

**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**  
**MINUTES**

**September 3, 2009**

A regular meeting of the Santa Monica-Malibu Unified School District Board of Education was held on Thursday, September 3, 2009, in the District Administrative Offices: 1651 16<sup>th</sup> Street, Santa Monica, CA. The Board of Education called the meeting to order at 4:15 p.m. in the Board Conference Room at the District Offices. At 4:16 p.m., the Board of Education moved to Closed Session regarding the items listed below. The public meeting reconvened at 5:47 p.m. in the Board Room.

**I. CALL TO ORDER**

- A. Roll Call
- B. Pledge of Allegiance

**II. PUBLIC COMMENTS FOR CLOSED SESSION ITEMS ONLY**

**III. CLOSED SESSION (60)**

- 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. (15)
- 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. (15)
- Closed Session, Superintendent's performance evaluation pursuant to GC §54954.5 as cited in the Brown Act. (30)

**IV. BOARD OF EDUCATION – COMMENDATIONS / RECOGNITIONS (30)**

5:48 pm

- SMMUSD's Participation in Environmental Education Initiative Curriculum (15)  
*Superintendent Cuneo introduced Ms. Shiela Kuehl, a member of the California Integrated Waste Management Board (CIWMB) and former CA State Assemblyperson. Ms. Kuehl explained how the CIWMB has developed an innovative curriculum called the California Education and Environmental Initiative (EEI), which offers a comprehensive approach to teaching select California content standards in the context of protecting the environment. Prior to rolling this initiative out statewide, the CIWMB needed to field test the curriculum in various school districts. SMMUSD was one of nineteen districts to volunteer to field test the curriculum. Ms. Kuehl reported that the field tests provided valuable feedback that helped to refine the product. Furthermore, relationships with districts were developed in the process, which will be a tremendous help when the curriculum is rolled out statewide. Ms. Kuehl thanked Dr. Maureen Bradford for her coordination efforts during the field testing in SMMUSD. She also thanked the board members for their leadership in this effort and expressed her hope that SMMUSD would be an early adopter of the curriculum. Ms. Kuehl presented the district with a certificate of appreciation from the CIWMB.*

*Mr. Mechur thanked Ms. Kuehl for her work over the past years for children. He said he looks forward to continuing this work and integrating EEI into SMMUSD curriculum. Ms. Kuehl commented that SMMUSD has an incredible reputation around the state, even during these tough times.*

5:57 pm

- Participants in Safe Routes to School Grant Application (15)  
*Mr. Cuneo announced that the district applied for a received a Safe Routes to School grant from Caltrans and the City of Santa Monica. Many individuals were key to the success of the Safe Routes to School Program and the grant SMMUSD received, including Alison Kendal, Evan Corey, Esther Ibarra,*

*Michael Cahn, Ron Durgin, Elizabeth Stearns, Stephan Saks, Richard McKinnon, Lulu Mickelson, Theo Benjamin, Daniel Redick, Marolyn Freedman, Dr. Hugo Pedroza, Larry Boone, Vicki Lopez, Beth Rolandson, Jeremy Cogan, Michelle Glickert, Kevin McKeown, Sgt. Larry Horn, Officer Edgar Navarro, and Officer Austin Brown. Michael Kahn said he hoped the program would continue to grow. Richard McKinnon thanked the work of Alison Kendal and reported that the first Bike to School Day will be held on October 22. Officer Navarro explained his role in promoting bike safety education. Board President Mechur presented the participants with certificates of appreciation.*

**V. APPROVAL OF THE AGENDA**

6:14 pm *It was moved by Mr. Snell, seconded by Ms. Leon-Vazquez, and voted 7/0 to approve the agenda with the Update.*

**VI. APPROVAL OF MINUTES**

6:15 pm August 19, 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).

6:16 pm **Curriculum and Instruction**

A.02 Approval of Independent Contractors.....2-3  
 A.03 Approval of Special Education Contracts – 2008-2009 ..... 4  
 A.04 Approval of Special Education Contracts – 2009-2010 ..... 5-8

**Business and Fiscal**

A.05 Award of Purchase Orders – 2009-2010 ..... 9-9c  
 A.06 Acceptance of Gifts – 2009/2010 ..... 10-14  
 A.07 Ratification of Award of Contract for Septic System Repair Project –  
 Malibu HS/MS and Pt. Dume Elementary School – Bid #10.04 –  
Ely Jr.'s Plumbing Jenn/Matt, Inc. ..... 15

**Measure “BB”**

A.08 Contract Amendment #23 to Increase Scope for Topographic Surveys  
 and Digital Mapping for Additional Survey Work at Santa Monica High  
 School – PSOMOAS – RFP #8.09 – Measure BB ..... 16  
 A.09 Contract Amendment #17 for Additional Architectural Services for an  
 Additional Fire Hydrant – Lincoln Middle School – WWCOT –  
 Measure BB ..... 17-18  
 A.10 Contract Amendment #5 for Hazardous Materials Investigations and  
 Report Services for Gas Line and Heating Project – Pt. Dume Marine  
 Science Elementary School – ATC Associates – Measure BB ..... 19  
 A.11 Contract Amendment #11 for Septic System Investigations, in Preparation  
 of Form 200s – Malibu High School – Topanga Underground –  
 Measure BB ..... 20  
 A.12 Contract Amendment #12 for Septic System Investigations, in Preparation  
 of Form 200s – Pt. Dume Marine Science Elementary School –  
 Topanga Underground – Measure BB ..... 21  
 A.13 Contract Amendment #13 for Septic System Investigations, in Preparation  
 of Form 200s – Webster Elementary School – Topanga Underground –  
 Measure BB ..... 22

**Personnel**

A.14 Certificated Personnel – Elections, Separations ..... 23-24

A.15	Classified Personnel – Merit.....	25-27
A.16	Classified Personnel – Non-Merit.....	28

6:17 pm **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.**

- *Keryl Cartee-McNeely, a classified employee and SEIU representative, highlighted the important work of classified employees.*

**IX. COMMUNICATIONS (15)**

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**

- Pyoung Kim – Santa Monica High School – *no report*
- Roya Sahafi – Malibu High School – *no report*
- [TBD] – Olympic High School – *no report*

**B. SMMCTA Update – Mr. Harry Keiley (5) – no report**

**C. S.E.I.U. Update – Ms. Keryl Cartee-McNeely (5) – no report**

**D. PTA Council – Shari Davis (5) – no report**

6:21 pm **X.**

**SUPERINTENDENT’S REPORT (5)**

*Mr. Cuneo introduced Dr. Sara Woolverton, the new Director of Special Education. Dr. Woolverton comes to SMMUSD with a great deal of experience at the school district level as well as with state commissions. She had been well received by district employees. Dr. Woolverton thanked everyone for welcoming her wholeheartedly. She reported that teachers and paraprofessionals have attended professional development workshops. She commented that she has a great staff and is excited to join the team.*

*The Education Found has started a Help Us, Help Our kids campaign. It is an opportunity for the community to contribute to the Education Foundation. The Ed Foundation has begun its strategic planning process. The district is appreciative of the help from the Ed Foundation. An upcoming districtwide fundraising event will be with the Cirque de Soleil at the Santa Monica Pier on October 30.*

*The CA standards test results show continuous and steady improvement in SMMUSD. There will be a board discussion item in near future that will go through all the test results. Mr. Cuneo credited staff and the training of teachers for these steady gains. The district can also boast a 92% passage rate for students who took the CAHSEE.*

*Mr. Cuneo announced a new website that he thinks everyone should be aware of: [www.StarSampleQuestions.org](http://www.StarSampleQuestions.org). Students, educators, and parents can see sample questions and better understand the STAR testing.*

*Professional development sessions were held last and this week. At the management team retreat, they discussed the goals for 2009-10, the communication plan and audit, school pathways and teams, key policy changes, and performance data analysis. The pathways will present to the board at special board meetings. Special Education training addressed the IEP process and the law.*

Student board members will be invited to participate in a CSBA day-long conference at the end of this month. Mr. Cuneo said the board president has approved for the cost of the conference to come out of the Superintendent and board's budget. An advisor will accompany the students.

Mr. Cuneo reported that enrollment is close to the anticipated numbers districtwide, with some larger numbers at the secondary sites. Senior staff will have a better enrollment picture after the first ten days of school. Staff will be looking closely at these numbers in order to have balance in the classes and schools. Mr. Snell asked how registration went, especially at Samohi. Dr. Matthews reported that enrollment was up at the secondary sites. The Samohi staff has worked closely with senior staff to examine how to most effectively use the extra counselors. The names of the houses will be determined in the near future. Mr. Cuneo said there would be a Samohi report at the next board meeting. Mr. Allen asked how enrollment looked in Malibu. Dr. Matthews approximated enrollment at MHS at just over 1,100. Ms. Pye asked about how many families enroll late on average. Dr. Matthews said the district doesn't see a lot of families coming in after the beginning of school. He said a report regarding permits is scheduled for the next meeting.

Regarding the principal position at Will Rogers Learning Community, the district has received eighty-two applications. A committee of teachers and administrators will screen the applications, and then a panel of teachers, administrators, and parents will interview candidates.

The Superintendent announced the district office's attempts to use technology more during meetings. In order to reduce travel time and increase communication, meetings will be held via the web.

Mr. Mechur asked about district plans to address the H1N1 virus this fall and winter. Mr. Cuneo said a plan is in place. Parents will receive a letter with information and what steps to take. The district is working with the Santa Monica, Malibu, and LACOE. Mr. Mechur requested an update from Marolyn Freedman at the first meeting in October.

**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 (50)**

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.

6:46 pm	A.17	Adopt Resolution No. 09-09 – Temporary Interfund Cash Borrowing (10).....	29-30
6:49 pm	A.18	Adopt Resolution No. 09-08 – Support for AB 1569 (15) .....	31-32
6:50 pm	A.19	Adopt Resolution No. 09-10 – National Hispanic/Latino Heritage Month (15) .....	33-34
6:54 pm	A.20	Increase in Staffing – Behavior Intervention Specialist (10) .....	35

**XII. DISCUSSION ITEMS (75)**

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

6:56 pm	D.01	Consider Board Policy 3543.1 – Fleet Safety (15) .....	36-41
7:22 pm	D.02	Review CSBA Sample Board Policy 1020 – Youth Services (15) .....	42-45
7:29 pm	D.03	Review CSBA Sample Board Policy 1112 – Media Relations (15).....	46-50
7:47 pm	D.04	Review Board Policy 1115 – Press, Radio, and Television (15).....	51-52

**XIII. INFORMATIONAL ITEMS (0)**

**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."

- *Mr. Snell announced that 9/9/09 is not only the first day of school, but also the Santa Monica Pier Centennial event.*
- *Mr. Allen announced the Communitas Event on 9/12 at the Church in Ocean Park*
- *Ms. Leon-Vazquez asked if the district and city could coordinate security efforts for the first day of school. Mr. Cuneo said he would contact SMC and the city. Ms. Pye suggested that the police not ticket cars the first day of school so parents can park and walk their children to school.*

**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**

It was moved by Mr. Snell, seconded by Mr. de la Torre, and voted 7/0 to adjourn the meeting at 7:55 p.m. in memory of Ms. Mary Kay Kamath, former SMMUSD board member and Malibu resident and parent. The next regularly scheduled meeting will be held on **Thursday, September 17, 2009, at 5:30p.m.** in the Board Room at the District Offices: 1651 16<sup>th</sup> Street, Santa Monica, CA.

Approved: 9-17-09

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Superintendent

**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 <sup>st</sup> Thursday	2 <sup>nd</sup> Thursday	3 <sup>rd</sup> Thursday	4 <sup>th</sup> Thursday	Special Note:
July	7/1* DO		7/16 DO		*7/1: Special Meeting
August	8/4* DO		<del>8/20</del> 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	<del>10/29</del> (5th Thurs)	
November	11/5 M		11/19 DO		Thanksgiving: 11/26-27
December		12/10 DO		winter break	
<b>December 20 – 31: Winter Break</b>					
January through June 2010					
<b>January 1 – 2: Winter Break</b>					
January		1/14 DO			
February	2/4 M		2/18 DO		
March	3/4 DO		3/18 DO		*Stairway: 3/25 & 3/26
<b>March 29 – April 9: Spring Break</b>					
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 16<sup>th</sup> Street, Santa Monica.  
 Malibu City Council Chambers (M): 23815 Stuart Ranch Road, Malibu, CA

**Santa Monica-Malibu Unified School District  
Board of Education  
September 3, 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

4:15pm

4:16pm

5:47pm

Student Board Members

*None present due to summer months*

B. Pledge of Allegiance

*Led by Mr. Allen*

**II. CLOSED SESSION**

*No action was taken during closed session.*

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

ACTION  
09/03/09

RECOMMENDATION NO. A.01

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

August 19, 2009

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*Mr. Allen requested the language for A.28 (page 70) be changed to read: "Board members de la Torre and Leon-Vazquez requested that another category by be included: a representative from the Pico Neighborhood Association and other bona fide neighborhood associations from within the district. The board agreed."*

MOTION MADE BY: Ms. Leon-Vazquez  
SECONDED BY: Mr. Allen  
STUDENT ADVISORY VOTE: N/A  
AYES: All (7)  
NOES: None (0)



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## **CONSENT ITEMS**

TO: BOARD OF EDUCATION

ACTION/CONSENT

09/03/09

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

RE: APPROVAL OF INDEPENDENT CONTRACTORS

RECOMMENDATION NO. A.02

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

<b>Contractor / Contract Dates</b>	<b>Description</b>	<b>Site</b>	<b>Funding</b>
National Council of Teachers of English  10/24/09  Not to exceed: \$2,300	Consultant is to present a half-day workshop for parents and teachers focusing on the brain and reading development.	Educational Services/ Special Education	\$1,530: 01-70900-0-11100-21000-5802-035-1300 \$770: 01-33313-0-11100-21000-5802-044-1300
Marjaneh Moghimi  9/01/09 to 6/30/10  Not to exceed: \$7,500	To provide dental screening for Head Start Children and speak to parent group about hygiene and common dental problems.	Child Development Services	12-52101-0-85000-31400-5802-070-2700
Ehteran Benji Behroozan  9/1/09 to 6/30/10  No to exceed: \$7,500	To provide dental care services to Head Start eligible families	Child Development Services	12-52101-0-85000-31400-5802-070-2700
CCM, Inc.  <u>Amend Contract Date:</u> 09/16/09 to 11/30/09 <del>07/01/09 to 09/15/09</del>  <u>Amend Contract Amount:</u> Cost: Not to Exceed \$62,947.85 total additional cost (\$44,962.75 to extend & \$17,985.10 to correct 6/4/09 Board item) <del>\$26,977.65 (includes out of state tax)</del>	Evaluation and Review of M/O Department	District	01-81500-0-00000-81100-5802-061-2802
Zevitz-Redfield & Associates, Inc. Will Carey  7/1/09 through 6/30/10 <u>Amend Contact Amount:</u> Cost: \$125.00 per hour (for an additional 100 hours) <del>(for 100 hours)</del> for a not-to-exceed cost of \$12,500 Total Contract Amount to date: \$25,000	Additional support for Information Services Department.	Information Services	01-00000-0-00000-77000-5640-054-2540

<p>CAA Planning</p> <p>Amend Contract Ending Date from 6/30/09 to 12/31/09</p> <p><i>No change in contract amount.</i></p>	<p>To provide services for Malibu Middle and High School field lighting project, preparation of the MND, Coastal Development Permit and information provided to California Coastal Commission.</p>	<p>Business Services</p>	<p>01-90100-0-00000-82000-5890-050-1500</p>
<p>Jeanne C. Davis</p> <p><u>Amend Contract Date:</u> 4/1/09 to <del>8/1/09</del> <u>8/31/09</u></p> <p>No change in contract amount</p>	<p>To serve as Interim Director of Special Education and provide support during the transition with the new Director of Special Education</p>	<p>Special Education</p>	<p>01-65000-0-57300-11900-5802-043-1400</p>

MOTION MADE BY: Ms. Leon-Vazquez  
 SECONDED BY: Mr. de la Torre  
 STUDENT ADVISORY VOTE: N/A  
 AYES: All (7)  
 NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

09/03/09

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

RE: APPROVAL OF SPECIAL EDUCATION CONTRACTS – 2008-2009

RECOMMENDATION NO. A.03

It is recommended that the Board of Education approve the following Special Education Contracts for fiscal year 2008-2009 as follows:

**NPS**

**2008-2009 Budget 01-65000-0-57500-11800-5125-043-1400**

Nonpublic School/Agency	Student DOB	Service Description	Contract Number	Cost Not to Exceed
Logan River Academy	4/13/92	NPS	#68-UC09401	\$ 1,086

Amount Budgeted NPS 08/09	\$ 1,500,000
Prior Board Authorization as of 07/16/2009	\$ 1,507,897
Balance	\$ - 7,897
Positive Adjustment (See Below)	\$ 0
Total Amount for these Contracts	\$ 1,086
Balance	\$ -8,983

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 2007-08 in the amount of \$ 0 as of 08/19/09					
NPS	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

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

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

MOTION MADE BY: Ms. Leon-Vazquez

SECONDED BY: Mr. de la Torre

STUDENT ADVISORY VOTE: N/A

AYES: All (7)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

09/03/09

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

RE: APPROVAL OF SPECIAL EDUCATION CONTRACTS – 2009-2010

RECOMMENDATION NO. A.04

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	Student DOB	Service Description	Contract Number	Cost Not to Exceed
Heritage Center	9/27/91	NPS	#46-SPED10089	\$ 2,145
Heritage Center	9/23/93	NPS	#47-SPED10090	\$ 2,040

Amount Budgeted NPS 09/10		\$ 1,500,000
Prior Board Authorization as of 08/19/2009		\$ 1,545,671
	Balance	\$ - 45,671
Positive Adjustment (See Below)		\$ 0
Total Amount for these Contracts		\$ 4,185
	Balance	\$ -49,856

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 09/03/09					
NPS	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment

**NPA**

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

Nonpublic School/Agency	Student DOB	Service Description	Contract Number	Cost Not to Exceed
Alpha Vista Services	Various	Staffing	#11-SPED10068	\$ 2,296
Mediscan Staffing	Various	Staffing	#12-SPED10070	\$ 227,800
Therapy West	7/17/92	Physical Therapy & Occupational Therapy	#13-SPED10074	\$ 19,200
Therapy West	8/28/02	Occupational Therapy	#14-SPED10075	\$ 3,720
Milestones Therapeutic Services	10/20/92	Educational services	#15-SPED10078	\$ 27,480

Julia Hobbs Speech Pathology, Inc.	7/28/02	Speech Therapy	#16-SPED10079	\$ 10,400
Jennifer Keany & Associates	3/23/01	Behavior Intervention	#17-SPED10077	\$ 3,885
Augmentative Communication Therapies	9/14/99	AAC Intervention	#18-SPED10085	\$ 2,970

Amount Budgeted NPA 09/10	\$ 860,000
Prior Board Authorization as of 08/19/09	\$ 280,250
	Balance \$ 579,750
Positive Adjustment (See Below)	\$ 0
Total Amount for these Contracts	\$ 297,751
	Balance \$ 281,999

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 09/03/09					
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	Student DOB	Service Description	Contract Number	Cost Not to Exceed

Amount Budgeted NPA Pre School 09/10	\$ 140,000
Prior Board Authorization as of 08/19/09	\$ 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	Student DOB	Service Description	Contract Number	Cost Not to Exceed
Empowertech	Various	Assistive Technology Training	#13-SPED10069	\$ 1,000
Surayyah Muhammad	10/17/90	Home Instruction	#14-SPED10071	\$ 7,192
Neuropsychology Partneres, Inc.	11/14/00	Evaluation & Expert witness consultation	#15-SPED10072	\$ 5,000
Dr. Trang Nguyen	3/30/93	Vision Therapy	#16-SPED10073	\$ 1,125
Auditory Processing Center of Pasadena	11/14/00	Central Auditory Processing Assessment	#17-SPED10086	\$ 900

Lindamood Bell Learning Processes	4/18/93	Instructional Services	#18-SPED10087	\$ 10,680
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Amount Budgeted Instructional Consultants 09/10 \$ 380,000  
 Prior Board Authorization as of 08/19/09 \$ 149,093  
 Balance \$ 230,907  
 Positive Adjustment (See Below) \$ 0  
 Total Amount for these Contracts \$ 25,897  
 Balance \$ 205,010

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 09/03/09					
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	Student DOB	Service Description	Contract Number	Cost Not to Exceed
Samantha Fogel	9/26/06	DHH Early Intervention	#1-SPED10080	\$ 5,670
Samantha Fogel	3/3/06	DHH Early Intervention	#2-SPED10081	\$ 5,670
Samantha Fogel	10/11/06	DHH Early Intervention	#3-SPED10082	\$ 2,870

Amount Budgeted Instructional Consult-Infants 09/10 \$ 20,000  
 Prior Board Authorization as of 08/19/09 \$ 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	Student DOB	Service Description	Contract Number	Cost Not to Exceed
Maureen Wolf	6/10/04	Physical Therapy	#1-SPED10076	\$ 4,000
Hear to Talk	9/13/04	Auditory Verbal Therapy	#2-SPEd10083	\$ 5,200

Amount Budgeted Instruct Consult-Pre School 09/10 \$ 100,000  
 Prior Board Authorization as of 08/19/09 \$ 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	Student DOB	Service Description	Contract Number	Cost Not to Exceed
Parent Reimbursement	12/27/94	Transportation	#1-SPED10084	\$ 989

Amount Budgeted Non-Instructional Consultants 09/10	\$ 299,000
Prior Board Authorization as of 08/19/09	\$ 1,700
Balance	\$ 297,300
Positive Adjustment (See Below)	\$ 0
Total Amount for these Contracts	\$ 989
Balance	\$ 296,311

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 09/03/09					
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
Fagen, Friedman & Fulfroost	Legal services	#1-SPED10088	\$ 20,000

Amount Budgeted Legal Services 09/10	\$ 700,000
Prior Board Authorization as of 08/19/09	0
Balance	\$ 700,000
Adjustments for this period	\$ 0
	\$ 700,000
Total Amount for these Contracts	\$ 20,000
Balance	\$ 680,000

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

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

MOTION MADE BY: Ms. Leon-Vazquez  
 SECONDED BY: Mr. de la Torre  
 STUDENT ADVISORY VOTE: N/A  
 AYES: All (7)  
 NOES: None (0)



TO: BOARD OF EDUCATION

ACTION/CONSENT

09/03/09

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

RE: AWARD OF PURCHASE ORDERS – 2009-2010

RECOMMENDATION NO. A.05

It is recommended that the Board of Education approve the following Purchase Orders and Changed Purchase Orders from August 11, 2009, through August 25, 2009, for fiscal /10.

MOTION MADE BY: Ms. Leon-Vazquez

SECONDED BY: Mr. de la Torre

STUDENT ADVISORY VOTE: N/A

AYES: All (7)

NOES: None (0)

## PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF SEPTEMBER, 2009

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

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
<u>*** CHANGED PURCHASE ORDERS ***</u>					
101362	GENERAL BINDING CORP	INCREASE PO 100612	CHILD DEVELOPMENT CENTER	23.46	CD
			** CHANGED PURCHASE ORDERS	23.46	
<u>*** NEW PURCHASE ORDERS ***</u>					
101379	(ASCD) ASSN FOR SUPERVISION &	MEMBERSHIP	PERSONNEL SERVICES	89.00	U
101415	A & R WHOLESALE DISTRIBUTORS	OPEN ORDER FOR SNACK FOOD	SAMOHI STUDENT STORE	2,500.00	U
101380	A PLUS IDENTIFICATION	PART FOR ID CARD MACHINE	PERSONNEL SERVICES	653.01	U
101364	A-Z BUS SALES	Bus repairs/Reg. Ed.	TRANSPORTATION	18,825.01	R
101355	ACADEMIC COMMUNICATION ASSN	Protocols and Test	SPECIAL EDUCATION REGULAR YEAR	549.65	R
100660	ACE MESSENGER & ATTORNEY	OTHER OPERATING EXPENSES	PUBLIC INFORMATION OFFICE	1,000.00	U
101387	ACHIEVE DATA SOLUTIONS LLC	DATA DIRECTOR RENEWAL	CURRICULUM AND IMC	49,565.30	U
101368	ADVANCED KEYBOARD TECHNOLOGIES	STUDENT EQUIPMENT	SPECIAL EDUCATION REGULAR YEAR	487.99	R
101348	AMBER RESOURCES LLC	OPEN ORDER GROUNDS VEHICLE REP	GROUNDS MAINTENANCE	250.00	R
101507	ANNISON BUSINESS SOLUTIONS INC	Annual Service Contract	SPECIAL EDUCATION REGULAR YEAR	129.00	R
101155	APPERSON PRINT MANAGEMENT SVCS	SCANTRON FORMS	MALIBU HIGH SCHOOL	389.88	R
101277	ARCH WIRELESS	PAGER RENTAL	R O P	108.00	R
101328	ASEBA	Manual and Software License	SPECIAL EDUCATION REGULAR YEAR	311.35	R
101391	AUDIO ENHANCEMENT	REPAIR SERVICE	SPECIAL EDUCATION REGULAR YEAR	100.00	R
101352	B & M LAWN AND GARDEN INC.	OPEN ORDER GROUNDS EQUIP REP	GROUNDS MAINTENANCE	325.00	R
101461	BRAINPOP	MAGAZINE SUBSCRIPTION	GRANT ELEMENTARY SCHOOL	1,425.00	R
101332	BUS WEST	BUS REPAIRS/#18-body work	TRANSPORTATION	2,500.00	R
101501	CALIFORNIA CONSTRUCTION	PERFORM CONSTRUCTABILITY REV.	FACILITY MAINTENANCE	24,350.00	DF
101490	CALIFORNIA DEPT OF EDUCATION	mathematics framework	WILL ROGERS ELEMENTARY SCHOOL	694.21	R
100972	CALIFORNIA OFFICE SYSTEMS INC	FILING CABINET/MOVEABLE TRACK	MALIBU HIGH SCHOOL	5,775.79	R
101465	CANON BUSINESS SOLUTIONS-WEST	COPIER MAINTENANCE	JOHN MUIR ELEMENTARY SCHOOL	368.40	U
101488	CANON BUSINESS SOLUTIONS-WEST	COPIER MAINTENANCE CONTRACT	JOHN MUIR ELEMENTARY SCHOOL	2,362.95	U
101489	CARLSONS APPLIANCES	WASHER AND DRYER	CHILD DEVELOPMENT CENTER	1,482.17	CD
101276	CDW-G COMPUTING SOLUTIONS	INSTRUCTIONAL SUPPLIES	R O P	1,749.52	R
101458	CDW-G COMPUTING SOLUTIONS	Printer for Dr Sara Woolverton	SPECIAL EDUCATION REGULAR YEAR	536.69	R
101342	CHAMPION CHEMICAL	CUSTODIAL SUPPLIES	SANTA MONICA HIGH SCHOOL	821.48	U
101463	CHAMPION CHEMICAL	CUSTODIAL SUPPLIES	SANTA MONICA HIGH SCHOOL	54.77	U
101410	CHANNING L. BETE CO INC	FAMILY ADVOCATE BOOKS	CHILD DEVELOPMENT CENTER	159.51	CD
101371	CHEVRON U.S.A. INC.	OPEN ORDER FOR FUEL COSTS	TRANSPORTATION	50,000.00	R
101413	CHEVRON U.S.A. INC.	FUEL	PURCHASING/WAREHOUSE	3,500.00	U
101370	CITY OF SANTA MONICA	OPEN ORDER FOR FUEL COSTS	TRANSPORTATION	8,000.00	R
101323	CITY OF SANTA MONICA-ACCTG OFF	HAZARDOUS MATERIALS REPORTING	FACILITY MAINTENANCE	4,212.00	U
101338	COPELAND, BARBARA	Mileage Reimbursement	SPECIAL EDUCATION REGULAR YEAR	215.00	R
101422	COPYLAND INC	STUDENT CALENDAR/BINDERS	SAMOHI STUDENT STORE	9,135.00	U
101366	CORPORATE EXPRESS	OPEN ORDER FOR OFFICE SUPPLIES	PURCHASING/WAREHOUSE	3,000.00	U
101353	DANIELS TIRE SERVICE	OPEN ORDER GROUNDS VEHICLE REP	GROUNDS MAINTENANCE	1,200.00	R
101361	DIAGNOSTICS DIRECT INC	CHANGING SUPPLIES	CHILD DEVELOPMENT CENTER	323.53	CD
101333	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	251.28	CD
101335	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	611.79	CD
101358	DOALL INDUSTRIAL SUPPLY	CUSTODIAL SUPPLIES	FACILITY OPERATIONS	139.04	U
101417	DREYER'S GRAND ICE CREAM INC	OPEN ORDER FOR ICE CREAM	SAMOHI STUDENT STORE	1,500.00	U
101369	ECONOMY GLASS CO INC	GLASS REPLACEMENT - SP. ED.	TRANSPORTATION	353.61	R
101341	EDUCATORS PUBLISHING SERVICE	Workbooks/Consumables	FRANKLIN ELEMENTARY SCHOOL	854.40	R
101363	ELY JR'S PUMPING	SEEPAGE PIT REPAIR	MALIBU HIGH SCHOOL	26,119.00	DF
101354	EWING IRRIGATION PRODUCTS	OPEN ORDER GROUNDS IRRIGATIONS	GROUNDS MAINTENANCE	3,000.00	R

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT  
PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF SEPTEMBER, 2009

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

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
101434	FEE INC	Office Typewriter repairs/Tran	TRANSPORTATION	140.00	R
101227	GALE SUPPLY CO	CUSTODIAL SUPPLIES	JOHN ADAMS MIDDLE SCHOOL	52.68	U
101376	GALE SUPPLY CO	vacuum cleaners for Barnum	THEATER OPERATIONS&FACILITY PR	603.63	R
101201	GATES,JANIE YUGUCHI	REIMBURSEMENT	OLYMPIC CONTINUATION SCHOOL	166.87	R
101448	GREAT SOURCE EDUCATION GROUP	Workbooks/Consumables	FRANKLIN ELEMENTARY SCHOOL	1,494.48	R
101477	GREAT SOURCE EDUCATION GROUP	DAILY ORAL LANGUAGE MATERIALS	WEBSTER ELEMENTARY SCHOOL	1,054.36	R
101350	HAMMER COMPANY INC	IRRIGATION REPAIR	GROUPS MAINTENANCE	1,827.79	R
101312	HANDWRITING WITHOUT TEARS INC	HANDWRITING BOOKS	CHILD DEVELOPMENT CENTER	2,395.30	CD
101336	HANDWRITING WITHOUT TEARS INC	Workbooks/Consumables	FRANKLIN ELEMENTARY SCHOOL	174.78	R
101418	HARALAMBOS BEVERAGE COMPANY	OPEN ORDER FOR DRINKS	SAMOHI STUDENT STORE	2,000.00	U
101148	HARLAND TECHNOLOGY SERVICES	RENEWAL OF SERVICE AGREEMENT	MALIBU HIGH SCHOOL	255.60	U
101407	HASLER INC	POSTAL METER RENTAL	PURCHASING/WAREHOUSE	66.60	U
101327	HAWTHORNE EDUCATION SERVICE	Protocols and Tests	SPECIAL EDUCATION REGULAR YEAR	320.93	R
101283	HILLYARD FLOOR CARE SUPPLY	CUSTODIAL SUPPLIES	SANTA MONICA HIGH SCHOOL	127.80	U
101383	HILLYARD FLOOR CARE SUPPLY	CUSTODIAL SUPPLIES GYM FLOORS	FACILITY OPERATIONS	2,387.79	U
101468	HISONIC	Classroom amplification units	FRANKLIN ELEMENTARY SCHOOL	4,567.80	R
101173	INTELLI-TECH	LAPTOPS	SANTA MONICA HIGH SCHOOL	28,745.25	U
101409	JENN/MATT INC		SANTA MONICA HIGH SCHOOL	3,595.00	R
101441	KI	OFFICE CHAIR	STUDENT SERVICES	465.34	U
101511	LACOE - DIV FOR SCHOOL	HANDBOOK LECTURA TWO WAY IMMER	EDISON ELEMENTARY SCHOOL	642.04	R
101324	LAKESHORE CURRICULUM	INSTRUCTIONAL ITEMS	CHILD DEVELOPMENT CENTER	3,403.79	CD
101378	LAVI INDUSTRIES	Beltrac and storage unit	THEATER OPERATIONS&FACILITY PR	3,948.30	R
101329	LINGUI SYSTEMS INC	Protocols	SPECIAL EDUCATION REGULAR YEAR	150.70	R
101356	LINGUI SYSTEMS INC	SLP Supplies	SPECIAL EDUCATION REGULAR YEAR	50.23	R
101357	MACMALL/PC MALL	Open Supplies	INFORMATION SERVICES	1,000.00	U
101481	MAILROOM FINANCE INC.,	POSTAGE	SANTA MONICA HIGH SCHOOL	4,000.00	U
101457	MARTY'S THEATRICAL MAINTENANCE	REPAIR EQUIPMENT	FACILITY MAINTENANCE	254.34	R
101419	ODWALLA INC	OPEN ORDER FOR JUICES & BARS	SAMOHI STUDENT STORE	2,000.00	U
101281	OFFICE MAX	PAPER	SANTA MONICA HIGH SCHOOL	4,780.16	R
101423	OTIS SPUNKMEYER INC	OPEN PO FOR COOKIES	SAMOHI STUDENT STORE	1,600.00	U
101420	PATCH USA	REORDER SPIRIT HATS	SAMOHI STUDENT STORE	116.00	U
101326	PEARSON ASSESSMENTS	Protocols and Tests	SPECIAL EDUCATION REGULAR YEAR	3,461.37	R
101460	PEARSON ASSESSMENTS	Assessment Forms	SPECIAL EDUCATION REGULAR YEAR	2,680.56	R
101344	PEARSON EDUCATION #3	Workbooks/Consumables	FRANKLIN ELEMENTARY SCHOOL	1,402.39	R
101372	PIONEER CHEMICAL CO	OPEN ORDER CUSTODIAL SUPPLIES	FACILITY OPERATIONS	2,500.00	U
101470	POWELL & POWELL	Canopies	FRANKLIN ELEMENTARY SCHOOL	632.74	U
101331	PRO-ED	Training Materials	SPECIAL EDUCATION REGULAR YEAR	14.37	R
101351	PRO-ED	Protocols and Site Materials	SPECIAL EDUCATION REGULAR YEAR	729.28	R
101343	PSYCHCORP	Protocols and Tests	SPECIAL EDUCATION REGULAR YEAR	4,809.88	R
101403	RAYVERN LIGHTING	CUSTODIAL SUPPLIES	SANTA MONICA HIGH SCHOOL	286.17	U
101359	REDWOOD PRESS INC	PRINTING	SANTA MONICA HIGH SCHOOL	1,077.79	U
101330	RESEARCH PRESS	Books and protocols	SPECIAL EDUCATION REGULAR YEAR	266.98	R
101472	RICOH BUSINESS SOLUTIONS	Maintenance Agreements	FRANKLIN ELEMENTARY SCHOOL	4,936.00	R
101474	RICOH U.S.	Open PO for Ricoh supplies	FRANKLIN ELEMENTARY SCHOOL	1,500.00	U
101495	RICOH U.S.	MAINTENANCE AGREEMENT	BOE/SUPERINTENDENT	995.00	U
101498	RICOH U.S.	MAINTENANCE AGREEMENT	EDISON ELEMENTARY SCHOOL	1,267.50	R
101475	RISO INC	Open PO for ink and masters	FRANKLIN ELEMENTARY SCHOOL	1,000.00	U
101339	RIVERSIDE PUBLISHING COMPANY	Protocols and Tests	SPECIAL EDUCATION REGULAR YEAR	4,269.69	R
101365	SAFETY-KLEEN CORP.	Waste Disposal-absorbent	TRANSPORTATION	949.16	R
101459	SAFETY-KLEEN CORP.	WASTE COMBUSTABLE LIQUID	FACILITY MAINTENANCE	316.08	U
101416	SANTA MONICA MUN BUS LINES	STUDENT BUS CARDS	SAMOHI STUDENT STORE	2,000.00	U

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT  
PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF SEPTEMBER, 2009

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

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
101429	SCHOOL SPECIALTY INC	Classroom Supplies	GRANT ELEMENTARY SCHOOL	177.58	U
101430	SCHOOL SPECIALTY INC	Classroom Supplies	GRANT ELEMENTARY SCHOOL	316.57	U
101443	SCHOOL SPECIALTY INC	classroom supplies	WILL ROGERS ELEMENTARY SCHOOL	147.99	U
101440	SCHOOL SPECIALTY PUBLISHING	Workbooks/Consumables	FRANKLIN ELEMENTARY SCHOOL	1,258.80	R
101436	SCHOOL SPECIALTY/BECKLEY CARDY	School Supplies	ROOSEVELT ELEMENTARY SCHOOL	675.46	U
101386	SEHI COMPUTER PRODUCTS	PRINTER FOR FISCAL DEPARTMENT	PURCHASING/WAREHOUSE	2,576.55	U
101373	SHELL FLEET CARD SERVICES	OPEN ORDER FOR FUEL COSTS	TRANSPORTATION	3,000.00	R
101508	SHIMANOFF DBA, PERRY	WORK ORDER TRAINING AND REVIEW	FACILITY MAINTENANCE	200.00	R
101503	SIGNAL ELECTRONICS/PARISA AMIR	AUDIO VISUAL REPAIRS	PURCHASING/WAREHOUSE	1,500.00	U
101270	SIR SPEEDY PRINTING #0245	Business Cards	SPECIAL EDUCATION REGULAR YEAR	142.68	R
101454	SIR SPEEDY PRINTING #0245	printing services	CURRICULUM AND IMC	1,000.00	U
101408	SMART & FINAL	OPEN PO	OLYMPIC CONTINUATION SCHOOL	267.00	U
101426	SOUTHWEST SCHOOL SUPPLY	Classroom Supplies	GRANT ELEMENTARY SCHOOL	328.16	U
101428	SOUTHWEST SCHOOL SUPPLY	Classroom Supplies	GRANT ELEMENTARY SCHOOL	273.72	U
101432	SOUTHWEST SCHOOL SUPPLY	Classroom Supplies	GRANT ELEMENTARY SCHOOL	309.68	U
101487	SOUTHWEST SCHOOL SUPPLY	Classroom Supplies	GRANT ELEMENTARY SCHOOL	107.56	U
101282	STAPLES/P-U/VENICE/LINCOLN BL	OPEN ORDER/OFFICE SUPPLIES	CHILD DEVELOPMENT CENTER	2,000.00	CD
101346	SUPER DUPER PUBLICATIONS	School Materials	SPECIAL EDUCATION REGULAR YEAR	1,461.21	R
101466	SUPER DUPER PUBLICATIONS	MAA Materials	HEALTH SERVICES	266.20	R
101421	SYED INDUSTIRES	LADIES SPIRIT SWEATSHIRTS	SAMOHI STUDENT STORE	180.00	U
101433	TRUTH AQUATICS/SEA LANDING	MARINE BIO FIELD TRIP	MALIBU HIGH SCHOOL	450.00	U
101502	U.S. POSTAL SERVICE	MAIL MACHINE POSTAGE	PURCHASING/WAREHOUSE	10,000.00	U
101375	UNIFLEX RELAY SYSTEMS LLC	RELAY FOR BARNUM HALL ORGAN	SANTA MONICA HIGH SCHOOL	8,627.12	R
101349	UNITED LABORATORIES	CUSTODIAL SUPPLIES	GROUNDS MAINTENANCE	1,160.28	R
101455	WALKER MOTOR CO	N2 REPAIR VEHICLE #68	FACILITY MAINTENANCE	109.54	R
101506	WEST GROUP/THOMSON WEST	Subscription Renewal	SPECIAL EDUCATION REGULAR YEAR	168.00	R
101445	WRIGHT GROUP/MCGRAW-HILL	Workbooks and consumables	FRANKLIN ELEMENTARY SCHOOL	1,293.30	R
101513	XEROX CORPORATION	ANNUAL COPIER MAINTENANCE	PURCHASING/WAREHOUSE	2,464.68	U
101382	YALE/CHASE MATERIALS HANDLING	OPEN ORDER GROUNDS VEHICLE REP	GROUNDS MAINTENANCE	1,000.00	R
101314	YOUNG PS ACQUISITIONS LLC	TOOTH BRUSHES/PASTE	CHILD DEVELOPMENT CENTER	558.71	CD
101446	ZANER-BLOSER	Workbooks/Consumables	FRANKLIN ELEMENTARY SCHOOL	939.65	R
				** NEW PURCHASE ORDERS	380,421.29

\*\* FACILITY IMPROVEMENTS: BONDS/STATE MODERNIZATON/NEW CONSTRUCTION/DEVELOPER FEES \*\*

101230	APPLE COMPUTER CORP	COMPUTER & EQUIPMENT	JOHN MUIR ELEMENTARY SCHOOL	1,233.31	BB
101398	AT&T	ADDITIONAL VOIP EQUIPMENT	INFORMATION SERVICES	7,398.65	BB
101399	INTELLI-TECH	COMPUTER EQUIPMENT	CABRILLO ELEMENTARY SCHOOL	24,790.24	BB
100988	LEIGHTON CONSULTING INC	ADDTL GEOTECHNICAL	MALIBU HIGH SCHOOL	12,400.00	BB
101482	MCGRATH RENTCORP	RELOCATABLES FOR JOHN ADAMS	JOHN ADAMS MIDDLE SCHOOL	300,000.00	BB
101388	RICOH U.S.	MAINTENANCE AGREEMENT	BUSINESS SERVICES	297.00	BB
101389	RICOH U.S.	OPEN ORDER FOR SUPPLIES	BUSINESS SERVICES	500.00	BB
101325	SIR SPEEDY PRINTING #0245	OPEN P.O. FOR PRINTING	BUSINESS SERVICES	2,000.00	BB
101438	STAPLES/P-U/VENICE/LINCOLN BL	OPEN ORDER FOR OFFICE SUPPLIES	BUSINESS SERVICES	500.00	BB
101394	STATE OF CALIFORNIA	DSA CHECK FOR LMS	LINCOLN MIDDLE SCHOOL	13,561.24	BB
101492	STATE OF CALIFORNIA	DSA CHECK FOR LINCOLN MS	LINCOLN MIDDLE SCHOOL	1,105.15	BB
101493	STATE OF CALIFORNIA	DSA CHECK FOR WILL ROGERS	WILL ROGERS ELEMENTARY SCHOOL	1,039.27	BB
101494	STATE OF CALIFORNIA	DSA FOR EDISON ACADEMY	EDISON ELEMENTARY SCHOOL	165,894.03	BB
101402	TOMARK SPORTS INC	NETTING FOR ADAMS FIELD	JOHN ADAMS MIDDLE SCHOOL	23,914.67	BB
				** FACILITY IMPROVEMENTS: BONDS/STATE MODERNIZATON/NEW CONSTRUCTION/DEVELOPER FEES	554,633.56

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

ACTION/CONSENT  
09/03/09

RECOMMENDATION NO. A.06

It is recommended that the Board of Education accept, with gratitude, checks and gifts totaling \$9,797.42 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 \$9,797.42 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](http://www.smmusd.org).

MOTION MADE BY: Ms. Leon-Vazquez  
SECONDED BY: Mr. de la Torre  
STUDENT ADVISORY VOTE: N/A  
AYES: All (7)  
NOES: None (0)

BOE Date: 09/03/09

Current Gifts and Donations 2009/2010

School/Site Account Number	Gift Amount	Equity Fund 15% Contrib.	In-kind Value	Donor	Purpose
<b>JAMS</b> 01-90120-0-00000-00000-8699-011-0000	\$ 85.00 \$ 42.22	\$ 15.00 \$ 7.45		JAMS PTSA Coca Cola Bottling Company	General Supplies and Materials General Supplies and Materials
<b>Adult Education</b> 11-90120-0-00000-00000-8699-090-0000					
<b>Alternative (SMASH)</b> 01-90120-0-00000-00000-8699-009-0000					
<b>Cabrillo</b> 01-90120-0-00000-00000-8699-017-0000					
<b>CDS</b> 12-90120-0-00000-00000-8699-070-0000					
<b>Edison</b> 01-90120-0-00000-00000-8699-001-0000					
<b>Franklin</b> 01-90120-0-00000-00000-8699-002-0000					
<b>Grant</b> 01-90120-0-00000-00000-8699-003-0000					
<b>Lincoln</b> 01-90120-0-00000-00000-8699-012-0000					
<b>Malibu High School</b> 01-90120-0-00000-00000-8699-010-0000					
<b>McKinley</b> 01-90120-0-00000-00000-8699-004-0000					
<b>Muir</b> 01-90120-0-00000-00000-8699-005-0000					
<b>Olympic HS</b> 01-90120-0-00000-00000-8699-014-0000	\$ 382.00	\$ -		Santa Monica Rotary Club	General Supplies and Materials

BOE Date: 09/03/09

Current Gifts and Donations 2009/2010

School/Site Account Number	Gift Amount	Equity Fund 15% Contrib.	In-kind Value	Donor	Purpose
<b>Rogers</b> 01-90120-0-00000-00000-8699-006-0000	\$ 2,000.00	\$ -		Will Rogers PTA	Field Trip
<b>Roosevelt</b> 01-90120-0-00000-00000-8699-007-0000					
<b>Samohi</b> 01-90120-0-00000-00000-8699-015-0000	\$ 482.00 \$ 306.00	\$ - \$ -		Various Various	General Supplies and Materials General Supplies and Materials
<b>Barnum Hall</b> 01-91150-0-00000-00000-8699-015-0000					
<b>Pt. Dume Marine Science</b> 01-90120-0-00000-00000-8699-019-0000					
<b>Webster</b> 01-90120-0-00000-00000-8699-008-0000					
<b>Others:</b>					
<b>Superintendent's Office</b> 01-90120-0-00000-00000-8699-020-0000					
<b>Educational Services</b> 01-90120-0-00000-00000-8699-030-0000	\$ 2,138.75 \$ 2,000.00 \$ 1,054.00 \$ 200.00 \$ 200.00	\$ - \$ - \$ - \$ - \$ -	\$ 475.00 \$ 410.00	Various Various Various Music Parents Gail Dorin Music Foundation Various Music Parents The Capital Group Companies Sir Speedy	Miscellaneous gift cards and certificates Books, dozen roses, 3 week membership, 3 pounds coffee General Supplies and Materials General Supplies and Materials General Supplies and Materials General Supplies and Materials General Supplies and Materials
<b>Student &amp; Family Services</b> 01-90120-0-00000-00000-8699-040-0000					
<b>Special Education</b> 01-90120-0-00000-00000-8699-044-0000					
<b>Information Services</b> 01-90120-0-00000-00000-8699-054-0000					
<b>Food and Nutrition Services</b> 01-90120-0-00000-00000-8699-057-0000					
<b>District</b> 01-90120-0-00000-00000-8699-090-0000					
<b>TOTAL</b>	<b>\$ 8,889.97</b>	<b>\$ 22.45</b>	<b>\$ 885.00</b>		

BOE Date: 09/03/09

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
<b>JAMS</b> 01-90120-0-00000-00000-8699-011-0000		\$ 127.22	\$ 22.45	\$ 149.67			\$ -
<b>Adult Education</b> 11-90120-0-00000-00000-8699-090-0000				\$ -			\$ -
<b>Alternative (SMASH)</b> 01-90120-0-00000-00000-8699-009-0000				\$ -			\$ -
<b>Cabrillo</b> 01-90120-0-00000-00000-8699-017-0000				\$ -			\$ -
<b>CDS</b> 12-90120-0-00000-00000-8699-070-0000				\$ -			\$ -
<b>Edison</b> 01-90120-0-00000-00000-8699-001-0000				\$ -			\$ -
<b>Franklin</b> 01-90120-0-00000-00000-8699-002-0000				\$ -			\$ -
<b>Grant</b> 01-90120-0-00000-00000-8699-003-0000				\$ -			\$ -
<b>Lincoln</b> 01-90120-0-00000-00000-8699-012-0000				\$ -			\$ -
<b>Malibu High School</b> 01-90120-0-00000-00000-8699-010-0000 <i>Malibu Shark Fund - Resource #90141</i>				\$ -			\$ -
<b>McKinley</b> 01-90120-0-00000-00000-8699-004-0000				\$ -			\$ -
<b>Muir</b> 01-90120-0-00000-00000-8699-005-0000				\$ -			\$ -
<b>Olympic HS</b> 01-90120-0-00000-00000-8699-014-0000		\$ 382.00	\$ -	\$ 382.00			\$ -
<b>Rogers</b> 01-90120-0-00000-00000-8699-006-0000		\$ 2,000.00	\$ -	\$ 2,000.00			\$ -
<b>Roosevelt</b> 01-90120-0-00000-00000-8699-007-0000				\$ -			\$ -
<b>Samohi</b> 01-90120-0-00000-00000-8699-015-0000		\$ 788.00	\$ -	\$ 788.00			\$ -
<b>Pt. Dume Marine Science</b> 01-90120-0-00000-00000-8699-019-0000				\$ -			\$ -
<b>Webster</b> 01-90120-0-00000-00000-8699-008-0000				\$ -			\$ -



BOE Date: 09/03/09

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
<b>ALL OTHER LOCATIONS:</b>							
<b>Superintendent's Office</b> 01-90120-0-00000-00000-8699-020-0000				\$ -			\$ -
<b>Educational Services</b> 01-90120-0-00000-00000-8699-030-0000		\$ 5,592.75		\$ 5,592.75		\$ 885.00	\$ 885.00
<b>Student and Family Support Services</b> 01-90120-0-00000-00000-8699-041-0000				\$ -			\$ -
<b>Special Education</b> 01-90120-0-00000-00000-8699-044-0000				\$ -			\$ -
<b>Information Services</b> 01-90120-0-00000-00000-8699-054-0000				\$ -			\$ -
<b>District</b> 01-90120-00000-0-00000-8699-090-0000				\$ -			\$ -
<b>Food &amp; Nutrition Services</b> 01-90120-0-00000-00000-8699-070-0000				\$ -			\$ -
<b>TOTAL GIFTS</b>	\$ -	\$ 8,889.97	\$ 22.45	\$ 8,912.42	\$ -	\$ 885.00	\$ 885.00
			Total Equity Fund 15% Contribs.				
<b>Total Cash Gifts for District:</b>		\$ 8,889.97	\$ 22.45		<b>Total In-Kind Gifts:</b>	\$ 885.00	

TO: BOARD OF EDUCATION

ACTION/CONSENT

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

09/03/09

UPDATE

RE: RATIFICATION OF AWARD OF CONTRACT FOR SEPTIC SYSTEM REPAIR PROJECT – MALIBU HS/MS AND PT. DUME ELEMENTARY SCHOOL – BID #10.04 – ~~ELY JR.'S PLUMPING~~ JENN/MATT, INC.

RECOMMENDATION NO. A.07

It is recommended that the Board of Education ratify the award of Bid #10.04 Septic System Repair Project Malibu High/Middle & Pt Dume Elementary Schools to ~~Ely Jr.'s Plumbing~~ Jenn/Matt, Inc. not to exceed ~~\$148,460~~ \$172,755.59.

Funding Information

Budgeted: Yes  
Fund: 14  
Source: Deferred Maintenance  
Account Number: 14-62050-0-00000-82000-5640-XXX-2600  
Description: Repair by Vendor

COMMENT: The Board of Education approved Emergency Resolution #09-05 during its board meeting of August 19, 2009. The resolution allowed public bidding without advertising and further allowed staff to enter into a contract with the low bidder prior to the next Board of Education meeting.

District staff provided a job walk and publicly bid the project, which was due August 20, 2009. No bids were received due to the very quick turnaround time for bid submittals. District staff provided a twenty-four hour extension to the contractors proceeded to obtain bids from two (2) contractors. ~~Of the two bids received, Ely Jr.'s Plumbing was the lowest responsible bidder.~~ Of the two bids received, one was non-responsive and the second was not able to get bonding. The district contacted a bonded general contractor, Jenn/Matt, Inc., to provide the scope of work for the project.

MOTION MADE BY: Ms. Leon-Vazquez  
SECONDED BY: Mr. de la Torre  
STUDENT ADVISORY VOTE: N/A  
AYES: All (7)  
NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT  
09/03/09

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

RE: CONTRACT AMENDMENT #23 TO INCREASE SCOPE FOR TOPOGRAPHIC SURVEYS AND DIGITAL MAPPING FOR ADDITIONAL SURVEY WORK AT SANTA MONICA HIGH SCHOOL – PSOMAS – RFP #8.09 – MEASURE BB

RECOMMENDATION NO. A.08

It is recommended that the Board of Education award Contract Amendment #23 to PSOMAS for additional survey services at Santa Monica High School for the Measure BB program in the amount of \$17,048 for a total contract amount of \$1,095,465.

Funding Information

Budgeted: Yes  
Fund: 21  
Source: State School Building Fund  
Account Number: 21-00000-0-00000-85000-5802-015-2600  
Description: Independent Contractor / Consultant

COMMENTS: In preparing structural design documents where proposed project will be tying into existing footings, as-built documents of existing site retaining walls along Olympic Blvd. and 6<sup>th</sup> Street are not available. Field investigations to determine the depth and dimensions of existing retaining wall footings are needed for proper design at points of connection, in order to comply applicable building codes. This Contract Amendment #23, for \$17,048 is additional underground survey in support of compliance with applicable building codes.

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)	7,500
Contract Amendment #11 (Lincoln survey)	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
<b>TOTAL CONTRACT AMOUNT</b>	<b>\$1,095,465</b>

MOTION MADE BY: Ms. Leon-Vazquez  
SECONDED BY: Mr. de la Torre  
STUDENT ADVISORY VOTE: N/A  
AYES: All (7)  
NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

09/03/09

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

RE: CONTRACT AMENDMENT #17 FOR ADDITIONAL ARCHITECTURAL SERVICES FOR AN ADDITIONAL FIRE HYDRANT – LINCOLN MIDDLE SCHOOL – WWCOT – MEASURE BB

RECOMMENDATION NO. A.09

It is recommended that the Board of Education approve Contract Amendment #17 with WWCOT to provide architectural and engineering services to locate a new fire hydrant adjacent to Building E for the Lincoln Middle School project, in an amount of \$3,989 for a total contract amount of \$3,924,953.

Funding Information

Budgeted: Yes  
Fund: 21  
Source: Building Fund  
Account Number: 21-00000-0-00000-85000-5802-012-2600  
Description: Consultant Services

COMMENTS: Per Section 508.55.1 of the 2007 Fire Code, on-site fire hydrants shall be provided *where required by the fire code official* where the facility is more than 400 feet from a fire hydrant, *as measured by an approved route*. Per the Architect's original measurements every point of the site is within 400 feet of an existing hydrant. During a preliminary project review in November 2008 with the Santa Monica Fire Department, the Local Fire Authority (LFA), the LFA agreed that the existing hydrant locations were sufficient to serve the proposed project. Recently, the Architects met again with the LFA to obtain final sign-off of the Construction Documents prior to Division of State Architect submittal and were informed that the LFA has reconsidered and now requires an additional hydrant. This additional hydrant was not required nor included in the Architect's original scope of services. The current construction budget is adequate for the additional scope.

This WWCOT Contract Amendment #17, for \$3,989, is for architectural and engineering services for the design and documentation of a new fire hydrant adjacent to Building E for the Lincoln Middle School project. The revised contract total will be \$3,924,953.

(Continued on next page)

ORIGINAL CONTRACT AMOUNT (Prog./Schematic Design)	\$ 936,032
CONTRACT AMENDMENT #1 (McKinley SDC, Roosevelt Preschool)	131,663
CONTRACT AMENDMENT #2 (Data Center)	99,420
CONTRACT AMENDMENT #3 (DD/CD/CA)	2,195,078
CONTRACT AMENDMENT #4 (Roosevelt Revised Design)	70,435
CONTRACT AMENDMENT #5 (Data Center structural revisions)	6,925
CONTRACT AMENDMENT #6 (McKinley Safety Proj.)	168,697
CONTRACT AMENDMENT #7 (Lincoln MS Revised Design)	92,592
CONTRACT AMENDMENT #8 (Lincoln Fire Protection)	17,538
CONTRACT AMENDMENT #9 (Landscape and Planting Standards)	30,245
CONTRACT AMENDMENT #10 (Add'l Landscape Standards)	5,200
CONTRACT AMENDMENT #11 (PV Standard Specs)	26,100
CONTRACT AMENDMENT #12 (Lincoln Interim housing)	31,755
CONTRACT AMENDMENT #13 (Lincoln sewer line)	15,569
CONTRACT AMENDMENT #14 (Lincoln sprinklers at E)	54,933
CONTRACT AMENDMENT #15 (Data Center fire protection)	23,782
CONTRACT AMENDMENT #16 (Lincoln trash enclosure design)	15,000
CONTRACT AMENDMENT #17 (Lincoln additional hydrant)	3,989
<b>TOTAL CONTRACT AMOUNT</b>	<b>\$3,924,953</b>

MOTION MADE BY: Ms. Leon-Vazquez  
 SECONDED BY: Mr. de la Torre  
 STUDENT ADVISORY VOTE: N/A  
 AYES: All (7)  
 NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

09/03/09

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

RE: CONTRACT AMENDMENT #5 FOR HAZARDOUS MATERIALS INVESTIGATIONS AND REPORT SERVICES FOR GAS LINE AND HEATING) PROJECT – PT. DUME MARINE SCIENCE ELEMENTARY SCHOOL – ATC ASSOCIATES – MEASURE BB

RECOMMENDATION NO. A.10

It is recommended that the Board of Education approve ATC Associates Contract Amendment #5 to provide hazardous materials investigations, reports, and bid specifications for pre-construction activities for Point Dume Marine Science Elementary School, Gas Line and Heating Project in the amount of \$11,815 for a total contract amount of \$175,762.

Funding Information

Budgeted: Yes  
Fund: 21  
Source: State School Building Fund  
Account Number: 21-00000-0-85000-85000-5802-019-2600  
Description: Building Improvement

COMMENTS: Prior to modernization construction activities for the Measure BB projects, the District will require the services of ATC Associates to verify asbestos and lead containing materials, provide reports detailing the findings, prepare a hazardous materials abatement plans, and provide bid specifications and preconstruction support for the construction contracts.

This Contract Amendment #5 is for the Gas Line (& Heating Equipment) project at Pt. Dume Marine Science Elementary School.

ORIGINAL CONTRACT AMOUNT (Estimate)	\$ 0
CONTRACT AMENDMENT #1 (8 Sites, Net Add to original estimate \$1,138)	101,138
CONTRACT AMENDMENT #2 (3 Sites)	42,647
CONTRACT AMENDMENT #3 (2508 & 2512 Virginia Ave.)	7,010
CONTRACT AMENDMENT #4 (Webster Elem, FA project)	13,152
CONTRACT AMENDMENT #5 (Point Dume MSE, Gas/Heat project)	11,815
<b>TOTAL CONTRACT AMOUNT:</b>	<b>\$175,762</b>

MOTION MADE BY: Ms. Leon-Vazquez  
SECONDED BY: Mr. de la Torre  
STUDENT ADVISORY VOTE: N/A  
AYES: All (7)  
NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

09/03/09

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

RE: CONTRACT AMENDMENT #11 FOR SEPTIC SYSTEM INVESTIGATIONS, IN PREPARTION OF FORM 200s – MALIBU HIGH SCHOOL – TOPANGA UNDERGROUND – MEASURE BB

RECOMMENDATION NO. A.11

It is recommended that the Board of Education award Contract Amendment #11 to Topanga Underground for additional septic system investigation services at Malibu High School for the Measure BB program in the amount of \$22,000, for a total contract amount of \$383,686.

Funding Information:

Budgeted: Yes  
Fund: 21  
Source: State School Building Fund  
Account Number: 21-00000-0-00000-85000-5802-010-2600  
Description: Independent Contractor / Consultant

COMMENTS: This Contract Amendment #11 is for additional monitoring services for water flow usage and effluent demand at the Malibu High School and Cabrillo Elementary School sites while the schools are in session. Monitoring will continue to the winter break. Services include preparation of formal reports to support the design of the septic system and to present data to the LARWQCB as supporting documentation to the Form 200 for this site. Related board item numbers A.12 and A.13 provide for similar services at Point Dume Marine Science Elementary School and Webster Elementary School respectively.

ORIGINAL CONTRACT AMOUNT	\$ 11,600
Contract Amendment #1 (Septic Analysis)	45,207
Contract Amendment #2 (New Septic Survey)	3,575
Contract Amendment #3 (Water Flow Survey)	108,690
Contract Amendment #4 (Septic Work/Permit)	5,405
Contract Amendment #5 (Septic Excavation)	15,544
Contract Amendment #6 (Form 200s, Webster)	30,000
Contract Amendment #7 (Form 200s, Pt. Dume)	30,000
Contract Amendment #8 (Septic Tanks, Webster)	4,200
Contract Amendment #9 (Sampling, Testing)	68,000
Contract Amendment #10 (Septic tanks, Pt. Dume)	39,465
Contract Amendment #11 (Water Flow Sur. MHS) A.11	22,000
<b>TOTAL CONTRACT AMOUNT</b>	<b>\$383,686</b>

MOTION MADE BY: Ms. Leon-Vazquez  
SECONDED BY: Mr. de la Torre  
STUDENT ADVISORY VOTE: N/A  
AYES: All (7)  
NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

09/03/09

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

RE: CONTRACT AMENDMENT #12 FOR SEPTIC SYSTEM INVESTIGATIONS, IN PREPARTION OF FORM 200s – PT. DUME MARINE SCIENCE ELEMENTARY SCHOOL – TOPANGA UNDERGROUND – MEASURE BB

RECOMMENDATION NO. A.12

It is recommended that the Board of Education award Contract Amendment #12 to Topanga Underground for additional septic system investigation services at Point Dume Marine Science Elementary School for the Measure BB program in the amount of \$18,000, for a total contract amount of \$401,686.

Funding Information:

Budgeted: Yes  
Fund: 21  
Source: State School Building Fund  
Account Number: 21-00000-0-00000-85000-5802-019-2600  
Description: Independent Contractor / Consultant

COMMENTS: At the Board Meeting on May 7, 2009, funding was approved to begin investigations for the Webster and Pt. Dume school sites towards preparation and submittal of Form 200s to the Los Angeles Regional Water Control Board (LARWQCB). Following this, Amendments #6 and #7 were issued to Topanga Underground to provide the septic system investigation and analysis. This Contract Amendment #12 is for additional monitoring services for water flow usage and effluent demand at the site while school is in session. Monitoring will continue to the Winter break. Services include preparation of formal reports to support the design of the septic system and to present data to the LARWQCB as supporting documentation to the Form 200 for this site. Related board item numbers A.11 and A.13 provide for similar services at Malibu High School and Webster Elementary School respectively.

ORIGINAL CONTRACT AMOUNT	\$ 11,600
Contract Amendment #1 (Septic Analysis)	45,207
Contract Amendment #2 (New Septic Survey)	3,575
Contract Amendment #3 (Water Flow Survey)	108,690
Contract Amendment #4 (Septic Work/Permit)	5,405
Contract Amendment #5 (Septic Excavation)	15,544
Contract Amendment #6 (Form 200s, Webster)	30,000
Contract Amendment #7 (Form 200s, Pt. Dume)	30,000
Contract Amendment #8 (Septic Tanks, Webster)	4,200
Contract Amendment #9 (Sampling, Testing)	68,000
Contract Amendment #10 (Septic tanks, Pt. Dume)	39,465
Contract Amendment #11 (Water Flow Sur. MHS) A.11	22,000
Contract Amendment #12 (Water Flow Sur. Pt. Dume) A.12	18,000
<b>TOTAL CONTRACT AMOUNT</b>	<b>\$401,686</b>

MOTION MADE BY: Ms. Leon-Vazquez  
SECONDED BY: Mr. de la Torre  
STUDENT ADVISORY VOTE: N/A  
AYES: All (7)  
NOES: None (0)



TO: BOARD OF EDUCATION

ACTION/CONSENT

09/03/09

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

RE: CONTRACT AMENDMENT #13 FOR SEPTIC SYSTEM INVESTIGATIONS, IN PREPARTION OF FORM 200s – WEBSTER ELEMENTARY SCHOOL – TOPANGA UNDERGROUND – MEASURE BB

RECOMMENDATION NO. A.13

It is recommended that the Board of Education award Contract Amendment #13 to Topanga Underground for additional septic system investigation services at Webster Elementary School for the Measure BB program in the amount of \$14,000, for a total contract amount of \$415,686.

Funding Information:

Budgeted: Yes  
Fund: 21  
Source: State School Building Fund  
Account Number: 21-00000-0-00000-85000-5802-008-2600  
Description: Independent Contractor / Consultant

COMMENTS: At the Board Meeting on May 7, 2009, funding was approved to begin investigations for the Webster and Pt. Dume school sites towards preparation and submittal of Form 200s to the Los Angeles Regional Water Control Board (LARWQCB). Following this, Amendments #6 and #7 were issued to Topanga Underground to provide the septic system investigation and analysis. This Contract Amendment #13 is for additional monitoring services for water flow usage at the site while children are present. Monitoring will continue to the Winter break. Services include preparation of formal reports to support the design of the septic system and to present to the LARWQCB as supporting documentation to the Form 200 for this site. Related Board Item numbers. A.11 and A.12 provide for similar services at Malibu High School and Point Dume Science and Marine Elementary School respectively.

ORIGINAL CONTRACT AMOUNT	\$ 11,600
Contract Amendment #1 (Septic Analysis)	45,207
Contract Amendment #2 (New Septic Survey)	3,575
Contract Amendment #3 (Water Flow Survey)	108,690
Contract Amendment #4 (Septic Work/Permit)	5,405
Contract Amendment #5 (Septic Excavation)	15,544
Contract Amendment #6 (Form 200s, Webster)	30,000
Contract Amendment #7 (Form 200s, Pt. Dume)	30,000
Contract Amendment #8 (Septic Tanks, Webster)	4,200
Contract Amendment #9 (Sampling, Testing)	68,000
Contract Amendment #10 (Septic tanks, Pt. Dume)	39,465
Contract Amendment #11 (Water Flow Sur. MHS) A.11	22,000
Contract Amendment #12 (Water Flow Sur. Pt. Dume) A.12	18,000
Contract Amendment #13 (Water Flow Sur. Webster) A.13	14,000
<b>TOTAL CONTRACT AMOUNT</b>	<b>\$415,686</b>

MOTION MADE BY: Ms. Leon-Vazquez  
SECONDED BY: Mr. de la Torre  
STUDENT ADVISORY VOTE: N/A  
AYES: All (7)  
NOES: None (0)

TO: BOARD OF EDUCATION  
 FROM: TIM CUNEO / MICHAEL D. MATTHEWS  
 RE: CERTIFICATED PERSONNEL – Elections, Separations

ACTION/CONSENT  
 09/03/09

RECOMMENDATION NO. A.14

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

**ADDITIONAL ASSIGNMENTS**

**EDUCATIONAL SERVICES**

Beltran, Susan	7.91 hrs @\$40.46	8/11/09-8/14/09	Est Hrly/\$320
Boxer, Lorissa	7.91 hrs @\$40.46	8/11/09-8/14/09	Est Hrly/\$320
Braff, Sarah	7.91 hrs @\$40.46	8/11/09-8/14/09	Est Hrly/\$320
Contreras, Sitara	7.91 hrs @\$40.46	8/11/09-8/14/09	Est Hrly/\$320
Cruz, Terecita	3.95 hrs @\$40.46	8/11/09-8/14/09	Est Hrly/\$160
Davies, Michael	7.91 hrs @\$40.46	8/11/09-8/14/09	Est Hrly/\$320
De la Rosa, Mary	7.91 hrs @\$40.46	8/11/09-8/14/09	Est Hrly/\$320
Demopoulous, Katherine	7.91 hrs @\$40.46	8/11/09-8/14/09	Est Hrly/\$320
Dresher, Pam	7.91 hrs @\$40.46	8/11/09-8/14/09	Est Hrly/\$320
Fliegel, Lois	7.91 hrs @\$40.46	8/11/09-8/14/09	Est Hrly/\$320
Hanson, Lori	7.91 hrs @\$40.46	8/11/09-8/14/09	Est Hrly/\$320
Herrera, Mayra	7.91 hrs @\$40.46	8/11/09-8/14/09	Est Hrly/\$320
Hynding, Sheri	7.91 hrs @\$40.46	8/11/09-8/14/09	Est Hrly/\$320
Ihrig, Debbie	7.91 hrs @\$40.46	8/11/09-8/14/09	Est Hrly/\$320
Le, Hong	7.91 hrs @\$40.46	8/11/09-8/14/09	Est Hrly/\$320
Lipson, Jennifer	7.91 hrs @\$40.46	8/11/09-8/14/09	Est Hrly/\$320
Marmolejo, Yolanda	7.91 hrs @\$40.46	8/11/09-8/14/09	Est Hrly/\$320
Menjivar, La Dawna	7.91 hrs @\$40.46	8/11/09-8/14/09	Est Hrly/\$320
Murcia, Gabriela	7.91 hrs @\$40.46	8/11/09-8/14/09	Est Hrly/\$320
Mowry, Kristen	7.91 hrs @\$40.46	8/11/09-8/14/09	Est Hrly/\$320
Paul, Christina	7.91 hrs @\$40.46	8/11/09-8/14/09	Est Hrly/\$320
Thatcher, Cindy	7.91 hrs @\$40.46	8/11/09-8/14/09	Est Hrly/\$320
Treuenfels, Tesi	7.91 hrs @\$40.46	8/11/09-8/14/09	Est Hrly/\$320
		<b>TOTAL ESTABLISHED HOURLY</b>	<b>\$7,200</b>

Comment: Professional Development - SmArts Summer Institute  
 01-Tier III Programs Cat Flex

**SPECIAL EDUCATION**

Aiello, Jason	7.5 hrs @\$40.46	8/5/09	Est Hrly/\$303
Keith, Kelly	7.5 hrs @\$40.46	8/5/09	Est Hrly/\$303
		<b>TOTAL ESTABLISHED HOURLY</b>	<b>\$606</b>

Comment: SoundBeam Training  
 01-Special Education

Bishop, Shannon	1.33 days @\$406.97	6/29/09-7/24/09	Own Daily/\$ 541
Collins, Carolyn	2.66 days @\$406.97	6/29/09-7/24/09	Own Daily/\$1,083
		<b>TOTAL OWN DAILY</b>	<b>\$1,624</b>

Comment: Summer Assignment – Additional Assessments  
 01-Special Education

**SUMMER SCHOOL**

(80% own daily rate unless otherwise noted)

**SPECIAL EDUCATION**

Levy, Amanda	2 days @\$216.33	6/29/09-6/30/09	Own Daily/\$ 433
Levy, Amanda	17 days @\$224.29	7/1/09-7/24/09	Own Daily/\$3,813
		<b>TOTAL OWN DAILY</b>	<b>\$4,246</b>

Comment: Summer School  
 01-Special Education

**ADDITIONAL ASSIGNMENT – EXTRA DUTY UNITS**

**SANTA MONICA HIGH SCHOOL**

<u>Name</u>	<u>Rate</u>	<u>Assignment</u>	<u>Effective</u>	<u>Exceed</u>
Janert, Kathleen	13 EDU	Band	9/08-6/09	<u>\$3,328</u>
			TOTAL EDUS	\$3,328

**HOURLY TEACHERS**

**ADULT EDUCATION**

Boskovich, Giovanni	370 hrs @\$45.34	9/9/09-6/25/10	<u>Est Hrly/\$16,776</u>
			TOTAL ESTABLISHED HOURLY \$16,776

Comment: ESL Clases  
11-231: ABE/ESL/ESL Ctnz, VESL/VABE

**TOTAL ESTABLISHED HOURLY, OWN DAILY AND EXTRA DUTY UNITS = \$33,780**

**ELECTIONS**

**PROBATIONARY CONTRACTS**

<u>Name/Assignment/Location</u>	<u>Not to Exceed</u>	<u>Effective</u>
Bell, Ryan/Spanish Malibu High School	100% [repl. W. Hoffman]	9/4/09
Cha, Deborah/Elem Music Educational Svcs	100% [repl. K. Cavallaro]	9/4/09
Chi, Ah Young/Counselor Malibu High School	100% [repl. V. Fekete]	8/1/09
Shea, Danielle/Spanish Lincoln Middle School	100% [repl. A. Martinez]	9/4/09
Towner, Gloria/Lang Arts John Adams MS	100% [repl. C. Whitaker]	9/4/09

**TEMPORARY CONTRACTS**

<u>Name/Assignment/Location</u>	<u>Not to Exceed</u>	<u>Effective</u>
Bickert, Katherine/Elem Franklin Elementary	100% [LOA – J. Brown]	9/4/09-6/25/10
Sitomer, Robert/Interv Counselor John Adams MS	100% [repl. G. Valdez]	8/1/09-6/25/10

**SUBSTITUTE TEACHERS**

**PREFERRED SUBSTITUTES**

<u>(@\$162.00 Daily Rate)</u>	<u>Effective</u>
Evans, Elaine	8/20/09

**CHILD DEVELOPMENT SERVICES**

<u>(@\$16.19 Hourly Rate)</u>	<u>Effective</u>
Coalwell, Ashley	9/8/09
Gardner, Melissa	9/8/09
Munoz, Sara	9/8/09

**RESIGNATION**

<u>Name/Location</u>	<u>Effective</u>
Rosenblum, Laura Cabrillo Elementary School	6/19/09

MOTION MADE BY: Ms. Leon-Vazquez  
SECONDED BY: Mr. de la Torre  
STUDENT ADVISORY VOTE: N/A  
AYES: All (7)  
NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

09/03/09

FROM: TIM CUNEO / MICHAEL D. MATTHEWS / WILBERT YOUNG

RE: CLASSIFIED PERSONNEL - MERIT

RECOMMENDATION NO. A.15

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.

**ELECTION**

		<b><u>EFFECTIVE DATE</u></b>
O'Brien, Jeanne Facilities Maint	Administrative Asst 8 Hrs/12 Mo/Range: 29 Step: A	8/6/09
Persinger, Lisa Franklin Elementary	Sr. Office Specialist 3.5 hrs/Range: 25 Step: A	8/10/09

**TEMP/ADDITIONAL ASSIGNMENTS**

		<b><u>EFFECTIVE DATE</u></b>
Beavers, Marcus Operations	Custodian	7/1/09-6/30/10
Flores, Albert Personnel Commission	Inst Asst – Classroom	8/1/09-8/31/09
Gardea-Perez, Lupe Superintendent	Translator	7/1/09-6/30/10
Iniquez, Wilma Muir Elementary	Sr. Office Specialist	7/1/09-6/30/10
Mesrobian, Varso Franklin Elementary	Sr. Office Specialist	8/24/09-8/31/09
Nao, Kim Santa Monica HS	Student Outreach Specialist	7/9/09-8/13/09

**SUMMER ASSIGNMENTS**

		<b><u>EFFECTIVE DATE</u></b>
Burlakova, Svetlana Special Education	Inst Asst – Special Ed	6/29/09-7/24/09
Brewer, Ariana Special Education	Inst Asst – Special Ed	7/1/09-7/31/09
Carrillo, Steven Transportation	Bus Driver	8/10/09-8/31/09
Chebair, Luz Food Svcs	Cafeteria Worker I	6/26/09-7/31/09
Elie, Latrice Transportation	Bus Driver	8/10/09-8/31/09
Elie, Latrice Operations	Custodian	7/27/09-9/1/09
Girion, Evangelita Operations	Custodian	7/27/09-9/1/09

Gordon, Robin Rogers Elementary	Sr. Office Specialist	8/24/09-8/31/09
Hernandez, Maritza Special Education	Inst Asst – Special Ed	6/29/09-8/7/09
Herrera, Mayra Special Education	Inst Asst – Special Ed	6/29/09-7/24/09
Jackson, Latasha Special Education	Inst Asst – Special Ed	6/29/09-8/7/09
Kinsey, Nancy Special Education	Inst Asst – Special Ed	7/1/09-7/31/09
Olmos, Maria Rogers Elementary	Sr. Office Specialist	8/17/09-8/31/09
Preciado, Iris Edison Elementary	Sr. Office Specialist – Bilingual	8/25/09-8/31/09
Schlierman, Cherie Special Education	Inst Asst – Special Ed	6/29/09-7/24/09
Smith, Luz-Stella Special Education	Translator	8/3/09-8/31/09
Turner, Bonita Transportation	Bus Driver	8/10/09-8/31/09
Williams, Adrianna Transportation	Bus Driver	8/10/09-8/31/09
Wilson, Stanley Operations	Custodian	8/5/09-9/1/09
Winger, Nidra Pt Dume Elementary	Sr. Office Specialist	8/17/09-8/31/09
<b><u>SUBSTITUTES</u></b>		<b><u>EFFECTIVE DATE</u></b>
Brown, Edward Human Resources	Campus Security Officer	8/10/09-6/30/10
Campos, Patricia Child Develop Svcs	Children Center Assistant	8/6/09-6/30/10
Escobedo, Elvira Food Svcs	Cafeteria Worker I	8/21/09-6/25/10
Sargent, Darren Human Resources	Campus Security Officer	8/6/09-6/30/10
<b><u>INCREASE IN ASSIGNMENT</u></b>		<b><u>EFFECTIVE DATE</u></b>
Richwine, Dona Food Svcs	Nutrition Specialist 6.4 Hrs/10 Mo Fr: 6.4 Hrs/SY	9/1/09
<b><u>PROFESSIONAL GROWTH</u></b>		<b><u>EFFECTIVE DATE</u></b>
Gutierrez-Prada, Nancy John Adams MS	Bilingual Community Liaison	9/1/09

Witherspoon, Roberta Fiscal Services	Accounting Tech	9/1/09
<b><u>WORKING OUT OF CLASS</u></b>		<b><u>EFFECTIVE DATE</u></b>
Bott, Michael Facilities/Maint	Maintenance Supervisor Fr: Lead, Building Trades	8/17/09-12/9/09
<b><u>LAYOFF/REDUCTION OF HOURS</u></b>		<b><u>EFFECTIVE DATE</u></b>
5179-015-08 Santa Monica HS	Inst Asst – Special Ed 6 Hrs/SY Fr: 6.5 Hrs/SY	10/21/09
<b><u>ESTABLISHMENT OF POSITION</u></b>		<b><u>EFFECTIVE DATE</u></b>
	Sr. Office Specialist 3.5 Hrs/SY: Franklin Elementary	8/10/09
<b><u>ABOLISHMENT OF POSITION</u></b>		<b><u>EFFECTIVE DATE</u></b>
	Office Specialist 3.5 Hrs/SY; Franklin Elementary	8/10/09
	Inst Asst – Special Ed 6 Hrs/SY; Malibu HS	9/9/09
	Inst Asst – Special Ed 6 hrs/SY; Santa Monica HS	9/9/09
<b><u>RESIGNATION</u></b>		<b><u>EFFECTIVE DATE</u></b>
Amaya, Loreen Grant Elementary	Inst Asst – Special Ed	7/1/09
Blackburn, Suzanne Grant Elementary	Inst Asst – Classroom	6/19/09
Christensen, Kimberly Muir Elementary	Physical Activities Spec	8/10/09
Waugh, Lauren Child Develop Svcs	Children Center Assistant	8/14/09
Wolff, Mindy Special Education	Occupational Therapist	8/21/09

MOTION MADE BY: Ms. Leon-Vazquez  
 SECONDED BY: Mr. de la Torre  
 STUDENT ADVISORY VOTE: N/A  
 AYES: All (7)  
 NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

09/03/09

FROM: TIM CUNEO / MICHAEL D. MATTHEWS / WILBERT YOUNG

RE: CLASSIFIED PERSONNEL - NON-MERIT

RECOMMENDATION NO. A.16

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

**CHILD CARE ASSISTANT**

DIAZ, MARIA	CHILD DEVELOP SVCS	6/22/09-8/10/09
FAJARDO, VIRGINIA	CHILD DEVELOP SVCS	6/22/09-8/10/09
GODINEZ, JOSEFINA	CHILD DEVELOP SVCS	6/22/09-8/11/09
GUTIERREZ, CORINA	CHILD DEVELOP SVCS	6/22/09-8/10/09
GUTIERREZ, ISAURA	CHILD DEVELOP SVCS	6/22/09-8/11/09
MONROY, JASMINE	CHILD DEVELOP SVCS	6/22/09-8/10/09
SAENZ, ALICIA	CHILD DEVELOP SVCS	6/22/09-8/10/09
TREJO, MARIA	CHILD DEVELOP SVCS	6/22/09-8/10/09
ZOTELO, GUADALUPE	CHILD DEVELOP SVCS	6/22/09-8/11/09

**COACHING ASSISTANT**

GAINES, ANDRE	SANTA MONICA HS	7/1/09-6/30/10
STEEN, ALVIN	SANTA MONICA HS	8/12/09-6/30/10

**PROFESSIONAL EXPERT – LEVEL II**

BILL, ANDY	ED SVCS/SANTA MONICA HS [Band Coach]	7/1/09-6/25/10
GRAMMAR, LIBERTY	SPECIAL EDUCATION [Psych Intern]	7/1/09-8/28/09
KARUZA, JASON	ED SVCS/SANTA MONICA HS [Band Coach]	7/1/09-6/25/10

**PROFESSIONAL EXPERT – LEVEL III**

THOMASON, DAN	ED SVCS/SANTA MONICA HS [Orchestra Coach]	9/1/09-6/25/10
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MOTION MADE BY: Ms. Leon-Vazquez  
SECONDED BY: Mr. de la Torre  
STUDENT ADVISORY VOTE: N/A  
AYES: All (7)  
NOES: None (0)

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## **MAJOR ITEMS**



TO: BOARD OF EDUCATION

ACTION/MAJOR

09/03/09

FROM: TIM CUNEO / JANECE L. MAEZ

RE: ADOPT RESOLUTION 09-10 – TEMPORARY INTERFUND CASH  
BORROWING

RECOMMENDATION NO. A.17

It is recommended that the Board of Education adopt Resolution No. 09-10 – *Temporary Interfund Cash Borrowing*.

COMMENTS: Education Code §42603 allows school districts to use cash reserves in one Fund to meet short-term cash deficiencies in another Fund. The amount of such transfers is limited to 75% of available resources in a Fund. With the possibility that the District Revenue Limit apportionment will be delayed until September 2009, it may be necessary to use this authority in the 2009-10 fiscal year. It is common that school districts adopt a Resolution of this nature on an annual basis to facilitate District operations. Board adoption of this Resolution will allow for inter-fund cash borrowing between District Funds.

MOTION MADE BY: Mr. Snell

SECONDED BY: Ms. Pye

STUDENT ADVISORY VOTE: N/A

AYES: All (7)

NOES: None (0)

Los Angeles County Office of Education  
Division of School Financial Services

Santa Monica-Malibu Unified School District

**RESOLUTION NO. 09-10**

**TEMPORARY INTERFUND CASH BORROWING**

**WHEREAS,** Special Emergency Session Assembly Bill X34, signed February 16, 2008, relieved the State of California from distributing the July Advance Apportionment payment to School Districts until the end of September 2008.

**WHEREAS,** The District may temporarily find that they do not have enough cash to meet their fiscal obligations in the General or other operating Funds due to the shortage of funds created by the deferral of the July apportionment payment or the lack of an authorizing State Adopted Budget which delays the release of other state funds normally received during this period.

**WHEREAS,** The District may temporarily borrow, as identified under Education Code §42603, cash from any Fund of the District, not-to-exceed 75% of available resources in any Fund.

**NOW THEREFORE,** The Governing Board hereby approves this blanket resolution to authorize the use of an aggregate cash balance in all District Funds if the need arises.

Passed and adopted on September 3, 2009 at a regular meeting of the Governing Board by the following vote:

Ayes: 7  
Noes: 0  
Absent: 0

I certify that the foregoing Resolution was duly introduced, passed and adopted as stated.

  
\_\_\_\_\_  
President, Governing Board

TO: BOARD OF EDUCATION

ACTION/MAJOR

09/03/09

FROM: TIM CUNEO / CHIUNG-SALLY CHOU

RE: ADOPT RESOLUTION NO. 09-08 – IN SUPPORT FOR AB 1569

RECOMMENDATION NO. A.18

It is recommended that the Board of Education review and consider support for the proposed AB 1569 for exemptions of said courses from PE.

COMMENT: Existing law requires all pupils who are not otherwise exempt to attend courses in physical education for a total period of time of not less than 400 minutes each 10 schooldays in grades 9 – 12. The proposed legislation is sponsored by Assemblywoman Mary Salas of San Diego with co-authorship from Assemblywoman Gloria Romero of Los Angeles and Assemblywoman Fiona Ma from San Francisco. The proposed bill will exempt high school students who participate in the California Cadet Corps, cheer team or dance team, color guard or drill team, Junior Reserve Officer training Corps (JROTC), or marching band as part of the regular course of study or regular school-sponsored extracurricular activities. The bill supports the inclusion of any of the physical education content areas, as well as the appropriate credentialed teachers for these courses. It also supports the inclusion of any regular school-sponsored extracurricular activity that qualifies the exemption in the above-mentioned activities. The bill requires that the governing board of a school district that provides pupils with an exemption pursuant to this bill shall ensure that all of the courses, programs, and activities offered are in compliance with state and federal laws.

Attached are the three documents issued by Jack O'Connell, State Superintendent of Public Instruction, dated May 11, 2009, Correspondence from the Commission on Teacher Credentialing dated June 23, 2009, and the amended AB 1569 dated July 2, 2009.

MOTION MADE BY: Mr. de la Torre

SECONDED BY: Mr. Snell

STUDENT ADVISORY VOTE: N/A

AYES: All (7)

NOES: None (0)

**SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION**

**RESOLUTION NO. 09-08  
IN SUPPORT OF AB 1569**

**Whereas** AB 1569 provides students with additional opportunities to meet the state's physical education requirement by counting participation in marching band, drill team, dance team, Junior Reserve Officer Training Corps, and California Cadet Corps toward meeting the PE instructional minutes required under current law.

**Whereas** provisions within the bill ensure credentialed teachers oversee the various programs offered and require strict standards; and

**Whereas** AB 1569 does not mandate that the various programs be counted towards the PE requirement. Instead, it provides school districts the opportunity to address this issue at the local level with student, teacher, parent, and community input. Without this flexibility, many students will be unable to meet the PE credit and continue in these valuable programs – often the very programs that keep students enrolled in high school; and

**Whereas** the programs that are being targeted in AB 1569 are highly rigorous and often produce better fitness results than traditional PE courses; and


**Whereas** SMMUSD has heard from a number of high school principals and parents who are concerned about the lack of flexibility for their students participating in the abovementioned programs. As students continue to meet all that is required of them throughout the school day, AB 1569 provides a balanced approach to assist in this endeavor.

**Therefore, be it resolved** that the Board of Education of the Santa Monica-Malibu Unified School District hereby supports the passage of Assembly Bill 1569.

**Passed and adopted** this 3<sup>rd</sup> day of September 2009 by the following vote:

AYES: 7  
NOES: 0  
ABSTAIN: 0  
ABSENT: 0

  
\_\_\_\_\_  
Ralph Mechur, Board President

  
\_\_\_\_\_  
Tim Cuneo  
Superintendent

TO: BOARD OF EDUCATION

ACTION/CONSENT

09/03/09

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

RE: ADOPT RESOLUTION NO. 09-10 – NATIONAL HISPANIC/LATINO HERITAGE MONTH

RECOMMENDATION NO. A.19

It is recommended that the Board of Education adopt Resolution No. 09-10 – National Hispanic/Latino Heritage Month in recognition of the contributions of Hispanic Americans in our nation. Attached is the full Resolution to be signed by the Board President and Superintendent.

COMMENT: Officially, National Hispanic/Latino Heritage Month is recognized from September 15<sup>th</sup> through October 15<sup>th</sup>.

The signed Resolution will be shared with the school sites to increase awareness and encourage participation in the celebration of the Hispanic/Latino American culture.

\*\*\*\*\*        \*\*\*\*\*        \*\*\*\*\*        \*\*\*\*\*        \*\*\*\*\*        \*\*\*\*\*        \*\*\*\*\*

*Mr. Allen requested that "Spain" read as "Iberian Peninsula" in the first paragraph of the resolution.*

MOTION MADE BY: Mr. de la Torre  
SECONDED BY: Ms. Leon-Vazquez  
STUDENT ADVISORY VOTE: N/A  
AYES: All (7)  
NOES: None (0)

**Santa Monica-Malibu Unified School District**

**Resolution No. 09-10**

**National Hispanic/Latino Heritage Month**

**WHEREAS**, the Hispanic/Latino American community consists of distinct groups, including people from Mexico, the Caribbean, Central America, South America, and Spain, and whereas Hispanics have had an important part of the history and heritage of the Americas; and

**WHEREAS**, we celebrate the achievements of Hispanic/Latino Americans and their important part of the history and heritage of our nation; and

**WHEREAS**, Hispanic/Latino Americans have enriched our community through contributions in many professions and fields, including education, law, government, business, science, sports, and the arts; and

**WHEREAS**, the hard work and determination of Hispanic/Latino Americans continue to inspire all those who dream of a better life for themselves and their families; and


**WHEREAS**, to honor the achievements of Hispanic/Latino Americans, the United States Congress, by Public Law 100-402, has authorized and requested the President to issue annually a proclamation designating September 15 through October 15, as "National Hispanic Heritage Month."

**THEREFORE, be it resolved** that During National Hispanic/Latino Heritage Month, the Santa Monica-Malibu Unified School District joins with all Americans in celebrating this rich and diverse culture, and encourages all members of our community to recognize the important role of Hispanics in creating and building this great Nation. We further resolve that appropriate lessons and units of study about the contributions of Americans of Hispanic/Latino descent take place in our schools not only during this month, but throughout the school-year.

AYES: 7  
NOES: 0  
ABSTAIN: 0  
ABSENT: 0

  
\_\_\_\_\_  
RALPH MECHUR  
Board of Education President

09/03/09  
Date

  
\_\_\_\_\_  
TIM CUNEO  
Superintendent and Secretary  
to the Board of Education

Sept 3 2009  
Date

TO: BOARD OF EDUCATION

ACTION/MAJOR

09/03/09

FROM: TIM CUNEO / CHIUNG-SALLY CHOU

RE: INCREASE IN STAFFING (FTE) – BEHAVIOR INTERVENTION SPECIALIST

RECOMMENDATION NO. A.20

It is recommended that the Board of Education add a second (1.0 FTE) Behavior Intervention Specialist in order to meet the increased caseload in Special Education.

COMMENT: For several years the Special Education staff has included one Behavior Intervention Specialist. As the caseload for behavior intervention services has increased, the Department has met the needs through an additional Special Services contract. This position will eliminate the need to have the additional contract.

FUNDING NOTE: The 2009-2010 budget will be adjusted \$60,332 for salary and benefits.  
(Behavior Intervention Specialist FTE less 08-09 contract amount)

MOTION MADE BY: Mr. Allen  
SECONDED BY: Ms. Pye  
STUDENT ADVISORY VOTE: N/A  
AYES: All (7)  
NOES: None (0)

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## **DISCUSSION ITEMS**



TO: BOARD OF EDUCATION  
FROM: TIM CUNEO / JANECE L. MAEZ  
RE: BOARD POLICY 3543.1 – FLEET SAFETY

DISCUSSION  
09/03/09

DISCUSSION ITEM NO. D.01

It is recommend that the Board of Education consider for adoption board policy 3543.1 – Fleet Safety.

COMMENT: This is a new policy for the district.

Attachment:

Board Policy 3543.1 – Fleet Safety  
Administrative Regulation 3543.1 – Fleet Safety

\*\*\*\*\*

*Mr. Snell asked about monitoring the implementation of this policy, especially concerning volunteers. Dr. Matthews explained that the board adopted a volunteer policy last year that addresses volunteer drivers. Mr. Allen asked about a legal reference for the policy. Dr. Matthews explained that the policy was not written by CSBA, but by the ASCIP team and district staff. Ms. Pye expressed her concern about parents taking home children other than their own after a sporting event. Dr. Matthews replied that coaches are on the front line of implementing the policy that states a parent may take only his/her child(ren) from a school event. Mr. de la Torre asked about adding language to p.38: "Volunteer drivers and drivers contracted by the district..." Ms. Maez said she would first check the bus policy before adding that language to avoid duplication. Dr. Matthews will check to make sure contracted bus drivers are covered in another policy. Mr. de la Torre had comments about p.39: spell "Violations" correctly; he asked about DUIs and withdrawing district driving privileges. Dr. Matthews said that reinstatement would be possible, unless it is a bus driver, whose qualifications are determined by strict laws. Ms. Cartee-McNeely expressed her concern about points against a driver in a no-fault accident. She also asked about providing employees with this information regarding driving at a safety meeting. Dr. Matthews said he would examine no-fault accidents and points against a driver's record. He said he would also meet with Ms. Cartee-McNeely prior to this policy coming back for action.*

**FLEET SAFETY**

Vehicles driven on District business shall be operated in a safe manner, in compliance with applicable rules and regulations. Only properly qualified and authorized persons may operate a vehicle on District business. District vehicles may only be used for official, authorized purposes; personal use is prohibited. Employees who fail to adhere to vehicle policies and procedures may have their driving privileges suspended, and are subject to disciplinary action up to and including termination.

The purpose of this document is to establish District policy for operation of a motor vehicle on official business, and to define the procedures that are in place to minimize the potential for accidents and losses. Vehicle operation represents a significant source of potential loss exposure for the District. Accidents can result in losses arising from injuries to employees or others, and property damage to District vehicles and private property.

This policy is applicable to the operation of any vehicle on District business by any authorized driver. This includes the operation of District owned vehicles, personal vehicles, vehicles leased or rented by the District, and/or vehicles on loan to the District for official business. This policy is also applicable to any person that is authorized to drive on District business, including faculty, staff, or volunteers. District vendors and/or contractors are not authorized drivers, and are not subject to this policy.

**Responsibilities**

- a. Administrators, managers, and supervisors are responsible for ensuring that only properly qualified and authorized individuals are allowed to drive vehicles in support of District programs and activities that are under their direction and control.
- b. Administrators, in addition to the above, are responsible for assigning responsibility for fleet safety and compliance with the provisions of this policy within their respective units.
- c. Drivers are responsible for operating vehicles on District business in a safe and courteous manner at all times, and for complying with all applicable provisions of this policy. Drivers have specific responsibilities to only drive on District business when properly authorized, and to immediately notify supervisors of accidents, injuries, loss of license, etc. as outlined in the District regulations.
- d. The Risk Manager, Director of Transportation and Safety Director are responsible for providing coordination and oversight for the District's Fleet Safety Program, including the following:
  1. Maintaining the District Fleet Safety Program current with applicable state rules, regulations, and industry fleet safety practices.
  2. Providing or identifying driver safety training programs to meet the needs of the District.
  3. Coordinating motor vehicle record (MVR) review of drivers.
  4. Providing notification to supervisors and department heads concerning driver status, restrictions, and required actions.
  5. Coordinating the handling of insurance claims for losses involving District vehicles.
- e. The Transportation Department is responsible for the following:
  1. Providing for scheduled preventative maintenance for all District vehicles.
  2. Ensuring that appropriate repairs are made for all District vehicles.

**FLEET SAFETY****DRIVER QUALIFICATION**

It is a Santa Monica-Malibu Unified School District (SMMUSD) policy and requirement for District drivers that every person with driving duties has a valid driver's license and an acceptable Motor Vehicle Record (MVR). This requirement applies to employees driving District-owned vehicles and specific motorized equipment, employees driving privately-owned vehicles in the course of District business, and volunteer drivers driving privately-owned vehicles on SMMUSD business or during SMMUSD approved activities.

District-owned vehicles and specific motorized equipment include, but are not limited to: buses; pickup trucks; vans; cars; motorcycles; golf-carts; lawn-mowers; tractors; and other motor-driven or engine-driven modes of transportation or equipment as may be specified at any time.

Each employee and prospective employee whose duties include operating a motor vehicle on District business shall be notified of the District's intent to perform a review of their MVR and shall have their written authorization prior to the District obtaining their records. MVRs will be examined prior to the start of employment or volunteer activity, at least annually thereafter, and upon the occurrence of any reported motor vehicle or motorized equipment accident. Any job offer made to a candidate for a position with driving duties shall be contingent upon an "acceptable" MVR. Continued employment in a position with driving duties also requires an "acceptable" MVR. A prospective employee or volunteer with an "unacceptable" MVR is not qualified for driving duties.

California State MVRs will be used as the source for verifying driver history. New employees or volunteers with foreign or out of state driver's licenses must prove that they qualify to legally drive in California as provided by the California Vehicle Code before being permitted to operate any motor vehicle or specific motorized equipment on SMMUSD business. An employee with a foreign or an out of state license must obtain a California driver's license within six months of hire.

Driving privileges may be withdrawn or suspended and/or District vehicles and equipment restricted from drivers who do not meet the requirements stated below. Changes in job status due to changes in driving privileges shall be performed as prescribed by the collective bargaining unit for that employee. In addition, appropriate disciplinary actions may be taken. MVRs shall be considered confidential and shall be handled in accordance with California Vehicle Code and District confidentiality procedures.

Volunteer drivers who transport students will be subject to the District's policies regarding volunteers.

In addition to the requirements listed below, any person using their personal vehicle for District business or activities must meet the criteria outlined in SMMUSD's Board Policy 3541.3.

**FLEET SAFETY** (continued)**MINIMUM REQUIREMENTS**

1. All operators must have had a valid driver's license for at least three years.
2. All operators must be at least 21 years of age.
3. All operators must have a valid driver's license issued by the State of California or a valid out of state or foreign license that permits them to drive legally in California and for which a driving history may be obtained. An employee with a foreign or an out of state license must obtain a California driver's license within six months of hire.
4. All operators must be properly licensed for the type or class of vehicle being operated.
5. All operators, including volunteers who may drive on SMMUSD business, shall report any accident and/or change in the status of their driving record or driver's license to their supervisor immediately.
6. All operators shall notify their supervisors if they have a mental or physical condition or are taking medications that could affect their ability to safely operate a motor vehicle or powered equipment.

**UNACCEPTABLE SINGLE VIOLATIONS**

The following list of violations will result in driving privileges being withdrawn or suspended and/or District-owned motor vehicles being recovered from their authorized drivers.

- DWI / DUI
- Fleeing the scene of an accident
- Reckless driving
- Speed contest
- Crime committed in or from a motor vehicle
- Driving with a suspended license

**MAJOR VIOLATIONS**

One negative point will be charged against drivers who have been convicted of:

- Failure to wear seat belt
- Insurance out of force (personal vehicles)

**POINT SYSTEM**

A driving record that shows one of the following unacceptable point counts will be grounds for denial of authorization to operate District vehicles and/or private vehicles on school business or field trips.

**NON-STUDENT TRANSPORT**

<b>Points</b>	<b>12 Months</b>	<b>24 Months</b>	<b>36 Months</b>
<b>1 Point</b>	Acceptable	Acceptable	Acceptable
<b>2 Points</b>	Acceptable	Acceptable	Acceptable
<b>3 Points</b>	Unacceptable	Acceptable	Acceptable
<b>4 Points</b>	Unacceptable	Unacceptable	Acceptable
<b>5 Points</b>	Unacceptable	Unacceptable	Acceptable
<b>&gt;6 Points</b>	Unacceptable	Unacceptable	Unacceptable

**FLEET SAFETY** (continued)

## STUDENT TRANSPORT (BUS DRIVERS &amp; VOLUNTEER DRIVERS)

Points	12 Months	24 Months	36 Months
1 Point	Acceptable	Acceptable	Acceptable
2 Points	Unacceptable	Acceptable	Acceptable
3 Points	Unacceptable	Unacceptable	Acceptable
>4 Points	Unacceptable	Unacceptable	Unacceptable

Any exceptions to the point system must be referred to the superintendent's office for written approval. The District's auto insurance carrier will be consulted on any and all MVRs not meeting the minimum criteria wherein an exception to this policy is requested.

**ACCIDENT INVOLVING A DISTRICT VEHICLE**

All accidents/collisions/incidents/vandalism (herein collectively referred to as accidents) involving District vehicles, regardless of the amount of damages or personal injuries sustained, shall be reported immediately to the driver's supervisor and to the Risk Management Department. Failure to report an accident shall be cause for disciplinary action.

If possible, the driver should contact his/her supervisor by radio or cellular telephone from the scene of the accident.

Each vehicle has been provided with a "glove-box" accident reporting form that must be completed by the District driver at the accident scene and submitted to their supervisor with a copy to Risk Management.

When an employee driver is involved in an accident the driver's supervisor must investigate the accident to determine if it was preventable. That is, the investigator should determine if any action on the part of the driver could have prevented an accident in spite of weather, road, and traffic conditions, and regardless of the other driver's actions.

Accidents may be considered preventable if the:

1. Driver was not operating at a safe speed consistent with the existing conditions of the road, weather, and traffic.
2. Driver failed to control speed and space between other vehicles so that he/she could stop within assured clear distance.
3. Driver misjudged available clearance.
4. Driver failed to yield right of way to avoid the accident.
5. Driver was in violation of any applicable traffic laws or ordinances.

If the accident was **preventable**, procedures of remediation and disciplinary action shall be implemented according the applicable bargaining unit agreement and to the degree of culpability, severity of the accident and service record of the employee. At a minimum, the driver must successfully complete a course in defensive driving provided by the District.

**FLEET SAFETY** (continued)**VEHICLE MAINTENANCE**

District motor vehicles and motorized equipment shall be maintained in a safe and reliable condition. Employee drivers and equipment operators shall immediately notify their supervisor of any safety defects. Vehicles shall not be operated with any defect that could inhibit safe operation.

**RULES OF OPERATION**

1. District vehicles shall not be used for personal business or for activities involving other companies or organizations. District vehicles shall not be taken to employee homes without prior written approval from the employee's manager. District owned vehicles shall not be operated in Mexico or Canada.
2. Each regular driver must complete an initial driver safety course as well as other District safety presentations as scheduled or required.
3. No driver shall operate a District vehicle or personal vehicle on District business at any time without wearing a seat belt and requiring all passengers to wear a seat belt.
4. Vehicles shall not be operated in violation of District, local, State or Federal regulations. (Employees are responsible for paying all parking and traffic violation fines and associated costs incurred while operating or in charge of a District vehicle.)
5. A driver may not operate a vehicle while under the influence of a substance that has impaired their driving ability.
6. Vehicles shall not be operated with any condition that could inhibit safe operation. All unsafe conditions must be immediately reported by the employee to their supervisor.
7. Each driver must report every accident and property damage incident involving the District vehicle to his or her supervisor within one workday. Immediate notice is required in all cases involving bodily injury, regardless of how slight.
8. Each driver must remove the ignition key and lock all doors on their assigned fleet vehicle whenever it is left unattended and unsupervised.
9. No employee shall refuel a fleet vehicle with the engine running, or smoke near any vehicle that is being refueled or serviced. Employees shall ensure that only the appropriate fuel is used in the vehicle.
10. Drivers who are assigned a vehicle are responsible for maintaining the interior of the vehicle in a clean and orderly condition. Unnecessary equipment and supplies should be removed from the vehicle. Non-approved accessories shall not be added to the vehicle.
11. Supervisors are responsible for conducting periodic inspections of the District vehicles operated by their staff to verify proper maintenance and cleanliness.
12. Employees may not drive on District business while using a wireless telephone unless that telephone is specifically designed and configured to allow hands-free listening and talking, and is used in that manner while driving. This prohibition does not apply to a person using a wireless telephone for emergency purposes, including but not limited to an emergency call to a law enforcement agency, health care provider, fire department, or other emergency services agency or entity. **An employee or volunteer driver may not, under any circumstances, use a wireless telephone while operating a vehicle for the transport of students.**

TO: BOARD OF EDUCATION

DISCUSSION

09/03/09

FROM: TIM CUNEO

RE: REVIEW CSBA SAMPLE BOARD POLICY 1020 – YOUTH SERVICES

DISCUSSION ITEM NO. D.02

It is recommend that the Board of Education review board policy 1020 – Youth Services.

COMMENT: At the July 1, 2009, board meeting, staff brought forward the 1000 policy series for first reading. At that time, staff did not recommend the adoption of BP 1020, but the board requested to review it.

Attachment:

CSBA Sample Board Policy 1020 – Youth Services

\*\*\*\*\*        \*\*\*\*\*        \*\*\*\*\*        \*\*\*\*\*        \*\*\*\*\*        \*\*\*\*\*        \*\*\*\*\*

*Mr. de al Torre commented that this policy clearly articulates the district's goals with outside service providers. He added, given the financial condition of the state, such partnerships could be good alternatives. Ms. Pye reminded the board that a needs assessment would need to be conducted if this policy is adopted. Mr. Mechur responded that the city conducts similar needs assessments and perhaps SMMUSD could partner with them.*

*The board requested that staff make this policy specific to SMMUSD and bring back for second reading.*

**YOUTH SERVICES**

The Governing Board desires to help all district students achieve to their highest potential regardless of their social, health, or economic circumstances and recognizes that schools alone cannot meet all the complex needs of children. The district shall provide support services for children and families to the extent possible and shall work with other local governments, businesses, foundations, and community-based organizations, as appropriate, to improve the health, safety, and well-being of the community's youth.

- (cf. 0450 - Comprehensive Safety Plan)
- (cf. 5030 - Student Wellness)
- (cf. 5131.6 - Alcohol and Other Drugs)
- (cf. 5136 - Gangs)
- (cf. 5141.32 - Health Screening for School Entry)
- (cf. 5141.4 - Child Abuse Prevention and Reporting)
- (cf. 5141.52 - Suicide Prevention)
- (cf. 5141.6 - School Health Services)
- (cf. 5146 - Married/Pregnant/Parenting Students)
- (cf. 5148 - Child Care and Development)
- (cf. 5148.2 - Before/After School Programs)
- (cf. 5149 - At-Risk Students)
- (cf. 6164.2 - Guidance/Counseling Services)
- (cf. 6173 - Education for Homeless Children)
- (cf. 6173.1 - Education for Foster Youth)
- (cf. 6300 - Preschool/Early Childhood Education)

The Board shall initiate or participate in collaborative relationships with city and county elected officials to design and coordinate multi-agency programs that respond to the needs of children and families and provide more efficient use of district and community resources.

The Board may establish or participate in formal structures for governance teams to regularly meet and discuss issues of mutual concern.

- (cf. 0200 - Goals for the School District)
- (cf. 9140 - Board Representatives)

The Superintendent and appropriate staff shall cooperate with public and private entities in the planning and implementation of joint projects or activities within the community. The Superintendent or designee may designate a coordinator to ensure effective implementation of the district's responsibilities in any such collaborative project.

- (cf. 1400 - Relations Between Other Governmental Agencies and the Schools)
- (cf. 1700 - Relations Between Private Industry and the Schools)

In order to identify priorities for youth services, the Board shall encourage a periodic assessment of children's needs within the community, which may include, but not be limited to, needs based on poverty, child abuse and neglect, poor physical or mental health, homelessness, placement in foster care, lack of access to child care, substance abuse, or violence. The needs assessment also should examine the extent to which those needs are being met through existing services in the district and in the community, the costs of providing those services, and any gaps, delay, or duplication of services.



The Board shall approve the services to be offered by the district, the resources that will be allocated to support collaboration, any use of school facilities for services, and any development or joint use of facilities with other jurisdictions.

(cf. 1330 - Use of School Facilities)  
(cf. 3100 - Budget)

All agreements with other agencies to coordinate services or share resources shall be in writing. The Board may establish joint powers agreements or memorandums of understanding, when feasible, to formalize the responsibilities and liabilities of all parties in a collaborative activity.

The Superintendent or designee shall work with interagency partners to explore funding opportunities available through each agency, state and national grant programs, and/or private foundations for youth service coordination and delivery.

In order to facilitate service delivery or determination of eligibility for services, the district may share information with other appropriate agencies with parent/guardian consent and in accordance with laws pertaining to confidentiality and privacy.

(cf. 3553 - Free and Reduced Price Meals)  
(cf. 5125 - Student Records)

The Board shall receive regular reports of progress toward the identified goals of the collaborative effort. The reports may include, but not be limited to, feedback from staff and families regarding service delivery, numbers of children and families served, specific indicators of conditions of children, and indicators of system efficiency and cost effectiveness.

(cf. 0500 - Accountability)

The Board shall communicate with the community about the district's collaborative efforts and the conditions of children within the schools. The Board may advocate for local, state, and national policies, programs, and initiatives designed to improve the conditions of children and youth.

(cf. 1100 - Communication with the Public)  
(cf. 1160 - Political Processes)  
(cf. 9000 - Role of the Board)

Legal Reference:

EDUCATION CODE

8800-8807 Healthy Start support services for children

49073 Privacy of student records

49075 Parent/guardian permission for release of student records

49557.2 Sharing of information for MediCal eligibility

HEALTH AND SAFETY CODE

120440 Immunization records; release to local health departments

130100-130155 Early childhood development; First 5 Commission

WELFARE AND INSTITUTIONS CODE

5850-5883 Mental Health Services Act

18961.5 Computerized database; families at risk for child abuse; sharing of information

18980-18983.8 Child Abuse Prevention Coordinating Council

18986-18986.30 Interagency Children's Services Act

18986.40-18986.46 Multidisciplinary services teams

18986.50-18986.53 Integrated day care program

18987.6-18987.62 Family-based services

Management Resources:

CSBA PUBLICATIONS

Expanding Access to High-Quality Preschool Programs: A Resource Guide for School Leaders, rev. April 2008

Educating Foster Youth: Best Practices and Board Considerations, Policy Brief, March 2008

Mental Health Services Act (Proposition 63): Collaborative Opportunity to Address Mental Health, Policy Advisory, October 2007

Maximizing School Board Governance: Community Leadership, 1996

CHILDREN NOW PUBLICATIONS

California Report Card: The State of the State's Children, 2008

CITIES, COUNTIES AND SCHOOLS PARTNERSHIP PUBLICATIONS

Healthy Children, Healthy Communities: An Action Guide for California Communities, 2006

Stretching Community Dollars: Cities, Counties and School Districts Building for the Future, 2006

YOUTH LAW CENTER PUBLICATIONS

Model Form for Consent to Exchange Confidential Information among the Members of an Interagency Collaborative, 1995

WEB SITES

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

California Department of Education, Learning Support: <http://www.cde.ca.gov/lr>

California Department of Public Health: <http://www.cdph.ca.gov>

California Department of Social Services: <http://www.dss.cahwnet.gov>

California State Association of Counties: <http://www.csac.counties.org>

Children Now: <http://www.childrennow.org>

Cities, Counties and Schools Partnership: <http://www.ccspartnership.org>

First 5 California: <http://www.cfcf.ca.gov>

League of California Cities: <http://www.cacities.org>

Youth Law Center: <http://www.ylc.org>

(9/90 10/96) 7/08

TO: BOARD OF EDUCATION

DISCUSSION

09/03/09

FROM: TIM CUNEO / CHIUNG-SALLY CHOU

RE: REVIEW CSBA SAMPLE BOARD POLICY 1112 – MEDIA RELATIONS

DISCUSSION ITEM NO. D.03

It is recommend that the Board of Education review board policy 1112 – Media Relations.

COMMENT: At the July 1, 2009, board meeting, staff brought forward the 1000 policy series for first reading. At that time, staff did not recommend the adoption of BP 1112, but the board requested to review it.

Attachment:

CSBA Sample Board Policy 1112 – Media Relations

\*\*\*\*\*           \*\*\*\*\*           \*\*\*\*\*           \*\*\*\*\*           \*\*\*\*\*           \*\*\*\*\*           \*\*\*\*\*

*Mr. Allen inquired as to why staff did not recommend this policy for adoption. Dr. Matthews explained that when deciding whether or not to recommend a policy for adoption, staff considered whether or not a policy provides clear direction for staff. Because first amendment rights are driven by case law, which can and does change, even CSBA is reticent to make recommendations policy. Every free speech situation is different, making it difficult for policy makers to make a prescient decision. Mr. Allen asked who are the “designated spokespersons or public information officer” (p.49). Mr. Cuneo explained that the district does not have a public information officer, but that the designated spokesperson is the board president, superintendent, or superintendent’s designee. Ms. Pye asked about crisis communication. Dr. Matthews said the district’s current dialer system is not efficient, and that staff is going to bring forward a contract at the next board meeting for software that contacts all parents in the district within five minutes. Mr. Mechur said pages 48 and 49 mention a communications plan and supporting staff – he wondered if this was mentioned in another policy. Mr. Cuneo replied that a communication plan would address this and therefore not require a policy. The board requested that this policy come forward for a second reading in addition to a communication plan.*

## **MEDIA RELATIONS**

The Governing Board respects the public's right to information and recognizes that the media significantly influence the community's understanding of school programs. In order to develop and maintain positive media relations, the Board and the Superintendent desire to reasonably accommodate media requests for information and to provide accurate, reliable and timely information.

Media representatives are welcome at all Board meetings and shall receive meeting agendas upon request.

(cf. 9322 - Agenda/Meeting Materials)

\*\*\*Note: Penal Code 627.2 requires all "outsiders" to register upon entering school grounds during school hours. Pursuant to Penal Code 627.1, media representatives are not defined as "outsiders." However, an Attorney General opinion (95 Ops.Cal.Atty.Gen. 509 (1996)) has opined that Education Code 32212 and 35160 direct school authorities to prevent interference with the orderly educational activities of the school and authorize them to restrict media representatives in the same manner that access by the general public may be limited (e.g., registration or accompaniment by a staff member when on school grounds). Therefore, if a district has developed a policy requiring all members of the general public, both visitors and outsiders, to register upon entering school grounds, only then may media representatives also be required to register. See BP/AR 1250 - Visitors/Outsiders for options regarding registration.\*\*\*

\*\*\*Note: Although Attorney General opinions are not binding on the courts, they are generally afforded deference in the court when there is no specific statutory or case law to the contrary. The following optional paragraph is for use only by districts that require all visitors to register upon entering school grounds; see BP 1250 - Visitors/Outsiders.\*\*\*

Media representatives, like all other visitors, shall register immediately upon entering any school building or grounds when school is in session.

(cf. 1250 - Visitors/Outsiders)  
(cf. 3515.2 - Disruptions)

Staff may provide the media with student directory information, including, but not limited to, the name of a student, school of attendance, grade level, honors, and activities, unless the student's parent/guardian has submitted a written request that such information not be disclosed. The district shall not release information that is private or confidential as required by law, Board policy or administrative regulation. No other access to student records or personally identifiable student information may be provided without written parent/guardian permission.

(cf. 1340 - Access to District Records)  
(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)  
(cf. 5125 - Student Records)  
(cf. 5125.1 - Release of Directory Information)  
(cf. 9010 - Public Statements)  
(cf. 9321.1 - Closed Session Actions and Reports)

Interviewing and Photographing Students

\*\*\*Note: In 95 Ops.Cal.Atty.Gen. 509 (1996), the Attorney General stated that, because students have a constitutional right to free speech, school administrators may not require prior written parental permission before allowing media representatives to interview particular students on campus. However, case law has held that students may exercise that right unless the "conduct by the student, in class or out of it, which for any reason -- whether it stems from time, place or type of behavior -- materially disrupts school or involves substantial disorder or invasion of the rights of others." Therefore, in some circumstances (e.g., interviews during class time or interviews that identify other students by name), it may be appropriate to limit the student's ability to talk with the media on campus. ). Because this is a complex area of law, districts should consult with legal counsel before adopting a policy or practice that may limit students' constitutional rights.\*\*\*

\*\*\*Note: The following optional paragraph should be revised to reflect district practice.\*\*\*

The district shall not impose restraints on students' right to speak freely with media representatives at those times which do not disrupt students' educational program. However, interviews of students may not create substantial disorder or impinge on the rights of others. Therefore, in order to minimize possible disruption, media representatives who wish to interview students at school are strongly encouraged to make prior arrangements with the principal. At their discretion, parents/guardians may instruct their children not to communicate with media representatives.

(cf. 5145.2 - Freedom of Speech/Expression)

\*\*\*Note: Neither the Attorney General opinion nor case law consider the rights of media to photograph students on school grounds. However, the same concerns raised with regard to student interviews, such as a material disruption of school or a substantial disorder, may exist with regard to photos. Furthermore, it's clear that, in some cases, the publishing of a photo may affect student safety or privacy rights (e.g., a student whose attendance is concealed from a parent due to a domestic violence restraining order). Districts should consult with legal counsel before adopting a policy or practice that may limit the photographing of students by the media.\*\*\*

\*\*\*Note: The following optional paragraph should be modified to reflect district practice.\*\*\*

In order to protect the privacy and safety of students, a media representative who wishes to photograph students on school grounds should first make arrangements with the principal or designee.

When interviewing or photographing a special education student, he/she shall not be identified as a special education student without prior, written parent/guardian permission.

#### Media Communications Plan

\*\*\*Note: The following section should be revised to reflect district practice.\*\*\*

In order to help develop strong relations with the media, the Superintendent or designee shall develop a proactive media communications plan. This plan may include, but not be limited to, information related to district programs and needs, student awards, school accomplishments and events of special interest.

(cf. 0510 - School Accountability Report Card)  
(cf. 1100 - Communication with the Public)  
(cf. 1160 - Political Processes)

The plan shall specify the district's and/or site's primary media contact to whom all media inquiries shall be routed. Spokespersons designated to speak to the media on behalf of the district include the Board president, Superintendent and public information officer. Other Board members and staff may be asked by the Superintendent or designee to speak to the media on a case-by-case basis, depending on their expertise on an issue.

The Superintendent or designee shall provide training on effective media relations to all designated spokespersons.

(cf. 9240 - Board Development)

#### Crisis Communications Plan

\*\*\*Note: In its publication 911: A Manual for Schools and the Media During a Campus Crisis, CSBA strongly recommends that districts develop a crisis communications plan to help ensure that accurate and timely information is provided to parents/guardians, the community and the media during a crisis. This crisis plan may be a separate document or may be incorporated into other safety plans such as the district's Comprehensive Safety Plan or Emergency and Disaster Preparedness Plan. Copies of CSBA's publication may be ordered through the CSBA bookstore.\*\*\*

\*\*\*Note: The following optional section should be modified to reflect district practice.\*\*\*

During a disturbance or crisis situation, the first priority of school staff is to assure the safety of students and staff. However, the Board recognizes the need to provide timely and accurate information to parents/guardians and the community during a crisis. The Board also recognizes that the media have an important role to play in relaying this information to the public. In order to help ensure that the media and district work together effectively, the Superintendent or designee shall develop a crisis communications plan to identify communication strategies to be taken in the event of a crisis.

(cf. 0450 - Comprehensive Safety Plan)  
(cf. 3516 - Emergencies and Disaster Preparedness Plan)

The crisis communications plan may include but not be limited to identification of a media center location, development of both internal and external notification systems, and strategies for press conference logistics.

The Superintendent or designee shall include local law enforcement and media representatives in the crisis planning process.

#### Legal Reference:

##### EDUCATION CODE

32210-32212 Willful disturbance of public school or meeting

35144 Special meetings

35145 Public meetings

35160 Authority of governing boards

35172 Promotional activities

##### EVIDENCE CODE

1070 Refusal to disclose news source

##### PENAL CODE

627-627.10 Access to school premises

##### COURT DECISIONS

Lopez v. Tulare Joint Union High School District, (1995) 34 Cal.App.4th 1302

##### ATTORNEY GENERAL OPINIONS

95 Ops.Cal.Atty.Gen. 509 (1996)

Management Resources:

CSBA PUBLICATIONS

911: A Manual for Schools and the Media During a Campus Crisis, 2001

WEB SITES

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

(9/92 10/96) 7/01

TO: BOARD OF EDUCATION

DISCUSSION

09/03/09

FROM: TIM CUNEO / CHIUNG-SALLY CHOU

RE: REVIEW BOARD POLICY 1115 – PRESS, RADIO, AND TELEVISION  
COVERAGE

DISCUSSION ITEM NO. D.04

It is recommend that the Board of Education review board policy 1115 – Press, Radio, and Television Coverage.

COMMENT: At the July 1, 2009, board meeting, staff brought forward the 1000 policy series for first reading. At that time, staff did not recommend the adoption of existing SMMUSD BP 1115, but the board requested to review it.

Attachment:

Board Policy 1115 – Press, Radio, and Television Coverage

\*\*\*\*\*        \*\*\*\*\*        \*\*\*\*\*        \*\*\*\*\*        \*\*\*\*\*        \*\*\*\*\*        \*\*\*\*\*

*The board requested that the purpose of this policy be incorporated into the previous policy (BP 1112).*



**PRESS, RADIO, AND TELEVISION COVERAGE**

The Board of Education urges that persons who prepare press releases or news stories work closely and cooperatively with the Superintendent of Schools, or designee, both in the preparation and release of such information.

The Board of Education urges, furthermore, that persons who respond to press inquiries or who consent to be interviewed by a member of the press, consult the Superintendent of Schools, or designee, so as to insure that all accurate and comprehensive data are released consistent with current Board of Education policy.

In circumstances under which the response to a question or a more detailed press interview would be likely to place the respondee in the position of interpreting District policy, the Board urges that the person or agency be referred to the Superintendent, or designee, for a reply or for an interview.

ADOPTED: July 11, 1989

TO: BOARD OF EDUCATION

DISCUSSION

09/03/09

FROM: TIM CUNEO / CHIUNG-SALLY CHOU

RE: REVIEW CSBA SAMPLE BOARD POLICY 1260 – EDUCATION FOUNDATION

DISCUSSION ITEM NO. D.05

It is recommend that the Board of Education review board policy 1260 – Education Foundation.

COMMENT: At the July 1, 2009, board meeting, staff brought forward the 1000 policy series for first reading. At that time, staff did not recommend the adoption of BP 1260, but the board requested to review it.

Attachment:

CSBA Sample Board Policy 1260 – Education Foundation

\*\*\*\*\*        \*\*\*\*\*        \*\*\*\*\*        \*\*\*\*\*        \*\*\*\*\*        \*\*\*\*\*        \*\*\*\*\*

*The board agreed to bring this policy back for a second reading and then action in order to formalize the district’s existing relationship with the Education Foundation. Mr. de la Torre suggested adding language regarding the Education Foundation’s mission statement. Mr. Cuneo said he would meet again with the Ed Foundation to discuss this language.*

**EDUCATION FOUNDATION**

\*\*\*Note: The following policy is optional and should be revised to reflect district practice. See BP 1230 -School-Connected Organizations for language regarding school-connected organizations, such as booster clubs and parent-teacher organizations. \*\*\*

The Governing Board recognizes the importance of community support of district programs, including voluntary financial contributions, to assist the district in achieving its goals for student learning.

(cf. 0200 - Goals for the School District)  
 (cf. 1230 - School-Connected Organizations)  
 (cf. 5030 - Student Wellness)  
 (cf. 6020 - Parent Involvement)  
 (cf. 6145 - Extracurricular and Cocurricular Activities)  
 (cf. 6145.2 - Athletic Competition)

\*\*\*Note: An educational foundation is a separate legal entity from the district and thus its activities are not under the control of the district. Certain tax-exempt organizations may be required to register with the state Attorney General's Registry of Charitable Trusts. As part of this registration, organizations may be required to file copies of the organization's articles of incorporation and other documents governing its operations. These documents should also define the Board's relationship with the foundation and specify how foundation directors will be chosen. The California Consortium of Education Foundations provides information on its web site regarding the creation of foundations.\*\*\*

\*\*\*Note: Educational foundations may be created to benefit the entire district, a specific school, or to support or sustain a variety of purposes, such as the arts, music, and/or computer programs; to provide graduating students with scholarships and/or loans; and to develop programs which meet new educational needs. It is strongly recommended that the Board and foundation work cooperatively to identify specific needs and to develop guidelines as to how resources will be used. For language regarding the acceptance of gifts and grants, see BP 3290 - Gifts, Grants and Bequests.\*\*\*

The Board desires to work cooperatively with the educational foundation in determining the purposes for which funds may be used to meet the changing needs of the district and its students. The Board recognizes that an educational foundation is a separate legal entity, independent of the district. However, the foundation is encouraged to provide regular reports to the Board on the status of its work and to communicate ways that the district can help support the foundation's activities.

(cf. 3290 - Gifts, Grants and Bequests)  
 (cf. 9140 - Board Representatives)

With the consent of the Superintendent or designee, the educational foundation, as appropriate, may use the district's name, a school's name, a school team's name, or any logo attributable to a school or the district.

\*\*\*Note: In some districts, there may be concerns in the community about the equity of some schools benefiting from the money raised by a foundation while other schools in the district may not have access to the same resources. The following optional paragraph reflects the Board's

goal that all of the schools within the district share in the benefits provided by the foundation's work.\*\*\*

The Board supports foundation allocations that serve all district schools equitably.

(cf. 0410 - Nondiscrimination in District Programs and Activities)

Legal Reference:

EDUCATION CODE

38130-38138 Civic Center Act, use of school property for public purposes

BUSINESS AND PROFESSIONS CODE

12580-12599.7 Fundraisers for Charitable Purposes Act

17510-17510.95 Solicitations for charitable purposes

25608 Alcohol on school property; use in connection with instruction

PENAL CODE

319-329 Lottery, raffle

CODE OF REGULATIONS, TITLE 11

300-312.1 Fundraising for charitable purposes

COURT DECISIONS

Serrano v. Priest, (1976) 18 Cal. 3d 728

Management Resources:

WEB SITES

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

California Consortium of Education Foundations: <http://www.cceflink.org>

California Office of the Attorney General, charitable trust registry: <http://caag.state.ca.us/charities>

(9/91) 7/07