

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

November 19, 2009

A regular meeting of the Santa Monica-Malibu Unified School District Board of Education will be held on **Thursday, November 19, 2009**, 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, 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 (90)

- Receipt of recommendation for approval of the proposed CAHSEE waiver request pursuant to §60851 (c), as cited in the Education Code (5):
CAHSEE-1016-09/10
- Closed session with legal counsel concerning existing litigation pursuant to GC §54956.9(a) as cited in the Brown Act (2 cases: SMMUSD v. Hernandez, et. al. Los Angeles Superior Court Case #BC418869; SMMUSD v. Maruyama, et. al. Los Angeles Superior Court Case #BC418854). (30)
- Conference with Superintendent regarding 2008-2009 Strategies for Negotiations with S.E.I.U. pursuant to GC §54957.6 as cited in the Brown Act. (10)
- Conference with Superintendent regarding 2008-2009 Strategies for Negotiations with S.M.M.C.T.A. pursuant to GC §54957.6 as cited in the Brown Act. (30)
- Closed Session, Superintendent's performance evaluation pursuant to GC §54954.5 as cited in the Brown Act. (15)

IV. BOARD OF EDUCATION – COMMENDATIONS / RECOGNITIONS (0)

V. APPROVAL OF THE AGENDA

VI. APPROVAL OF MINUTES

October 15, 2009
October 26, 2009

VII. CONSENT CALENDAR (5)

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

Curriculum and Instruction

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A.02 Overnight Field Trip(s) – 2009-2010..... 4
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Measure “BB”

A.08 Contract Amendment #25 for Increased Scope for Topographic Surveys and Digital Mapping for Additional Survey Work – John Adams Middle School – Psomas – Measure BB 18
A.09 Contract Amendment #11 for Increased Architectural Services for Design and Analysis to Address the 50% Construction Document Design Review Comments – Santa Monica High School – R.L. Binder Architecture & Planning – Measure BB..... 19-20

Personnel

A.10 Certificated Personnel – Elections, Separations21-24
A.11 Classified Personnel – Merit.....25-29
A.12 Classified Personnel – Non-Merit..... 30

VIII. PUBLIC COMMENTS

Public Comments is the time when members of the audience may address the Board of Education on items not scheduled on the meeting’s agenda. All speakers are limited to three (3) minutes. When there 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 (35)

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 (15)

- Pyoung Kim – Santa Monica High School
- Roya Sahafi – Malibu High School
- Emily Yeskel – Olympic High School

B. SMMCTA Update – Mr. Harry Keiley (5)

C. S.E.I.U. Update – Ms. Keryl Cartee-McNeely (5)

D. PTA Council – Shari Davis (5)

X. SUPERINTENDENT’S REPORT (5)

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 (120)

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

A.13	Superintendent’s Performance Targets for 2009-10 (20)	31
A.14	2009-10 Budget Transfers (5)	32-39
A.15	Increase in Staffing (FTE) – Instructional Assistant, Bilingual Educational Services (5)	40
A.16	Increase in Staffing (FTE) – Instructional Assistant – Special Education (5)	41
A.17	Negotiate Power Purchase Agreement for Districtwide Photo Voltaic Systems with Permacity (10)	42-43
A.18	Nomination for California School Board Association (CSBA) Delegate Assembly Election for Two-Year Term (5)	44-45
A.19	Revise Policy 1220 – District Advisory Committees (60)	46-58
A.20	Adopt Policy 4119.25 / 4219.25 / 4319.25 – Political Activities of Employees (10)	59-62

XII. DISCUSSION ITEMS (90)

These items are submitted for information (FIRST READING) and discussion. Action will generally be considered at the next regularly scheduled meeting of the Board.

7:00 pm

D.01	Report from the Financial Oversight Committee (FOC) and the Superintendent’s Budget Advisory Committee on the Progress of Their Discussions Related 2009-10 District Budget (60)	63
D.02	Consider Adopting Policy 4158 / 4258 / 4358 – Employee Security (30)	64-71

XIII. INFORMATIONAL ITEMS (0)

I.01	Textbooks (0)	72
I.02	Supplemental Textbooks (0)	73

XIV. BOARD MEMBER ITEMS (0)

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©. Requests must be submitted to the Superintendent in writing ten days before the Board meeting or prior to agenda planning, in accordance with the established agenda planning schedule, whichever is less. The written request will not exceed 500 words and will include, as an attachment, brief background information and the reason for the request.

XVI. CONTINUATION OF PUBLIC COMMENTS

A continuation of Section VIII, as needed. (If the number of persons wishing to address the Board of Education exceeds the time limit in section VIII, additional time will be provided in Section XVI, **CONTINUATION OF PUBLIC COMMENTS.**)

XVII. BOARD MEMBER COMMENTS

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

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.

XIV. 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 to be held on **Thursday, November 19, 2009**, at 5:00 p.m. 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 2009-2010

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

July through December 2009					
Month	1 st Thursday	2 nd Thursday	3 rd Thursday	4 th Thursday	Special Note:
July	7/1* DO		7/16 DO		*7/1: Special Meeting
August	8/4* DO		8/20 8/19 DO		*8/4: Special Closed Session
September	9/3 DO		9/17 DO	9/21* DO	First day of school: 9/9 *9/21: Special Closed Session
October	10/1 M		10/15 DO	10/26* DO	*10/26: Special Meeting
November	11/5 M		11/19 DO	11/21* DO	*11/21: Special Meeting Thanksgiving: 11/26-27
December		12/10 DO		winter break	
December 20 – 31: Winter Break					
January through June 2010					
January 1 – 2: Winter Break					
January		1/14 DO			
February	2/4 M		2/18 DO		
March	3/4 DO		3/18 DO		*Stairway: 3/25 & 3/26
March 29 – April 9: Spring Break					
April	spring break	spring break		4/22 DO	
May	5/6 M		5/20 DO		
June	6/3 DO		6/17 DO		Last day of school: 6/25

District Office (DO): 1651 16th Street, Santa Monica.
 Malibu City Council Chambers (M): 23815 Stuart Ranch Road, Malibu, CA

**Santa Monica-Malibu Unified School District
Board of Education
November 19, 2009**

I. CALL TO ORDER

A. Roll Call

Ralph Mechur – President
Barry Snell – Vice President
Ben Allen
Oscar de la Torre
Jose Escarce
Maria Leon-Vazquez
Kelly Pye

Student Board Members

B. Pledge of Allegiance

II. CLOSED SESSION

TO: BOARD OF EDUCATION
FROM: TIM CUNEO
RE: APPROVAL OF MINUTES

ACTION
11/19/09

RECOMMENDATION NO. A.01

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

October 15, 2009
October 26, 2009

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

CONSENT ITEMS

TO: BOARD OF EDUCATION

ACTION/CONSENT

11/19/09

FROM: TIM CUNEO / CHIUNG-SALLY CHOU / MAUREEN BRADFORD

RE: APPROVAL OF INDEPENDENT CONTRACTORS

RECOMMENDATION NO. A.01

It is recommended that the Board of Education enter into an agreement with the following Independent Contractors. These contracts are included in the 2009-2010 budget.

Contractor/ Contract Dates	Description	Site	Funding (Measure BB)
Orbach, Suarez and Huff California, LLC Increase contract: \$745,000 (Previous contract: \$425,495 Total contract: \$1,170,495) Extend date to 12/31/10 UC08193	Anticipated legal fees – Measure BB Bond Program	Multiple Facilities Improvement Projects	21-00000-0-00000-85000- 5820-050-2600

Contractor/ Contract Dates	Description	Site	Funding
Ed Tech Support Kevin McKeown 7/1/09 – 6/30/10 Not to Exceed \$70,000	To provide support for repairs to Macintosh computers as directed by the Information Services Dept. (Apple Certified)	Info. Services	01-00000-0-00000-77000- 5640-054-2540
Sierra Educational Consulting, LLC (Cindy Kratzer) 8/18/09 to 8/18/09 Not to exceed: \$1,200	Workshop for grades K-8 teachers entitled Using the Internet to Support Literacy Instruction and Practice	Educational Services	01-90120-0-19100-10000- 5802-030-1300
Sierra Educational Consulting, LLC 9/11/09 to 5/30/10 Not to exceed: \$3,000	Coaching the reading teacher	McKinley	01-30110-0-11100-10000- 5802-004-4040
Sierra Educational Consulting, LLC 9/11/09 to 5/30/10 Not to exceed: \$10,000	Reading Specialist Support for grade 3 teachers	McKinley	01-30110-0-11100-10000- 5802-004-4040

<p>Marina Data Solutions (Hank Kratzer)</p> <p>7/01/09 to 6/30/10</p> <p>Amend amount adding \$30,000 for a total contract amount of \$60,000 (Original BOE Action 6/25/09)</p>	<p>To provide and submit data for the new state data system, CALPADS.</p>	<p>Human Resources</p>	<p>01-32000-0-11100-21000-5802-054-2540</p>
<p>Venice Family Clinic</p> <p>9/09/09 to 6/30/10</p> <p>Not to exceed:\$20,000</p>	<p>To provide counseling and therapy services to students and their families.</p>	<p>Special Education</p>	<p>01-56400-0-00000-39000-5802-041-1400</p>
<p>Dr. Jeanne Davis</p> <p>Amend dates – extend 9/1/09 to 12/31/09</p> <p>No increase to original contract: \$51,000 BA 04/02/09</p>	<p>To provide consultation services to Special Education Department</p>	<p>Special Education</p>	<p>01-6500-0-57300-11900-5802-043-1400</p>
<p>Laura Emanuel</p> <p>11/23/2009 to 4/30/10</p> <p>Not to exceed: \$5,000</p>	<p>To consult and support on Marketing Theatre Operations Rentals, including theaters, filming, and large special events.</p>	<p>Business Services: Theater Operations and Facility Permits</p>	<p>01-91180-0-81000-54000-5802-046-2460</p>

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

11/19/09

FROM: TIM CUNEO / CHIUNG-SALLY CHOU / MAUREEN BRADFORD

RE: OVERNIGHT FIELD TRIP(S) 2009-2010

RECOMMENDATION NO. A.02

It is recommended that the Board of Education approve the special field trip(s) listed below for students for the 2009-2010 school year. No child will be denied due to financial hardship.

School Grade # students	Destination Dates of Trip	Principal/Teacher	Cost Funding Source	Subject	Purpose Of Field Trip
Franklin 5 th 110	Astro Camp Idyllwild, CA 5/7/10 – 5/9/10	T. Brown/ Sinfield	\$250/per student by parent donation	Science	Annual science enrichment supporting the curriculum of the 5 th grade science. Hands-on outdoor classroom experience, leadership and team building skills.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

11/19/09

FROM: TIM CUNEO / 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>AME</u> <u>SITE</u> Account Number Fund – Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
<u>BERSCH, Kirsten</u> Ed Services 01-91251-0-17000-10000-5220-030-1300 General Fund- Resource: LA County Arts Commission	Data Director User Conference Ontario, CA November 9 – 10, 2009	\$600 +1 Sub
<u>CUNEO, Tim</u> District Office 01-00000-0-00000-71500-5220-020-1200 General Fund- <u>Function:</u> Superintendent	LACOE: 2009 Field Trip California- 21 st Century Companies San Francisco, CA December 9 – 11, 2009	\$1,500
<u>FAGEN, Barbara</u> Adams Middle	AVID New Elective Teacher Baldwin Park, CA October 22, 2009	\$0 +1 Sub
<u>HEYLER, Sioux</u> Special Ed/District 01-34100-0-57700-11900-5220-044-1400 General Fund- Resource: Rehab.	CAWEE Napa, CA November 3 – 6, 2009	\$1,000
<u>LOPEZ, Ricardo</u> Fiscal Services 01-00000-0-00000-73100-5220-051-2510 General Fund- <u>Function:</u> Conference & Travel	Payroll Reporting & Compliance for California Schools Rancho Cucamonga, CA November 2, 2009	\$420
<u>TANIOS, Elhamy</u> Fiscal Services 01-00000-0-00000-73100-5220-051-2510 General Fund- <u>Function:</u> Conference & Travel	CASBO Basic & Advanced Concepts Rancho Cucamonga, CA January 13 – 14, 2010	\$500

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>BROCK, Miriam</u> +3 Additional Staff Special Ed 01-56400-0-00000-39000-5220-041-1400 General Fund- <u>Resource:</u> Medi-Cal	Autism: Innovation, Intervention, Inspiration Los Angeles, CA November 12, 2009	\$450 Total
<u>CASTILLO, Wendy</u> <u>ONG, Mary Cate</u> Special Ed 01-56400-0-00000-39000-5220-041-1400 General Fund- <u>Resource:</u> Medi-Cal	S-9 Supporting Social Skills: How can the Para Educator Help? Los Angeles, CA November 5, 2009	\$100 Total +1 Sub
<u>CHOU, Sally</u> +5 Additional Staff Special Ed 01-56400-0-00000-39000-5220-041-1400 General Fund- <u>Resource:</u> Medi-Cal	Special Education Symposium 2009/2010 Los Angeles, CA November 20, 2009 & March 19, 2010	\$1,870 Total
<u>MURPHY, Letitia</u> <u>DAWS, Tracy</u> Adams Middle 01-00010-0-11100-10000-5220-011-4110 General Fund- <u>Resource:</u> Tier III	AVID Experienced Teacher Workshop Baldwin Park, CA October 6 – 7, 2009	\$70 Total +2 Subs
<u>TANIOS, Elhamy</u> +3 Additional Staff Fiscal Services 01-00000-0-00000-73100-5220-051-2510 General Fund- <u>Function:</u> Conference & Travel	1099 Processing for Calendar Year 2009 Downey, CA November 30, 2009	\$60 Total

Out-of-State Conferences: Individual		
NONE		

Out-of-State Conferences: Group		
NONE		

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

11/19/09

FROM: TIM CUNEO / CHIUNG-SALLY CHOU / PEGGY HARRIS

RE: TEXTBOOKS

RECOMMENDATION NO. A.04

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 have been on public display for the past two weeks in the Educational Services Department at 1638 17th Street, Santa Monica, CA 90405.

Huanying, An invitation to Chinese Vol. 1 & 2, by Jiaying Howard and Lanting Xu for Mandarin Chinese 1 and 2. Adoption requested by Dr. Chiung-Sally Chou

Integrated Chinese Level 1 Part 1 and 2, Third Edition, edited by Yuehua Liu and Tao-Chung Yao, Nyan-Ping Bi, Liangyan Ge, Yaohua Shi for Mandarin Chinese 1 and 2, Writing. Adoption requested by Dr. Chiung-Sally Chou

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

11/19/09

FROM: TIM CUNEO / CHIUNG-SALLY CHOU / SARA WOOLVERTON

RE: APPROVAL OF SPECIAL EDUCATION CONTRACTS – 2009-2010

RECOMMENDATION NO. A.05

It is recommended that the Board of Education approve the following Special Education Contracts for fiscal year 2009-2010 as follows:

NPS

2009-2010 Budget 01-65000-0-57500-11800-5125-043-1400

Nonpublic School/Agency	SSID	Service Description	Contract Number	Cost Not to Exceed
Provo Canyon School	9103159181	NPS	#57-SPED10129	\$ 31,600
Westview School	7103132886	NPS	#58-SPED10130	\$ 24,822
Provo Canyon School	7104342126	NPS	#56-SPED10128	\$ 5,472
The HELP Group / Village Glen West – contract increase	9103162601	APE	#28-SPED10028	\$ 1,280
The HELP Group / Summit View West – contract increase	6148250684	Transportation	#20-SPED10020	\$ 13,400
The HELP Group / Summit View West	8109056608	NPS	#59-SPED10131	\$ 28,748

Amount Budgeted NPS 09/10	\$ 1,500,000
Prior Board Authorization as of 11/05/2009	\$ 1,752,559
	Balance \$ - 252,559
Positive Adjustment (See Below)	\$ 332
Total Amount for these Contracts	\$ 105,322
	Balance \$ -357,549

Adjustment					
NPS Budget 01-65000-0-57500-11800-5125-043-1400					
There has been a reduction in authorized expenditures of NPS/NPA contracts for FY 2009-10 in the amount of \$ 0 as of 11/19/09					
NPS	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment
The HELP Group	NPS	#29-SPED10029	R	\$ 332	Increase counseling to 1 hr/wk; decrease Basic Educ rate to \$135.24

NPA

2009-2010 Budget 01-65000-0-57500-11800-5126-043-1400

Nonpublic School/Agency	SSID	Service Description	Contract Number	Cost Not to Exceed
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EBS Healthcare- contract increase	various	Staffing	#23-SPED10114	\$ 28,260
Hear to Talk- contract increase	9103203011	Auditory Verbal Therapy	#5-SPED10052	\$ 5,980

Amount Budgeted NPA 09/10 \$ 860,000
 Prior Board Authorization as of 11/05/09 \$ 747,389
 Balance \$ 112,611
 Positive Adjustment (See Below) \$ 0
 Total Amount for these Contracts \$ 34,240
 Balance \$ 78,371

Adjustment					
NPA Budget 01-65000-0-57500-11800-5126-043-1400					
There has been a reduction in authorized expenditures of NPS/NPA contracts for FY 2009-10 in the amount of \$ 0 as of 11/19/09					
NPA	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

NPS/ NPA PRE SCHOOL

2009-2010 Budget 01-65000-0-57300-11800-5126-043-1400

Nonpublic School/Agency	SSID	Service Description	Contract Number	Cost Not to Exceed

Amount Budgeted NPA Pre School 09/10 \$ 140,000
 Prior Board Authorization as of 11/05/09 \$ 0
 Balance \$ 140,000
 Total Amount for these Contracts \$ 0
 Balance \$ 140,000

Instructional Consultants

2009-2010 Budget 01-65000-0-57500-11900-5802-043-1400

Instructional Consultant	SSID	Service Description	Contract Number	Cost Not to Exceed
Nicole Peterson	Various	Speech Pathology	#33-SPED10134	\$ 16,000

Amount Budgeted Instructional Consultants 09/10 \$ 380,000
 Prior Board Authorization as of 11/05/09 \$ 415,224
 Balance \$ - 35,224
 Positive Adjustment (See Below) \$ 0
 Total Amount for these Contracts \$ 16,000
 Balance \$ - 51,224

Adjustment					
Instructional Consultants Budget 01-65000-0-57500-11900-5802-043-1400					
There has been a reduction in authorized expenditures of Instructional Consultants contracts for FY 2009-10 in the amount of \$ as of 11/19/09					
Instructional Consultant	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

Instructional Consultants -INFANT

2009-2010 Budget 01-65000-0-57100-11900-5802-043-1400

Nonpublic School/Agency	SSID	Service Description	Contract Number	Cost Not to Exceed

Amount Budgeted Instructional Consult-Infants 09/10	\$ 20,000
Prior Board Authorization as of 11/05/09	\$ 0
Balance	\$ 20,000
 Total Amount for these Contracts	 \$ 14,210
Balance	\$ 5,790

Instructional Consultants -PRE SCHOOL

2009-2010 Budget 01-65000-0-57300-11900-5802-043-1400

Nonpublic School/Agency	SSID	Service Description	Contract Number	Cost Not to Exceed

Amount Budgeted Instruct Consult-Pre School 09/10	\$ 100,000
Prior Board Authorization as of 11/05/09	\$ 0
Balance	\$ 100,000
 Total Amount for these Contracts	 \$ 9,200
Balance	\$ 90,800

Non-Instructional Consultants

2009-2010 Budget 01-65000-0-57500-11900-5890-043-1400

Non-Instructional Consultant	SSID	Service Description	Contract Number	Cost Not to Exceed
Parent Reimbursement	8103132988	Transportation	#7-SPED10132	\$ 1,200
LACOE	Various	Audiology / DHH Services	#8-SPED10133	\$ 58,210

Amount Budgeted Non-Instructional Consultants 09/10	\$ 299,000
Prior Board Authorization as of 11/05/09	\$ 209,239
Balance	\$ 89,761
Positive Adjustment (See Below)	\$ 0
Total Amount for these Contracts	\$ 59,410
Balance	\$ 30,351

Adjustment					
Non-Instructional Consultants Budget 01-65000-0-57500-11900-5890-043-1400					
There has been a reduction in authorized expenditures of Non-Instructional Consultants contracts for FY 2009-10 in the amount of \$ as of 11/19/09					
Non- Instructional Consultant	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

Legal

2009-2010 Budget 01-65000-0-57500-11900-5820-043-1400

Legal Contractor	Service Description	Contract Number	Cost Not to Exceed
Atkinson, Andelson, Loya, Ruud and Romo	Legal Services	#2-SPED10126	\$ 10,000
Mary Kellogg	Legal Services	#3-SPED10127	\$ 13,767

Amount Budgeted Legal Services 09/10		\$ 700,000
Prior Board Authorization as of 11/05/09		<u>25,000</u>
	Balance	\$ 675,000
Adjustments for this period		<u>\$ 0</u>
Total Amount for these Contracts		\$ 23,767
	Balance	\$ 651,233

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 recommendations 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

11/19/09

FROM: TIM CUNEO / JANECE L. MAEZ / VIRGINIA I. HYATT

RE: AWARD OF PURCHASE ORDERS – 2009-2010

RECOMMENDATION NO. A.06

It is recommended that the Board of Education approve the following Purchase Orders and Changed Purchase Orders from October 26, through November 12, 2009, for fiscal /10.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION
FROM: TIM CUNEO / JANECE L. MAEZ / PAT HO
RE: ACCEPTANCE OF GIFTS – 2009/2010

ACTION/CONSENT
11/19/09

RECOMMENDATION NO. A.07

It is recommended that the Board of Education accept, with gratitude, checks and gifts totaling \$36,044.34 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 2009-2010 income and appropriations by \$36,044.34 as described on the attached listing.

This report details only gifts of cash or non-cash items. It includes all contributions made by individuals or companies and some of the contributions made by our PTA's. Contributions made by a PTA in the form of a commitment and then billed are reported in a different resource. A final report that compiles all gift, PTA and Equity Fund contributions is prepared and available annually.

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:

BOE Date: 11/19/09

Current Gifts and Donations 2009/2010

School/Site Account Number	Gift Amount	Equity Fund 15% Contrib.	In-kind Value	Donor	Purpose
JAMS 01-90120-0-00000-00000-8699-011-0000	\$ 20,732.50 \$ 10,635.00	\$ - \$ -		Various Parents Various Parents	Field Trip Field Trip
Adult Education 11-90120-0-00000-00000-8699-090-0000					
Alternative (SMASH) 01-90120-0-00000-00000-8699-009-0000					
Cabrillo 01-90120-0-00000-00000-8699-017-0000	\$ 369.00	\$ -		Various Parents	Field Trip
CDS 12-90120-0-00000-00000-8699-070-0000					
Edison 01-90120-0-00000-00000-8699-001-0000					
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					
Malibu High School 01-90120-0-00000-00000-8699-010-0000					
McKinley 01-90120-0-00000-00000-8699-004-0000					
Muir 01-90120-0-00000-00000-8699-005-0000	\$ 530.84	\$ -		Karen Dahlem/Well Fargo Matching	Field Trip
Olympic HS 01-90120-0-00000-00000-8699-014-0000					
Rogers 01-90120-0-00000-00000-8699-006-0000					
Roosevelt 01-90120-0-00000-00000-8699-007-0000					

BOE Date: 11/19/09

Current Gifts and Donations 2009/2010

School/Site Account Number	Gift Amount	Equity Fund 15% Contrib.	In-kind Value	Donor	Purpose
Samohi 01-90120-0-00000-00000-8699-015-0000	\$ 762.00	\$ -	\$ 3,015.00 N/A	Various Albert Martinez Charles & Louise Silverberg	General Supplies and Materials Assorted Textiles and Framed Travel Prints Collection of 37 Art Books-Art Classes
Barnum Hall 01-91150-0-00000-00000-8699-015-0000					
Pt. Dume Marine Science 01-90120-0-00000-00000-8699-019-0000					
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					
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	\$ 33,029.34	\$ -	\$ 3,015.00		

BOE Date: 11/19/09

Current Gifts and Donations 2009/2010

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	\$ 1,432.45	\$ 31,367.50	\$ -	\$ 32,799.95			\$ -
Adult Education 11-90120-0-00000-00000-8699-090-0000				\$ -			\$ -
Alternative (SMASH) 01-90120-0-00000-00000-8699-009-0000				\$ -			\$ -
Cabrillo 01-90120-0-00000-00000-8699-017-0000	\$ 4,291.39	\$ 369.00	\$ -	\$ 4,660.39			\$ -
CDS 12-90120-0-00000-00000-8699-070-0000				\$ -			\$ -
Edison 01-90120-0-00000-00000-8699-001-0000	\$ 440.64			\$ 440.64			\$ -
Franklin 01-90120-0-00000-00000-8699-002-0000	\$ 152.30			\$ 152.30			\$ -
Grant 01-90120-0-00000-00000-8699-003-0000				\$ -			\$ -
Lincoln 01-90120-0-00000-00000-8699-012-0000	\$ 128.98			\$ 128.98			\$ -
Malibu High School 01-90120-0-00000-00000-8699-010-0000 <i>Malibu Shark Fund - Resource #90141</i>	\$ 9,332.66			\$ 9,332.66			\$ -
McKinley 01-90120-0-00000-00000-8699-004-0000	\$ 2,126.00			\$ 2,126.00			\$ -
Muir 01-90120-0-00000-00000-8699-005-0000	\$ 426.15	\$ 530.84	\$ -	\$ 956.99			\$ -
Olympic HS 01-90120-0-00000-00000-8699-014-0000	\$ 382.00			\$ 382.00			\$ -
Rogers 01-90120-0-00000-00000-8699-006-0000	\$ 2,400.00			\$ 2,400.00			\$ -
Roosevelt 01-90120-0-00000-00000-8699-007-0000	\$ 152.45			\$ 152.45			\$ -
Samohi 01-90120-0-00000-00000-8699-015-0000	\$ 4,768.50	\$ 762.00	\$ -	\$ 5,530.50	\$ 1,256.30	\$ 3,015.00	\$ 4,271.30
Pt. Dume Marine Science 01-90120-0-00000-00000-8699-019-0000				\$ -			\$ -
Webster 01-90120-0-00000-00000-8699-008-0000				\$ -			\$ -

BOE Date: 11/19/09

Current Gifts and Donations 2009/2010

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				\$ -			\$ -
Educational Services 01-90120-0-00000-00000-8699-030-0000	\$ 5,592.75			\$ 5,592.75	\$ 1,635.00		\$ 1,635.00
Student and Family Support Services 01-90120-0-00000-00000-8699-041-0000				\$ -			\$ -
Special Education 01-90120-0-00000-00000-8699-044-0000				\$ -			\$ -
Information Services 01-90120-0-00000-00000-8699-054-0000				\$ -			\$ -
District 01-90120-00000-0-00000-8699-090-0000				\$ -			\$ -
Food & Nutrition Services 01-90120-0-00000-00000-8699-070-0000				\$ -			\$ -
TOTAL GIFTS	\$ 31,626.27	\$ 33,029.34	\$ -	\$ 64,655.61	\$ 2,891.30	\$ 3,015.00	\$ 5,906.30
			Total Equity Fund 15% Contribs.				
Total Cash Gifts for District:		\$ 33,029.34	\$ -		Total In-Kind Gifts:	\$ 3,015.00	

TO: BOARD OF EDUCATION

ACTION/CONSENT
11/19/09

FROM: TIM CUNEO / JANECE L. MAEZ / STUART SAM

RE: CONTRACT AMENDMENT #25 FOR INCREASED SCOPE FOR TOPOGRAPHIC SURVEYS AND DIGITAL MAPPING FOR ADDITIONAL SURVEY WORK – JOHN ADAMS MIDDLE SCHOOL – PSOMAS – MEASURE BB

RECOMMENDATION NO. A.08

It is recommended that the Board of Education award Contract Amendment #25 to PSOMAS for additional survey services at John Adams Middle School for the Measure BB program in the amount of \$21,556 for a total contract amount of \$1,119,521.

Funding Information

Budgeted: Yes
Fund: 21
Source: State School Building Fund
Account Number: 21-00000-0-00000-85000-5802-011-2600
Description: Independent Contractor / Consultant

COMMENTS: Additional survey detail is needed to locate and videotape existing underground sewer lines to support the proposed design in the project site area. This Contract Amendment #25, for \$21,556 is for limited underground utility survey at John Adams Middle School.

ORIGINAL CONTRACT AMOUNT	\$249,450
Contract Amendment #1 (Survey, 4 Sites)	92,200
Contract Amendment #2 (Samohi Utilities Map)	39,600
Contract Amendment #3 (Survey, 2 Sites)	38,000
Contract Amendment #4 (Survey, 4 Sites)	63,000
Contract Amendment #5 (Survey, 4 Sites)	99,900
Contract Amendment #6 (Survey/Utilities Mapping, 4 Sites)	84,500
Contract Amendment #7 (Survey, 5 Sites)	72,600
Contract Amendment #8 (MMHS, Sewer, Easement)	63,500
Contract Amendment #9 (Samohi, Olympic)	99,000
Contract Amendment #10 (Samohi survey) (A.16)	7,500
Contract Amendment #11 (Lincoln survey) (A.17)	15,000
Contract Amendment #12 (MMHS survey)	5,500
Contract Amendment #13 (Webster survey)	22,500
Contract Amendment #14 (MMHS survey)	7,500
Contract Amendment #15 (MMHS slope analysis)	1,800
Contract Amendment #16 (JAMS design survey)	8,379
Contract Amendment #17 (MMHS design survey)	29,246
Contract Amendment #18 (PDES survey)	23,574
Contract Amendment #19 (Samohi)	24,232
Contract Amendment #20 (MMHS)	6,795
Contract Amendment #21 (Webster)	22,081
Contract Amendment #22 (MMHS)	2,560
Contract Amendment #23 (Samohi)	17,048
Contract Amendment #24 (JAMS confirmation survey)	2,500
Contract Amendment #25 (JAMS underground sewer survey)	21,556
TOTAL CONTRACT AMOUNT	\$1,119,521

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

11/19/09

FROM: TIM CUNEO / JANECE L. MAEZ / STUART SAM

RE: CONTRACT AMENDMENT #11 FOR INCREASED ARCHITECTURAL SERVICES FOR DESIGN AND ANALYSIS TO ADDRESS THE 50% CONSTRUCTION DOCUMENT DESIGN REVIEW COMMENTS – SANTA MONICA HIGH SCHOOL – R. L. BINDER ARCHITECTURE & PLANNING – MEASURE BB

RECOMMENDATION NO. A.09

It is recommended that the Board of Education approve Contract Amendment #11 with R. L. Binder Architecture & Planning (RLB) to provide architectural services for design studies for elements of the building which were identified during the 50% Construction Document design progress review process at Santa Monica High School. The architectural services are in an amount not to exceed \$31,333 for a total contract amount of \$6,640,080.

Funding Information

Budgeted: Yes

Fund: 21

Source: Building Fund

Account Numbers: 21-00000-0-00000-85000-5802-015-2600

Description: Consultant Services

COMMENTS: As part of the design review process the Design Review Team (DRT) has conducted their 50% Construction Documents (CD) design progress review. A number of concerns were summarized into specific areas in order to reach final DRT consensus. At their September 17, 2009 meeting, the Board of Education approved CA #10 which provided for the initial study, Study # 1. After review of that study, it was determined that further study was required.

The additional scope of work for Contract Amendment #11 includes the following items:

1. Conduct architectural services to provide design studies for the identified elements of the building;
2. Assess extent of impact to project, and submit a fee proposal to incorporate selected options studies.

The extent of impact and revisions to the project is currently unknown, pending completion of Item 2. The Contract Amendment for implementation of selected design options will be executed based on the updated fee proposal.

- This Contract Amendment #11, for \$31,333, is for architectural services to design and provide analysis to address the 50% construction document design review comments at Santa Monica High School. The revised contract total will be \$6,640,080.

(Continued on next page)

ORIGINAL CONTRACT AMOUNT	\$1,209,688
CONTRACT AMENDMENTS #1 & 2 (Siting Study)	180,000
CONTRACT AMENDMENT #3 (Not issued)	0
CONTRACT AMENDMENT #4 (Programming add'l services)	209,244
CONTRACT AMENDMENT #5 (DD/CD/CA)	4,878,954
CONTRACT AMENDMENT #6 (Fire protection design)	36,720
CONTRACT AMENDMENT #7 (Revisions to siting study)	11,000
CONTRACT AMENDMENT #8 (Mechanical cooling design)	25,300
CONTRACT AMENDMENT #9 (Geotech Revisions impacts)	54,720
CONTRACT AMENDMENT #10 (50% CD review comments) Study #1	3,120
CONTRACT AMENDMENT #11 (50% CD review comments) Study #2 & #3	31,333
<u>TOTAL CONTRACT AMOUNT</u>	<u>\$6,640,080</u>

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

TO: BOARD OF EDUCATION

ACTION/CONSENT

11/19/09

FROM: TIM CUNEO / MICHAEL D. MATTHEWS

RE: CERTIFICATED PERSONNEL – Elections, Separations

RECOMMENDATION NO. A.10

Unless otherwise noted, all items are included in the 2009/2010 approved budget.

ADDITIONAL ASSIGNMENTS

ADAMS MIDDLE SCHOOL

Avedian, Ray	9.88 hrs @\$40.46	11/13/09-11/15/09	Est Hrly/\$400
Krinski, Hallie	9.88 hrs @\$40.46	11/13/09-11/15/09	Est Hrly/\$400
Levin, Tracy	9.88 hrs @\$40.46	11/13/09-11/15/09	Est Hrly/\$400
Rajabali, Jahan	9.88 hrs @\$40.46	11/13/09-11/15/09	<u>Est Hrly/\$400</u>
			TOTAL ESTABLISHED HOURLY \$1,600

Comment: 6th Grade Catalina Trip Chaperone
01-Tier III Programs Cat Flex

Jung, Parisa	\$40.46, as needed	10/31/09-6/18/10	<u>Est Hrly/\$----</u>
			TOTAL ESTABLISHED HOURLY \$----

Comment: Saturday School Substitute
01-Unrestricted Resource

EDUCATIONAL SERVICES

Averett, David	2 hrs @\$40.46	10/24/09	Est Hrly/\$81
Catazano, Linda	2 hrs @\$40.46	10/24/09	Est Hrly/\$81
Faas, Kathleen	2 hrs @\$40.46	10/24/09	Est Hrly/\$81
Fulcher, Nathan	2 hrs @\$40.46	10/24/09	Est Hrly/\$81
Gooden, Aki	2 hrs @\$40.46	10/24/09	Est Hrly/\$81
Gonzalez, Gabriela	2 hrs @\$40.46	10/24/09	Est Hrly/\$81
Gusmao-Garcia, Renata	2 hrs @\$40.46	10/24/09	Est Hrly/\$81
Hylind, Amy	2 hrs @\$40.46	10/24/09	Est Hrly/\$81
Kilpatrick, Genevieve	2 hrs @\$40.46	10/24/09	Est Hrly/\$81
Levy, Amanda	2 hrs @\$40.46	10/24/09	Est Hrly/\$81
Loc, Dalia	2 hrs @\$40.46	10/24/09	Est Hrly/\$81
Malfer, Warren	2 hrs @\$40.46	10/24/09	Est Hrly/\$81
McGregory, Cynthia	2 hrs @\$40.46	10/24/09	Est Hrly/\$81
Mehring, Patti	2 hrs @\$40.46	10/24/09	Est Hrly/\$81
Risman, Matthew	2 hrs @\$40.46	10/24/09	Est Hrly/\$81
Saenz, Debbie	2 hrs @\$40.46	10/24/09	Est Hrly/\$81
Saling, David	2 hrs @\$40.46	10/24/09	Est Hrly/\$81
Scholder, Holly	2 hrs @\$40.46	10/24/09	Est Hrly/\$81
Silhavy, Dawn	2 hrs @\$40.46	10/24/09	Est Hrly/\$81
Talt, Leslie	2 hrs @\$40.46	10/24/09	Est Hrly/\$81
Tangum, Cathy	2 hrs @\$40.46	10/24/09	Est Hrly/\$81
Tarbell, Cathy	2 hrs @\$40.46	10/24/09	Est Hrly/\$81
Toppel, Diane	2 hrs @\$40.46	10/24/09	Est Hrly/\$81
Webb, Kitaro	2 hrs @\$40.46	10/24/09	Est Hrly/\$81
Whaley, Joseph	2 hrs @\$40.46	10/24/09	<u>Est Hrly/\$81</u>
			TOTAL ESTABLISHED HOURLY \$2,025

Comment: Workshop on Teaching Reading
01-Tier III Programs Cat Flex

FRANKLIN ELEMENTARY SCHOOL

Loc, Dalia	33 hrs @\$40.46	10/1/09-6/25/10	Est Hrly/\$1,335
Micale, Monica	33 hrs @\$40.46	10/1/09-6/25/10	<u>Est Hrly/\$1,335</u>
			TOTAL ESTABLISHED HOURLY \$2,670

Comment: Reading/Math Intervention Program
01-Reimbursed by PTA

LINCOLN MIDDLE SCHOOL

Blitz, Sarah	24.72 hrs @\$40.46	9/4/09-6/25/10	Est Hrly/\$1,000
Ehrke, Shelly	49.45 hrs @\$40.46	9/4/09-6/25/10	Est Hrly/\$2,000
Hartson, Liz	24.72 hrs @\$40.46	9/4/09-6/25/10	Est Hrly/\$1,000
Lee, Chon	24.72 hrs @\$40.46	9/4/09-6/25/10	Est Hrly/\$1,000
Schwartz, Jeff	24.72 hrs @\$40.46	9/4/09-6/25/10	Est Hrly/\$1,000
Vieira, Ron	49.45 hrs @\$40.46	9/4/09-6/25/10	<u>Est Hrly/\$2,000</u>
TOTAL ESTABLISHED HOURLY			\$8,000

Comment: Grade Level/Program Coordinators
01-Tier III Programs Cat Flex

MALIBU HIGH SCHOOL

Bowman-Smith, Carla	182 hrs @\$67.83	9/8/09-6/25/10	Own Hrly/\$12,345
Brooks, Ursula	183 hrs @\$63.61	9/4/09-6/25/10	Own Hrly/\$11,641
Clark, Jason	183 hrs @\$66.17	9/4/09-6/25/10	Own Hrly/\$12,109
Hammer, Chloe	182 hrs @\$82.76	9/4/09-6/25/10	<u>Own Hrly/\$15,062</u>
TOTAL OWN HOURLY			\$51,157

Comment: 6th Period Assignment
01-Unrestricted Resource

Corrigan, Brian	47 hrs @\$40.46	1/1/10-6/25/10	Est Hrly/\$1,916
Paz, Trevor	47 hrs @\$40.46	1/1/10-6/25/10	Est Hrly/\$1,916
Prunier, Sarah	47 hrs @\$40.46	1/1/10-6/25/10	Est Hrly/\$1,916
Ross-Neier, Bobbi	47 hrs @\$40.46	1/1/10-6/25/10	Est Hrly/\$1,916
Wintner, Lisa	47 hrs @\$40.46	1/1/10-6/25/10	<u>Est Hrly/\$1,916</u>
TOTAL ESTABLISHED HOURLY			\$9,580

Comment: After-School Tutoring
01-Gifts – Equity Fund

MCKINLEY ELEMENTARY SCHOOL

Mowry, Kristen	12 hrs @\$40.46	8/25/09-8/26/09	<u>Est Hrly/\$486</u>
TOTAL ESTABLISHED HOURLY			\$486

Comment: SmartBoard Training
01-Gifts

King, Keri	65 hrs @\$40.46	9/4/09-6/25/10	<u>Est Hrly/\$2,630</u>
TOTAL ESTABLISHED HOURLY			\$2,630

Comment: GATE Program Coordinator
01-Title I ARRA

POINT DUME ELEMENTARY SCHOOL

Calek, Laura	12 hrs @\$40.46	9/2/09-9/3/09	Est Hrly/\$486
Campbell, Charlotte	12 hrs @\$40.46	9/2/09-9/3/09	Est Hrly/\$486
Cullen, Chris	12 hrs @\$40.46	9/2/09-9/3/09	Est Hrly/\$486
Didion, Kelley	12 hrs @\$40.46	9/2/09-9/3/09	Est Hrly/\$486
Dunn, Margo	12 hrs @\$40.46	9/2/09-9/3/09	Est Hrly/\$486
Ferguson, Joelin	12 hrs @\$40.46	9/2/09-9/3/09	Est Hrly/\$486
Harris, Kennith	12 hrs @\$40.46	9/2/09-9/3/09	Est Hrly/\$486
Heintz, Paula	12 hrs @\$40.46	9/2/09-9/3/09	Est Hrly/\$486
Hovest, Christine	12 hrs @\$40.46	9/2/09-9/3/09	Est Hrly/\$486
Jennings, Kris	12 hrs @\$40.46	9/2/09-9/3/09	Est Hrly/\$486
Johnson, Cindy	12 hrs @\$40.46	9/2/09-9/3/09	Est Hrly/\$486
Mackey, Tammy	12 hrs @\$40.46	9/2/09-9/3/09	<u>Est Hrly/\$486</u>
TOTAL ESTABLISHED HOURLY			\$5,832

Comment: Staff Development
01-Reimbursed by PTA

Campbell, Charlotte	24 hrs @\$40.46	8/1/09-8/31/09	Est Hrly/\$ 971
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Dunn, Margo	30 hrs @\$40.46	8/1/09-8/31/09	Est Hrly/\$1,214
Harris, Kennith	12 hrs @\$40.46	8/1/09-8/31/09	Est Hrly/\$ 486
Johnson, Cindy	12 hrs @\$40.46	8/1/09-8/31/09	<u>Est Hrly/\$ 486</u>
		TOTAL ESTABLISHED HOURLY	\$3,157

Comment: School Year Preparation
01-Reimbursed by PTA

ROGERS ELEMENTARY SCHOOL

Cairns, Patricia	100 days @\$525.66	10/16/09-6/30/10	<u>Own Daily/\$52,566</u>
		TOTAL OWN DAILY	\$52,566

Comment: Interim Principal
01-Unrestricted Resource

SANTA MONICA HIGH SCHOOL

McGee, Richard	13.84 hrs @\$40.46	10/1/09	<u>Est Hrly/\$560</u>
		TOTAL ESTABLISHED HOURLY	\$560

Comment: Assist Football Program
01-Reimbursed by ASB

Hinojosa, Judith	9 hrs @\$40.46	8/24/09-8/25/09	<u>Est Hrly/\$364</u>
		TOTAL ESTABLISHED HOURLY	\$364

Comment: Freshman Orientation Camp
01-Economic Impact Aid – SCE

Walker, Megan	1.5 hrs @\$40.46	10/1/09	<u>Est Hrly/\$61</u>
		TOTAL ESTABLISHED HOURLY	\$61

Comment: Supervision of Peer Tutors
01-Gifts – Equity Fund

Contreras, Luis	128 hrs @\$40.46	10/1/09-6/25/10	<u>Est Hrly/\$5,179</u>
		TOTAL ESTABLISHED HOURLY	\$5,179

Comment: After-School Tutoring
01-Gifts – Equity Fund

Blagojevic, Milos	1.5 hrs @\$40.46	9/16/09-10/14/09	Est Hrly/\$ 61
Contreras, Luis	4.5 hrs @\$40.46	9/16/09-10/14/09	Est Hrly/\$182
Cruce, Marae	4.5 hrs @\$40.46	9/16/09-10/14/09	Est Hrly/\$182
Doughty, Lindsay	1.5 hrs @\$40.46	9/16/09-10/14/09	Est Hrly/\$ 61
Dreier, Holly	4.5 hrs @\$40.46	9/16/09-10/14/09	Est Hrly/\$182
Dunn, George	1.5 hrs @\$40.46	9/16/09-10/14/09	Est Hrly/\$ 61
Gaudet, Dana	1.5 hrs @\$40.46	9/16/09-10/14/09	Est Hrly/\$ 61
Gaynor, Susan	1.5 hrs @\$40.46	9/16/09-10/14/09	Est Hrly/\$ 61
Gleason, Beverly	1.5 hrs @\$40.46	9/16/09-10/14/09	Est Hrly/\$ 61
Okla, Kelly	1.5 hrs @\$40.46	9/16/09-10/14/09	Est Hrly/\$ 61
Schlenker, Heather	1.5 hrs @\$40.46	9/16/09-10/14/09	Est Hrly/\$ 61
Tipper, Geoff	1.5 hrs @\$40.46	9/16/09-10/14/09	Est Hrly/\$ 61
Torres, Lupe	3.0 hrs @\$40.46	9/16/09-10/14/09	<u>Est Hrly/\$121</u>
		TOTAL ESTABLISHED HOURLY	\$1,216

Comment: Math Dept Meetings
01-Tier III Programs Cat Flex

WEBSTER ELEMENTARY SCHOOL

Murdock, Sheryl	380 hrs @\$40.46	9/1/09-6/30/10	<u>Est Hrly/\$15,375</u>
		TOTAL ESTABLISHED HOURLY	\$15,375

Comment: Reading Support
01-Tier III Programs Cat Flex -79%
01-Gifts – Equity Fund -21%

TOTAL ESTABLISHED HOURLY, OWN HOURLY AND OWN DAILY = \$162,458

ELECTIONS

SUBSTITUTE TEACHERS
PREFERRED SUBSTITUTES

Effective

(@\$162.00 Daily Rate)

Jaroach, Katherine	11/3/09
Paul, Cristina	10/27/09
Thais, Robert	10/22/09

REGULAR DAY-TO-DAY SUBSTITUTES

(@\$138.00 Daily Rate)

Heffernan, Gregory	11/3/09
Paz, Trevor	10/20/09
Sampson, Julie	10/20/09

CHANGE IN ASSIGNMENT

Effective

Salumbides, Rose
Santa Monica HS/Social Studies
From: 80%
To: 100%

9/4/09

Song, Kate
Santa Monica HS/Science
From: 80%
To: 100%

9/4/09

LEAVE OF ABSENCE (with pay)

Name/Location

Effective

Fairchild, Lauren
Santa Monica HS

11/9/09-12/25/09
[maternity]

Kingsinger, Julie
Rogers Elementary

10/3/09-1/11/09
[catastrophic]

Marron, Esther
Child Develop Svcs

10/9/09-11/20/09
[maternity]

Marron, Esther
Child Develop Svcs

11/21/09-1/1/10
[CFRA]

LEAVE OF ABSENCE (without pay)

Name/Location

Effective

Fairchild, Lauren
Santa Monica HS

12/26/09-3/26/10
[CFRA]

Fairchild, Lauren
Santa Monica HS

3/27/09-6/25/10
[child care]

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

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

ACTION/CONSENT
 11/19/09

RECOMMENDATION NO. A.11

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

<u>ELECTION</u>		<u>EFFECTIVE DATE</u>
Cruz, Cindy Ed Svcs/Santa Monica HS	Inst Asst – Bilingual 3.5 Hrs/SY/Range: 20 Step: A	10/26/09
Gold, Kathy Information Svcs	Tech Support Asst 8 Hrs/11 Mo/Range:32 Step: F	10/26/09
McCarthy, Kimiko Food Svcs	Cafeteria Worker I 3 Hrs/SY/Range: 11 Step: A	11/4/09
Moore, Victoria Roosevelt Elementary	Inst Asst – Special Ed 6 Hrs/SY/Range: 20 Step: A	10/29/09
Silvestre, Ernestine Transportation	Bus Driver 7 Hrs/10 Mo/Range: 28 Step: A	9/1/09
Wingfield, Janet Special Education	Inst Asst – Healthcare 6 Hrs/SY/Range: 23 Step: A	10/29/09
<u>PROMOTION</u>		<u>EFFECTIVE DATE</u>
Naranjo, Debbie Food Svcs	Cafeteria Worker II 6 Hrs/SY/Range: 13 Step: E Fr: Cafeteria Worker I; 3 Hrs/SY	11/2/09
Yeh, Wendy Muir Elementary	Inst Asst – Special Ed 5 Hrs/SY/Range: 20 Step: A Fr: Children Center Asst; 3.5 Hrs/SY	11/2/09
<u>TEMP/ADDITIONAL ASSIGNMENTS</u>		<u>EFFECTIVE DATE</u>
Beaman-Jacobs, Shareen Pt Dume Elementary	Inst Asst – Classroom	9/2/09-9/4/09
Bolan, Anette Santa Monica HS	Administrative Asst	10/17/09
Calvert, Cheryl Pt Dume Elementary	Inst Asst – Classroom	9/2/09-9/4/09
Carriere, Leigh-Anne Pt Dume Elementary	Inst Asst – Classroom	9/2/09-9/4/09
Cary, Wendy Malibu High School	Inst Asst – Special Ed	9/1/09-6/30/10
Casillas, Veronica Santa Monica HS	Student Outreach Specialist	10/17/09

Davidson, Diane Pt Dume Elementary	Inst Asst – Classroom	9/2/09-9/4/09
Greene, Milton Malibu High School	Campus Security Officer	9/1/09-6/30/10
Gutierrez-Prada, Nancy Santa Monica HS	Bilingual Community Liaison	10/6/09-6/25/10
Heiderman, Daniel Malibu High School	Custodian	9/1/09-6/30/10
Iniguez, Wilma Muir Elementary	Sr. Office Specialist	9/30/09-10/16/09
James, Carolin Special Education	Sr. Office Specialist	10/19/09-11/6/09
Jones, Chancy Malibu High School	Campus Security Officer	9/1/09-6/30/10
Keller, Jeff Santa Monica HS	Student Outreach Specialist	10/17/09
Klenk, Heather Lincoln MS	Inst Asst – Music	9/8/09-6/25/10
Lewis, Lefifia Pt Dume Elementary	Inst Asst – Classroom	9/2/09-9/4/09
Martin, Eric Malibu High School	Custodian	9/1/09-6/30/10
McArthur, Sean Facility Permits	Custodian	9/23/09-6/30/10
McArthur, Sean Theater Operations	Custodian	9/23/09-6/30/10
McGee, Leslee Santa Monica HS	Administrative Asst	10/17/09
Morales, Roberto Santa Monica HS	Student Outreach Specialist	10/17/09
Morris, Terry Santa Monica HS	Administrative Asst	10/17/09
Nao, Kimberly Santa Monica HS	Student Outreach Specialist	10/17/09
Olmos, Maria Rogers Elementary	Sr. Office Specialist	10/5/09-10/23/09
Quintanilla, Albert Malibu High School	Inst Asst – Special Ed	9/1/09-6/30/10
Ramirez, Phil Maintenance	Painter	7/1/09-6/30/10

Ramos, Alex McKinley Elementary	Custodian	9/16/09-9/23/09
Reid, Shuntoria Pt Dume Elementary	Inst Asst – Classroom	9/2/09-9/4/09
Soloway, Beth Pt Dume Elementary	Inst Asst – Classroom	9/2/09-9/4/09
Taylor, Candice Malibu High School	Custodian	9/1/09-6/30/10
Valencia, Diana Lincoln MS	Inst Asst – Bilingual	10/19/09-6/25/10
Vasquez, Grace Malibu High School	Campus Security Officer	9/1/09-6/30/10
Velasco, Henry Santa Monica HS	Tech Support Asst	10/17/09
Warmington, Brigette Pt Dume Elementary	Inst Asst – Classroom	9/2/09-9/4/09
Washington, Chanee Santa Monica HS	Administrative Asst	10/17/09
Watkins, Ernest Malibu High School	Custodian	9/1/09-6/30/10
Widner, Kim Malibu High School	Custodian	9/1/09-6/30/10
Wilson, Stanley Malibu High School	Campus Security Officer	9/1/09-6/30/10
<u>SUBSTITUTES</u>		<u>EFFECTIVE DATE</u>
Burns, Robert Operations	Custodian	7/1/09-6/30/10
Fernandez, Angelica Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Harmon, Laurie Special Education	Inst Asst – Special Ed	11/9/09-6/25/10
Torres, Jose Maintenance	Skilled Maintenance Worker	10/22/09-6/30/10
<u>VOLUNTARY TRANSFER</u>		<u>EFFECTIVE DATE</u>
Llosa, Silvia Olympic HS	Inst Asst – Classroom 5 Hrs/SY Fr: 5 Hrs/SY/Webster Elementary	11/4/09
<u>VOLUNTARY REDUCTION IN ASSIGNMENT</u>		<u>EFFECTIVE DATE</u>
Rosa, Lucy Webster Elementary	Inst Asst – Special Ed 6 Hrs/SY Fr: Inst Asst – Developmental Health 6 Hrs/SY/Cabrillo Elementary	10/26/09

LAYOFF/REDUCTION OF HOURS

5045-008-09

Inst Asst – Physical Ed
3 Hrs/SY
Fr: 4 Hrs/SY**EFFECTIVE DATE**

1/4/10

LEAVE OF ABSENCE (PAID)Alkotob, Irma
Child Develop SvcsChildren Center Asst
Medical**EFFECTIVE DATE**

10/24/09-11/13/09

Bott, Michael
OperationsMaintenance Supervisor
Medical

10/16/09-1/5/10

Crenshaw, Anne
Malibu HSInst Asst – Special Ed
Medical

10/5/09-10/26/09

Cueva, Jemina
Food SvcsCafeteria Worker I
Medical

12/15/09-2/2/10

Ford, Ronald
OperationsPainter
Medical
[update of dates from 11/5/09 Board Agenda]

9/21/09-10/23/09

Mares, Jose
OperationsLead Person, Grounds
Medical

10/26/09-11/15/09

Moore, Evan
Pt Dume ElementaryPhysical Activities Specialist
Medical

10/23/09-12/4/09

Peak, Denise
Malibu High SchoolInst Asst – Special Ed
Medical

10/30/09-11/6/09

Pursell, Robyn
Lincoln MSInst Asst – Special Ed
Medical

11/8/09-2/1/10

Rindlisbacher, Noah
PurchasingAsst Buyer
Medical

12/26/09-3/25/10

PROFESSIONAL GROWTHGlover, Tomita
Santa Monica HS

Administrative Asst

EFFECTIVE DATE

11/1/09

WORKING OUT OF CLASSDonovan, Marc
MaintenancePlumber
Fr: Skilled Maintenance Worker**EFFECTIVE DATE**

10/22/09-3/10/10

Lohmeyer, Richard
MaintenanceMaintenance Supervisor
Fr: Plumber

10/16/09-3/4/10

Tirado, Fortino
OperationsSprinkle Repair Tech
Fr: Equipment Operator/Tree Trimmer

9/24/09-10/13/09

ABOLISHMENT OF POSITIONInst Asst – Healthcare
6 Hrs/SY; Cabrillo Elementary**EFFECTIVE DATE**

10/19/09

RESIGNATION

Goldberg, Hayden
Malibu High School

Swim Instructor/Lifeguard

EFFECTIVE DATE

10/31/09

O'Brien, Jeanne
Facilities Maint

Administrative Asst

11/2/09

Thompson, Floyd
Rogers Elementary

Inst Asst – Physical Ed

9/8/09

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

TO: BOARD OF EDUCATION
FROM: TIM CUNEO / MICHAEL D. MATTHEWS
RE: CLASSIFIED PERSONNEL – NON-MERIT

ACTION/CONSENT
11/19/09

RECOMMENDATION NO. A.12

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

AVID TUTOR

GARCIA, JOSHUA	JOHN ADAMS MS	10/1/09-6/25/10
GUILLEN, CLAUDIA	JOHN ADAMS MS	10/1/09-6/25/10

COACHING ASSISTANT

RODRIGUEZ, SERAFIN	SANTA MONICA HS	11/1/09-3/31/10
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NOON SUPERVISION

DE LEON, ADRIAN	ROGERS ELEMENTARY	10/5/09-6/25/10
GUSTAFSON, MELANIE	ROGERS ELEMENTARY	9/9/09-6/25/10
MIKHAIL, CHRISTINE	WEBSTER ELEMENTARY	9/1/09-6/30/10

PROFESSIONAL EXPERT – LEVEL I

ROSS-NEIER, BOBBI	MALIBU HIGH SCHOOL [Community Service Learning Coord]	9/8/09-6/30/10
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PROFESSIONAL EXPERT – LEVEL II

BAIRD, AMANDA	FRANKLIN ELEMENTARY [Drama Instruction]	11/1/09-6/25/10
PLENK, WILLIAM	EDUCATIONAL SVCS [Dream Winds Instructor]	9/14/09-6/30/10
REAVES, TEAG	EDUCATIONAL SVCS [Dream Winds Instructor]	9/14/09-6/30/10

STUDENT WORKER – WORKABILITY

EPHRIAM, IMANI	SANTA MONICA HS	10/14/09-6/30/10
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MOTION MADE BY:
SECONDED BY:
STUDENT ADVISORY VOTE:
AYES:
NOES:

MAJOR ITEMS

TO: BOARD OF EDUCATION

ACTION/MAJOR

11/19/09

FROM: TIM CUNEO

RE: SUPERINTENDENT'S PERFORMANCE TARGETS – 2009/10

RECOMMENDATION NO. A.13

The following topics have been identified as the Superintendent's Performance Targets for the 2009-2010 school year.

- Strategic Plan
- Student Achievement
- Middle Schooling

Strategic Plan

The district's current strategic plan was developed in 2002. Globalization and technology have significantly altered the world in which we live and work. Schools must work to cultivate a diversity of talents, global and digital competences in order for our students to compete in a constantly changing world. The completion of this goal will:

- Assess the district's progress in meeting the goals as set forth in the 2002 plan, and
- Create a strategic plan that establishes a direction to ensure that all district students have the knowledge and skills they will need in a global society.

Student Achievement

While the district as a whole is achieving at impressive levels, there is room for improvement in the areas of mathematics and literacy. The goal for both disciplines is to:

- Reduce the number of students in the Far Below and Below Basic categories by 10%.

Middle Schooling

There has been a considerable amount of research on successful schools for young adolescents. The completion of this goal will:

- Compare the district's present middle schooling with the recommendations of the California Department of Education's "Recommendations for Success," The National Middle School Association's "This We Believe: Successful Schools for Young Adolescents," and other related research, and
- Recommend practices to improve middle school student achievement and overall development.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION
FROM: TIM CUNEO / JANECE L. MAEZ / PAT HO
RE: 2009-10 BUDGET TRANSFERS

ACTION/MAJOR
11/19/09

RECOMMENDATION NO. A.14

It is recommended that the Board of Education approve the following budget transfers, as described on the following pages, for these below-listed Funds. These routine paper transfers are intended to accomplish the formal/final shifting to recognize the accounting of previously-approved activities prior to the 1st Interim Report.

- Fund 01 - General Fund (Unrestricted & Restricted)
- Fund 11 - Adult Education Fund
- Fund 12 - Child Development Fund
- Fund 13 - Cafeteria Fund
- Fund 14 - Deferred Maintenance Fund
- Fund 21 - Building Fund
- Fund 25 - Capital Facilities Fund
- Fund 40 - Special Reserve Fund for Capital Outlay Projects

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

FUND 01 – Unrestricted General Fund

Fund 01- Unrestricted General Fund

Object	Description	Adopted Budget as of 7/1/09	1st Interim Budget as of 10/31/09	Changes
	Beginning Fund Balance	22,456,389	22,456,389	-
8011-8099	Revenue Limit	57,425,482	54,365,565	(3,059,917)
8100-8299	Federal Revenue	100,000	100,000	-
8300-8590	State Revenue	7,955,762	8,024,540	68,778
8600-8799	Local Revenue	21,241,994	21,211,876	(30,118)
8910-8929	Other Financial Sources	1,000,000	108,335	(891,665)
8980-8999	Contribution	(16,115,616)	(16,521,933)	(406,317)
	Total Revenue	71,607,622	67,288,383	(4,319,239)
1000-1999	Certificated Salaries	45,343,893	43,858,700	(1,485,193)
2000-2999	Classified Salaries	11,379,035	11,162,806	(216,229)
3000-3999	Employee Benefits	16,745,095	16,396,162	(348,933)
4000-4999	Books and Supplies	1,533,800	1,369,732	(164,068)
5000-5999	Services and Other Operating	6,070,945	5,679,671	(391,274)
6000-6999	Capital Outlay	25,000	25,000	-
7100-7499	Other Outgo	6,800	6,800	-
7300-7399	Indirect	(999,853)	(1,212,765)	(212,912)
7610-7699	Interfund Transfer	75,000	75,000	-
	Total Expenditure	80,179,715	77,361,106	(2,818,609)
	Increase /(Decrease) Fund Balance	(8,572,093)	(10,072,723)	(1,500,630)
	Projected Fund Balance	13,884,296	12,383,666	(1,500,630)

Major Changes:

Revenues:

(\$3,059,917) decrease in Revenue Limit. \$252.83/2008-09 P2ADA

YEAR-END STATE BUDGET CHANGE IN JULY

(1,000,000) decrease in Interfund Transfer from Fund 21.

\$108,335 increase in Interfund Transfer from Fund 12.

(\$406,317) increase in Local General Fund Contribution to various categorical programs.

Expenditures:

The District uses the ARRA - State Fiscal Stabilization Fund (*SFSF*) to support various District programs that include Summer Intervention, Reading Enrichment, testing and assessment.

Major changes reflect shifting the programs from Unrestricted to Restricted General Fund.

(\$1,485,193) decrease in Certificated Salaries

(\$216,229) decrease in Classified Salaries

(\$348,933) decrease in Benefits

(\$164,068) decrease in Books and Supplies

Fund 01- Restricted General Fund				
		Adopted Budget as of 7/1/09	1st Interim Budget as of 10/31/09	Changes
	Beginning Fund Balance	7,312,173	7,312,173	-
8011-8099	Revenue Limit	1,766,563	1,758,207	(8,356)
8100-8299	Federal Revenue	7,813,651	7,731,123	(82,528)
8300-8590	State Revenue	2,125,119	2,076,943	(48,176)
8600-8799	Local Revenue	9,268,086	11,402,342	2,134,256
8980-8999	Contribution	16,115,616	16,521,933	406,317
	Total Revenue	37,089,035	39,490,548	2,401,513
1000-1999	Certificated Salaries	12,148,194	13,958,103	1,809,909
2000-2999	Classified Salaries	9,361,752	10,676,278	1,314,526
3000-3999	Employee Benefits	6,593,889	7,026,745	432,856
4000-4999	Books and Supplies	2,319,394	4,899,226	2,579,832
5000-5999	Services and Other Operating	5,165,964	6,515,997	1,350,033
6000-6999	Capital Outlay	1,098,000	1,273,062	175,062
7300-7399	Indirect	408,896	711,670	302,774
7610-7629	Interfund Transfer			-
	Total Expenditure	37,096,089	45,061,081	7,964,992
	Increase /(Decrease) Fund	(7,054)	(5,570,533)	
	Balance			
	Projected Fund Balance	7,305,119	1,741,640	-

Major Changes:

Revenues:

(\$8,356) decrease Special ADA appropriation

Federal Programs

\$317,095 Title One Carryover from prior year

\$100,007 Title II carryover from prior year

\$ 10,204 Enhancing ED Through Tech (*EETT*) carryover from prior year

\$ 29,054 EETT Competitive Grant carryover from prior year

\$ 7,355 Title II Administrator Training - New

\$ 5,962 Title IV (Drug Free School) carryover from prior year

\$ 9,547 Title VI carryover from prior year

\$ 26,196 increase in Other ARRA Federal Program

(\$588,492) decrease in State Fiscal Stabilization Fund

State Programs

\$25,924 TUPE carryover from prior year

\$ 5,474 increase in English Language Acquisition Program (*ELAP*)

(\$41,322) decrease in Home To School Transportation

(\$38,252) decrease in Special Ed Transportation

Local Programs

\$1,447,103 increase in PTA revenues

\$ 253,240 Equity Fund

\$ 94,381 Permits

\$ 49,910 Gifts

\$ 74,822 Santa Monica Malibu Education Foundation programs

\$ 101,309 Microsoft -settlement

\$ 13,300 ASB
\$ 73,500 Shark Fund
\$ 127,500 RGK Foundation
\$ 12,000 Cotsen Family (Transfer from fund 19 to fund 01)
Local General Fund Contribution
\$ 406,317 various programs

Expenditures:

1. Due to the prior year carryover and funding increase for categorical programs, the budget for expenditures is increased accordingly.
2. Transfer various programs from Unrestricted General Fund to State Fiscal Stabilization Fund.

Fund 11- Adult Education

Object	Description	Adopted Budget as of 7/1/09	1st Interim Budget as 10/31/09	Changes
	Beginning Fund Balance	272,942	272,942	-
8100-8299	Federal Revenue	121,706	122,801	1,095
8300-8590	State Revenue	398,463	419,932	21,469
8600-8799	Local Revenue	23,875	36,999	13,124
	Total Revenue	544,044	579,732	35,688
1000-1999	Certificated Salaries	262,153	272,787	10,634
2000-2999	Classified Salaries	129,531	129,986	455
3000-3999	Employee Benefits	91,125	92,876	1,751
4000-4999	Books and Supplies	20,624	48,385	27,761
5000-5999	Services and Other Operating	24,601	24,701	100
6000-6999	Capital Outlay		-	-
7400-7499	Other Outgo			-
7300-7399	Indirect	16,013	16,013	-
	Total Expenditure	544,047	584,748	40,701
	Increase /(Decrease) Fund Balance	(3)	(5,016)	(5,013)
	Projected Fund Balance	272,939	267,926	(5,013)

Major Changes:

Revenues:

\$ 21,469 increase in State Revenue

\$ 13,124 increase in Local Revenue to reflect the Fee-Based Classes.

Expenditures:

\$10,634 increase in Hourly Teachers for the Fee-Based Classes

\$ 455 increase in Classified Salaries

\$ 1,751 increase in Benefits

\$27,761 increase in supplies to reflect the 08-09 Community Based English Tutoring (CBET) carryover.

\$ 100 increase in Services and Operating Costs

Fund 12 - Child Development Fund

Object	Description	Adopted Budget as of 7/1/09	1st Interim Budget as of 10/31/09	Changes
	Beginning Fund Balance	70,799	70,799	
8100-8299	Federal Revenue	1,942,690	2,099,992	157,302
8300-8590	State Revenue	3,153,433	3,020,500	(132,933)
8600-8799	Local Revenue	2,901,107	3,054,472	153,365
8980-8999	Contribution	75,000	75,000	-
	Total Revenue	8,072,230	8,249,964	177,734
1000-1999	Certificated Salaries	2,878,083	3,038,526	160,443
2000-2999	Classified Salaries	2,121,698	2,076,016	(45,682)
3000-3999	Employee Benefits	1,526,945	1,594,169	67,224
4000-4999	Books and Supplies	277,969	199,193	(78,776)
5000-5999	Services and Other Operating	848,185	869,990	21,805
6000-6999	Capital Outlay	5,000	-	(5,000)
7600-7699	Other Outgo		108,335	108,335
7300-7399	Indirect	424,358	334,496	(89,862)
	Total Expenditure	8,082,238	8,220,725	138,487
	Increase /(Decrease) Fund Balance	(10,008)	29,239	39,247
	Projected Fund Balance	60,791	100,038	39,247

Major Changes:

Revenues:

\$107,831 increase in Head Start - Facility Improvement Program

\$ 56,150 increase in Food Nutrition Program

(\$188,490) decrease in LATCHKEY program State Revenue

(\$ 49,937) decrease in State Preschool Program (GCTR)

\$ 103,342 Tier III CALSAFE

\$ 152,170 Other Local Income for CALSAFE Program

The CALSAFE Program has not been budgeted in the 2009-10 Adopted Budget.

Expenditure adjustments were made to reflect the funding changes.

Fund 13 - Cafeteria Fund

Object	Description	Adopted Budget as of 7/1/09	1st Interim Budget as of 10/31/09	Changes
	Beginning Fund Balance	417,461	417,461	
8100-8299	Federal Revenue	1,079,257	1,144,597	65,340
8300-8590	State Revenue	41,678	41,678	-
8600-8799	Local Revenue	2,401,260	2,401,260	-
	Total Revenue	3,522,195	3,587,535	65,340
1000-1999	Certificated Salaries			-
2000-2999	Classified Salaries	1,454,345	1,454,345	-
3000-3999	Employee Benefits	494,872	494,872	-
4000-4999	Books and Supplies	1,660,622	1,673,671	13,049
5000-5999	Services and Other Operating	(278,230)	(283,880)	(5,650)
6000-6999	Capital Outlay	40,000	97,941	57,941
7400-7499	Other Outgo			-
7300-7399	Indirect	150,586	150,586	-
	Total Expenditure	3,522,195	3,587,535	65,340
	Increase /(Decrease) Fund Balance	-	-	-
	Projected Fund Balance	417,461	417,461	-

Major Changes:

Revenues:

\$65,340 new ARRA Equipment Program

Expenditures

\$13,049 increase in Supplies

\$57,941 increase in new Serving Line Equipment for Will Rogers Elementary School

Fund 14 - Deferred Maintenance Fund

Object	Description	Adopted Budget as of 7/1/09	1st Interim Budget as of 10/31/09	Changes
	Beginning Fund Balance	2,710,593	2,710,593	
8300-8590	State Revenue			-
8600-8799	Local Revenue	50,000	50,000	-
	Total Revenue	50,000	50,000	-
4000-4999	Books and Supplies	5,000	5,000	-
5000-5999	Services and Other Operating	1,200,000	1,740,500	540,500
6000-6999	Capital Outlay			-
7400-7699	Other Outgo			-
	Total Expenditure	1,205,000	1,745,500	540,500
	Increase /(Decrease) Fund Balance	(1,155,000)	(1,695,500)	(540,500)
	Projected Fund Balance	1,555,593	1,015,093	(540,500)

Major Changes:

\$520,500 increase for District Deferred Maintenance Window Project -Architectural services for design and construction services.

Fund 21 - Building Fund

Object	Description	Adopted Budget as of 7/1/09	1st Interim Budget as of 10/31/09	Changes
	Beginning Fund Balance	38,667,509	38,667,509	
8600-8799	Local Revenue	2,000,000	2,000,000	-
8930-8979	Bond Proceed	80,000,000	80,000,000	-
	Total Revenue	82,000,000	82,000,000	-
2000-2999	Classified Salaries	291,424	291,424	-
3000-3999	Employee Benefits	121,003	121,003	-
4000-4999	Books and Supplies	77,700	77,700	-
5000-5999	Services and Other Operating	25,151,880	25,151,880	-
6000-6999	Capital Outlay	17,927,250	17,927,250	-
7400-7699	Other Outgo	1,000,000	-	(1,000,000)
7300-7399	Indirect			-
	Total Expenditure	44,569,257	43,569,257	(1,000,000)
	Increase /(Decrease) Fund Balance	37,430,743	38,430,743	1,000,000
	Projected Fund Balance	76,098,252	77,098,252	1,000,000

Major Change:

(\$1,000,000) decrease in Fund Transfer from Fund 21 to Fund 01 (Unrestricted General Fund)

Fund 40 - Special Reserve Fund For Capital Outlay Projects

Object	Description	Adopted Budget as of 7/1/09	1st Interim Budget as of 10/31/09	Changes
	Beginning Fund Balance	3,780,431	3,780,431	
8600-8799	Local Revenue	1,680,000	1,823,917	143,917
	Total Revenue	1,680,000	1,823,917	143,917
4000-4999	Books and Supplies			-
5000-5999	Services and Other Operating	102,000	102,000	-
6000-6999	Capital Outlay	-	-	-
7400-7499	Other Outgo	1,149,325	1,149,325	-
7300-7399	Indirect			-
	Total Expenditure	1,251,325	1,251,325	-
	Increase /(Decrease) Fund Balance	428,675	572,592	143,917
	Projected Fund Balance	4,209,106	4,353,023	143,917

Major Change:

Revenues:

\$143,917 increase in 2008-09 Redevelopment Fee

TO: BOARD OF EDUCATION

ACTION/MAJOR

11/19/09

FROM: TIM CUNEO / CHIUNG-SALLY CHOU

RE: INCREASE IN STAFFING (FTE) – INSTRUCTIONAL ASSISTANT, BILINGUAL-
EDUCATIONAL SERVICES

RECOMMENDATION NO. A.15

It is recommended that the Board of Education add an Instructional Assistant-Bilingual position (0.4375 FTE) in order to support English learners in mainstream classes.

FUNDING NOTE: The 2009-2010 budget will be adjusted \$12,595 for salary and benefits.

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

TO: BOARD OF EDUCATION

ACTION/MAJOR

11/19/09

FROM: TIM CUNEO / CHIUNG-SALLY CHOU / SARA WOOLVERTON

RE: INCREASE IN STAFFING (FTE) – INSTRUCTIONAL ASSISTANT – SPECIAL
EDUCATION

RECOMMENDATION NO. A.16

It is recommended that the Board of Education add two (2) six-hour Instructional Assistant positions (1.5 FTE) in order to comply with IEP requirements for one-on-one assignments.

FUNDING NOTE: The 2009-2010 budget will be adjusted \$59,134 for salary and benefits.
(\$29,567 per position)

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

TO: BOARD OF EDUCATION

ACTION/MAJOR
11/19/09

FROM: TIM CUNEO / JANECE L. MAEZ / VIRGINIA I. HYATT

RE: NEGOTIATE POWER PURCHASE AGREEMENT FOR DISTRICTWIDE PHOTO
VOLTAIC SYSTEMS WITH PERMACITY

RECOMMENDATION NO. A.17

It is recommended that the Board of Education direct staff to negotiate a Power Purchase Agreement (PPA), at no charge to the district, with PermaCity to provide solar panels at seven (possibly nine) schools and conduct the appropriate environmental review.

HISTORY: The City of Santa Monica, through Solar Santa Monica, funded an energy consulting firm, Think Energy, to review the district's energy needs with the intent of creating an RFP document for the installation of Photovoltaic panels on seven (possibly nine) elementary schools. The elementary school sites were chosen for this RFP as their projects should be done immediately and the bond program's middle and high school sites would be addressed through the Measure BB program.

Over the course of the year, Solar Santa Monica, Think Energy, Global Green, EcoMotion, PermaCity, and district staff have worked together to move forward with the project in the volatile economic markets.

The RFP submittals and job walk took place in October 2008. At this time, the banking industry was in crisis and funding for the project to PermaCity by the banks was an unknown. It has taken this long for the financing, rate structures materials, and construction aspects to all come together to create a viable project to move forward with that creates immediate and long-term cost savings to the district with no up front capital.

Power Purchase Agreement (PPA): A PPA is a vehicle for entities to purchase energy through a third party with no added costs for installation, maintenance, or operation of the solar power system, with the solar panels being mounted on the roofs of school buildings. Through the PPA, third party PermaCity, will design, install, maintain, and operate the Photovoltaic panels at their sole cost and risk. The district then agrees to purchase future energy through PermaCity at a set, which begins the first year at rate lower than the current energy provider (SCE). Staff has negotiated a rate (\$.131 per kWh) and an annual escalator (4%) for a period of 20 years. As the electrical production at each site is limited due to available roof space and orientation, electricity will still need to be purchased from SCE to meet each site's energy needs. All future billings from both SCE and PermaCity will be cash positive from day one of the project.

Next Steps: Now that the terms of the agreement are agreed to in principle, the next steps are to negotiate all the terms of a PPA with PermaCity and their financial provider (Regeneration Finance). Once an acceptable draft PPA is completed, a public hearing will be held (per Government code sections 4217.12) and a resolution brought forward to the Board of Education to make two required findings: (1) That the anticipated cost to the district for the electrical energy provided under the PPA will be less than the anticipated marginal cost to the district of electrical energy that would have been consumed by the district in absence of the PPA; and (2) That the difference, if any, between the fair rental value for the real property subject to the PPA and the agreed rent, is anticipated to be offset by the below-market energy purchases or other benefits provided under the PPA.

It is also advised by counsel that the minimal footprint of the solar panel and its resultant benefits could qualify for a Categorical Exemption under the California Environmental Quality Act.

The school sites that will have the panels installed during the summer of 2010 are: Cabrillo, Webster, Pt. Dume, Franklin, Grant, Rogers, and Roosevelt. Muir/SMASH and McKinley Elementary sites are being reviewed for their potential energy production, but may not qualify for the minimum requirements.

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

TO: BOARD OF EDUCATION

ACTION/MAJOR

11/19/09

FROM: TIM CUNEO

RE: NOMINATION FOR CALIFORNIA SCHOOL BOARD ASSOCIATION (CSBA)
DELEGATE ASSEMBLY ELECTION FOR TWO-YEAR TERM

RECOMMENDATION NO. A.18

It is recommended that _____ be nominated by the Board of Education to run for an open seat in Region 24 of the California School Board Association (CSBA) Delegate Assembly.

COMMENT: The board's decision whether or not to nominate a CSBA member for an open seat is optional. Any CSBA member board is eligible to nominate board members within their geographical region or sub-region; SMMUSD is located in Region 24 (the "Southwest Crescent" of Los Angeles County). There are eight open seats for Region 24 this year. Each board may nominate as many individuals as it chooses. All nominees must submit a required biographical sketch along with their nomination forms. This information must be postmarked to the CSBA offices in West Sacramento by January 7, 2010.

CSBA delegates serve a two-year term. Those elected in 2010 will serve beginning April 1, 2010, through March 31, 2012. There are two Delegate Assembly meetings each year, one in May prior to CSBA's Legislative Action Conference in Sacramento and one preceding the CSBA Annual Education Conference in November/December. Each delegate is required to attend these two meetings each year.

The election for the CSBA Delegate Assembly members will occur between February 1, 2010, and March 15, 2010, with election results to be posted on the CSBA website by Thursday, April 1, 2010. Other important dates are attached.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

IMPORTANT

Deadline date for nomination
and biographical sketch forms:
Thursday, January 7, 2010

Important 2010 Dates to keep in mind:

- Thursday, January 7: U.S. Postmark or fax deadline for *required* Nomination and Biographical Sketch Forms
- By Monday, February 1: Ballots mailed to Member Boards
- February 1 – March 15: Boards vote for Delegates
- Monday, March 15: Deadline for the ballots to be returned to CSBA (U.S. Postmark ONLY)
- By Wednesday, March 31: Ballots to be tallied
- By Thursday, April 1: Election results, except for run-offs, will be posted on CSBA's Web site
- Friday, April 30: Deadline for run-off ballots (U.S. Postmark ONLY)
- Saturday, May 22 – Sunday, May 23: Delegate Assembly meeting in Sacramento

California School Boards Association

3100 Beacon Blvd., P.O. Box 1660 | West Sacramento, CA 95691-1660
(916) 371-4691 (800) 266-3382 | Fax: (916) 371-3407 or (916) 669-3305 | www.csba.org

TO: BOARD OF EDUCATION

ACTION/MAJOR

11/19/09

FROM: TIM CUNEO

RE: REVISE POLICY 1220 – DISTRICT ADVISORY COMMITTEES

RECOMMENDATION NO. A.19

It is recommended that the Board of Education revise policy 1220 – District Advisory Committees.

COMMENTS: During the Board of Education's review of all district policies and administrative regulations this past spring and summer, staff recommended and board members requested that specific policies return for a second reading. The attached board policy was included in this list.

Attachments:

- BP 1220 – District Advisory Committees (for approval)
- AR 1220 – District Advisory Committees (for reference)

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

DISTRICT ADVISORY COMMITTEES

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

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

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

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

District Advisory Committees shall be appointed for a specific purpose. The Board of Education will review the purposes/charges of the committees on an annual basis. Annually, an Assessment/Evaluation form will be distributed to District Advisory Committees for their review and input regarding the committee charges and their yearly accomplishments. When a committee has fulfilled or completed its purpose/charge, it may be given a new or revised charge or it may be dissolved.

The Board shall have the sole power to dissolve any of its advisory committees and shall reserve the right to exercise this power at any time during the life of any committees.

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

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

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

A Staff Liaison will be assigned to each advisory committee and will serve as the district representative and as a communication link between the committee and the other district administrative staff. The Staff Liaison is not a member of the committee and may not vote.

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

Applications for appointment to advisory committees may be submitted at any time during the year. Once per quarter, an item shall be placed on the Board of Education agenda listing committee vacancies.

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

EXPENSES, TRAVEL, REIMBURSEMENT

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

REFERENCE

EDUCATION CODE

8070 Vocational education advisory committee

11503 Parent involvement program

35147 School site councils and advisory committees

35172 Promotional activities

44032 Travel expense payment

44033 Automobile allowances

52012 School site council

52065 American Indian advisory committee

52176 Advisory committees (LEP program)

52208 Parent participation (GATE)

52852 Site council, school-based program coordination

54425 Advisory committees; compensatory education

54444.1-54444.2 Services to migrant children; parent advisory councils

54724 Site council, motivation and maintenance program

56190-56194 Community advisory committee, special education

62002.5 Continuing parent advisory committees; schools receiving funds from economic impact aid or bilingual education act

GOVERNMENT CODE

820.9 Members of local public boards not vicariously liable

54950-54962 Meetings

MANAGEMENT RESOURCES

ADOPTED

January 4, 1989
October, 1994

REVISED

October 15, 1998
September 17, 1998

CSBA DATE

May 14, 1998
March 10, 1994

DISTRICT ADVISORY COMMITTEES**A. Purpose**

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

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

B. Roles

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

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

C. Functions

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

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

7. To keep the Board and superintendent informed of the committee's progress and activities, and advise regarding the committee's recommendations, proposals and decisions.

D. Responsibilities

District advisory committees may have the responsibility to:

1. Advise the Board and superintendent on matters related to educational needs, problems and suggested priorities.
2. Advise the Board and superintendent regarding opinions and attitudes of parents and other citizens of the total school community on significant issues of a general or specified nature.
3. Assist in establishing liaison with, and strengthening communication between the district and the communities it serves.
4. Assist in identifying educational needs unique to a local school community.
5. Assist in interpreting educational needs and programs to the community.
6. Advise the Board and superintendent on adoption of educational programs.
7. Approach all issues from an objective, neutral party point of view.

E. Membership

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

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

1. Size

The committees shall be of sufficient size to assure representation of a cross section of the community; normally seven (7) to ~~twenty (20)~~ nineteen (19) active members are desirable.

2. Representation

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

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

3. Duration

It is intended that members not serve more than a total of four (4) years on the same committee.

4. Selection of Members

Members of the community wishing to serve on a committee shall submit a completed application for that committee to the superintendent, who will provide a copy of the application to that committee's staff liaison. The staff liaison will determine if there is an opening on the committee. If there is an opening, the staff liaison and committee chairperson, during agenda planning, will include the consideration of this application at the next committee meeting. If the application receives an affirmative vote by a majority of committee members, the staff liaison will inform the superintendent to place the applicant's name on an agenda for consideration by the Board of Education. If the application does not receive a majority vote of committee members, the application will not come forward for Board consideration. Committee members and alternates shall be appointed or approved by the Board of Education, and serve thereafter at the pleasure of the Board.

Applications for appointment to district advisory committees may be submitted at any time during the year. ~~Once per quarter~~ In September and February of each year, an item shall be placed on the Board of Education agenda listing committee vacancies.

~~5. Selection of Alternates~~

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

5. Vacancies

When a vacancy occurs on a committee with fewer than six (6) months remaining in the committee member's term, no action shall be taken.

When a vacancy occurs six (6) or more months before the end of a committee member's term, the staff liaison shall inform the Superintendent of the vacancy. A press release shall be issued announcing the vacancy. The application process will follow as outlined in section E.4. The individual chosen to fill the vacancy shall serve only until the end of the term of the position which he/she was appointed to fill.

6. Termination of Membership

A committee member shall no longer hold membership should he/she cease to be a resident of the district or no longer meet the membership requirements under which he/she was selected.

Membership shall automatically terminate for any member who is absent from all regular meetings for a period of three (3) consecutive meetings.

A member can be removed by a affirmative vote of a majority of the Board of Education for gross misconduct, felony convictions, or for divulging confidential information.

F. Officers

1. Officers

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

2. Election and Term of Office

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

3. Notification

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

4. Definition of Roles

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

a. Committee Chairperson

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

b. Vice-Chairperson

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

c. Recording Secretary

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

d. Staff Liaison/District Representative (Appointed by the superintendent)

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

e. All Members

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

f. Board Members

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

- (1) Provide liaison between the committee and the Board of Education. Keep the Board informed of discussion and actions of the committee(s).
- (2) Represent the position of the entire Board in all committee deliberations on subjects where the Board has taken a position.
- (3) May not serve as an officer of a committee.
- (4) Are not voting members.

G. Meetings

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

1. Regular Meetings

District advisory committees shall ~~meet regularly as determined by each committee at the first general meeting~~ establish a calendar of regular meetings for the next school year at their June organizational meeting. Meetings shall be scheduled to permit the greatest number of members to attend. ~~The first official meeting of district advisory committees shall be held as soon as practicable following completion of appointments.~~

2. Special Meetings

Special meetings may be called by the chairperson, by majority vote of a committee, or at the request of the Board of Education and/or superintendent. Posting of these special meetings must comply with the Ralph M. Brown Act.

3. Place of Meetings

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

4. Notice and Openness of Meetings

~~Notification of all meetings shall be duly publicized at least two (2) days in advance.~~ All meetings of committees shall be held as open meetings in compliance with the Ralph M. Brown Act, also known as the Open Meeting Act of the State of California.

~~5. Openness of Meetings~~

~~All meetings of committee shall be held as open meetings.~~

5. ~~(6)~~ Agenda

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

6. ~~(8)~~ Quorum

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

7. Decisions

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

8. ~~(9)~~ Minutes

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

9. ~~(10)~~ Subcommittees

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

~~H. Operation~~

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

~~1. Selection of members~~

~~2. Orientation of members~~

~~3. Outline of procedures~~

~~4. Election of officers~~

~~5. Selection of materials and resources~~

- ~~6. Work on the project~~
- ~~7. Report of findings by members~~
- ~~8. Agreement on reports~~
- ~~9. Development of committee recommendations~~
- ~~10. Delivery of recommendations to Board and superintendent~~
- ~~11. Consideration of suggestions by Board and superintendent and staff~~
- ~~12. Action by the Board of Education and dissolution of committee~~

~~Each committee shall evaluate its own operation and make needed changes.~~

H. Goal Setting

The staff liaison, Board representative, and committee chairperson shall draft the committee's goals and/or deliverables for the school year and submit the goals and/or deliverables for approval by the Board of Education no later than the Board's first meeting in September. The staff liaison and committee chairperson shall provide the Board of Education with an update regarding the process of meeting these goals and/or deliverables in an informational item to the Board at a regular meeting no later than February each year. No later than June of each year, the committee shall make an End-of-Year report to the Board of Education regarding the achievement of its goals and/or deliverables.

I. Orientation

Orientation and general information shall be provided for district advisory committees as needed. This shall be a shared responsibility of the committee chairperson, Board representative and ~~district representative~~ staff liaison. Inservice training shall be provided ~~if requested by the committee~~ by the District and will address the Ralph M. Brown Act and effective meeting management.

J. Limitations

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

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

K. District Support

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

L. Expenses, Travel, and Reimbursement

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

IV. RELATED FORMS

Application for Membership District Advisory Committee(s)

REFERENCE
MANAGEMENT RESOURCES

ADOPTED

REVISED

CSBA DATE
March 10, 1994

DISTRICT ADVISORY COMMITTEES

The SMMUSD District Advisory Committee Application for Membership form can be found on the District's web site at the following address:

http://www.smmusd.org/policies_database/BP1220DACapp.pdf

<http://www.smmusd.org/DAC/index.html>

The form is in Adobe's Portable Document Format (PDF) and can be read using Adobe Acrobat Reader (download the program at: <http://www.adobe.com/products/acrobat/readstep.html>)

You may request that an application be sent to you by contacting the Superintendent's Office at (310) 450-8338.

REFERENCE

MANAGEMENT RESOURCES

ADOPTED

March 10, 1994

REVISED

CSBA DATE

TO: BOARD OF EDUCATION

ACTION/MAJOR

11/19/09

FROM: TIM CUNEO / MICHAEL D. MATTHEWS

Postponed from

10/01/09

RE: ADOPT POLICY 4119.25 / 4219.25 / 4319.25 – POLITICAL
ACTIVITIES OF EMPLOYEES

10/15/09

RECOMMENDATION NO. A.20

It is recommended that the Board of Education adopt policies 4119.25 / 4219.25 / 4319.25 – Political Activities of Employees.

COMMENTS: During the Board of Education's review of all district policies and administrative regulations this past spring and summer, staff recommended and board members requested that specific policies return for a second reading. The attached board policy was included in this list.

Attachments:

- BP 4119.25 / 4219.25 / 4319.25 – Political Activities of Employees (for approval)
- AR 4119.25 / 4219.25 / 4319.25 – Political Activities of Employees (for reference)

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

POLITICAL ACTIVITIES OF EMPLOYEES

The Board of Education respects the right of school employees to engage in political discussions and activities on their own time and at their own expense. On such occasions, employees shall make it clear that they are acting as individuals and not as representatives of the district.

Like other community members, employees may use school facilities for meetings under the Civic Center Act.

Employees shall refrain from prohibited activities identified in law and administrative regulations. Employees who engage in these activities shall be subject to disciplinary action and/or criminal penalties.

Legal Reference:

EDUCATION CODE

7050-7057 Political activities of school officers and employees

38130-38139 Civic Center Act

51520 Prohibited solicitations on school premises

GOVERNMENT CODE

3543.1 Rights of employee organizations

COURT DECISIONS

Downs v. Los Angeles Unified School District, (9th Cir. 2000) 228 F.3d 1003

California Teachers Association v. Governing Board of San Diego Unified School District, (1996) 45

Cal.App. 4th 1333

L.A. Teachers Union v. L.A. City Board of Education, (1969) 71 Cal.2d 551

ATTORNEY GENERAL OPINIONS

84 Ops.Cal.Atty.Gen. 106 (2001)

84 Ops.Cal.Atty.Gen. 52 (2001)

77 Ops.Cal.Atty.Gen. 56 (1994)

PERB RULINGS

California Federation of Teachers, Local 1931 v. San Diego Community College District (2001) PERB

Order #1467 (26 PERC 33014)

Management Resources:

CSBA PUBLICATIONS

Political Activities of School Districts: Legal Issues, 1998, revised 2001

WEB SITES

CSBA: <http://www.csba.org>

Office of the Attorney General, Dept. of Justice: <http://caag.state.ca.us/>

Public Employment Relations Board: <http://www.perb.ca.gov>

All Personnel

AR 4119.25(a)

4219.25(a)

POLITICAL ACTIVITIES OF EMPLOYEES

4319.25(a)

District employees shall not:

1. Use district funds, services, supplies or equipment to urge the passage or defeat of any ballot measure or candidate, including any candidate for election to the Board of Education (Education Code 7054)
2. During working hours and on district property, solicit or receive any political funds or contributions to promote the passage or defeat of a ballot measure that would affect the rate of pay, hours of work, retirement, civil service or other working conditions (Education Code 7056)
3. During working hours and on district property, solicit or receive any political funds or contributions to promote the passage or defeat of other types of ballot measures
4. Use district time to urge the passage or defeat of any ballot measure or candidate
5. Use district equipment for the preparation or reproduction of political campaign materials, even if the district is reimbursed (*cf. 3512 - Equipment*)
6. Post or distribute political campaign materials on district property
7. Disseminate political campaign materials through the district's mail service, e-mail or staff mailboxes
8. Use students to write, address or distribute political campaign materials
9. Present viewpoints on particular candidates or ballot measures in the classroom without giving equal time to the presentation of opposing views (*cf. 6144 - Controversial Issues*)
10. Wear buttons or articles of clothing that express political opinions on ballot measures or candidates during instructional time.

However, teachers shall not be prohibited from wearing political buttons during noninstructional time, such as Back-to-School Night.

Nothing in Board policy or administrative regulation shall be construed to prevent employees from soliciting or receiving funds or contributions for political purposes during nonworking time, including before and after school, the lunch period or other scheduled work intermittency during the school day. (Education Code 7056)

POLITICAL ACTIVITIES OF EMPLOYEES (continued)

Employee Organizations

Employee organizations may use district mailboxes and other means to communicate with employees, subject to reasonable regulation. Employee organizations may have access at reasonable times to areas in which employees work; may use institutional bulletin boards, mailboxes, and other means of communication and may use district facilities at reasonable times for the purpose of meetings. (Government Code 3543.1)

However, employee organizations shall not use district funds, services, supplies or equipment, such as the district mail system, to urge the passage or defeat of any ballot measure or candidate, including any candidate for election to the Board (Education Code 7054)

Access to district communication channels shall be limited in cases where such access would be disruptive to district operations.

In the event of a concerted action or work stoppage, political activities by employee organizations and individual employees shall be restricted to peaceful informational picketing and other activities allowed by law.

DISCUSSION ITEMS

TO: BOARD OF EDUCATION

DISCUSSION

11/19/09

FROM: TIM CUNEO / JANECE L. MAEZ

7:00pm

RE: REPORT FROM THE FINANCIAL OVERSIGHT COMMITTEE (FOC) AND THE SUPERINTENDENT'S BUDGET ADVISORY COMMITTEE ON THE PROGRESS OF THEIR DISCUSSIONS RELATED TO THE 2010-11 DISTRICT BUDGET

DISCUSSION ITEM NO. D.01

COMMENT: The seriousness of the state's financial condition and the impact that it has had on the district's budget has created a need to begin evaluating long-term solutions to a \$12 million annual deficit. While the district, in the current year, is using reserve balances accumulated over time, those "rainy-day" funds will be depleted before December 2010. To assist the board in determining a resolution to this problem, the Superintendent has asked the district's Financial Oversight Committee (FOC) to assist by reviewing of our budget, concentrating on revenue enhancements. He also established a Superintendent's Budget Advisory Committee (SBAC) to look at possible expenditure reduction areas. Both committees have met regularly since September and have preliminary information to share with the board.

During this item, representatives from the FOC will provide the board with a progress report on their activities and preliminary recommendations related to revenue enhancement, expenditure reductions and projected or suggested reserve levels for future district budgets. The FOC has met regularly since the beginning of the year, and has established a subcommittee working specifically on revenue enhancements. The FOC will meet on November 10 to finalize comments for this agenda.

The SBAC last met on November 4 and will share the format they are using to evaluate reduction recommendations and outline some of the data they are gathering to make those recommendations.

Board members will have the opportunity to ask clarifying questions during this item. There will be a study session on Saturday, November 21, 2009, for the board to have a more in depth conversation regarding the information provided during this agenda item.

TO: BOARD OF EDUCATION

DISCUSSION

11/19/09

FROM: TIM CUNEO / MICHAEL D. MATTHEWS

RE: CONSIDER ADOPTING POLICY 4158 / 4258 / 4358 – EMPLOYEE SECURITY

DISCUSSION ITEM NO. D.02

It is recommended that the Board of Education consider adopting policy 4158 / 4258 / 4358 – Employee Security.

This policy will return for board approval at the next board meeting.

Attachments:

- BP 4158 / 4258 / 4358 – Employee Security

EMPLOYEE SECURITY

The Board of Education desires to provide a safe, orderly working environment for all employees. As part of the district's comprehensive school safety plan, the Superintendent or designee shall develop strategies for protecting employees from potentially dangerous persons and situations and for assisting them in the event of an emergency situation.

(cf. 0450 - Comprehensive Safety Plan)

(cf. 3515 - Campus Security)

(cf. 5131.4 - Student Disturbances)

The Superintendent or designee shall ensure that employees are informed, in accordance with law, regarding crimes and offenses by students who may pose a danger in the classroom.

When violence is directed against an employee by any individual and the employee so notifies the Superintendent or designee, the Superintendent or designee shall take steps to ensure that appropriate legal measures are instituted. When the employee notifies the Superintendent or designee of a threat of bodily harm, the district shall take appropriate measures to enable the employee to request assistance if a threat occurs on school grounds.

The Superintendent or designee shall ensure that employees are trained in crisis prevention and intervention techniques in order to protect themselves and students. Staff development may include training in classroom management, effective communication techniques and crisis resolution.

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

Employees may possess a pepper spray weapon that meets the requirements of Penal Code 12403.7 on school property when students are not present. On a case-by-case basis, the Superintendent or designee may allow such possession when students are present. Such a request will be considered upon written request by the employee to the Superintendent. That request shall include an explanation of why the pepper spray weapon is justified. Any employee who is negligent or careless in the possession or handling of pepper spray shall be subject to appropriate disciplinary measures.

(cf. 4118 - Suspension/Disciplinary Action)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

Reporting of Injurious Objects

The Board requires school employees to take immediate action upon being made aware that any person is in possession of an injurious object on school grounds or at a school-related or school-sponsored activity. The employee shall use his/her own judgment as to the dangerousness of the situation and, based upon this analysis, shall do one of the following:

1. Confiscate the object and deliver it to the principal immediately
2. Immediately notify the principal, who shall take appropriate action

EMPLOYEE SECURITY (continued)

3. Immediately notify the local law enforcement agency and the principal

(cf. 5131.7 - Weapons and Dangerous Instruments)

(cf. 5144. - Discipline)

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

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

When informing the principal about the possession or seizure of a weapon or dangerous device, the employee shall report the name(s) of persons involved, witnesses, location, and the circumstances of any seizure.

Legal Reference: (see next page)

EMPLOYEE SECURITY (continued)

Legal Reference:

EDUCATION CODE

32210-32212 *Willful disturbance, public schools or meetings*
32225-32226 *Communication devices*
35204 *Contract with attorney in private practice or use of administrative advisor*
35205 *Contract for legal services*
35208 *Liability insurance*
35213 *Reimbursement for loss, destruction or damage of school property*
44014 *Report of assault by pupil against school employee*
44807 *Duty concerning conduct of students*
48201 *Transfer of student records*
48900-48926 *Suspension or expulsion Grounds for suspension or expulsion*
49079 *Notification to teacher; student who has engaged in acts constituting grounds for suspension or expulsion*
49330-49335 *Injurious objects*

CIVIL CODE

51.7 *Freedom from violence or intimidation*

CODE OF CIVIL PROCEDURE

527.8 *Workplace violence safety act*

GOVERNMENT CODE

995-996.4 *Defense of public employees*

3543.2 *Scope of representation*

PENAL CODE

71 *Threatening public officers and employees and school officials*
240 *Definition of assault*
241.2 *Assault on school or park property against any person*
241.3 *Assault against school bus drivers*
241.6 *Assault on school employee includes board member*
242 *Definition of battery*
243 *Battery; definition of "injury" and "serious bodily injury"*
243.2 *Battery on school or park property against any person*
243.3 *Battery against school bus drivers*
243.6 *Battery against school employee includes board member*
245.5 *Assault with deadly weapon; school employee includes board member*
290 *Registration of sex offenders*
601 *Trespass by person making credible threat*
626.9 *Gun-Free School Zone Act of 1995*
626.10 *Exceptions to bringing weapons on school grounds*
646.9 *Stalking*
12403.7 *Weapons approved for self defense*

WELFARE AND INSTITUTIONS CODE
827 *Juvenile court proceedings; reports; confidentiality*
828.1 *District police or security department, disclosure of juvenile records*

Management Resources continued: (see next page)

EMPLOYEE SECURITY (continued)

Management Resources:

CDE CORRESPONDENCE

0401.01 Protecting Student Identification in Reporting Injurious Objects

WEB SITES

CDE, Safe Schools and Violence Prevention Office: <http://www.cde.ca.gov/spbranch/safety/safetyhome>

CSBA: <http://www.csba.org>

Policy **SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT**

adopted: Santa Monica, California

An employee may use reasonable and necessary force when necessary for self-defense, to protect another person or property, to quell a disturbance threatening physical injury to others, or to obtain possession of weapons or other dangerous objects on or within the control of a student. (Education Code 44807, 49001)

(cf. 5131.7 - Weapons and Dangerous Instruments)
(cf. 5144 - Discipline)

Employees shall promptly report to their principal or other immediate supervisor any attack, assault or physical threat made against them by a student.

Both the employee and the principal or other immediate supervisor shall promptly report such instances to the appropriate local law enforcement agency. (Education Code 44014)

In addition, employees shall promptly report to their principal or supervisor, and may report to law enforcement, any attack, assault or threat made against them on school grounds by any other individual.

(cf. 3515.2 - Disruptions)

Reports of attack, assault or threat also shall be forwarded immediately to the Superintendent or designee.

An employee whose person or property is injured or damaged by willful misconduct of a student may ask the district to pursue legal action against the student or the student's parent/guardian. (Education Code 48905)

(cf. 3515.4 - Recovery for Property Loss or Damage)

Notice Regarding Student Offenses Committed While Under School Jurisdiction

The Superintendent or designee shall inform the teacher of each student who has engaged in, or is reasonably suspected of, any act during the previous three school years which could constitute grounds for suspension or expulsion under Education Code 48900, with the exception of the possession or use of tobacco products, or Education Code 48900.2, 48900.3, 48900.4, or 48900.7. This information shall be based upon district records maintained in the ordinary course of business or records received from a law enforcement agency. (Education Code 49079)

(cf. 5125 - Student Records)
(cf. 5144.1 - Suspension and Expulsion/Due Process)

EMPLOYEE SECURITY (continued)

Upon receiving a transfer student's record regarding acts committed by the student that resulted in his/her suspension or expulsion, the Superintendent or designee shall inform any of the student's teacher(s) that the student was suspended from his/her former district and of the act that resulted in the suspension or expulsion. (Education Code 48201)

Information received by teacher(s) shall be received in confidence for the limited purpose for which it was provided and shall not be further disseminated by the teacher. (Education Code 49079)

Notice Regarding Student Offenses Committed While Outside School Jurisdiction

When a minor student has been found by a court of competent jurisdiction to have illegally used, sold or possessed a controlled substance or committed specified crimes involving serious acts of violence, the district police or security department may provide written notification to the Superintendent. (Welfare and Institutions Code 828.1)

(cf. 3515.3 - District Police/Security Department)

When informed by the court that a minor student has been found by a court to have committed any felony or any misdemeanor involving curfew, gambling, alcohol, drugs, tobacco products, carrying of weapons, a sex offense listed in Penal Code 290, assault or battery, larceny, vandalism or graffiti, the Superintendent or designee shall so inform the school principal. (Welfare and Institution Code 827)

The principal shall disseminate this information to the counselor(s) who directly supervises or reports on the student's behavior or progress. The principal also may inform any teacher or administrator he/she thinks may need the information so as to work with the student appropriately, avoid being needlessly vulnerable, or protect others from vulnerability. (Welfare and Institutions Code 827)

Any court-initiated information that a teacher, counselor or administrator receives shall be kept confidential and used only to rehabilitate the student and protect other students and staff.

The information shall be further disseminated only when communication with the student, parent/guardian, law enforcement staff and probation officer is necessary to rehabilitate the student or to protect students and staff. (Welfare and Institutions Code 827)

When a student is removed from school as a result of his/her offense, the Superintendent shall hold the court's information in a separate confidential file until the student is returned to public school. If the student is returned to a different district, the Superintendent shall transmit the information provided by the student's parole or probation officer to the Superintendent of the new district of attendance. (Welfare and Institutions Code 827)

EMPLOYEE SECURITY (continued)

Any confidential file of court-initiated information shall be kept until the student becomes 18, graduates from high school, or is released from juvenile court jurisdiction, whichever occurs first; it shall then be destroyed. (Welfare and Institutions Code 827)

Procedures to Maintain Confidentiality of Student Offenses

In order to maintain confidentiality when providing information about student offenses to counselors and teachers of classes/programs to which a student is assigned, the principal or designee shall send the staff member a written notification requesting him/her to review a student's file in the school office as soon as practicable. This notification shall not name or otherwise identify the student. The staff member shall be asked to initial the notification and return it to the principal or designee.

The staff member shall also initial the student's file when reviewing it in the school office.

Once the district has made a good faith effort to comply with the notification requirement of Education Code 49079 and Welfare and Institutions Code 827, an employee's failure to review the file constitutes district compliance with the requirement to provide notice to the teacher.

Use of Pepper Spray

Employees who possess pepper spray on school property shall be notified of the following conditions:

1. The pepper spray shall be used only in self-defense.
2. An employee who uses pepper spray other than in self-defense shall be subject to disciplinary action by the district and, in accordance with law, a fine and/or imprisonment.

(cf. 4118 - Suspension/Disciplinary Action)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

3. The employee shall ensure that the pepper spray is stored in a secure place and not accessible to students or other individuals. An employee who is negligent in the storage of pepper spray may be subject to disciplinary action.

Employees wishing to carry pepper spray on school property or to a school-related activity shall submit to the Superintendent or designee a written request setting forth the need for the pepper spray. Should the Superintendent or designee determine that the employee may not carry pepper spray, the employee shall receive a written statement of the reason for this determination.

Regulation **SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT**
approved: Santa Monica, California

INFORMATION ITEMS

TO: BOARD OF EDUCATION

INFORMATION

11/19/09

FROM: TIM CUNEO / CHIUNG-SALLY CHOU / PEGGY HARRIS

RE: 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 textbooks(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 90404

Inside Language, Literacy and Content, by National Geographic/Hampton Brown Publishing for grades 6 – 8, ELD classes in District. Adoption requested by Peggy Harris.

Tonal Harmony, With An Introduction To Twentieth-Century Music, by Stepan Kostka and Dorothy Payne for grades 11 & 12 Music, AP Theory at Malibu High School. Adopted requested by John Kibler.

TO: BOARD OF EDUCATION

INFORMATION

11/19/09

FROM: TIM CUNEO / CHIUNG-SALLY CHOU / PEGGY HARRIS

RE: SUPPLEMENTAL TEXTBOOKS

INFORMATION ITEM NO. I.02

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 textbooks(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 90404

Web Literacy for Educations, by Alan November for grade 6, Lincoln Middle School, Tech 1. Adoption requested by Eric Marcos

Macario, by B. Traven, Spanish text for grade 8 Spanish Language Arts & Spanish at John Adams Middle School. Adoption requested by Mary Kushion.