education Code 48800)

(cf. 6172 - Gifted and Talented Student Program)

Private Instruction

A student who is regularly enrolled and in attendance at a high school shall receive credit toward high school graduation for private instruction under the following conditions: (5 CCR 1631)

1. The instruction entails fields and subjects included in the high school's courses of study and curricula.
2. The student demonstrates his/her capabilities at the beginning and at the end of the period of private instruction by examinations given under the school's supervision, thereby showing that he/she has made progress in learning satisfactory to the school.

Correspondence Instruction

The district shall grant credit for correspondence instruction under the following conditions: (Education Code 51740; 5 CCR 1633)

1. The correspondence instruction is provided by the University of California, or other university or college in California accredited for teacher training, in subjects included within or related to the student's course of study.
2. The student is, for good reason, unable to take the course of study offered in the school.
3. The Board determines the number of semester periods to be credited for successful completion of a particular

correspondence course.

4. No more than 40 semester periods of correspondence instruction are credited to a student towards graduation.

Foreign Language Instruction

The district shall grant credit for foreign language studies successfully completed in a private school and shall apply the credit toward meeting any foreign language requirement prescribed for grades 9-12, provided that all of the following conditions are met: (Education Code 51243-51245; 5 CCR 1632)

1. The courses are in languages designated in Education Code 51244.
2. The student is regularly enrolled or applying to the district in grades 9-12.
3. The student or parent/guardian applies in writing for the credit, specifies the private school attended and the amount and level of credit requested, and submits a transcript or other documents from the private school showing that the student successfully completed the course.
4. The amount of credit sought equals at least one semester's work.
5. The principal or designee determines that the student's achievement is equivalent to that expected of a student of comparable ability taking the same or similar instruction in district schools. This determination shall be based upon the private school's report of a test developed by the private school in cooperation with the district or, if the private school is located outside the district, the principal or designee may use a test given by a public school or other evidence which he/she deems appropriate.

Online Course Instruction

In order to provide students with online educational opportunities, the following are guidelines for implementation of online courses:

1. All online courses may be offered in a blended learning model that includes both face-to-face and online delivery.
2. The online courses shall meet the academic rigor of the California State standards and meet the CSU/UC "a-g" requirements with the exception of a limited number of non-"g" elective courses approved by the District/School.

3. The Principal or designee shall ensure student-testing integrity for online classrooms and ensure the accountability of active engagement of students participating in the courses provided via the Internet.
4. Students participating will strictly adhere to the policies and procedures set forth by the entity offering the online courses.
5. The Principal or designee shall evaluate the quality and effectiveness of online course offerings with District staff, annually.
6. Teachers/Counselors/Advisors shall be trained in the facilitation of online learning and shall participate in e-learning training.
7. Students enrolling in the online courses shall follow the same process as concurrent enrollment at the community colleges, District's alternative educational setting, or a four-year college/university.
8. The high schools, in accordance with the District's policies, shall grant credits earned.
9. Students shall follow the guidelines established by the District including obtaining prior approval from site administration before enrolling in the program to receive credits.
10. No students shall be denied the opportunity of taking an online course due to financial hardship as determined by free and reduced lunch eligibility, or enrollment in home bound/home study program.

Access to technology utilized by online courses imposes certain responsibilities and obligations for both students and teachers:

1. The appropriate use of the online learning opportunity is both ethical and honest, and demonstrates respect for physical and intellectual property, system security protocols, course provider procedures, an individual's right to privacy and to freedom from intimidation, harassment, and unwarranted annoyance.
2. The students utilizing online courses shall adhere to the District's Acceptable Use Policy.
3. All policies relating to academic honesty, participation, and attendance shall be applied to online learning.

This Administrative Regulation is effective July 1, 2008, and may be amended from time to time, as necessary.

TO: BOARD OF EDUCATION

DISCUSSION

06/26/08

FROM: DIANNE TALARICO / CHIUNG-SALLY CHOU / LAUREL SCHMIDT

RE: REVISE POLICY 5125 - STUDENT RECORDS

DISCUSSION ITEM NO. D.02

It is recommended that the Board of Education approve revisions to the existing Board Policy 5125 - Student Records, and review Administrative Regulations 5125 - Student Records and Administrative Regulations 5125.3 - Challenging Student Records.

THIS IS A **Revised Policy**

New text in underline

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<u>NUMBER</u>	<u>ARTICLE</u>	<u>TITLE</u>
5125	Students	Student Records

<u>SUBTOPIC</u>	<u>POLICY</u>	<u>REGULATION</u>	<u>EXHIBIT</u>
Progress and Student Records	<u>X</u>		

The Governing Board recognizes the importance of keeping accurate, comprehensive student records as required by law. Procedures for maintaining the confidentiality of student records shall be consistent with state and federal law.

The Superintendent or designee shall establish regulations for Broad approval governing the identification, description and security of student records, as well as timely access for authorized persons. These regulations shall ensure parental rights to review, inspect and photocopy student records and shall protect the student and the student's family from invasion of privacy.

~~1. Custodian of Records~~

The Superintendent or designee shall designate a certificated employee to serve as custodian of records, with responsibility for student records at the district level. At each school, the principal or a certificated designee shall act as custodian of records for students enrolled at that school. The custodian of records shall be responsible for implementing the Board policy and administrative regulation regarding student records. (Code of Regulations, Title 5, Section 431))

Legal Reference:

EDUCATION CODE

48201 Student records for transfer students who have been suspended/expelled
~~48904-48904.3~~ Withholding grades, diplomas, or transcripts of pupils causing property damage or injury; transfer of pupils to new school districts; notice to rescind decision to withhold

48918 Rules governing expulsion procedures

49060-49079 Pupil records

49091.14 Parental review of curriculum

51747 Independent study programs

56050 Surrogate parents

56055 Foster parents

CODE OF CIVIL PROCEDURE

1985.3 Subpoena duces tecum

FAMILY CODE

3025 Access to records by noncustodial parents

GOVERNMENT CODE

6252-6260 Inspection of public records

HEALTH AND SAFETY CODE

120440 Immunizations; disclosure of information

WELFARE AND INSTITUTIONS CODE

681 Truancy petitions

16010 Health and education records of a minor

CODE OF REGULATIONS, TITLE 5

430-438 Individual pupil records

16020-16028 Destruction of records of school districts

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

300.500 Definition of "personally identifiable"

300.501 Opportunity to examine records for parents of student with
disability

300.573 Destruction of information

COURT DECISIONS

Falvo v. Owasso Independent School District, 220 F.3d. 1200 (10th Cir. 2000)

Management Resources:

WEB SITES

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

<http://www.ed.gov/gen/guid/fpco/index.html>

CSBA Date 11/00

THIS IS A **NEW ADMINISTRATIVE REGULATION**

New text in underline

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<u>NUMBER</u>	<u>ARTICLE</u>	<u>TITLE</u>	
5125	Students	Student Records	
<u>SUBTOPIC</u>	<u>POLICY</u>	<u>REGULATION</u>	<u>EXHIBIT</u>
<u>Progress and</u>		<u>X</u>	
<u>Student Records</u>			

Definitions

Student records are any items of information gathered within or outside the district that are directly related to an identifiable student and maintained by the district or required to be maintained by an employee in the performance of his/her duties. Any information maintained for the purpose of second-party review is considered a student record. A student record may be recorded in handwriting, print, computer media, video or audio tape, film, microfilm, microfiche, or by other means. Student records include the student's health record. (34 CFR 99.3; Education Code 49061, 49062; 5 CCR 430)

Student records do not include: (34 CFR 99.3; Education Code 49061, 49062)

1. Directory information

(cf. 5125.1 - Release of Directory Information)

2. Informal notes compiled by a school officer or employee which remain in the sole possession of the maker, are used only as a personal memory aid, and are not accessible or revealed to any other person except a substitute

Mandatory permanent student records are those records which are maintained in perpetuity and which schools have been directed to compile by state law, regulation, or administrative directive. (5 CCR 430)

Mandatory interim student records are those records which the schools are directed to compile and maintain for stipulated periods of time and are then destroyed in accordance with state law, regulation, or administrative directive. (5 CCR 430)

Permitted student records are those records having clear importance only to the current educational process of the student. (5 CCR 430)

Access means a personal inspection and review of a record, an

accurate copy of a record or receipt of an accurate copy of a record, an oral description or communication of a record, and a request to release a copy of any record. (Education Code 49061)

Disclosure means to permit access to or the release, transfer, or other communication of personally identifiable information contained in education records, to any party, by any means including oral, written, or electronic means. (34 CFR 99.3)

Personally identifiable information includes, but is not limited to, the student's name, the name of the student's parent/guardian or other family member, the address of the student or student's family, a personal identifier such as the student's social security number or student number, and a list of personal characteristics or other information that would make the student's identity easily traceable. (34 CFR 99.3)

Adult student is a person who is or was enrolled in school and who is at least 18 years of age. (5 CCR 430)

Parent/guardian means a natural parent, an adopted parent, legal guardian, surrogate parent, or foster parent. (Education Code 49061, 56050, 56055)

School officials and employees are officials or employees whose duties and responsibilities to the district, whether routine or as a result of special circumstances, require that they have access to student records.

Custodian of records is the employee responsible for the security of student records maintained by the district and for devising procedures for assuring that access to such records is limited to authorized persons. (5 CCR 433)

A legitimate educational interest is one held by school officials or employees whose duties and responsibilities to the district, whether routine or as a result of special circumstances, require that they have access to student records.

County placing agency means the county social service department or county probation department. (Education Code 49061)

Persons Granted Access to Student Records Without Prior Written Consent

Persons, agencies, or organizations specifically granted access rights to student records pursuant to law shall have access without prior written parental consent or judicial order. (Education Code 49076)

The following persons or agencies shall have absolute access to

any and all student records in accordance with law:

1. Parents/guardians of students younger than age 18. (Education Code 49069) Access to student records and information shall not be denied to a parent because he/she is not the child's custodial parent. (Family Code 3025)
2. An adult student age 18 or older or a student under the age of 18 who attends a postsecondary institution, in which case the student alone shall exercise rights related to his/her student records and grant consent for the release of records (34 CFR 99.3, 99.5)
3. Any person, agency, or organization authorized in compliance with a court order or lawfully issued subpoena. (Education Code 49077)

In addition, the following persons or agencies shall have access to those particular records that are relevant to the legitimate educational interest of the requester: (Education Code 49076)

1. Parents/guardians of a dependent student age 18 or older
2. Students age 16 or older or who have completed the 10th grade
3. School officials and employees
4. Members of a school attendance review board and any volunteer aide age 18 or older who has been investigated, selected, and trained by such a board to provide follow-up services to a referred student

(cf. 5113.1 - Truancy)

5. Officials and employees of other public schools or school systems where the student intends or is directed to enroll, including local, county, or state correctional facilities where educational programs leading to high school graduation are provided
6. Federal, state, and local officials, as needed for program audits or compliance with law
7. Any district attorney who is participating in or conducting a truancy mediation program or participating in the presentation of evidence in a truancy petition
8. A prosecuting agency for consideration against a parent/guardian for failure to comply with compulsory education laws

9. Any probation officer or district attorney for the purposes of conducting a criminal investigation or an investigation in regards to declaring a person a ward of the court or involving a violation of a condition of probation
10. Any judge or probation officer for the purpose of conducting a truancy mediation program for a student, or for purposes of presenting evidence in a truancy petition pursuant to Welfare and Institutions Code 681
11. Any county placing agency for the purpose of fulfilling educational case management responsibilities required by the juvenile court or by law pursuant to Welfare and Institutions Code 16010 and to assist with the school transfer or enrollment of a student

(cf. 6173.1 - Education for Foster Youth)

Foster family agencies with jurisdiction over currently enrolled or former students may access those students' records of grades and transcripts and any individualized education program (IEP) developed and maintained by the district with respect to such students. (Education Code 49069.3)

(cf. 6159 - Individualized Education Program)

When authorized by law to assist law enforcement in investigations of suspected kidnapping, the Superintendent or designee shall provide information about the identity and location of the student as it relates to the transfer of that student's records to another public school district or California private school. The information shall be released only to designated peace officers, federal criminal investigators, and federal law enforcement officers whose names have been submitted in writing by their law enforcement agency in accordance with the procedures specified in Education Code 49076.5. (Education Code 49076.5)

The Superintendent or designee may release information from a student's records to the following: (34 CFR 99.36; Education Code 49076)

1. Appropriate persons in an emergency if the health and safety of the student or other persons are at stake
2. Accrediting associations
3. Under the conditions specified in Education Code 49076, organizations conducting studies on behalf of educational institutions or agencies for the purpose of developing, validating, or administering predictive tests, administering

student aid programs, or improving instruction

4. Officials and employees of private schools or school systems where the student is enrolled or intends to enroll

5. Agencies or organizations in connection with the student's application for or receipt of financial aid

However, information permitting the personal identification of a student or his/her parents/ guardians for these purposes may be disclosed only as may be necessary to determine the eligibility of the student for financial aid, to determine the amount of financial aid, to determine the conditions which will be imposed regarding the financial aid, or to enforce the terms or conditions of the financial aid.

6. County elections officials for the purpose of identifying students eligible to register to vote and offering such students an opportunity to register

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)

The Superintendent or designee may release a student's immunization record information to local health departments operating countywide or regional immunization information and reminder systems and the California Department of Public Health. Prior to releasing such information, the Superintendent or designee shall notify the parent/guardian of his/her right to refuse to share the information as well the other information specified in law. The following information may be released: (Health and Safety Code 120440)

1. Name of the student and the student's parent/guardian

2. Student's gender

3. Student's date and place of birth

4. Types and dates of immunizations received

5. Manufacturer and lot number of the immunization received

6. Adverse reaction to the immunization

7. Other nonmedical information necessary to establish the student's unique identity and record

Persons Granted Access to Student Records With Prior Written Consent

Persons, agencies, or organizations not afforded access rights by law may be granted access only through written permission of the parent/guardian or adult student, or by judicial order. (Education Code 49075)

Only a parent/guardian having legal custody of the student may consent to the release of records to others. Either parent may grant consent if both parents notify the district, in writing, that such an agreement has been made. (Education Code 49061)

(cf. 5021 - Noncustodial Parents)

Any person or agency granted access is prohibited from releasing information to another person or agency without written permission from the parent/guardian or adult student. (Education Code 49076)

Access to Records by Authorized Persons

Student records shall be maintained in a central file at the school attended by the student or, when records are maintained in different locations, a notation shall be placed in the central file indicating where other records may be found. Parents/guardians shall be notified of the location of student records if not centrally located. (Education Code 49069; 5 CCR 433)

To inspect, review, or obtain copies of student records, authorized persons shall submit a request to the custodian of records.

Authorized persons, organizations, or agencies from outside the school whose access requires consent from the parent/guardian or adult student shall submit their request, together with any required authorization, to the Superintendent or designee or the custodian of records. (5 CCR 435)

When prior written consent is required by law, the parent/guardian shall provide a signed and dated written consent before the district discloses the student record. Such consent may be given through electronic means in those cases where it can be authenticated. The consent shall specify the records that may be disclosed, state the purpose of the disclosure, and identify the party or class of parties to whom the disclosure may be made. Upon request by the parent/guardian, the district shall provide him/her a copy of the records disclosed. (34 CFR 99.30)

Within five (5) business days following the date of request, a parent/guardian or other authorized person shall be granted access to inspect, review, and obtain copies of student records

during regular school hours. (Education Code 49069)

Qualified certificated personnel shall be available to interpret records when requested. (Education Code 49069)

The custodian of records shall be responsible for the security of student records and shall assure that access is limited to authorized persons. (5 CCR 433)

The custodian of records or the Superintendent or designee shall prevent the alteration, damage, or loss of records during inspection. (5 CCR 435)

Prior to disclosing a record pursuant to a court order or subpoena, the Superintendent or designee shall, unless otherwise instructed by the court, give the parent/guardian or adult student at least three days' notice of the name of the requesting agency and the specific record requested if lawfully possible within the requirements of the judicial order. (34 CFR 99.31; 5 CCR 435)

When the district discloses personally identifiable information to officials of another school, school system, or postsecondary institution where the student seeks or intends to enroll, the Superintendent or designee shall make a reasonable attempt to notify the parent/guardian or adult student at his/her last known address, provide a copy of the record that was disclosed, and give him/her an opportunity for a hearing to challenge the record. (34 CFR 99.34)

Upon releasing student information to a judge or probation officer for the purpose of conducting a truancy mediation program or presenting evidence in a truancy petition, the Superintendent or designee shall inform, or provide written notification to, the student's parent/guardian within 24 hours. (Education Code 49076)

If the district is planning to release a student's immunization information to the county health department or California Department of Public Health, the Superintendent or designee shall inform the student's parents/guardians of the following: (Health and Safety Code 120440)

1. The type of information that will be shared
2. The name and address of the agency with which the district will share the information
3. That any shared information shall be treated as confidential and shall be used to share only with each other and, upon request, with health care providers, child care facilities,

family child care homes, service providers for the Women, Infants and Children (WIC) food program, county welfare departments, foster care agencies, and health care plans

4. That the information may be used only to provide immunization service; to provide or facilitate third-party payer payments for immunizations; and/or to compile and disseminate statistical information on immunization status on groups of people, without identifying the student
5. That the parent/guardian has the right to examine any immunization-related information shared in this manner and to correct any errors
6. That the parent/guardian may refuse to allow this information to be shared

Access Log

A log shall be maintained for each student's record which lists all persons, agencies, or organizations requesting or receiving information from the records and the legitimate educational interest of the requester. (Education Code 49064)

In every instance of inspection by persons who do not have assigned educational responsibility, the custodian of records shall make an entry in the log indicating the record inspected, the name of the person granted access, the reason access was granted, and the time and circumstances of inspection. (5 CCR 435)

The log does not need to record access by: (Education Code 49064)

1. Parents/guardians or adult students
2. Students 16 years of age or older or who have completed the 10th grade
3. Parties obtaining district-approved directory information
(cf. 5125.1 - Release of Directory Information)
4. Parties who provide written parental consent, in which case the consent notice shall be filed with the record pursuant to Education Code 49075
5. School officials or employees who have a legitimate educational interest

The log shall be accessible only to the parent/guardian, adult

student, dependent adult student, student age 16 years or older or who has completed the 10th grade, custodian of records, and certain state/federal officials. (Education Code 49064; 5 CCR 432)

Duplication of Student Records

To provide copies of any student record, the district shall charge a reasonable fee not to exceed the actual cost of furnishing the copies. No charge shall be made for providing up to two transcripts or up to two verifications of various records for any former student. No charge shall be made to locate or retrieve any student record. (Education Code 49065)

Changes to Student Records

No additions except routine updating shall be made to a student's record after high school graduation or permanent departure without prior consent of the parent/guardian or adult student. (5 CCR 437)

Only a parent/guardian having legal custody of the student or an adult student may challenge the content of a record or offer a written response to a record. (Education Code 49061)

(cf. 5125.3 - Challenging Student Records)

Retention and Destruction of Student Records

All anecdotal information and assessment reports maintained as student records shall be dated and signed by the individual who originated the data. (5 CCR 431)

The following mandatory permanent student records shall be kept indefinitely: (5 CCR 432, 437)

1. Legal name of student
 2. Date and place of birth and method of verifying birth date
- (cf. 5111 - Admission)
3. Sex of student
 4. Name and address of parent/guardian of minor student.
 - a. Address of minor student if different from the above.
 - b. Annual verification of parent/guardian's name and address and student's residence

(cf. 5111.1 - District Residency)

(cf. 5111.12 - Residency Based on Parent/Guardian Employment)

(cf. 5111.13 - Residency for Homeless Children)

5. Entrance and departure date of each school year and for any summer session or other extra session

6. Subjects taken during each year, half-year, summer session, or quarter, and marks or credits given

(cf. 5121 - Grades/Evaluation of Student Achievement)

7. Verification of or exemption from required immunizations (cf. 5141.31 - Immunizations)

8. Date of high school graduation or equivalent

Mandatory interim student records, unless forwarded to another district, shall be maintained subject to destruction during the third school year following a determination that their usefulness has ceased or the student has left the district. These records include: (Education Code 48918, 51747; 5 CCR 432, 437, 16027)

1. Expulsion orders and the causes thereof

(cf. 5144.1 - Suspension and Expulsion/Due Process)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

2. A log identifying persons or agencies who request or receive information from the student record

3. Health information, including verification or waiver of the health screening for school entry

(cf. 5141.32 - Health Screening for School Entry)

4. Information on participation in special education programs, including required tests, case studies, authorizations, and evidence of eligibility for admission or discharge

(cf. 6159 - Individualized Education Program)

(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)

5. Language training records

(cf. 6174 - Education for English Language Learners)

6. Progress slips/notices required by Education Code 49066 and 49067

7. Parental restrictions/stipulations regarding access to directory information
8. Parent/guardian or adult student rejoinders to challenged records and to disciplinary action
9. Parent/guardian authorization or denial of student participation in specific programs
10. Results of standardized tests administered within the past three years

(cf. 6162.51 - Standardized Testing and Reporting Program)
(cf. 6162.52 - High School Exit Examination)

11. Written findings resulting from an evaluation conducted to determine whether it is in a student's best interest to remain in independent study

(cf. 6158 - Independent Study)

Permitted student records may be destroyed six months after the student completes or withdraws from the educational program, including: (5 CCR 432, 437)

1. Objective counselor/teacher ratings
2. Standardized test results older than three years
3. Routine disciplinary data (cf. 5144 - Discipline)
4. Verified reports of relevant behavioral patterns
5. All disciplinary notices
6. Supplementary attendance records

Records shall be destroyed in a way that assures they will not be available to possible public inspection in the process of destruction. (5 CCR 437)

Transfer of Student Records

If a student transfers into this district from any other school district or a private school, the Superintendent or designee shall inform the parent/guardian of his/her rights regarding student records, including the right to review, challenge, and receive a copy of student records.

(Education Code 49068; 5 CCR 438)

When a student transfers into this district from another, the Superintendent or designee shall request that the student's previous district provide any records, either maintained by that district in the ordinary course of business or received from a law enforcement agency, regarding acts committed by the transferring student that resulted in his/her suspension or expulsion. (Education Code 48201)

(cf. 4158/4258/4358 - Employee Security)

When a student transfers from this district to another school district or to a private school, the Superintendent or designee shall forward a copy of the student's mandatory permanent record as requested by the other district or private school. The original record or a copy shall be retained permanently by this district. If the transfer is to another California public school, the student's entire mandatory interim record shall also be forwarded. If the transfer is out of state or to a private school, the mandatory interim record may be forwarded. Permitted student records may be forwarded to any other district or private school. (5 CCR 438)

Upon receiving a request from an admitting school for a student's records, the district shall also forward any expulsion order and the causes for the expulsion. (Education Code 48918)

Upon receiving a request from a county placing agency to transfer a student in foster care out of a district school, the Superintendent or designee shall transfer the student's records to the next educational placement within two business days. (Education Code 49069.5)

All student records shall be updated before they are transferred. (5 CCR 438) Student records shall not be withheld from the requesting district because of any charges or fees owed by the student or parent/guardian. (5 CCR 438)

If the district is withholding grades, diploma, or transcripts from the student because of his/her damage or loss of school property, this information shall be sent to the requesting district along with the student's records. (cf. 5125.2 - Withholding Grades, Diploma or Transcripts)

Notification of Parents/Guardians

Upon any student's initial enrollment, and at the beginning of each year thereafter, the Superintendent or designee shall notify parents/guardians and eligible students, in writing, of their rights related to student records. Insofar as practicable, the district shall provide these notices in the student's home language and shall effectively notify parents/guardians or

eligible students who are disabled. (34 CFR 99.7; Education Code 49063)

(cf. 5145.6 - Parental Notifications)

The notice shall include: (34 CFR 99.7, 99.34; Education Code 49063)

1. The types of student records kept by the district and the information contained therein
2. The title(s) of the official(s) responsible for maintaining each type of record
3. The location of the log identifying those who request information from the records
4. District criteria for defining school officials and employees and for determining legitimate educational interest
5. District policies for reviewing and expunging student records
6. The right to inspect and review student records and the procedures for doing so
7. The right to challenge and the procedures for challenging the content of a student record that the parent/guardian or student believes to be inaccurate, misleading, or otherwise in violation of the student's privacy rights

(cf. 5125.3 - Challenging Student Records)

8. The cost, if any, charged for duplicating copies of records
9. The categories of information defined as directory information pursuant to Education Code 49073
10. The right to consent to disclosures of personally identifiable information contained in the student's records except when disclosure without consent is authorized by law
11. The availability of the curriculum prospectus developed pursuant to Education Code 49091.14 containing the titles, descriptions, and instructional aims of every course offered by the school

(cf. 5020 - Parent Rights and Responsibilities)

12. Any other rights and requirements set forth in Education Code 49060-49078, and the right of parents/guardians to file a

complaint with the United States Department of Education concerning an alleged failure by the district to comply with 20 USC 1232g

13. A statement that the district forwards education records to other agencies or institutions that have requested the records and in which the student seeks or intends to enroll

(3/04 3/06) 3/08

THIS IS A **NEW ADMINISTRATIVE REGULATION**

New text in underline

Deleted text in ~~strikeout~~

<u>NUMBER</u>	<u>ARTICLE</u>	<u>TITLE</u>		
<u>5125.3</u>	<u>Students</u>	<u>Challenging Student Records</u>		
<u>SUBTOPIC</u>	<u>POLICY</u>	<u>REGULATION</u>	<u>EXHIBIT</u>	
<u>Progress and Student Records</u>		<u>X</u>		

The custodial parent/guardian of any student may submit to the Superintendent or designee a written request to correct or remove from his/her child's records any information concerning the child which he/she alleges to be any of the following: (Education Code 49070)

1. Inaccurate
2. An unsubstantiated personal conclusion or inference
3. A conclusion or inference outside of the observer's area of competence
4. Not based on the personal observation of a named person with the time and place of the observation noted
5. Misleading
6. In violation of the privacy or other rights of the student

(cf. 5121 - Grades/Evaluation of Student Achievement)
(cf. 5125 - Student Records)

When a student grade is challenged, the teacher who gave the grade shall be given an opportunity to state orally, in writing, or both, the reasons for which the grade was given. Insofar as practicable, he/she shall be included in all discussions related to any grade change. In the absence of clerical or mechanical error, fraud, bad faith or incompetency, the student's grade as determined by the teacher shall be final. (Education Code 49066)

Within 30 days of receiving a request to correct or remove information from a record, the Superintendent or designee shall meet with the parent/guardian and with the employee (if still employed) who recorded the information in question. The Superintendent shall then sustain or deny the allegations. (Education Code 49070)

If the parent/guardian's allegations are sustained, the

Superintendent shall order the correction or removal and destruction of the information. (Education Code 49070)

If the Superintendent denies the allegations, the parent/guardian may write within 30 days to appeal the decision to the Governing Board. Within 30 days of receiving the written appeal, the Board shall meet in closed session with the parent/guardian and the employee (if still employed) who recorded the information in question. The Board shall then decide whether or not to sustain or deny the allegations. If it sustains any or all of the allegations, the Superintendent shall immediately correct or remove and destroy the information from the student's records. (Education Code 49070)

The decision of the Board shall be final. If the decision of the Superintendent or Board is unfavorable to the parent/guardian, the parent/guardian shall have the right to submit a written statement of objections. This statement shall become a part of the student's record. (Education Code 49070)

Both the Superintendent and the Board have the option of appointing a hearing panel to assist in making the decision. The hearing panel may be used at the discretion of the Superintendent or the Board provided that the parent/guardian consents to releasing record information to panel members. (Education Code 49070, 49071)

The right to challenge a record becomes the sole right of the student when the student becomes 18 or attends a postsecondary institution. (Education Code 49061)

At the beginning of each school year, parents/guardians shall be notified of the availability of the above procedures for challenging student records. (Education Code 49063)

(cf. 5145.6 - Parental Notifications)

Legal Reference:

EDUCATION CODE

49061 Definitions

49063 Notification of parents of their rights

49066 Grades; change of grade; physical education grade

49070 Challenging content of records

49071 Hearing panel

UNITED STATES CODE, TITLE 20

1232g Family Educational and Privacy Rights Act of 1974

(12/91 2/95) 2/96

TO: BOARD OF EDUCATION

DISCUSSION

06/26/08

FROM: DIANNE TALARICO / MICHAEL D. MATTHEWS

RE: REVISE POLICY 5145.7 - SEXUAL HARASSMENT AND
MISCONDUCT (STUDENTS)

DISCUSSION ITEM NO. D.03

It is recommended that the Board of Education review policy 5145.7 - Sexual Harassment and Misconduct (Students).

COMMENT: The Board of Education approved changes to this policy at its meeting on February 21, 2008. As part of the district's steps to ensure student safety, the board has requested that this policy and its administrative regulation return for review.

Attachment:

- Board Policy 5145.7 - Sexual Harassment and Misconduct (Students)
- Administrative Regulation 5145.7 - Sexual Harassment and Misconduct (Students)

THIS IS EXISTING BOARD POLICY

<u>NUMBER</u>	<u>ARTICLE</u>	<u>TITLE</u>
5145.7	STUDENTS	Sexual Harassment <u>and Misconduct</u>

<u>SUBTOPIC</u>	<u>POLICY</u>	<u>REGULATION</u>	<u>EXHIBIT</u>
Welfare	X		

DETAIL

The Governing Board is committed to maintaining an educational environment that is free from harassment. The Board prohibits sexual harassment of students by other students, employees or other persons, at school or at school-sponsored or school-related activities. The Board also prohibits retaliatory behavior or action against persons who complain, testify, assist or otherwise participate in the complaint process established pursuant to this policy and the administrative regulation.

Instruction/Information

The Superintendent or designee shall ensure that all district students receive age-appropriate instruction and information on sexual harassment. Such instruction and information shall include:

1. What acts and behavior constitute sexual harassment, including the fact that sexual harassment could occur between people of the same gender
2. A clear message that students do not have to endure sexual harassment
3. Encouragement to report observed instances of sexual harassment, even where the victim of the harassment has not complained
4. Information about the person(s) to whom a report of sexual harassment should be made

Complaint Process

Any student who feels that he/she is being or has been subjected to sexual harassment shall immediately contact his/her teacher or any other employee. A school employee to whom a complaint is made shall, within 24 hours of receiving the complaint, report it to the principal or designee.

Any school employee who observes any incident of sexual harassment involving a student shall report this observation to the principal or designee, whether or not the victim files a complaint.

In any case of sexual harassment involving the principal or any other district employee to whom the complaint would ordinarily be made, the employee who receives the student's report or who observes the incident shall report to the nondiscrimination coordinator or the Superintendent or designee.

The principal or designee to whom a complaint of sexual harassment is reported shall immediately file a report to the Superintendent with the Confidential Incident Report Form. The Superintendent will determine who will investigate the complaint in accordance with administrative regulation. Where the Assistant Superintendent of Human Resources or designee and/or independent investigator ~~principal or designee~~ finds that sexual harassment occurred, he/she shall take prompt, appropriate action to end the harassment and address its effects on the victim. The principal or designee shall also advise the victim of any other remedies that may be available. The principal or designee shall ~~file a report with the Superintendent or designee and~~ refer the matter to law enforcement authorities, where required.

Disciplinary Measures

Any student who engages in sexual harassment of anyone at school or at a school-sponsored or school-related activity is in violation of this policy and shall be subject to disciplinary action. For students in grades 4 through 12, disciplinary action may include suspension and/or expulsion, provided that in imposing such discipline the entire circumstances of the incident(s) shall be taken into account.

Any employee who engages in sexual harassment or misconduct is in violation of this policy and shall be subject to disciplinary measures and shall be reported to law enforcement agencies.

Record-Keeping

The Superintendent or designee shall maintain a record of all reported cases of sexual harassment to enable the district to monitor, address and prevent repetitive harassing behavior in its schools.

All complaints and allegations of sexual harassment shall be kept confidential except as necessary to carry out the investigation or take other subsequent necessary action. (5 CCR 4964)

By no later than October 31st of each year, the Superintendent shall inform the public via an Information Item in the Board of Education agenda regarding the number of reported student and

employee sexual harassment complaints for the previous school year.

REFERENCE

EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex
48900.2 Additional grounds for suspension or expulsion; sexual harassment
48904 Liability of parent/guardian for willful student misconduct
48980 Notice at beginning of term

CIVIL CODE

51.9 Liability for sexual harassment; business, service and professional relationships

1714.1 Liability of parents/guardians for willful misconduct of minor

CODE OF REGULATIONS, TITLE 5

4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance

UNITED STATES CODE, TITLE 20

1681-1688 Title IX, Discrimination

UNITED STATES CODE, TITLE 42

2000d-2000d-7 Title VI, Civil Rights Act of 1964

UNITED STATES CODE, TITLE 42

2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended

CODE OF FEDERAL REGULATIONS, TITLE 34

106.1-106.71 Nondiscrimination on the basis of sex in education programs

COURT DECISIONS

Reese v. Jefferson School District, (2001) 208 F.3d 736

Davis v. Monroe County Board of Education, (1999) 526 U.S. 629

Gebser v. Lago Vista Independent School District, (1998) 118 S.Ct. 1989

Nabozny v. Podlesny, (1996, 7th Cir.) 92 F.3d 446

Doe v. Petaluma City School District, (1995, 9th Cir.) 54 F.3d 1447

Oona R.-S. etc. v. Santa Rosa City Schools et al, (1995) 890 F.Supp. 1452

Rosa H. v. San Elizario Ind. School District, (W.D. Tex. 1995) 887 F. Supp. 140, 143

Clyde K. v. Puyallup School District #3, (1994) 35 F.3d 1396

Patricia H. v. Berkeley Unified School District, (1993) 830 F.Supp. 1288

Franklin v. Gwinnet County Schools, (1992) 112 S. Ct. 1028

Kelson v. City of Springfield, Oregon, (1985, 9th Cir.) 767 F.2d 651

MANAGEMENT RESOURCES

OFFICE OF CIVIL RIGHTS AND NATIONAL ASSOCIATION OF ATTORNEYS GENERAL
Protecting Students from Harassment and Hate Crime: A Guide for Schools,
January 1999

OFFICE OF CIVIL RIGHTS' PUBLICATIONS

Revised Sexual Harassment Guidance, January 2001

Sexual Harassment Guidance, March 1997

WEB SITES

OCR: <http://www.ed.gov/offices/OCR>

<u>ADOPTED</u>	<u>REVISED</u>	<u>CSBA DATE</u>
March 28, 1993	February 21, 2008	November 2001

THIS IS EXISTING ADMINISTRATIVE REGULATION

<u>NUMBER</u>	<u>ARTICLE</u>	<u>TITLE</u>
5145.7	STUDENTS	Sexual Harassment <u>and Misconduct</u>

<u>SUBTOPIC</u>	<u>POLICY</u>	<u>REGULATION</u>	<u>EXHIBIT</u>
Welfare		X	

DETAIL

Prohibited sexual harassment and misconduct includes, but is not limited to, unwelcome sexual advances, unwanted requests for sexual favors or other unwanted verbal, visual or physical conduct of a sexual nature made against another person of the same or opposite gender, in the educational setting, when:
(Education Code 212.5; 5 CCR 4916)

1. Submission to the conduct is explicitly or implicitly made a term or condition of a student's academic status or progress
2. Submission to or rejection of the conduct by a student is used as the basis for academic decisions affecting the student
3. The conduct has the purpose or effect of having a negative impact on the student's academic performance, or of creating an intimidating, hostile or offensive educational environment
4. Submission to or rejection of the conduct by the student is used as the basis for any decision affecting the student regarding benefits and services, honors, programs, or activities available at or through any district program or activity
5. The conduct involves any consensual sexual relationship between any employee or volunteer and students, including students who have reached the age of consent.
6. The conduct includes excessive or repeated touching of a student that is without a clear educational purpose.

Types of conduct which are prohibited in the district and which may constitute sexual harassment include, but are not limited to:

1. Unwelcome leering, sexual flirtations or propositions
2. Sexual slurs, epithets, threats, verbal abuse, derogatory comments or sexually degrading descriptions
3. Graphic verbal comments about an individual's body, or overly personal conversation
4. Sexual jokes, notes, stories, drawings, pictures or gestures

5. Spreading sexual rumors
6. Teasing or sexual remarks about students enrolled in a predominantly single-gender class
7. Massaging, grabbing, fondling, stroking or brushing the body
8. Touching an individual's body or clothes in a sexual way
9. Purposefully cornering or blocking normal movements
10. Displaying sexually suggestive objects

Preventing Sexual Harassment and Misconduct

In an effort to prevent the occurrence or perception of sexual misconduct, the following precautions shall be taken by all employees:

1. Employees shall, whenever possible, avoid closed door meetings and before/after school hours activities with only one student.
2. On any student trip away from school, there shall be a minimum of two chaperones, preferably a man and a woman.

Notifications

A copy of the district's sexual harassment policy shall:

1. Be included in the notifications that are sent to parents/guardians at the beginning of each school year (Education Code 48980; 5 CCR 4917)
2. Be displayed in a prominent location in the main administrative building or other area where notices of district rules, regulations, procedures and standards of conduct are posted (Education Code 231.5)
3. Be provided as part of any orientation program conducted for new students at the beginning of each quarter, semester or summer session (Education Code 231.5)
4. Appear in any school or district publication that sets forth the school's or district's comprehensive rules, regulations, procedures and standards of conduct (Education Code 231.5)
5. Be provided to employees and employee organizations

Investigation of Complaints at School (Site-Level Grievance Procedure)

1. The principal shall report a complaint to the Superintendent using the Confidential Incident Report form. Even if no

complaint is filed, the principal has a duty to investigate suspected sexual harassment or misconduct.

2. The principal and Superintendent shall determine whether the principal, a designee, or an independent investigator will investigate the complaint. That person ~~The principal or designee~~ shall promptly investigate all complaints of sexual harassment. In so doing, he/she shall talk individually with:
 - a. The student who is complaining
 - b. The person accused of harassment
 - c. Anyone who witnessed the conduct complained of
 - d. Anyone mentioned as having related information

- ~~32.~~ The student who is complaining shall have an opportunity to describe the incident, present witnesses and other evidence of the harassment, and put his/her complaint in writing.

- ~~43.~~ The principal or designee shall discuss the complaint only with the people described above. If the complaint regards occurrences for which the principal or designee has a reasonable suspicion of child abuse, the principal or designee is mandated to report to law enforcement and/or child protective agencies as per SMMUSD Board Policy and Administrative Regulation 5144.4. When necessary to carry out his/her investigation or for other good reasons that apply to the particular situation, the principal or designee also may discuss the complaint with the following persons:
 - a. The Superintendent or designee
 - b. The parent/guardian of the student who complained
 - c. If the alleged harasser is a student, his/her parent/guardian
 - d. A teacher or staff member whose knowledge of the students involved may help in determining who is telling the truth
 - e. Child protective agencies responsible for investigating child abuse reports
 - f. Legal counsel for the district

- ~~54.~~ The complainant shall not be required or asked to meet with the alleged harasser or person suspected of sexual misconduct. If the alleged harasser or person suspected of sexual misconduct is a district employee or volunteer, then during the course of the investigation, he/she shall discontinue contact with students. ~~When the student who complained and the alleged harasser so agree, the principal or designee may arrange for them to resolve the complaint informally with the help of a counselor, teacher, administrator or trained mediator. The student who complained shall never be asked to work out the problem directly with the accused person unless such help is provided and both~~

~~parties agree.~~

65. In reaching a decision about the complaint, the Assistant Superintendent of Human Resources or designee and/or independent investigator ~~principal or designee~~ may take into account:
- a. Statements made by the persons identified above
 - b. The details and consistency of each person's account
 - c. Evidence of how the complaining student reacted to the incident
 - d. Evidence of any past instances of harassment by the alleged harasser
 - e. Evidence of any past harassment complaints that were found to be untrue
76. To judge the severity of the harassment, the Assistant Superintendent of Human Resources or designee and/or independent investigator ~~principal or designee~~ may take into consideration:
- a. How the misconduct affected one or more students' education
 - b. The type, frequency and duration of the misconduct
 - c. The number of persons involved
 - d. The age and gender of the person accused of harassment
 - e. The subject(s) of harassment
 - f. The place and situation where the incident occurred
 - g. Other incidents at the school, including incidents of harassment that were not related to gender
87. The Assistant Superintendent of Human Resources or designee and/or independent investigator ~~principal or designee~~ shall write a report of his/her findings, decision, and reasons for the decision and shall present this report to the student who complained and the person accused.
98. The Assistant Superintendent of Human Resources or designee and/or independent investigator ~~principal or designee~~ shall give the Superintendent or designee a written report of the complaint and investigation. If the principal or designee verifies that sexual harassment occurred, this report shall describe the actions taken to end the harassment, address the effects of the harassment on the student harassed, and prevent retaliation or further harassment.
109. Within two weeks after receiving the complaint, the principal or designee shall determine whether or not the student who complained has been further harassed. The principal or designee shall keep a record of this information and shall continue this follow-up.

Enforcement

The Superintendent or designee shall take appropriate actions to reinforce the district's sexual harassment policy. As needed, these actions may include any of the following:

1. Removing vulgar or offending graffiti.
2. Providing staff inservice and student instruction or counseling.
3. Notifying parents/guardians of the actions taken.
4. Notifying child protective services.
5. Taking appropriate disciplinary action. In addition, the principal or designee may take disciplinary measures against any person who is found to have made a complaint of sexual harassment which he/she knew was not true.
6. If an employee is found to be in violation of this policy, disciplinary action shall include, at a minimum, a letter of reprimand, which shall be placed in the employee's personnel file. That letter shall not be expunged under any circumstances.

Support for Students

The Superintendent or designee shall take appropriate actions to provide support for students who have been subjected to sexual harassment and/or misconduct by a district employee or volunteer.

1. The principal or designee will make it clear to the affected student(s) and the parents or guardians that any form of retaliation or mistreatment of a student who complained will not be tolerated.
2. In instances where there were substantiated findings that a student was subjected to sexual harassment/misconduct by a District employee or volunteer, the District will offer, and upon the request of the parent or guardian, will assist the student in receiving therapeutic intervention.

<u>ADOPTED</u>	<u>REVISED</u>	<u>CSBA DATE</u>
March 28, 1993	February 26, 2008	November 2001

INFORMATION ITEMS

TO: BOARD OF EDUCATION

INFORMATION

06/26/08

FROM: DIANNE TALARICO / CHIUNG-SALLY CHOU / MAUREEN BRADFORD

RE: SUPPLEMENTAL TEXTBOOKS

INFORMATION ITEM NO. I.01

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

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

Discovering French - Nouveau!, by Vallette for seventh grade French Exploratory at Lincoln Middle School. Adoption requested by Meredith Lebo.

TO: BOARD OF EDUCATION

INFORMATION

6/26/08

FROM: DIANNE TALARICO / WILBERT YOUNG

RE: UPDATE REGARDING DISTRICT'S CLASSIFICATION AND
COMPENSATION STUDY

INFORMATION ITEM NO. I.02

It is recommended that the Board of Education receive *the District-Wide Classification and Compensation Study for the Classified Service*.

COMMENTS: At the June 10, 2008, Personnel Commission Meeting, the Personnel Commission approved the formal transmittal of the proposed classifications and salary recommendations in the *District-Wide Classification and Compensation Study for the Classified Service - Final Report by the Ewing Consulting Services* to the Board of Education. This transmittal is pursuant to Personnel Commission Rule §12.1.4.A and SEIU Contract Article 2.3 (please see attachment).

The proposed classifications and salary recommendations are available for public review in the Office of the Personnel Commission.

PERSONNEL COMMISSION RULE 12.1.4.1

12.1.4.1. SALARY RECOMMENDATIONS (EDUCATION CODE 45268)

- A. After making its findings, the Commission shall present salary recommendations to the Board for approval. The Board may approve, amend or reject the recommendation but shall not alter the percentage relationships among classes in the occupational family as established by the classification plan. No amendment shall be adopted until the Commission is first given a reasonable opportunity to comment on the affect the amendment will have on the principle of like pay for like work. No changes shall operate to disturb the relationship which compensation schedules bear to one another, as the relationship has been established in the classification made by the Commission.

SEIU CONTRACT ARTICLE 2.3

SECTION 2.3 The parties agree that if new or different classifications are established by the District, or existing classification of unit members are changed by the District, then the District will provide written notice to the union at least fifteen (15) working days prior to the Board of Education meeting at which the change(s) of classification will be presented, and, upon written request by the Union, the District will consult with the Union regarding the appropriate unit or non-unit designation of any such classifications. If, following consultation, there is disagreement regarding unit determination, the Union may file a petition with PERB for unit determination. Nothing herein shall imply any restriction on the authority of the District to establish such positions as they necessary.

SECTION 2.3.1 The parties agree that any changes in classification or the salary implications as the result of these changes shall be negotiated by the District and the Union.