

**For a Listing of Upcoming Board Meetings See Page vi of this Table of Contents**  
**Santa Monica-Malibu Unified School District**  
**Board of Education Meeting**  
**AGENDA**

**October 1, 2009**

A regular meeting of the Santa Monica-Malibu Unified School District Board of Education was held on Thursday, October 1, 2009, in the Malibu City Council Chambers: 23815 Stuart Ranch Road, Malibu, CA. The Board of Education called the meeting to order at 4:15 p.m. in the upstairs Conference Room at the Malibu City Council Chambers. At 4:16 p.m., the Board of Education moved to Closed Session regarding the items listed below. The public meeting reconvened at 6:02 p.m. in the Council Chambers.

**I. CALL TO ORDER**

- A. Roll Call
- B. Pledge of Allegiance

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

**III. CLOSED SESSION (90)**

- Conference with Real Property Negotiators pursuant to GC §54956.9 (b) as cited in the Brown Act (2508 Virginia Avenue, Santa Monica CA; 2512 Virginia Avenue, Santa Monica, CA). (30)
- Closed session with legal counsel concerning anticipated litigation pursuant to GC §54956.9 as cited in the Brown Act (1 case). (25)
- Conference with Superintendent regarding 2008-2009 Strategies for Negotiations with S.E.I.U. pursuant to GC §54957.6 as cited in the Brown Act. (10)
- Conference with Superintendent regarding 2008-2009 Strategies for Negotiations with S.M.M.C.T.A. pursuant to GC §54957.6 as cited in the Brown Act. (10)
- Closed Session, Superintendent's performance evaluation pursuant to GC §54954.5 as cited in the Brown Act. (15)

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

6:03 pm **V. APPROVAL OF THE AGENDA**

*It was moved by Ms. Pye, seconded by Mr. de la Torre, and voted 5/0 (Dr. Escarce and Ms. Leon-Vazquez were absent) to approve the agenda. It was agreed to postpone Item Nos. D.04, D.05, and D.06.*

6:04 pm **VI. APPROVAL OF MINUTES**

September 17, 2009  
September 21, 2009

6:07 pm **VII. CONSENT CALENDAR (5)**

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

**Curriculum and Instruction**

A.02	Approval of Independent Contractors.....	2
A.03	Conference and Travel Approval/Ratification.....	3-5
A.04	Overnight Field Trip(s) – 2009-2010.....	6-7
A.05	Basic Language Development Textbooks, Grades 9-12.....	8
A.06	Supplemental Textbooks.....	9

8:56 pm

A.07	Infant Family Support Program – Saint John’s Health Center Funds for Fiscal Year 2009-2010 .....	10
A.08	Approval of Special Education Contracts – 2009-2010 .....	11-14
<b><u>Business and Fiscal</u></b>		
A.09	Award of Purchase Orders – 2009-2010 .....	15-15g
A.10	Acceptance of Gifts – 2009-2010 .....	16-20
A.11	Approval of Contract (Legal Fees) for Goodwin Procter, LLP .....	21
A.12	Amendment to Contract for Bid #9.13 – Fire Damage Reconstruction – Webster Elementary School – Graph Company .....	22
A.13	Acceptance of Work Completed for Bid #10.02 – Modernization Work District-wide – Child Development Safety Projects – Korade and Associates .....	23
<b><u>Measure “BB”</u></b>		
A.14	Contract Amendment #18 for Additional Architectural Services for Upgrade Upgrade of First Protection Systems – District Office Data Center – WWCOT – Measure BB .....	24-25
A.15	Contract Amendment #13 for Additional Architectural Services for Revisions to Grading Plans – John Adams Middle School – Osborn/ Koning Eizenberg – Measure BB .....	26
A.16	Contract Amendment #12 to Prepare Existing Lighting Level Study to Support CEQA Environmental Documents – Lincoln Middle School – PBS&J – Measure BB .....	27
A.17	Correction of Award of Rental of Modular Classroom Buildings to McGrath Rent Corporation (dba Mobil Modular, Inc.) and Approval for Lincoln Middle School Renal – Measure BB .....	28-29
<b><u>Personnel</u></b>		
A.18	Certificated Personnel – Elections, Separations .....	30-36
A.19	Special Services .....	37
A.20	Classified Personnel – Merit .....	38-44
A.21	Classified Personnel – Non-Merit .....	45-46

## VIII. PUBLIC COMMENTS

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

## IX. COMMUNICATIONS (30)

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

### A. Student Board Member Reports (15)

**Pyoung Kim – Santa Monica High School (5) – excused**

**Roya Sahafi – Malibu High School (5)**

*Student Board Member Kim thanked the board for sending her to Student Board Member training in Orange County on September 24. She reported that Senior Parent Night was held on September 21; parents learned about the college application process and requirements. September 23 and 24 were minimum days for the Back to School Nights,*

6:29 pm

which were packed events. ASB members wore shark hats to direct parents to their children's classrooms. Vision and hearing tests for all tenth graders were held on September 20. Middle school ASB had their first lunchtime activity called Find the Worm, which involved students, using only their mouths, searched for gummy worms hidden in a bowl of whipped cream. Today was the HS/MS magazine drive assembly and students had the chance to win prizes. The high school ASB held its first Shark Rally in the quad with a performance by the new cheerleading squad. On October 6, the campus will hold a multicultural assembly during lunch. That evening, there will be a Special Education Back to School Night at 6:30pm. Today, girls tennis plays Oaks Christian, girls volleyball plays Nordoff, JV football plays Flintridge Prep, boys water polo plays Nordoff, and varsity football plays Flintridge Prep.

Ms. Sahafi added that there is neither air conditioning nor bathrooms in the newest building on campus. Dr. Matthews explained for the board that during Measure X construction, the board decided to not include air conditioning units in that building because it was determined that a cross breeze would be sufficient with doors and windows open. He added that the Maintenance Department was now looking into installing units. Ms. Pye said that JAMS had similar problems. Mr. Allen asked Ms. Sahafi about the conference she attended in Orange County. Ms. Sahafi said the students learned about the role of the student board member, including that she needs to report on Malibu Middle School and the elementary schools in Malibu. She also learned that student board members can make motions and have their votes recorded on items. Mr. Allen suggested the student board members examine the list of DACs to determine if they would like to participate.

**Darshana Ruffman – Olympic High School (5) – excused**

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

6:39 pm

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

Mr. Joseph Martinez, who was filling in for Ms. Cartee-McNeely, acknowledged the state's and district's deficit, but reminded the board that classified employees are the backbone of the school district. SEIU would like the district and board to examine consulting fees, over expenditures, and cutting part-time employees. Mr. Martinez invited board members to Walk a Day in the shoes of classified employees.

6:41 pm

**D. PTA Council – Shari Davis (5)**

Ms. Davis reported that the schools have held their Back to School nights. She thanked staff for making the evenings such a success. Last week, the PTA Council held its retreat, which included five successful hours of meetings. The council was fortunate enough to meet in a beautiful meeting room at RAND. During its retreat, the council discussed PTA's priorities. Regarding Achievement for All: What is the best way to have forums to inform parents about existing programs that are working well. Regarding Funding: The Council acknowledged the current financial situation and discussed possible districtwide events that are program centered, such as improving literacy. Regarding Climate and Culture: There will be a series of forums at the four middle schools to bring parents, teachers, and administrators together to examine issues specific to middle schools. Regarding Communication: The Council supports the idea of the district hiring public affairs officer.

Ms. Davis announced that the Parent Resource Network training for district staff and parents will be on October 7 and 12. The program has been expanded to eleven schools this year. The PTA Special Ed committee is working hard for the fall forum, which will be held on October 24 at JAMS. The theme of the fall forum is Strategies for Successful Learning for all Students. Special Ed coordinators are working hard to plan the break out sessions for the forum. There will be a great deal of outreach to parents. The PTA Council is gearing up for the State of Our Schools events in early November. PTA continues to actively participate in strategies for addressing the district's budget and fund raising efforts. Mr. Allen asked why the PTA supports the hiring of a communications officer. Ms. Davis replied that she doesn't have an official PTA Council response because the council will be discussing this as a whole at future meeting.

6:50 pm X.

## **SUPERINTENDENT'S REPORT (5)**

Superintendent Cuneo thanked the PTAs for their assistance in the opening of school. He reported that when he stopped by the PTA council retreat, he was asked to be a part of a panel at RAND to discuss education reform efforts. Also part of the panel will be the Deputy Prime Minister from Australia. The Coastal Commission will be considering the district's application for portable football lighting on October 8. Mr. Snell requested a discussion item at the next board meeting regarding removing the permanent field lighting at Malibu High School from the BB project list. Mr. Cuneo reported that the Superintendent's Budget Committee and FOC have been meeting to take the brainstorming list with priorities and put together a grid showing pros and cons for each revenue enhancement and reduction idea in order to report back to the board. The Emergency/Temporary Parcel Tax Feasibility Committee met last night. Mr. Cuneo remarked on the powerful and talented group of committed parents and committee members. The committee has four subcommittees. They have done a considerable amount of work just by this second meeting. Their next meeting will be on October 14 in district office testing room from 7-9pm. The statewide Great Shakeout, a simulation of a large earthquake, will be on October 15 at 10:15am. On October 13, the district will be hosting visiting principals from Shanghai who are interested in the governance of schools in America. Mr. Cuneo reminded the board that October 21 is Bike to School Day. The State of Our Schools event will be held in the early part of November. PTA, board members, and Mr. Cuneo are putting that presentation together. Mr. Mechur thanked the Superintendent and Assistant Superintendents for a seamless first month of school.

## **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 (100)**

Break:  
8:33 pm -  
8:49pm

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

7:01 pm

A.22 Gift Fund Contribution 2009-09 and Equity Fund Allocation

2009-2010 (45) ..... 47-48

8:55 pm

A.23 Increase in Staffing (FTE) – Instructional Assistant – Specialized (10)..... 49

9:01 pm

A.24 Revise Policy 6154 – Homework/Make Up Work (45)..... 50-57

## **XII. DISCUSSION ITEMS (105)**

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

11:06 pm	D.01	Consider Adopting Policy 1112 – Media Relations (10) .....	58-60
11:12 pm	D.02	Review Administrative Regulation 4112.5 – Criminal Record Check (10).....	61-63
11:17 pm	D.03	Review Administrative Regulations 4112.62 – Maintenance of Criminal Offender Records (10).....	64-66
postponed	D.04	Consider Adopting Policy 4119.21 – Professional Standards (10).....	67-72
postponed	D.05	Consider Adopting Policy 4119.25/4219.25/4319.25 – Political Activities of Employees (10) .....	73-76
postponed	D.06	Consider Adopting Policy 4119.26 – Non-Fraternization with Students (10) .....	77-78
10:19 pm	D.07	Measure BB Project Update and Next Steps (45) .....	79

## **XIII. INFORMATIONAL ITEMS (0)**

I.01	Annual Child Abuse Report .....	80
I.02	Quarterly Report on Williams Uniform Complaints .....	81-81a

## **XIV. BOARD MEMBER ITEMS (0)**

These items are submitted by individual Board members for information or discussion, as per Board Policy 8320(b).

## **XV. REQUESTS BY MEMBERS OF THE PUBLIC OR DISTRICT ADVISORY COMMITTEES TO ADDRESS THE BOARD OF EDUCATION**

These items are submitted by members of the public to address the Board of Education on a matter within the jurisdiction of the Board, as per Board Policy 8320©. Requests must be submitted to the Superintendent in writing ten days before the Board meeting or prior to agenda planning, in accordance with the established agenda planning schedule, whichever is less. The written request will not exceed 500 words and will include, as an attachment, brief background information and the reason for the request.

## **XVI. CONTINUATION OF PUBLIC COMMENTS**

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

## **XVII. BOARD MEMBER COMMENTS**

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

## **XVIII. FUTURE AGENDA ITEMS**

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

## **XIV. CLOSED SESSION**

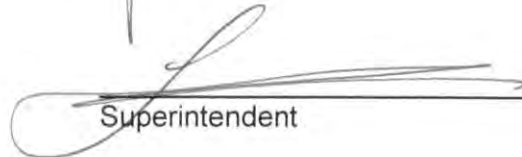
The Board of Education will, if appropriate, adjourn to CLOSED SESSION to complete discussion on items listed for CLOSED SESSION following the regular business meeting.

**XX. ADJOURNMENT**

It was moved by Mr. Snell, seconded by Mr. de la Torre, and voted 5/0 (Dr. Escarce and Ms. Leon-Vazquez were absent) to return to closed session at 11:21 p.m. Closed Session adjourned at 11:30 p.m. The meeting was adjourned in memory of Dusty Peak, a long-time resident of Malibu and active community member. The next regularly scheduled meeting will be held on **Thursday, October 15, 2009**, at 5:00 p.m. at the District Offices: 1651 16<sup>th</sup> Street, Santa Monica, CA.

Approved: 10-15-09

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Superintendent

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

## SMMUSD Board of Education Meeting Schedule 2009-2010

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

July through December 2009					
Month	1 <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  
October 1, 2009**

**I. CALL TO ORDER**

A. Roll Call

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

Student Board Members

Pyoung Kim – excused  
Roya Sahafi  
Darshana

B. Pledge of Allegiance  
*Led by Ms. Pye*

4:15pm  
4:16pm  
6:02pm

**II. CLOSED SESSION**

*There was no action to report out of closed session.*

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

ACTION  
10/01/09

RECOMMENDATION NO. A.01

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

September 17, 2009  
September 21, 2009

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*Mr. Allen made the following correction to his comments on page vi of the 9/17/09 minutes: that "...on September 24 at 7:00pm, there will be a coalition meeting to discuss ending the 2/3 vote needed to pass a state budget..."*

MOTION MADE BY: Mr. Allen  
SECONDED BY: Mr. Snell  
STUDENT ADVISORY VOTE: N/A  
AYES: All (5) (Dr. Escarce and Ms. Leon-Vazquez were absent)  
NOES: None (0)

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## **CONSENT ITEMS**

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/01/09

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>
Darren Gravelle Santa Monica Academy of Music  10/01/09 to 6/30/10  Not to exceed: \$8,000	Provides general music classes for grades K-2.	McKinley	01-90120-0-11100-10000-5802-004-4040
Tanya Silva STAR Education  10/01/09 to 6/25/10  Not to exceed: \$3,750	Science assemblies for grades K-5	McKinley	01-90150-0-11100-10000-5802-004-4040
Atkinson, Andelson, Loya, Ruud and Romo  9/01/09 to 6/30/11  Not to exceed: \$365,000 total (\$175,000 for 09-10 & \$190,000 for 10-11)	To provide legal services for the District Human Resources	Human Resources	001-00000-0-00000-74000-5820-026-1250
Bobbi Ross-Neier  9/8/09 to 6/30/10  Not to exceed: \$11,100	Coordinate and maintain Malibu High's community service program.	Malibu	<u>\$5,000</u> : 01-00010-0-11100-10000-2917-010-1501 <u>\$6,100</u> : 01-90141-0-11100-10000-2917-010-1501
CAA Planning  Amend contract ending date from 6/30/09 to 12/31/09  Amend Contract Amount adding \$20,550, for a total contract amount of \$84,668	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.	Business Services	01-90100-0-00000-82000-5890-050-1500

MOTION MADE BY: Mr. de la Torre

SECONDED BY: Mr. Snell

STUDENT ADVISORY VOTE: N/A

AYES: All (5) (Dr. Escarce and Ms. Leon-Vazquez were absent)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/01/09

FROM: TIM CUNEO / JANECE L. MAEZ / PAT HO

RE: CONFERENCE AND TRAVEL APPROVAL/RATIFICATION

### RECOMMENDATION NO. A.03

It is recommended that the Board of Education approve/ratify the following Requests for Absence on District Business (Conference and Travel) forms.

**COMMENTS:** Entries are alphabetical, by employee last name. In addition to the employee's name and site/location, each entry contains the following information: name, location and date(s) of the conference, complete account code, fund and program names, and the total estimated cost as provided by the site administrator. The average cost for substitute teachers is \$130/day. This figure is furnished for informational purposes and does not reflect the actual amount paid for an individual substitute.)

<b><u>NAME</u></b> <b><u>SITE</u></b> <b>Account Number</b> <b>Fund – Resource Number</b>	<b>CONFERENCE NAME</b> <b>LOCATION</b> <b>DATE (S)</b>	<b>COST</b> <b>ESTIMATE</b>
<u>BRADFORD, Maureen</u> Ed Services 01-00000-0-19510-31600-5220-030-1300 General Fund- <b>Function:</b> Pupil Testing Services	Assessment and Accountability Meeting Ontario, CA September 30, 2009	\$75
<u>BROCK, Miriam</u> Special Ed 01-56400-0-00000-39000-5220-041-1400 General Fund- <b>Resource:</b> Medi-Cal Billing Option	Introduction to Prompt: Technique Workshop San Diego, CA September 11 – 13, 2009	\$1,250
<u>DIAZ, Aida</u> Ed Services 01-70910-0-47600-10000-5220-035-1300 General Fund- Resource: EIA	Bilingual/EL Directors' Meetings Downey, Glendale, Monrovia 9/11/09, 10/09/09, 11/06/09, 12/11/09 1/28/10, 1/29/10, 2/19/10, 3/26/10, 5/07/10 and 6/11/10	\$190
<u>FAGEN, Barbara</u> Adams Middle	AVID Implementation Make Up Training Lynwood, CA September 22 – 23, 2009	\$0 <b>+1 SUB</b>
<u>HAGEN, Marcia</u> Human Resources 01-00000-0-00000-74000-5220-025-1250 General Fund- Function: Personnel/Human Resources	Credential Analysts and Counselors of California Fall Conference Sacramento, CA October 13 – 16, 2009	\$1,300
<u>HERNANDEZ, Patricia</u> Adult Ed (1/3 from each account) 11-39050-0-41100-10000-5220-095-2950 11-39130-0-41100-10000-5220-095-2950 11-39260-0-41100-10000-5220-095-2950 Adult Education Fund- Resource: Adult Ed	Statewide GED Conference San Francisco, CA October 29 – 30, 2009	\$750
<u>PEREZ, Elena</u> Fiscal Services 01-00000-0-00000-73100-5220-051-2510 General Fund- Function: Conference & Travel	Special Education-Both Sides Of the Equation Downey, CA October 1, 2009	\$160

<u>RICHWINE, Dona</u> Food and Nutrition Services	Fresh Fruit and Vegetable Program Training Pasadena, CA September 15 -16 , 2009	\$0
<u>WHALEY, Tom</u> Ed Services 01-91251-0-17000-10000-5220-030-1300 General Fund- Resource: LA County Arts Commission	Music Supervisors Summit San Bernardino, CA September 14, 2009	\$170

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

<b>Group Conference and Travel: In-State</b>		
<i>* a complete list of conference participants is on file in the Department of Fiscal Services</i>		
<u>BRADFORD, Maureen</u> <u>PEREZ, Elena</u> Ed Services 01-30100-0-11100-21000-5220-035-1300 General Fund- <b>Resource:</b> Title I	Building A Better Budget-Making Categoricals Serve your District October 28, 2009 Garden Grove, CA	\$450 Total
<u>DANNELLEY, Bekah</u> <u>+3 Additional Staff</u> District 01-56400-0-00000-39000-5890-041-1400 General Fund- <b>Resource:</b> Medi-Cal Billing Option	Infancy & Early Childhood Training Course On-Line Conference May 13, 2009	\$700 Total
<u>FAIRWEATHER, Leslie</u> <u>YOUNAN, Julie</u> Personnel Commission 01-00000-0-00000-74000-5220-027-2270 General Fund Function: Personnel/Human Resources	Western Region Intergovernmental Personnel Assessment Council Training Long Beach, CA September 30 – October 2, 2009	\$300 Total
<u>KIM, Pyoung</u> <u>+3 Additional Students</u> Various Schools 01-00000-0-00000-71500-5220-020-1200 General Fund Function: Strategic Planning	California Association of Student Councils: 2009 Student Board Member Symposium Costa Mesa, CA September 29, 2009	\$700 Total
<u>ONAMI, Janice</u> <u>SIMON, Monica</u> Child Development Services (50% from each account) 12-52101-0-85000-10000-5220-070-2700 12-60600-0-85000-10000-5220-070-2700 Child Development Fund- Resource: Head Start/Child Care	Desired Results Regional Training Los Angeles, CA October 14 & 15, 2009 and March 16, 2010	\$50 Total
<u>TANIOS, Elhamy</u> <u>+4 Additional Staff</u> Fiscal Services 01-00000-0-00000-73100-5220-051-2510 General Fund Function: Conference & Travel	Commercial Claims Voucher Approval Workshop Downey, CA October 29, 2009	\$85 Total

<b>Out-of-State Conferences: Individual</b>		
<u>CHOU, Sally</u> Ed Services 01-30100-0-11100-21000-5802-035-1300 General Fund Resource: Title I	ASCD Conference on Teaching & Learning National Harbor, MD October 30 – November 1, 2009	\$429 Total
<u>SNELL, Barry</u> District Office 01-00000-0-00000-71500-5220-020-1200 General Fund Function: Superintendent	Congressional Black Caucus- 39 <sup>th</sup> Annual Legislative Conference Washington, DC September 23 – 27, 2009	\$1,800 Total
<b>Out-of-State Conferences: Group</b>		
NONE		

MOTION MADE BY: Mr. de la Torre  
SECONDED BY: Mr. Snell  
STUDENT ADVISORY VOTE: N/A  
AYES: All (5) (Dr. Escarce and Ms. Leon-Vazquez were absent)  
NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/01/09

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

RE: OVERNIGHT FIELD TRIP(S) 2009-2010

RECOMMENDATION NO. A.04

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

School Grade # students	Destination Dates of Trip	Principal/ Teacher	Cost Funding Source	Subject	Purpose Of Field Trip
JAMS 7 <sup>th</sup> grade Science Magnet  160	Yosemite National Park  1/24/10-1/29/10	Shaw/ Yoffy/ Post/ Hart/ Diplay	\$595 per student by parent donation and Magnet Gift Account	Science	Annual science enrichment supporting the curriculum of the 7 <sup>th</sup> grade science. The curriculum standards include the structure and function of living things and their adaptation to their environment.
Jams 8 <sup>th</sup> grade Science Magnet  80	Astrocamp, Idyllwild  1/29/10-1/31/10	Shaw/ Jurewicz/ Toppel/ Lathalin	\$260 per student by parent donation	Science	Annual science enrichment supporting the curriculum of the 8 <sup>th</sup> grade science. The theme of the camp is space and physics, which compliments the eight grade theme of space travel and physics.
Jams 8 <sup>th</sup> grade Science Magnet  80	Astrocamp, Idyllwild  2/5/10-2/7/10	Shaw/ Brown/ Hart/ Cartagena	\$260 per student by parent donation	Science	Annual science enrichment supporting the curriculum of the 8 <sup>th</sup> grade science. The theme of the camp is space and physics, which compliments the eight grade theme of space travel and physics.
Jams 6 <sup>th</sup> Grade  220	Catalina Island (Toyon Bay)  11/13/09- 11/15/09	Shaw/ Levin	\$285 per student by parent donation	Science	Annual science enrichment supporting the curriculum of the 6 <sup>th</sup> grade science. The theme of the camp focuses on hands-on experimental science dealing with the natural land and sea environment.
Malibu High School  9-12  13	Avalon High School, Catalina Island  12/29/09- 12/31/09	Kelly/ Meyer	\$140 per student by parent donation	PE	Girls basketball tournament

Webster 4 <sup>th</sup> grade 70	Astrocamp – Idyllwild, CA 5/5/10-5/7/10	Cott/ Verham/ Rose	\$250 per student by parent donation, fundraisers and scholarship fund	Science	Hands-on experience supporting the curriculum of the 4 <sup>th</sup> grade science.
Webster 5 <sup>th</sup> grade 60	Yosemite Institute – Yosemite National Park 6/7/10-6/11/10	Cott/ Cook/ Kooy	\$550 per student by parent donation, fundraisers and scholarship fund.	Science and Social Studies	Hands-on experience supporting the curriculum of the 5 <sup>th</sup> grade science and social studies.
Rogers 5 <sup>th</sup> grade 90	Camp Colby – LACOE Outdoor Science School 5/17/10-5/21/10	Noveck /	\$292 per student by parent donation and fundraisers	Science	Over twenty hours of natural science instruction, including how to take personal responsibility to maintain our environment.

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*The board agreed to pull this item from Consent to discuss it in more depth following Item No. A.22.*

*The board would like to see what kind of outreach regarding funding has been sent home to families whose students will be participating in these field trips.*

MOTION MADE BY: Ms. Pye

SECONDED BY: Mr. de la Torre

STUDENT ADVISORY VOTE: N/A

AYES: All (5) (Dr. Escarce and Ms. Leon-Vazquez were absent)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/01/09

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

RE: BASIC ENGLISH LANGUAGE DEVELOPMENT TEXTBOOKS, GRADES 9-12

RECOMMENDATION NO. A.05

It is recommended that the Board of Education consider adopting National Geographic/ Hampton Brown *EDGE Reading, Writing, and Language for High School* English Language Development (ELD) textbooks for use as the basic instructional materials for the ELD classes in District classrooms, grades 9-12.

BACKGROUND: *Edge* is a core Reading/Language Arts Program designed for striving readers and English language learners in Grades 9-12 reading below grade level. After considering available data, and examining state approved series, staff finds the recommended materials to be particularly strong in the following elements:

- *Alignment with the State Language Arts and English Language Development Standards*
- Built-in supports that shelter language and improve reading comprehension
- Direct vocabulary instruction
- Writing instruction/support
- Assessments
- Teacher and student resources

COMMENT: Over the past several months, district teachers have engaged in a wide-ranging process to review and pilot English Language Development materials for high school students. This process resulted in the selection of National Geographic/ Hampton Brown *Edge* as their recommendation for adoption. The textbooks are on display for public viewing at the Professional Development Leadership Center (PDLC) located at 2802 4<sup>th</sup> St., Santa Monica, CA.

MOTION MADE BY: Mr. de la Torre

SECONDED BY: Mr. Snell

STUDENT ADVISORY VOTE: N/A

AYES: All (5) (Dr. Escarce and Ms. Leon-Vazquez were absent)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/01/09

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

RE: SUPPLEMENTAL TEXTBOOKS

RECOMMENDATION NO. A.06

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

COMMENT: In accordance with the Board of Education policy, the textbook(s) listed below have been on public display for the past two weeks in the Educational Services Department at 1638 17<sup>th</sup> Street, Santa Monica, CA 90405.

**Government Alive! Power, Politics, and You**, by Brent Goff, et al for twelfth grade  
Government at Malibu High School. Adoption requested by Adam Panish

MOTION MADE BY: Mr. de la Torre

SECONDED BY: Mr. Snell

STUDENT ADVISORY VOTE: N/A

AYES: All (5) (Dr. Escarce and Ms. Leon-Vazquez were absent)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/01/09

FROM: TIM CUNEO / MICHAEL D. MATTHEWS / JUDY ABDO

RE: INFANT FAMILY SUPPORT PROGRAM – SAINT JOHN'S HEALTH CENTER  
FUNDS FOR FISCAL YEAR 2009-2010

RECOMMENDATION NO. A.07

It is recommended that the Board of Education approve the receipt of a grant for the 2009-2010 fiscal year from Saint John's to fund the Infant Family Support Program.

Funding Information

Source: Child Development Fund – Restricted  
Currently Budgeted: No  
Account Number: 12-94190-0-00000-00000-8699-000-0000  
Description: Infant Family Support – Local Income  
Amount: \$25,000

COMMENT: For the remaining calendar year of 2009, Saint John's Health Center will continue to distribute grants to support community services. If approve by the board, a one time grant in the amounts of \$25,000 will be made to Santa Monica-Malibu Unified School District in October 2009.

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*Ms. Pye thanked St. John's for their support and suggested that the board commend St. John's at a future board meeting.*

MOTION MADE BY: Mr. de la Torre

SECONDED BY: Mr. Snell

STUDENT ADVISORY VOTE: N/A

AYES: All (5) (Dr. Escarce and Ms. Leon-Vazquez were absent)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/01/09

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

RE: APPROVAL OF SPECIAL EDUCATION CONTRACTS – 2009-2010

RECOMMENDATION NO. A.08

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
Frostig Center	4/21/99	NPS	#49-SPED10104	\$ 38,812

Amount Budgeted NPS 09/10	\$ 1,500,000
Prior Board Authorization as of 09/17/2009	\$ 1,579,566
	Balance \$ - 79,566
Positive Adjustment (See Below)	\$ 0
Total Amount for these Contracts	\$ 38,812
	Balance \$ -118,378

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 10/01/09					
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
Believeability	Various	Assistive Technology Training	#21-SPED10102	\$ 165

Amount Budgeted NPA 09/10	\$ 860,000
Prior Board Authorization as of 09/17/09	\$ 583,151
	Balance \$ 276,849
Positive Adjustment (See Below)	\$ 0
Total Amount for these Contracts	\$ 165
	Balance \$ 276,684

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 10/01/09					
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 <u>School/Agency</u>	Student DOB	Service Description	Contract Number	Cost Not to <u>Exceed</u>

Amount Budgeted NPA Pre School 09/10  
Prior Board Authorization as of 09/17/09

	\$ 140,000
	\$ 0
Balance	\$ 140,000
	\$ 0
Balance	\$ 140,000

Total Amount for these Contracts

#### 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
Dr. Trang Nguyen-contract increase	3/30/93	Vision Therapy	#16-SPED10073	\$ 1,125
Dr. Trang Nguyen	5/6/01	Vision Therapy	#25-SPED10100	\$ 2,250
Dr. Trang Nguyen	8/28/02	Vision Therapy	#26-SPED10101	\$ 2,250
Sandra Green & Associates	4/21/99	Occupational Therapy	#27-SPED10103	\$ 2,800
Shiksha Hingorani	Various	Occupational Therapy	#28-SPED10106	\$ 2,663

Amount Budgeted Instructional Consultants 09/10  
Prior Board Authorization as of 09/17/09

	\$ 380,000
	\$ 387,152
Balance	\$ -7,152
	\$ 78,472
	71,320
	\$ 11,088
Balance	\$ 60,232

Positive Adjustment (See Below)

Total Amount for these Contracts

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 10/01/09					
Instructional Consultant	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment
Lindamood-Bell Learning Processes	1:1 instructional services	#24-SPED10099	E	\$ 48,772	
Tejal Chokshi	Physical Therapy	#10-SPED10059	R	\$ 29,700	

#### 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

Amount Budgeted Instructional Consult-Infants 09/10	\$ 20,000
Prior Board Authorization as of 09/17/09	\$ <u>0</u>
Balance	\$ 20,000

Total Amount for these Contracts	\$ <u>14,210</u>
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

Amount Budgeted Instruct Consult-Pre School 09/10	\$ 100,000
Prior Board Authorization as of 09/17/09	\$ <u>0</u>
Balance	\$ 100,000

Total Amount for these Contracts	\$ <u>9,200</u>
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	1/20/00	1:1 instructional services	#3-SPED10105	\$ 7,840

Amount Budgeted Non-Instructional Consultants 09/10	\$ 299,000
Prior Board Authorization as of 09/17/09	\$ <u>38,219</u>
Balance	\$ 260,781

Positive Adjustment (See Below)	\$ <u>0</u>
Total Amount for these Contracts	\$ <u>7,840</u>
Balance	\$ 252,941

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 10/01/09					
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

Amount Budgeted Legal Services 09/10		\$ 700,000
Prior Board Authorization as of 09/17/09		<u>0</u>
	Balance	\$ 700,000
Adjustments for this period		<u>\$ 0</u>
		\$ 700,000
Total Amount for these Contracts		<u>\$ 20,000</u>
	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 recommendations for these severely handicapped students are made by the District IEP Teams in accordance with State and Federal laws. The mandates of IDEA require non-public school services be provided at no expense to parents if there is not an appropriate public school program available. Funding to come from a SELPA-wide non-public school/non-public agency reserve account.

MOTION MADE BY: Mr. de la Torre  
 SECONDED BY: Mr. Snell  
 STUDENT ADVISORY VOTE: N/A  
 AYES: All (5) (Dr. Escarce and Ms. Leon-Vazquez were absent)  
 NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/01/09

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

RE: AWARD OF PURCHASE ORDERS – 2009-2010

RECOMMENDATION NO. A.09

It is recommended that the Board of Education approve the following Purchase Orders and Changed Purchase Orders from September 8, through September 22, 2009, for fiscal /10.

MOTION MADE BY: Mr. de la Torre

SECONDED BY: Mr. Snell

STUDENT ADVISORY VOTE: N/A

AYES: All (5) (Dr. Escarce and Ms. Leon-Vazquez were absent)

NOES: None (0)

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

PAGE 1

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>					
102121	GALE SUPPLY CO	INCREASE PO 100499	MCKINLEY ELEMENTARY SCHOOL	110.11	U
102250	GALE SUPPLY CO	INCREASE PO 101895	OLYMPIC CONTINUATION SCHOOL	76.52	R
102125	GREAT SOURCE EDUCATION GROUP	INCREASE PO 101477	WEBSTER ELEMENTARY SCHOOL	105.47	R
102116	LOS ANGELES TIMES	INCREASE PO 102010	PUBLIC INFORMATION OFFICE	78.00	U
			** CHANGED PURCHASE ORDERS	370.10	
<u>*** NEW PURCHASE ORDERS ***</u>					
101748	A-Z BUS SALES	bus # 11 repairs-Transporta.	TRANSPORTATION	2,427.91	R
101750	A-Z BUS SALES	Bus # 1 Repairs - Transport.	TRANSPORTATION	1,141.54	R
102141	A.J FISTES CORPORATION	REPAINT SCHOOL LETTERS	FACILITY MAINTENANCE	1,157.00	R
101816	ACCREDITING COMMISSION	WASC REVISIT FEE	MALIBU HIGH SCHOOL	750.00	U
102097	ACSA REGION XIV	COMMITTEE STUDENT SCHOLARSHIP	ADULT EDUCATION CENTER	100.00	A
101713	ACTION LOGOS LLC	SPIRIT CLOTHING	SAMOH I STUDENT STORE	825.00	U
101837	ADVANCED BATTERY SYSTEMS	ELECTRICAL SUPPLIES	FACILITY MAINTENANCE	1,500.00	R
102232	AMECI PIZZA & PASTA	FOOD/YOUNG COLLEGIANS MTG	ENGLISH LANGUAGE DEVELOPMENT	195.00	R
102089	AMERICAN COUNCIL ON EDUCATION	GED FEES	ADULT EDUCATION CENTER	263.40	A
101920	ANGSTROM STAGE LIGHTING CO.	Lighting repair as needed	THEATER OPERATIONS&FACILITY PR	2,500.00	R
101986	ASCIP	DEDUCTIBLE FOR PROPERTY LOSS	INSURANCE SERVICES	75,000.00	U
101821	AUDIO DESIGN AND SERVICE INC.	Speaker repair	THEATER OPERATIONS&FACILITY PR	216.63	R
101823	AUDIO DESIGN AND SERVICE INC.	Speaker repair	THEATER OPERATIONS&FACILITY PR	201.81	R
101904	AUDIO DESIGN AND SERVICE INC.	speaker repair	THEATER OPERATIONS&FACILITY PR	204.12	R
101810	AVID PROGRAM - LACOE	RENEWAL OF AVID MEMEBERSHIP	MALIBU HIGH SCHOOL	750.00	R
101902	AVID PROGRAM - LACOE	PROFESSIONAL DEVELOPMENT	SANTA MONICA HIGH SCHOOL	750.00	R
101996	BARNES & NOBLE/SANTA MONICA	OPEN ORDER/CUR SUP/GIFT	JOHN ADAMS MIDDLE SCHOOL	255.00	R
101912	BENJAMIN, KATHLEEN D	PAY ATTACHED INVOICE	WILL ROGERS ELEMENTARY SCHOOL	658.50	R
101886	BICYCLE AMBULANCE	SECURITY BIKE REPAIR	SANTA MONICA HIGH SCHOOL	300.00	R
102064	BLACK, MARK	REIMBURSEMENT CTEL EXAM FEE	STATE AND FEDERAL PROJECTS	303.00	R
101844	BOLLWINKEL DAVID E	GUEST SPEAKER	SANTA MONICA HIGH SCHOOL	3,300.00	R
101911	BORDERS BOOKS & MUSIC-WESTWOOD	RESOURCE BOOKS	OLYMPIC CONTINUATION SCHOOL	500.00	R
102051	BUCKLE DOWN PUBLISHING CO.	Workbooks	CABRILLO ELEMENTARY SCHOOL	197.33	R
101680	CALIFORNIA OFFICE SYSTEMS INC	OFFICE SUPPLIES	PT DUME ELEMENTARY SCHOOL	500.00	U
101818	CALIFORNIA OFFICE SYSTEMS INC	CUSTODIAL CABINET	MALIBU HIGH SCHOOL	437.90	U
101921	CALIFORNIA OFFICE SYSTEMS INC	OFFICE SUPPLIES	FACILITY MAINTENANCE	1,400.00	R
101930	CALIFORNIA OFFICE SYSTEMS INC	INDEP STUDY PROGRAM MATERIALS	CURRICULUM AND IMC	810.26	U
102013	CALIFORNIA OFFICE SYSTEMS INC	TESTING BOXES	SANTA MONICA HIGH SCHOOL	193.16	R
102025	CALIFORNIA OFFICE SYSTEMS INC	CLASSROOM SUPPLIES	OLYMPIC CONTINUATION SCHOOL	230.46	R
102085	CALIFORNIA OFFICE SYSTEMS INC	OPEN ORDER/CUR SUP/VALUED YTH	JOHN ADAMS MIDDLE SCHOOL	600.00	R
102095	CANON BUSINESS SOLUTIONS	MAINTENACE AGREEMENT	ADULT EDUCATION CENTER	800.42	A
101679	CANON BUSINESS SOLUTIONS-WEST	COPIER MAINTENANCE AGREEMENT	PT DUME ELEMENTARY SCHOOL	2,700.00	R
101822	CANON BUSINESS SOLUTIONS-WEST	MAINTENANCE AGREEMENT/CANON	WILL ROGERS ELEMENTARY SCHOOL	2,988.00	R
101985	CANON BUSINESS SOLUTIONS-WEST	COPIER OVERAGES	PT DUME ELEMENTARY SCHOOL	894.52	R
102188	CANON BUSINESS SOLUTIONS-WEST	Maint. agg. copier	TRANSPORTATION	306.32	R
102057	CHAMPION CHEMICAL	CUSTODIAL SUPPLIES	FACILITY OPERATIONS	128.01	U
102115	CHAMPION CHEMICAL	CUSTODIAL SUPPLIES	EDISON ELEMENTARY SCHOOL	159.30	U
101760	CINTAS DOCUMENT MANAGEMENT	SHREDDING OF OBSOLETE FILES	CHILD DEVELOPMENT CENTER	408.27	CD
101885	CINTAS DOCUMENT MANAGEMENT	SHREDDING	SANTA MONICA HIGH SCHOOL	600.00	U
101712	COASTAL ENTERPRISES	REORDER PE CLOTHES	SAMOH I STUDENT STORE	892.20	U
102021	COASTAL ENTERPRISES	REORDER PE CLOTHING	SAMOH I STUDENT STORE	933.60	U

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT  
PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF OCTOBER, 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	
100185	COMPLETE BUSINESS SYSTEMS	MAINTENANCE	MCKINLEY ELEMENTARY SCHOOL	1,045.00	U
101678	COMPLETE BUSINESS SYSTEMS	COPIER MAINTENANCE AGREEMENT	PT DUME ELEMENTARY SCHOOL	950.00	R
101743	COMPLETE BUSINESS SYSTEMS	MAINTENANCE CONTRACTS-DUPLOS	JOHN ADAMS MIDDLE SCHOOL	2,850.00	U
102110	COMPLETE BUSINESS SYSTEMS	COPY MACHINE SUPPLIES	PT DUME ELEMENTARY SCHOOL	1,128.23	R
101764	CONSTRUCTION SYSTEMS INC	DSA ACCESSIBILITY	FACILITY MAINTENANCE	13,450.00	R
102069	CONTEMPORARY BOOKS/MCGRAW-HILL	TEXTBOOKS	STATE AND FEDERAL PROJECTS	283.50	R
102114	CORPORATE EXPRESS	COPIER PAPER	PT DUME ELEMENTARY SCHOOL	1,687.91	R
101799	CORPORATE EXPRESS/US OFFICE	SUPPLIES	SPECIAL EDUCATION REGULAR YEAR	5,000.00	R
102068	CORWIN PRESS	K-12 BOOKS	STATE AND FEDERAL PROJECTS	968.85	R
101708	CREATIVE TEACHING PRODUCTS	CLASSROOM SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	54.71	R
101869	CUNEO, TIM	GENERAL SUPPLIES/MATERIALS	BOE/SUPERINTENDENT	24.67	U
101955	CURRICULUM ASSOC INC	HANDBOOKS FOR EVERYDAY WRITERS	WEBSTER ELEMENTARY SCHOOL	139.42	R
101776	DAILY BREEZE, THE	ADVERTISING BID NOTICES	PURCHASING/WAREHOUSE	1,000.00	U
101826	DEMCO INC	FILE CASES FOR STAR TESTING	MALIBU HIGH SCHOOL	325.98	U
101877	DICK BLICK - PICK UP ONLY	OPEN P.O. ART SUPPLIES	OLYMPIC CONTINUATION SCHOOL	300.00	R
101964	DICK BLICK - PICK UP ONLY	OPEN ORDER/INSTRUCTIONAL ITEMS	CHILD DEVELOPMENT CENTER	75.00	CD
102044	DICK BLICK - PICK UP ONLY	OPEN ORDER/ART SUPPLIES	CHILD DEVELOPMENT CENTER	100.00	CD
102062	DILAMARTER, SUSAN	REIMBURSEMENT CTEL EXAM FEES	STATE AND FEDERAL PROJECTS	294.00	R
101897	EAI K-12 MATH CATALOG	MATH MANIPULATIVES	MCKINLEY ELEMENTARY SCHOOL	446.50	R
101706	EBSCO SUBSCRIPTION SERVICES	MAGAZINE SUBSCRIPTION	WEBSTER ELEMENTARY SCHOOL	228.78	R
101824	EDGEWOOD PRESS INC	pay invoice for wed. folders	WILL ROGERS ELEMENTARY SCHOOL	468.00	U
101817	EDSOURCE	EDSOURCE SUBSCRIPTION RENEWAL	MALIBU HIGH SCHOOL	87.80	U
101978	EL POLLO LOCO	FOOD FOR STUDENTS	SANTA MONICA HIGH SCHOOL	1,200.00	R
102032	EWING IRRIGATION PRODUCTS	OPEN ORDER GROUNDNS SUPPLIES	GROUNDS MAINTENANCE	3,500.00	R
102060	FELIX, MICHAEL	REIMBURSEMENT/CTEL EXAM FEE	STATE AND FEDERAL PROJECTS	303.00	R
101828	FISHER SCIENTIFIC	SCIENCE LABORATORY EQUIPMENT	INSURANCE SERVICES	8,482.52	R
102061	FISKE, NIKKI	REIMBURSEMENT CTEL EXAM FEE	STATE AND FEDERAL PROJECTS	294.00	R
101854	FLAGHOUSE	TIME TIMERS	LINCOLN MIDDLE SCHOOL	40.18	R
102083	FOLLETT EDUCATIONAL SERVICES	Textbooks	SMASH SCHOOL	2,414.50	R
102054	FOLLETT LIBRARY BOOK CO	Library Books	CABRILLO ELEMENTARY SCHOOL	794.75	R
101811	FORESTRY SUPPLIERS INC	ENVIRONMENTAL SCIENCE SUPPLIES	MALIBU HIGH SCHOOL	1,255.00	R
102030	G I INDUSTRIES	GREEN GROUNDS DISPOSAL	FACILITY MAINTENANCE	502.48	U
101731	GALE SUPPLY CO	ART SUPPLIES	SANTA MONICA HIGH SCHOOL	330.57	U
101754	GALE SUPPLY CO	CUSTODIAL SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	1,405.24	U
101770	GALE SUPPLY CO	Custodial Supplies	GRANT ELEMENTARY SCHOOL	1,547.41	U
101895	GALE SUPPLY CO	CUSTODIAL SUPPLIES	OLYMPIC CONTINUATION SCHOOL	530.95	R
101898	GALE SUPPLY CO	CUSTODIAL SUPPLIES/PERMIT	JOHN ADAMS MIDDLE SCHOOL	1,679.07	R
101943	GALE SUPPLY CO	SOAP CARTRIDGES	WEBSTER ELEMENTARY SCHOOL	202.21	R
101961	GALE SUPPLY CO	CUSTODIAL SUPPLIES	CHILD DEVELOPMENT CENTER	412.50	CD
101962	GALE SUPPLY CO	CUSTODIAL SUPPLIES	CHILD DEVELOPMENT CENTER	554.91	CD
101963	GALE SUPPLY CO	CUSTODIAL SUPPLIES	CHILD DEVELOPMENT CENTER	768.84	CD
102011	GALE SUPPLY CO	CUSTODIAL SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	2,246.80	R
102059	GALE SUPPLY CO	CUSTODIAN SUPPLIES	PT DUME ELEMENTARY SCHOOL	275.47	U
102113	GALE SUPPLY CO	CUSTODIAL SUPPLIES	EDISON ELEMENTARY SCHOOL	1,989.93	U
102227	GALE SUPPLY CO	OPEN ORDER CUSTODIAL SUPPLIES	FACILITY OPERATIONS	3,500.00	U
101762	GARDEN, NATHAN	REIMBURSEMENT - NATL BRDS	STATE AND FEDERAL PROJECTS	1,250.00	U
101761	GARDEN, SARAH J	REIMBURSEMENT - NATL BRDS	STATE AND FEDERAL PROJECTS	1,250.00	U
100241	GBC - MAINTENANCE AGREEMENTS	MAINTENANCE	MCKINLEY ELEMENTARY SCHOOL	370.36	U
102196	GBC/EDUCATION DEPARTMENT	Laminating film	FRANKLIN ELEMENTARY SCHOOL	197.61	U
102028	GENERAL BINDING CORP	laminating supplies	SAINT ANNE'S PRIVATE SCHOOL	192.61	R
101923	GLENCOE/MACMILLAN/MCGRAW-HILL	TEXTBOOKS/INDEP STUDY PROG	STATE AND FEDERAL PROJECTS	2,202.68	R

## SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

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PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF OCTOBER, 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	
101925	GLOBE BOOK/PEARSON EDUCATION	TEXTBOOKS INDEP STUDY PROG	STATE AND FEDERAL PROJECTS	184.56	R
101926	GLOBE BOOK/PEARSON EDUCATION	TEXTBOOKS INDEP STUDY PROG	STATE AND FEDERAL PROJECTS	946.13	R
101938	GREAT SOURCE EDUCATION GROUP	SKILLBOOKS	WEBSTER ELEMENTARY SCHOOL	650.61	R
102065	HAMPTON, LYNNE	REIMBURSEMENT CTCL EXAM FEE	STATE AND FEDERAL PROJECTS	294.00	R
101838	HANDWRITING WITHOUT TEARS INC	printing workbooks-gr 1	GRANT ELEMENTARY SCHOOL	756.11	R
101834	HARCOURT BRACE	TEXTBOOKS	STATE AND FEDERAL PROJECTS	2,805.88	R
101836	HARCOURT BRACE	TEXTBOOKS	STATE AND FEDERAL PROJECTS	137.40	R
102072	HAWTHORNE EDUCATION SERVICE	INTERVENTION MANUAL	STATE AND FEDERAL PROJECTS	958.00	R
101768	HELD, PAMELA	REIMBURSEMENT - NATL BRDS	STATE AND FEDERAL PROJECTS	1,315.00	U
102007	HERO ENTERPRISES INC	JAZZ BAND MUSIC	CURRICULUM AND IMC	987.75	R
102219	HILLYARD FLOOR CARE SUPPLY	CUSTODIAL SUPPLIES	FACILITY OPERATIONS	270.28	U
102223	HILLYARD FLOOR CARE SUPPLY	CUSTODIAL SUPPLIES	FACILITY OPERATIONS	65.28	U
102164	HO, WANG PIN JU	INSERVICE SUPPLIES	FISCAL SERVICES	109.75	U
101831	HOUGHTON MIFFLIN HARCOURT	TEXTBOOKS	STATE AND FEDERAL PROJECTS	3,320.06	R
102109	HOUGHTON MIFFLIN HARCOURT	KINDER MATERIALS-FULLERTON	EDISON ELEMENTARY SCHOOL	180.15	U
101806	HOUGHTON MIFFLIN	Language Arts Workbook	PT DUME ELEMENTARY SCHOOL	523.86	R
101755	INTELLI-TECH	COMPUTERS	LINCOLN MIDDLE SCHOOL	2,506.28	R
101808	INTELLI-TECH	COMPUTER REPLACEMENT	INSURANCE SERVICES	862.17	R
101841	INTELLI-TECH	TWO COMPUTERS	FISCAL SERVICES	1,774.66	U
101899	INTELLI-TECH	COMPUTER	PERSONNEL SERVICES	858.76	U
101956	INTELLI-TECH	HP desktop computers	SAINT ANNE'S PRIVATE SCHOOL	2,211.64	R
102039	INTELLI-TECH	NON-CAPITAL EQUIPMENT	BOE/SUPERINTENDENT	1,487.63	U
102092	INTELLI-TECH	Printer supplies	THEATER OPERATIONS&FACILITY PR	730.94	R
102124	INTERNATIONAL PAPER	COPY PAPER FOR THE PRINT SHOP	PRINTING SERVICES	1,229.20	U
102012	JOHNSTON, CINDY	REIMBURSEMENT	MCKINLEY ELEMENTARY SCHOOL	200.00	R
101758	KNOTT'S SOAK CITY	SUMMER FIELD TRIP	CHILD DEVELOPMENT CENTER	3,669.96	CD
101868	KNOTT'S SOAK CITY	SUMMER FIELD TRIP	CHILD DEVELOPMENT CENTER	503.72	CD
101958	LACOE	TEACHER RESOURCE MATERIALS	STATE AND FEDERAL PROJECTS	1,810.88	R
102023	LAGUNA CLAY COMPANY	CLAY FOR ART DEPT	SANTA MONICA HIGH SCHOOL	1,000.00	R
101933	LAKESHORE (PICK UP ONLY)	Classroom Supplies	GRANT ELEMENTARY SCHOOL	220.00	R
101937	LAKESHORE (PICK UP ONLY)	Classroom Supplies	GRANT ELEMENTARY SCHOOL	100.00	U
101940	LAKESHORE (PICK UP ONLY)	Classroom Supplies	GRANT ELEMENTARY SCHOOL	50.00	U
101992	LAKESHORE (PICK UP ONLY)	OPEN ORDER/INSTRUCTIONAL ITEMS	CHILD DEVELOPMENT CENTER	50.00	CD
102076	LAKESHORE CURRICULUM	CLASSROOM SUPPLIES	SPECIAL EDUCATION REGULAR YEAR	1,220.26	R
102077	LAKESHORE CURRICULUM	CLASSROOM EQUIPMENT	SPECIAL EDUCATION REGULAR YEAR	7,562.23	R
102177	LAKESHORE CURRICULUM	CLASSROOM MATERIALS	SPECIAL EDUCATION REGULAR YEAR	161.43	R
101759	LANGSDALE JENNIFER	REIMBURSEMENT - NATL BRDS	STATE AND FEDERAL PROJECTS	1,404.66	U
102138	LAW FIRE PROTECTION SERVICES	FIRE/LIFE SPRINKLER PROTECTION	FACILITY MAINTENANCE	1,500.00	R
102010	LOS ANGELES TIMES	GENERAL SUPPLIES/MATERIALS	PUBLIC INFORMATION OFFICE	130.00	U
101935	MALIBU CHAMBER OF COMMERCE	DUES AND MEMBERSHIPS	BOE/SUPERINTENDENT	90.00	U
101736	MARATHON COPIER SERVICE	MAINTENANCE AGREEMENT	WEBSTER ELEMENTARY SCHOOL	5,000.00	R
102096	MAYER BROWN ROWE & MAW LLP	BOOKS	CABRILLO ELEMENTARY SCHOOL	120.73	R
101913	MCDUGAL LITTEL	Textbooks	STATE AND FEDERAL PROJECTS	9,151.18	R
102183	MCGREGORY, CYNTHIA	REIMBURSEMENT	CURRICULUM AND IMC	48.45	U
101830	MCKEOWN, KEVIN	INSTRUCTIONAL SUPPLIES	R O P	65.85	R
102199	MEANINGFUL LEARNING	INSTRUCTIONAL MATERIALS	LINCOLN MIDDLE SCHOOL	230.09	R
102063	MONTGOMERY TODD	REIMBURSEMENT CTCL FEES	STATE AND FEDERAL PROJECTS	303.00	R
101936	MOUNTAIN MATH/LANGUAGE	KINDERGARTEN MATH KITS	WEBSTER ELEMENTARY SCHOOL	273.07	R
102195	NASCO WEST - MODESTO	MATH: INSTRUCTIONAL SUPPLIES	LINCOLN MIDDLE SCHOOL	1,119.56	R
101849	OLIVER WORLDCLASS LABS INC	Replacement Lamps for SmartBrd	FRANKLIN ELEMENTARY SCHOOL	1,589.28	R
102047	ONAMI, JANICE	REIMBURSEMENT	CHILD DEVELOPMENT CENTER	175.28	CD

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PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
101819	ORANGE COUNTY SPEAKER INC	Speaker repair	THEATER OPERATIONS&FACILITY PR	364.37	R
101485	PARADIGM SERVICES INC	LEA Medi-Cal Program	SPECIAL EDUCATION REGULAR YEAR	4,097.59	U
101715	PATCH USA	SPIRIT HATS	SAMOHI STUDENT STORE	154.09	U
101716	PATCH USA	SPIRIT HATS	SAMOHI STUDENT STORE	111.00	U
101975	BATTONS PHARMACY	Medical Supplies	HEALTH SERVICES	2,000.00	U
102091	PEARSON EDUCATION #2	Workbooks	CABRILLO ELEMENTARY SCHOOL	944.06	R
101801	PERRY, ROBERT	FIRE DAMAGE SUPPLIES	INSURANCE SERVICES	546.13	R
102126	PERRY, ROBERT	FIRE DAMAGE REIMBURSE	INSURANCE SERVICES	35.72	R
102189	PETERSON HYDRAULICS INC	LIFT REPAIRS - TRANSP.	TRANSPORTATION	1,082.55	R
101815	POSTMASTER-MALIBU	POSTAGE STAMPS	MALIBU HIGH SCHOOL	660.00	U
102094	POSTMASTER-SANTA MONICA	STAMPS FOR MAIN OFFICE	WILL ROGERS ELEMENTARY SCHOOL	88.00	U
101774	PRENTICE HALL	SCIENCE TEXTBOOKS REPLACEMENTS	INSURANCE SERVICES	5,595.19	R
102086	PRENTICE HALL DIRECT	Textbooks	SMASH SCHOOL	1,796.25	R
101890	PUDWILL FARMS LLC	PRODUCE FOR FFV PROGRAM	FOOD SERVICES	2,500.00	F
101893	QUALITY RUBBER STAMPS	BANK STAMPS	FOOD SERVICES	250.00	F
101859	RAYCOM/MOBILE RELAY ASSOCIATES	MOBILE RELAY RENTAL	FACILITY MAINTENANCE	12,000.00	R
101765	RAYVERN LIGHTING	CUSTODIAL SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	175.82	U
102015	RAYVERN LIGHTING	CUSTODIAL LIGHTING	JOHN MUIR ELEMENTARY SCHOOL	475.27	R
102120	RAYVERN LIGHTING	CUSTODIAL SUPPLIES	EDISON ELEMENTARY SCHOOL	58.61	U
102192	REES ELECTRONICS OFFICE	COPIER REPAIR	SANTA MONICA HIGH SCHOOL	248.53	R
101887	RICOH BUSINESS SOLUTIONS	COPIER TONER SHIPPING	SANTA MONICA HIGH SCHOOL	164.63	R
102016	RICOH BUSINESS SOLUTIONS	Maintenance Agreement	GRANT ELEMENTARY SCHOOL	4,032.00	U
102019	RICOH BUSINESS SOLUTIONS	Maintenance Agreement	GRANT ELEMENTARY SCHOOL	997.92	U
102198	RICOH BUSINESS SOLUTIONS	Copy Machine Overages	FRANKLIN ELEMENTARY SCHOOL	500.00	U
100243	RICOH U.S.	MAINTENANCE	MCKINLEY ELEMENTARY SCHOOL	4,704.00	U
101901	RIEGER, JEFFREY HOOVER	PRODUCE FOR FFV PROGRAM	FOOD SERVICES	3,000.00	F
101772	RISO INC (SUPPLIES ONLY)	RISO TONER/MASTER ROLLS	WILL ROGERS ELEMENTARY SCHOOL	318.40	U
102176	RIVERSIDE PUBLISHING COMPANY	TEST PROTOCOLS	SPECIAL EDUCATION REGULAR YEAR	1,963.90	R
102242	SANTA MONICA COLLEGE BOOKSTORE	MATERIAL FOR YOUNG COLLEGIANS	STATE AND FEDERAL PROJECTS	493.88	R
102040	SANTA MONICA MUN BUS LINES	BUS TOKENS/PASSES	STUDENT SERVICES	2,000.00	U
102087	SANTA MONICA STAR	ADVERTISING	ADULT EDUCATION CENTER	181.09	A
102127	SCHELLKOPF, NANCY	FIRE DAMAGE SUPPLIES	INSURANCE SERVICES	200.00	R
101927	SCHOLASTIC INC	CLASSROOM SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	469.06	R
101995	SCHOLASTIC INC	items/Pam Dresher	WILL ROGERS ELEMENTARY SCHOOL	588.70	R
102033	SCHOLASTIC INC	PERIODICALS	LINCOLN MIDDLE SCHOOL	305.36	R
100256	SCHOLASTIC MAGAZINES	SCHOLASTIC NEWS	MCKINLEY ELEMENTARY SCHOOL	1,549.33	R
102006	SCHOLASTIC SOFTWARE	Read 180 License	CURRICULUM AND IMC	29,180.25	R
101934	SCHOOL HEALTH CORPORATION	Supplies for Nurse	GRANT ELEMENTARY SCHOOL	56.53	R
102128	SCHOOL NURSE SUPPLY INC	NURSES SUPPLIES	WEBSTER ELEMENTARY SCHOOL	155.14	R
101848	SCHOOL SPECIALTY INC	ERIN BURROWS/CLASSROOM SUPPLY	WILL ROGERS ELEMENTARY SCHOOL	104.89	U
102070	SCHOOL SPECIALTY INC	ORDER FOR DIANE BRUNSON	WILL ROGERS ELEMENTARY SCHOOL	121.34	U
102075	SCHOOL SPECIALTY INC	SUPPLIES FOR HANSON-BOOKER	WILL ROGERS ELEMENTARY SCHOOL	135.32	U
102042	SCHOOLYARD COMMUNICATIONS	OTHER OPERATING EXPENSES	BOE/SUPERINTENDENT	10,788.09	U
101812	SCIENCE KIT & BOREAL LABS	AP ENVIRO SCIENCE SUPPLIES	MALIBU HIGH SCHOOL	430.61	R
101809	SEHI COMPUTER PRODUCTS	TONER FOR FAX/PRINTER	WILL ROGERS ELEMENTARY SCHOOL	1,351.39	R
102043	SEHI COMPUTER PRODUCTS	PRINTERS	SANTA MONICA HIGH SCHOOL	453.88	R
102099	SEHI COMPUTER PRODUCTS	Ink Cartridges for office	GRANT ELEMENTARY SCHOOL	449.00	U
102003	SHIMANOFF DBA, PERRY	SPMMS WORKORDER TRAINING	FACILITY MAINTENANCE	800.00	R
102101	SIMON, MONICA	REIMBURSEMENT	CHILD DEVELOPMENT CENTER	93.29	CD
102034	SIR SPEEDY PRINTING	OPERATIONS MGR BUS CARDS	FACILITY OPERATIONS	87.80	U
101829	SIR SPEEDY PRINTING #0245	open po for Sir Speedy	CURRICULUM AND IMC	5,000.00	U

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SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT  
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PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
101851	SIR SPEEDY PRINTING #0245	GENERAL SUPPLIES/MATERIALS	BOE/SUPERINTENDENT	224.99	U
102152	SIR SPEEDY PRINTING #0245	OPERATIONS MGR BUS CARDS	FACILITY OPERATIONS	57.06	U
102067	SKORKO, NANCY	REIMBURSEMENT CTEL EXAM FEE	STATE AND FEDERAL PROJECTS	322.67	R
101998	SMART & FINAL	OPEN ORDER/CLASS SUP/VAL YTH	JOHN ADAMS MIDDLE SCHOOL	1,000.00	R
102158	SMART & FINAL	FOOD FOR LIFE SKILLS CLASS	SANTA MONICA HIGH SCHOOL	350.00	R
102171	SMART & FINAL	CLASSROOM SUPPLIES	SANTA MONICA HIGH SCHOOL	100.00	R
102182	SMART & FINAL	SUPPLIES	INSURANCE SERVICES	350.00	R
102236	SMART & FINAL #315	MTG SUPPLIES	STATE AND FEDERAL PROJECTS	250.00	R
101892	SOUTHWEST SCHOOL SUPPLY	OPEN ORDER/NEW TEACHER SUP	JOHN ADAMS MIDDLE SCHOOL	100.00	U
101931	SOUTHWEST SCHOOL SUPPLY	Classroom Supplies	GRANT ELEMENTARY SCHOOL	299.24	U
102008	SOUTHWEST SCHOOL SUPPLY	CLASSROOM SUPPLIES	OLYMPIC CONTINUATION SCHOOL	94.76	U
102050	SOUTHWEST SCHOOL SUPPLY	CLASSROOM SUPPLIES	OLYMPIC CONTINUATION SCHOOL	75.32	U
102020	SPECTRA/SHAW CONTRACT FLOORING	CARPETING	SANTA MONICA HIGH SCHOOL	10,910.00	R
101952	SPEEDO ELECTRIC CO	Tach repair/parts	TRANSPORTATION	312.79	R
101953	SPEEDO ELECTRIC CO	Repairs - Transp. Dept.	TRANSPORTATION	312.79	R
101994	STAPLES BUSINESS ADVANTAGE	inservice supplies	SAINT ANNE'S PRIVATE SCHOOL	3,000.00	R
102239	STAPLES BUSINESS ADVANTAGE	GEN SUPPLIES	STATE AND FEDERAL PROJECTS	250.00	R
101807	STAPLES DIRECT	OFFICE SUPPLIES	WILL ROGERS ELEMENTARY SCHOOL	1,037.05	U
101997	STAPLES/P-U/SANTA MONICA/WILSH	OPEN ORDER/CUR SUP/SPEC ED	JOHN ADAMS MIDDLE SCHOOL	100.00	R
102181	STAPLES/P-U/SANTA MONICA/WILSH	SUPPLIES	INSURANCE SERVICES	350.00	R
101855	STAPLES/P-U/VENICE/LINCOLN BL	CLASSROOM SUPPLIES	SANTA MONICA HIGH SCHOOL	100.00	R
101856	STAPLES/P-U/VENICE/LINCOLN BL	CLASSROOM SUPPLIES	SANTA MONICA HIGH SCHOOL	100.00	R
101878	STAPLES/P-U/VENICE/LINCOLN BL	OPEN ORDER FOR ISP	OLYMPIC CONTINUATION SCHOOL	300.00	R
101881	STAPLES/P-U/VENICE/LINCOLN BL	OPEN ORDER/OFFICE SUPPLIES	CHILD DEVELOPMENT CENTER	225.00	CD
101894	STAPLES/P-U/VENICE/LINCOLN BL	OPEN ORDER/CLASSROOM SUP/SPED	JOHN ADAMS MIDDLE SCHOOL	100.00	R
101900	STAPLES/P-U/VENICE/LINCOLN BL	INSTRUCTIONAL SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	200.00	R
101972	STAPLES/P-U/VENICE/LINCOLN BL	OPEN ORDER/OFFICE SUPPLIES	CHILD DEVELOPMENT CENTER	75.00	CD
101991	STAPLES/P-U/VENICE/LINCOLN BL	STAPLES OPEN PO	SMASH SCHOOL	1,000.00	R
101999	STAPLES/P-U/VENICE/LINCOLN BL	OPEN ORDER/OFFICE SUP/ADMIN	JOHN ADAMS MIDDLE SCHOOL	300.00	U
102045	STAPLES/P-U/VENICE/LINCOLN BL	OPEN ORDER/OFFICE SUPPLIES	CHILD DEVELOPMENT CENTER	75.00	CD
102073	STAPLES/P-U/VENICE/LINCOLN BL	OPEN ORDER/OFFICE SUPPLIES	CHILD DEVELOPMENT CENTER	50.00	CD
102082	STAPLES/P-U/VENICE/LINCOLN BL	OPEN ORDER/SUPPLIES/NEW TEACH	JOHN ADAMS MIDDLE SCHOOL	100.00	U
102169	STAPLES/P-U/VENICE/LINCOLN BL	CLASSROOM SUPPLIES	SANTA MONICA HIGH SCHOOL	150.00	R
102207	STAPLES/P-U/VENICE/LINCOLN BL	OPEN ORDER/SUPPLIES/SPEC ED	JOHN ADAMS MIDDLE SCHOOL	150.00	R
101932	STAPLES/P-U/WLA/CUST#240174490	Classroom Supplies	GRANT ELEMENTARY SCHOOL	100.00	R
101939	STAPLES/P-U/WLA/CUST#240174490	Classroom Supplies	GRANT ELEMENTARY SCHOOL	100.00	U
101951	STAPLES/P-U/WLA/CUST#240174490	Classroom Supplies	GRANT ELEMENTARY SCHOOL	50.00	U
102049	STAPLES/P-U/WLA/CUST#240174490	OPEN ORDER/OFFICE SUPPLIES	CHILD DEVELOPMENT CENTER	75.00	CD
102180	STATE OF CALIFORNIA	STATE OF CALIFORNIA EPA ID	FACILITY MAINTENANCE	182.50	U
101916	STEVEN ORI JR	student academic planner	STATE AND FEDERAL PROJECTS	6,244.78	R
101832	STRAHN, YVONNE	REIMBURSEMENT	R O P	61.35	R
102066	SUCCESS BY DESIGN INC	STUDENT PLANNERS	PT DUME ELEMENTARY SCHOOL	319.59	U
101888	SURFAS INC.	SMALL WEARS	FOOD SERVICES	1,000.00	F
101714	SYED INDUSTIRES	REORDER SPIRIT CLOTHING	SAMOHY STUDENT STORE	720.00	U
101966	TARGET STORES	OPEN ORDER/INSTRUCTIONAL ITEMS	CHILD DEVELOPMENT CENTER	75.00	CD
101971	TARGET STORES	OPEN ORDER/INSTRUCTIONAL ITEMS	CHILD DEVELOPMENT CENTER	50.00	CD
102048	TARGET STORES	OPEN ORDER/INSTRUCTIONAL ITEMS	CHILD DEVELOPMENT CENTER	75.00	CD
102170	TARGET STORES	CLASSROOM SUPPLIES	SANTA MONICA HIGH SCHOOL	100.00	R
102058	TCI - BERLIN TIRE CENTERS LLC	GROUPS TRAILER TIRES	GROUPS MAINTENANCE	285.35	R
102111	TEACHER DIRECT	CHART STAND -OROZCO	EDISON ELEMENTARY SCHOOL	49.26	U
102017	TEACHERS' CURRICULUM INSTITUTE	Textbooks	SMASH SCHOOL	1,796.25	R

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PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
				1,766.25	
102098	TEACHERS' CURRICULUM INSTITUTE	TEACHER GUIDES	JOHN ADAMS MIDDLE SCHOOL	8,000.00	F
101990	TEAM DISTRIBUTIONS INC	PAPER PRODUCTS	FOOD SERVICES	2,000.00	F
101891	TENERELLI, JOHN	PRODUCE FOR FFV PROGRAM	FOOD SERVICES	3,139.38	U
101435	THE PROPHET CORP	MASTERLOCKS FOR PE LOCKER	MALIBU HIGH SCHOOL	185.00	U
101814	THE PROPHET CORP	INCREASE OF PURCHASE ORDER	MALIBU HIGH SCHOOL	1,000.00	R
102136	THYSSENKRUPP ELEVATOR	ELEVATOR REPAIRS	FACILITY MAINTENANCE	359.09	R
101790	TIME FOR KIDS	MAGAZINE SUBSCRIPTIONS	WEBSTER ELEMENTARY SCHOOL	4,000.00	DF
102122	TMAD ENGINEERS INC	MAINTENANCE ENGINEERING SERV	FACILITY MAINTENANCE	373.75	R
101948	TOM JOHN TOWING	Towing charges	TRANSPORTATION	146.29	CD
101950	TOYS-R-US	OPEN ORDER/INSTRUCTIONAL ITEMS	CHILD DEVELOPMENT CENTER	400.00	R
102132	TOYS-R-US	CLASSROOM MATERIALS	SPECIAL EDUCATION REGULAR YEAR	444.40	R
101709	TRI-BEST VISUAL DISPLAY	CLASSROOM SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	1,169.70	R
101984	TRI-BEST VISUAL DISPLAY	DISPLAY CASES	SANTA MONICA HIGH SCHOOL	2,200.00	U
101870	TUMBLEWEED EDUCATIONAL	TRANSPORTATION	MALIBU HIGH SCHOOL	2,896.30	R
101735	UNISOURCE/NATIONAL SANITARY	HAND DRYERS	LINCOLN MIDDLE SCHOOL	220.00	U
101852	UNITED STATES POSTAL SERVICE	Stamps	FRANKLIN ELEMENTARY SCHOOL	137.19	U
101874	US BANK (GOVT CARD SERVICES)	Encrypted Logo	INFORMATION SERVICES	833.86	R
101813	VERNIER SOFTWARE & TECHNOLOGY	AP ENVIRO SCIENCE SUPPLIES	MALIBU HIGH SCHOOL	242.50	R
102000	VICTOR LARIVEE	SECURITY BICYCLES/PERMIT	JOHN ADAMS MIDDLE SCHOOL	5,029.89	R
102037	VIRCO MFG CORP	CHAIR/DESK FOR RM106/FIRE	INSURANCE SERVICES	75.00	CD
101969	VONS STORE #2262	OPEN ORDER/COOKING & SCIENCE	CHILD DEVELOPMENT CENTER	75.00	CD
101970	VONS STORE #2262	OPEN ORDER/COOKING & SCIENCE	CHILD DEVELOPMENT CENTER	100.00	R
101977	VONS STORE #2262	FOOD FOR PARENT MEETING	SANTA MONICA HIGH SCHOOL	360.00	R
101979	VONS STORE #2262	WATER	SANTA MONICA HIGH SCHOOL	75.00	CD
101988	VONS STORE #2262	OPEN ORDER/COOKING & SCIENCE	CHILD DEVELOPMENT CENTER	50.00	CD
101993	VONS STORE #2262	OPEN ORDER/COOKING & SCIENCE	CHILD DEVELOPMENT CENTER	60.65	R
102046	VONS STORE #2262	FOOD FOR STUDENTS	SANTA MONICA HIGH SCHOOL	150.00	R
102159	VONS STORE #2262	FOOD FOR LIFE SKILLS CLASSES	SANTA MONICA HIGH SCHOOL	400.00	R
102172	VONS STORE #2262	CLASSROOM SUPPLIES	SANTA MONICA HIGH SCHOOL	1,700.00	R
101908	WALKER MOTOR CO	N2 TRUCK REPAIR	FACILITY MAINTENANCE	212.80	R
102140	WALKER MOTOR CO	N2 TRUCK REPAIR	FACILITY MAINTENANCE	307.81	R
100254	WEEKLY READER PERIODICALS	CLASSROOM MAGAZINES	MCKINLEY ELEMENTARY SCHOOL	21,887.00	R
101973	WEST DISCOVERY EDUCATION	Discovery Education subscript	CURRICULUM AND IMC	2,500.00	R
101889	WEST LA MUSIC INCORP	MUSIC/OPEN P.O.	OLYMPIC CONTINUATION SCHOOL	415.84	R
102203	WEST LA MUSIC INCORP	MUSIC INSTRUCTIONAL SUPPLIES	CURRICULUM AND IMC	266.40	U
101825	WORTHINGTON DIRECT INC	TABLE TRUCK	MALIBU HIGH SCHOOL	.00	R
102080	WRIGHT GROUP/MCGRAW-HILL	Textbooks	SMASH SCHOOL	500.00	R
101910	WRIGHT'S SUPPLY INC	OPEN ORDER HEAT OR AIR SUPPLY	FACILITY MAINTENANCE	1,012.33	U
102074	XEROX CORP/SUPPLIES	COPIER SUPPLIES	PRINTING SERVICES	1,328.76	U
100195	XEROX CORPORATION	MAINTENANCE	MCKINLEY ELEMENTARY SCHOOL	2,000.00	U
101747	XEROX CORPORATION	COPIER CHARGES	MCKINLEY ELEMENTARY SCHOOL	297.00	U
101749	YOUNG, DR. WILBERT	RATERS' SUPPLY	PERSONNEL COMMISSION	3,573.00	U
101864	iPARADIGMS LLC	PLAGERISM PREVENTION	SANTA MONICA HIGH SCHOOL	451,451.25	U
				** NEW PURCHASE ORDERS	

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

102160	CALIFORNIA DEPT OF EDUCATION	ADAMS MIDDLE REVIEW OF PLANS	JOHN ADAMS MIDDLE SCHOOL	1,623.12	BB
102142	CITY OF MALIBU	COASTAL DEVELOPMENT PERMIT	MALIBU HIGH SCHOOL	2,817.00	BB
102143	CITY OF MALIBU	COASTAL DEVELOPMENT PERMIT	MALIBU HIGH SCHOOL	2,817.00	BB
102144	CITY OF MALIBU	COASTAL DEVELOPMENT PERMIT	MALIBU HIGH SCHOOL	2,817.00	BB
102145	CITY OF MALIBU	COASTAL DEVELOPMENT PERMIT	MALIBU HIGH SCHOOL	20,000.00	BB

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

PAGE 7

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	
102146	CITY OF MALIBU	COASTAL DEVELOPMENT PERMIT	MALIBU HIGH SCHOOL	501.00	BB
102147	CITY OF MALIBU	COASTAL DEVELOPMENT PERMIT	MALIBU HIGH SCHOOL	1,092.00	BB
102148	CITY OF MALIBU	COASTAL DEVELOPMENT PERMIT	MALIBU HIGH SCHOOL	1,974.10	BB
102149	CITY OF MALIBU	COASTAL DEVELOPMENT PERMIT	MALIBU HIGH SCHOOL	2,500.00	BB
102150	CITY OF MALIBU	COASTAL DEVELOPMENT PERMIT	MALIBU HIGH SCHOOL	80.00	BB
102151	CITY OF MALIBU	COASTAL DEVELOPMENT PERMIT	MALIBU HIGH SCHOOL	547.00	BB
102153	CITY OF MALIBU	COASTAL DEVELOPMENT PERMIT	MALIBU HIGH SCHOOL	1,277.00	BB
102154	CITY OF MALIBU	COASTAL DEVELOPMENT PERMIT	MALIBU HIGH SCHOOL	1,722.00	BB
102155	CITY OF MALIBU	COASTAL DEVELOPMENT PERMIT	MALIBU HIGH SCHOOL	4,000.00	BB
102156	CITY OF MALIBU	COASTAL DEVELOPMENT PERMIT	MALIBU HIGH SCHOOL	1,500.00	BB
102157	CITY OF MALIBU	COASTAL DEVELOPMENT PERMIT	MALIBU HIGH SCHOOL	656.00	BB
102161	GEOTECHNOLOGIES INC	ENGINEERING & PLAN REVIEW	JOHN ADAMS MIDDLE SCHOOL	7,380.50	X
101800	STATE OF CALIFORNIA	JAMS SITE IMPROVEMENT APPL	JOHN ADAMS MIDDLE SCHOOL	2,763.12	BB
** FACILITY IMPROVEMENTS: BONDS/STATE MODERNIZATION/NEW CONSTRUCTION/DEVELOPER FEES				56,066.84	

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/01/09

FROM: TIM CUNEO / JANECE L. MAEZ / PAT HO

RE: ACCEPTANCE OF GIFTS – 2009/2010

RECOMMENDATION NO. A.10

It is recommended that the Board of Education accept, with gratitude, checks and gifts totaling \$11,652.57 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 \$11,652.57 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: Mr. de la Torre

SECONDED BY: Mr. Snell

STUDENT ADVISORY VOTE: N/A

AYES: All (5) (Dr. Escarce and Ms. Leon-Vazquez were absent)

NOES: None (0)

BOE Date: 10/01/09

Current Gifts and Donations 2009/2010

Account Number	Gift Amount	Equity Fund 15% Contrib.	In-kind Value	Donor	Purpose
<b>JAMS</b> 01-90120-0-00000-00000-8699-011-0000	\$ 148.58	\$ 26.22		Target	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	\$ 1,152.39	\$ -		Juan Cabrillo, PTA	General Supplies and Materials
<b>CDS</b> 12-90120-0-00000-00000-8699-070-0000					
<b>Edison</b> 01-90120-0-00000-00000-8699-001-0000	\$ 149.96 \$ 108.04 \$ 22.95	\$ 26.46 \$ 19.06 \$ 4.05		Target One Cause Green Raising	General Supplies and Materials General Supplies and Materials General Supplies and Materials
<b>Franklin</b> 01-90120-0-00000-00000-8699-002-0000	\$ 129.45	\$ 22.85		Various	General Supplies and Materials
<b>Grant</b> 01-90120-0-00000-00000-8699-003-0000					
<b>Lincoln</b> 01-90120-0-00000-00000-8699-012-0000	\$ 109.63	\$ 19.35		Target	General Supplies and Materials
<b>Malibu High School</b> 01-90120-0-00000-00000-8699-010-0000	\$ 6,000.00 \$ 620.00 \$ 448.02 \$ 440.00 \$ 268.66 \$ 51.17	\$ - \$ - \$ 79.07 \$ - \$ 47.40 \$ -		Malibu High School Arts Angels Various Students Various Various Students Target County of Los Angeles	General Supplies and Materials General Supplies and Materials General Supplies and Materials General Supplies and Materials General Supplies and Materials General Supplies and Materials
<b>McKinley</b> 01-90120-0-00000-00000-8699-004-0000					
<b>Muir</b> 01-90120-0-00000-00000-8699-005-0000	\$ 77.31	\$ -		Supervalu, Inc.	Field Trip
<b>Olympic HS</b> 01-90120-0-00000-00000-8699-014-0000					

BOE Date: 10/01/09

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					
<b>Roosevelt</b> 01-90120-0-00000-00000-8699-007-0000	\$ 112.45	\$ -		Mary Catherine Donohoe	Field Trip
<b>Samohi</b> 01-90120-0-00000-00000-8699-015-0000	\$ 696.57	\$ 122.93		Target	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><u>Superintendent's Office</u></b> 01-90120-0-00000-00000-8699-020-0000					
<b><u>Educational Services</u></b> 01-90120-0-00000-00000-8699-030-0000			\$ 400.00 \$ 350.00	Jane Wang Lauren Tukey	Buffet B-flat Clarinet Gemeinhardt Flute
<b><u>Student &amp; Family Services</u></b> 01-90120-0-00000-00000-8699-040-0000					
<b><u>Special Education</u></b> 01-90120-0-00000-00000-8699-044-0000					
<b><u>Information Services</u></b> 01-90120-0-00000-0000-8699-054-0000					
<b><u>Food and Nutrition Services</u></b> 01-90120-0-00000-0000-8699-057-0000					
<b><u>District</u></b> 01-90120-0-00000-00000-8699-090-0000					
<b>TOTAL</b>	<b>\$ 10,535.18</b>	<b>\$ 367.39</b>	<b>\$ 750.00</b>		

BOE Date: 10/01/09

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	\$ 149.67	\$ 148.58	\$ 26.22	\$ 324.47			\$ -
<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		\$ 1,152.39	\$ -	\$ 1,152.39			\$ -
<b>CDS</b> 12-90120-0-00000-00000-8699-070-0000				\$ -			\$ -
<b>Edison</b> 01-90120-0-00000-00000-8699-001-0000		\$ 280.95	\$ 49.57	\$ 330.52			\$ -
<b>Franklin</b> 01-90120-0-00000-00000-8699-002-0000		\$ 129.45	\$ 22.85	\$ 152.30			\$ -
<b>Grant</b> 01-90120-0-00000-00000-8699-003-0000				\$ -			\$ -
<b>Lincoln</b> 01-90120-0-00000-00000-8699-012-0000		\$ 109.63	\$ 19.35	\$ 128.98			\$ -
<b>Malibu High School</b> 01-90120-0-00000-00000-8699-010-0000 <i>Malibu Shark Fund - Resource #90141</i>		\$ 7,827.85	\$ 126.47	\$ 7,954.32			\$ -
<b>McKinley</b> 01-90120-0-00000-00000-8699-004-0000				\$ -			\$ -
<b>Muir</b> 01-90120-0-00000-00000-8699-005-0000		\$ 77.31	\$ -	\$ 77.31			\$ -
<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		\$ 112.45	\$ -	\$ 112.45			\$ -
<b>Samohi</b> 01-90120-0-00000-00000-8699-015-0000	\$ 788.00	\$ 696.57	\$ 122.93	\$ 1,607.50			\$ -
<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: 10/01/09

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	\$ 750.00	\$ 1,635.00
<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>	<b>\$ 8,912.42</b>	<b>\$ 10,535.18</b>	<b>\$ 367.39</b>	<b>\$19,814.99</b>	<b>\$ 885.00</b>	<b>\$ 750.00</b>	<b>\$ 1,635.00</b>
			Total Equity Fund 15% Contribs.				
<b>Total Cash Gifts for District:</b>		<b>\$ 10,535.18</b>	<b>\$ 367.39</b>		<b>Total In-Kind Gifts:</b>	<b>\$ 750.00</b>	

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/01/09

FROM: TIM CUNEO / JANECE L. MAEZ

RE: APPROVAL OF CONTRACT (LEGAL FEES) FOR GOODWIN PROCTER, LLP

RECOMMENDATION NO. A.11

It is recommended that the Board of Education approve a contract for Goodwin Procter LLP for general legal services in a not-to-exceed amount of \$25,000.

Funding Information:

Currently Budgeted: Yes

Funding Source: Fund 01 – General Fund-Unrestricted

Account Number: 01-00000-0-00000-73000-5820-050-1500

Description: Other Genl. Admin./Legal Fees/Business Serv.

COMMENTS: Dean Pappas, Esquire has provided general legal services for the past several years and is currently with the law firm of Goodwin Procter LLP.

The firm provides advice, as needed, to the District in several areas, including: property leases, contract language and other business-related topics.

Board approval will allow continuing general legal services to the District by Goodwin Procter LLP.

MOTION MADE BY: Mr. de la Torre

SECONDED BY: Mr. Snell

STUDENT ADVISORY VOTE: N/A

AYES: All (5) (Dr. Escarce and Ms. Leon-Vazquez were absent)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/01/09

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

RE: AMENDMENT TO CONTRACT FOR BID #9.13 – FIRE DAMAGE  
RECONSTRUCTION – WEBSTER ELEMENTARY SCHOOL – GRAPH  
COMPANY

RECOMMENDATION NO. A.12

It is recommended that the Board of Education authorize Change Order #1 Bid #9.13 - Webster Fire Damage Reconstruction, Graph Company, in an amount not to exceed \$1,669.78 for a total contract amount of \$80,288.50.

Funding Information

Budgeted: Yes  
Fund: 01  
Source: General Fund  
Account Number 01-00000-0-00000-85000-6200-008-2600  
(This expense will be paid by the insurance)

COMMENTS: Change Order #1 represents the work listed below:

Original Contract Amount	\$74,500.00
<u>Change Order #1</u>	<u>5,788.50</u>
Total Contract Amount	\$80,288.50

The bid was originally awarded by the board on 03/19/09. Due to the delay in the plan review at the DSA the start of the project was delayed. The change orders and cost increases are due to tax rate change and additional items to meet the DSA modifications.

1. Removal and replacement of seven ceiling light fixtures in reference room:  
\$1,669.78
2. Sales tax increase from 8.25% to 9.75%: \$393.98
3. Roof Truss Chord, increase is length of truss chord reinforcement: \$2,661.74
4. Application for Kilz (fire retardant paint) to cover the smoke area of the ceiling: \$783.80
5. Marker board and tack board price increase: \$ 279.20

MOTION MADE BY: Mr. de la Torre

SECONDED BY: Mr. Snell

STUDENT ADVISORY VOTE: N/A

AYES: All (5) (Dr. Escarce and Ms. Leon-Vazquez were absent)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/01/09

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

RE: ACCEPTANCE OF WORK COMPLETED FOR BID #10.02 – MODERNIZATION  
WORK DISTRICT-WIDE – CHILD DEVELOPMENT SAFETY PROJECTS –  
KORADE AND ASSOCIATES

RECOMMENDATION NO. A.13

It is recommended that the Board of Education accept as completed all work contracted with, Korade and Associates for Modernization Work District wide, Child Development Safety Projects Bid #10.02, in an amount not to exceed \$176,978.

Funding Information

Budgeted: Yes

Fund: 12

Source: Child Development

Account Number: 12-50350-0-85000-82000-5640-xxx-2700 - \$ 31,190

12-61450-0-85000-82000-5640-xxx-2700 - \$ 16,527

12-94150-0-85000-82000-5640-xxx-2700 - \$ 5,000

12-52102-0-85000-82000-5640-xxx-2700 - \$124,259

Description: Federal Facility Renovation & Repair  
State Facility Renovation & Repair  
LAUP  
Federal Facility Improvement Program

COMMENTS: The contract with Korade and Associates has been completed. In order to facilitate the release of the retention being held by the District, a Notice of Completion must be filed for thirty-five (35) days with the County of Los Angeles pending Board approval.

<u>Original Contract Amount</u>	<u>\$ 176,978</u>
Total Contract Amount	\$ 176,978

MOTION MADE BY: Mr. de la Torre

SECONDED BY: Mr. Snell

STUDENT ADVISORY VOTE: N/A

AYES: All (5) (Dr. Escarce and Ms. Leon-Vazquez were absent)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/01/09

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

RE: CONTRACT AMENDMENT #18 FOR ADDITIONAL ARCHITECTURAL  
SERVICES FOR UPGRADE OF FIRE PROTECTION SYSTEMS – DISTRICT  
OFFICE DATA CENTER – WWCOT – MEASURE BB

RECOMMENDATION NO. A.14

It is recommended that the Board of Education approve Contract Amendment #18 with WWCOT to provide architectural and engineering services to upgrade existing fire protection system in the District Offices, as part of the District Office Data Center project, in an amount of \$49,036 for a total contract amount of \$3,973,989.

Funding Information

Budgeted: Yes

Fund: 21

Source: Building Fund

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

Description: Consultant Services

COMMENTS: During the Division of State Architect (DSA) review and approval process for the Data Center project at District Offices, it was determined that the design of the required fire protection system at the Data Center resulted in the requirement to upgrade the fire protection system at the entire District Office Building. To prevent delays on the Data Center project, it was decided to exclude the gas suppression system from the original submittal on the Data Center. The pre-action sprinkler system at the Data Center and the fire alarm upgrades to the entire building will be designed and submitted to DSA as a separate package.

The design for the fire alarm upgrades for the entire District Office Building was not initially anticipated to be part of this project.

This WWCOT Contract Amendment #18, for \$49,036, is for architectural and engineering services for the design and documentation of the Fire Protection system for the entire District Office Building. The revised contract total will be \$3,973,989.

*(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
CONTRACT AMENDMENT #18 (Data Center, Fire Protection, existing D.O. building)	49,036
TOTAL CONTRACT AMOUNT	\$3,973,989

\*\*\*\*\*

*The board requested that if legal counsel for the bond projects recommends that a portion of this should be funded by funds other than BB, that staff would bring this item back with a correction in funding sources.*

MOTION MADE BY: Mr. de la Torre  
 SECONDED BY: Mr. Snell  
 STUDENT ADVISORY VOTE: N/A  
 AYES: All (5) (Dr. Escarce and Ms. Leon-Vazquez were absent)  
 NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/01/09

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

RE: CONTRACT AMENDMENT #13 FOR ADDITIONAL ARCHITECTURAL SERVICES  
FOR REVISIONS TO GRADING PLANS – JOHN ADAMS MIDDLE SCHOOL –  
OSBORN/KONING EIZENBERG – MEASURE BB

RECOMMENDATION NO. A.15

It is recommended that the Board of Education approve Contract Amendment #13 with Osborn/Koning Eizenberg to provide architectural services for revisions to the grading plans at John Adams Middle School project, in an amount of \$1,800 for a total contract amount of \$2,519,875.

Funding Information

Budgeted: Yes

Fund: 21

Source: Building Fund

Account Number: 21-00000-0-00000-85000-5802-011-2600

Description: Consultant Services

COMMENTS: During the Construction Documents phase, the Architect requested detailed as-built survey information for the site area adjacent to the completed Boys & Girls Club project for coordination with the Measure BB project. At their June 25, 2009 meeting, the Board of Education approved a Contract Amendment with PSOMAS for additional design survey services at John Adams Middle School. Revisions to the grading, drainage, site demolition and horizontal control plans were required to coordinate with the as-built survey information.

This Contract Amendment #13, for \$1,800 is for architectural and civil engineering services to revise the grading plans at the John Adams Middle School project. The revised contract total will be \$2,519,875.

ORIGINAL CONTRACT AMOUNT (Prog./Schematic Design)	\$493,220
CONTRACT AMENDMENT #1 (Rogers ES Prog./Schematic Design)	100,620
CONTRACT AMENDMENT #2 (DD/CD/CA)	1,661,925
CONTRACT AMENDMENT #3 (Adams MS tennis courts/parking lot)	38,000
CONTRACT AMENDMENT #4 (Adams MS landscaped perimeter)	75,500
CONTRACT AMENDMENT #5 (Grant ES Safety Proj.)	28,200
CONTRACT AMENDMENT #6 (Rogers ES Safety & Security Proj.)	16,600
CONTRACT AMENDMENT #7 (Adams MS add'l services coord.)	17,000
CONTRACT AMENDMENT #8 (Adams interim housing)	28,110
CONTRACT AMENDMENT #9 (Adams electrical upgrade)	40,460
CONTRACT AMENDMENT #10 (Grant additional gate)	7,640
CONTRACT AMENDMENT #11 (Rogers gate)	5,200
CONTRACT AMENDMENT #12 (Adams paved break-out area)	5,600
CONTRACT AMENDMENT #13 (Adams grading revisions)	1,800
<b>TOTAL CONTRACT AMOUNT</b>	<b>\$2,519,875</b>

\*\*\*\*\*

*The board requested to see in a Friday packet where backboards at JAMS could be located.*

MOTION MADE BY: Mr. de la Torre

SECONDED BY: Mr. Snell

STUDENT ADVISORY VOTE: N/A

AYES: All (5) (Dr. Escarce and Ms. Leon-Vazquez were absent)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/01/09

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

RE: CONTRACT AMENDMENT #12 TO PREPARE EXISTING LIGHTING LEVEL  
STUDY TO SUPPORT CEQA ENVIRONMENTAL DOCUMENTS – LINCOLN  
MIDDLE SCHOOL – PBS&J – MEASURE BB.

RECOMMENDATION NO. A.16

It is recommended that the Board of Education approve Contract Amendment #12 with PBS&J to perform an existing lighting level survey in support of CEQA environmental document for the Lincoln Middle School project in the amount of \$3,173 for a total contract amount of \$810,624.

Funding Information

Budgeted: Yes

Fund: 21

Source: Measure BB

Account Number: 21-00000-0-00000-85000-5802-012-2600

Description: Consultant Services

COMMENTS: On November 6, 2008, the Board of Education approved a contract with PBS&J for CEQA environmental services for Lincoln Middle School. This Contract Amendment #12, in the amount of \$3,173, is to perform an existing lighting level survey to further analyze the potential aesthetic impacts due to the proposed replacement of the field lighting in support of CEQA environmental document for the Lincoln Middle School project, for a total contract amount of \$810,624.

ORIGINAL CONTRACT AMOUNT	\$152,745
CONTRACT AMENDMENT #1 (Public Outreach)	70,150
CONTRACT AMENDMENT #2 (CEQA, 6 Schools)	281,809
CONTRACT AMENDMENT #3 (Archeo Survey)	9,146
CONTRACT AMENDMENT #4 (Lighting Study)	10,913
CONTRACT AMENDMENT #5 (CEQA Add Service)	44,949
CONTRACT AMENDMENT #6 (CEQA, 5 Schools)	102,005
CONTRACT AMENDMENT #7 (Malibu, Traffic)	63,706
CONTRACT AMENDMENT #8 (Malibu, EIR)	61,873
CONTRACT AMENDMENT #9 (Malibu Football)	4,200
CONTRACT AMENDMENT #10 (Lincoln MS Shade & Shadow Study)	3,755
CONTRACT AMENDMENT #11 (Malibu HS Temp Ftbl Light., Viewpoint Luminescence Study)	2,200
CONTRACT AMENDMENT #12 (Lincoln MS Lighting study)	3,173
TOTAL CONTRACT AMOUNT	\$810,624

MOTION MADE BY: Mr. de la Torre

SECONDED BY: Mr. Snell

STUDENT ADVISORY VOTE: N/A

AYES: All (5) (Dr. Escarce and Ms. Leon-Vazquez were absent)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/01/09

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

RE: CORRECTION OF AWARD OF RENTAL OF MODULAR CLASSROOM BUILDINGS TO McGRATH RENT CORPORATION (dba MOBIL MODULAR, INC.) AND APPROVAL FOR LINCOLN MIDDLE SCHOOL RENTAL – MEASURE BB

#### RECOMMENDATION NO. A.17

It is recommended that the Board of Education award the rental of modular classrooms to McGrath Rent Corporation (dba Mobil Modular, Inc.) for the Measure BB Bond Program. It is further recommended that the rental of three (3) units at Lincoln Middle School for the term of ~~twenty six (26)~~ thirty (30) months be approved in an amount of ~~\$175,000~~ \$250,000.

#### Funding Information

Budgeted: Yes

Fund: 21

Source: State School Building Fund

Account Number: 21-00000-0-00000-85000-5630-012-2600

Description: Lease/Rental Expenses

COMMENT: The original award was approved at the July 16, 2009, board meeting (Item No. A.15). The item on this agenda increases the rental term and associated cost.

Several modular classroom manufacturers were contacted to evaluate types of units available, delivery and installation costs, and rental versus purchase cost. Green, sustainable units were also considered. It was determined that Mobil Modular best suited all needs of the Measure BB program. (Purchase of the units is not being considered at this time due to the construction schedule and the need for the units to be at the campuses at the same time). Four of the bond measure facilities will need modular classrooms for swing space during construction (Lincoln, Adams, Edison, and Malibu). As Lincoln Middle School is the furthest along, their units have been designed and are ready to be ordered.

Lincoln Middle School will require three (3) units: two (2) classrooms and one (1) library. The estimated lease period is anticipated for ~~twenty six (26)~~ thirty (30) months and will be ~~\$5,970/mo~~ \$6,776/mo, with an additional fee for delivery and installation. Leasing will start first quarter of 2010. Site preparation will be bid under separate bid package and is estimated at \$100,000.

*(Continued on next page)*

Other rentals will be brought forward to the Board of Education as needed and quotes received. Total rental contract will be as follows:

<b>Total number of Relocatable Units</b>						
<b>School</b>	<b>Classroom (24'x40')</b>	<b>Library (48'x40')</b>	<b>Office (24'x40')</b>	<b>Total</b>	<b>Estimated Lease Period</b>	<b>Leasing Starts</b>
Lincoln	2	1		3	<del>26</del> 30 months	Q1 2010
Adams	5		3	8	22 months	Q2 2010
Edison	2			2	29 months	Q3 2010
Malibu	3	1		4	41 months	Q3 2010
<b>Total</b>	<b>12</b>	<b>2</b>	<b>3</b>	<b>17</b>		

The District will “piggy back” rental cost based on Bid #1298 from Franklin McKinley School District.”

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

MOTION MADE BY: Mr. de la Torre  
 SECONDED BY: Mr. Snell  
 STUDENT ADVISORY VOTE: N/A  
 AYES: All (5) (Dr. Escarce and Ms. Leon-Vazquez were absent)  
 NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/01/09

FROM: TIM CUNEO / MICHAEL D. MATTHEWS

RE: CERTIFICATED PERSONNEL – Elections, Separations

RECOMMENDATION NO. A.18

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

**ADDITIONAL ASSIGNMENTS**

**ADAMS MIDDLE SCHOOL**

Bon, Nancy	6 hrs @\$40.46	9/2/09	Est Hrly/\$243
Hart, Matt	6 hrs @\$40.46	9/2/09	Est Hrly/\$243
Jung, Parisa	6 hrs @\$40.46	9/2/09	Est Hrly/\$243
Meyer, Kimberly	6 hrs @\$40.46	9/2/09	Est Hrly/\$243
Perez, Lourdes	6 hrs @\$40.46	9/2/09	Est Hrly/\$243
Ransom, Barbara	6 hrs @\$40.46	9/2/09	Est Hrly/\$243
Sato, Glenn	6 hrs @\$40.46	9/2/09	<u>Est Hrly/\$243</u>
TOTAL ESTABLISHED HOURLY			\$1,701

Comment: Professional Development – Math Department  
01-Economic Impact Aid – SCE

Breceda, Brenda	6 hrs @\$40.46	9/1/09	Est Hrly/\$243
Daws, Tracy	6 hrs @\$40.46	9/1/09	Est Hrly/\$243
Jacobs, Ed	6 hrs @\$40.46	9/1/09	Est Hrly/\$243
Loopesko, Lorna	6 hrs @\$40.46	9/1/09	Est Hrly/\$243
Saling, David	6 hrs @\$40.46	9/1/09	Est Hrly/\$243
Scotland, Alva	6 hrs @\$40.46	9/1/09	Est Hrly/\$243
Strauss, Susan	6 hrs @\$40.46	9/1/09	Est Hrly/\$243
Towner, Gloria	6 hrs @\$40.46	9/1/09	<u>Est Hrly/\$243</u>
TOTAL ESTABLISHED HOURLY			\$1,944

Comment: Professional Development – Language Arts Department  
01-Economic Impact Aid – SCE

**EDUCATIONAL SERVICES**

Cullen, Christine	11 hrs @\$40.46	9/8/09-10/9/09	<u>Est Hrly/\$445</u>
TOTAL ESTABLISHED HOURLY			\$445

Comment: Piloting Education Environment Initiative  
01-Education and Environment

Blitz, Sarah	12.4 hrs @\$40.46	9/1/09-9/30/09	Est Hrly/\$502
Breceda, Brenda	12.4 hrs @\$40.46	9/1/09-9/30/09	Est Hrly/\$502
DeBeech, Beth	12.4 hrs @\$40.46	9/1/09-9/30/09	Est Hrly/\$502
Eicks, Lorinda	12.4 hrs @\$40.46	9/1/09-9/30/09	Est Hrly/\$502
Loopesko, Lorna	12.4 hrs @\$40.46	9/1/09-9/30/09	Est Hrly/\$502
Saling, David	12.4 hrs @\$40.46	9/1/09-9/30/09	Est Hrly/\$502
Wintner, Lisa	12.4 hrs @\$40.46	9/1/09-9/30/09	<u>Est Hrly/\$502</u>
TOTAL ESTABLISHED HOURLY			\$3,514

Comment: Language Arts Adoption Process  
01-IASA: Title II Teacher Quality

Alexander, Katja	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Boxer, Lorissa	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Braff, Sarah	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Cedillo, Sofia	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Cervantes, Hayde	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Contreras, Sitara	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Daruty, Lila	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250

De la Rosa, Mary	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Duran, Concepcion	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Hamilton, LaDawna	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Herrera, Mayra	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Marmolejo, Yoli	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Meade, Margaret	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Morales, Carlos	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Mowry, Kristin	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Murphy, Anne Marie	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Naranjo, Rocio	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Reid, Roberta	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Rodriguez, Judith	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Simon, Laura	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Smith, Devon	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Talbott, Deborah	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Wheeler, Daniel	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Witt, Carl	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
TOTAL ESTABLISHED HOURLY			\$6,000

Comment: SmartBoard Educators Academy  
01-IASA: Title I Basic-Lw Inc/Neg

Barba-Castro, Graciela	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Conrod, Merryl	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Johnson, Cindy	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Mulkern, Nicole	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
O'Connor, Carmen	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
TOTAL ESTABLISHED HOURLY			\$1,250

Comment: SmartBoard Educators Academy  
01-Gifts

Alexander, Lorie	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Campbell, Charlotte	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Chang, Carol	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Chen, Lilian	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Cullen, Christine	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
DeGregorio, Dana	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Donohoe, Kitty	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Dunn, Margo	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Ferguson, Joelin	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Fernandez, Heidi	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Fiske, Nikki	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Furer, Rebecca	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Garcia-Nunez, Veronica	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Goldman, Jennifer	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Gooden, Akiko	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Heintz, Paula	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Hopkins, Miriam	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Hovest, Christi	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Hwang, Genie	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Hynding, Sheri	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Johnson, Rebecca	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Jordan, Nancy	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
King, Brandy	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Kooy, Tracy	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Le, Hong	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Lee, Chon	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Leininger, Joy	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Levy, Nancy	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Lipson, Jenny	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Loc, Dalia	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Maccani, Elizabeth	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250

Mathewson, Stefanie	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Ostrom, Michael	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Petersil, Shanna	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Pickens, Erin	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Pollack, Lori	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Posey, Steve	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Ramsey, Nancy	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Reff, Eric	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Reifman, Steve	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Savage, Christie	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Sherman, Laura	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Siegel, Julie	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Simmons, Martha	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Snow, Angie	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Takashma, Iris	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Talt, Leslie	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Thorne, Laurel	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Weinstock, Cyndie	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
Whitley, Ann	6.18 hrs @\$40.46	8/17/09-8/21/09	Est Hrly/\$250
TOTAL ESTABLISHED HOURLY			\$12,500

Comment: SmartBoard Educators Academy  
01- IASA: Title II Teacher Quality

#### SPECIAL EDUCATION

Tangum, Cathy	10 hrs @\$40.46	8/1/09-8/7/09	Est Hrly/\$405
TOTAL ESTABLISHED HOURLY			\$405

Comment: Special Education Training  
01-Special Education

#### HOURLY TEACHERS

##### CABRILLO ELEMENTARY SCHOOL

Hutchinson, Cathy	510 hrs @\$40.46	9/21/09-6/11/10	Est Hrly/\$20,635
TOTAL ESTABLISHED HOURLY			\$20,635

Comment: Science Instructor  
01- Reimbursed by PTA

Lambert, Ann	490 hrs @\$40.46	9/21/09-6/11/10	Est Hrly/\$19,825
TOTAL ESTABLISHED HOURLY			\$19,825

Comment: Vocal Music Instructor  
01- Reimbursed by PTA

#### EDUCATIONAL SERVICES

Hsu, Grace	45 hrs @\$40.46	9/14/09-6/25/10	Est Hrly/\$1,821
TOTAL ESTABLISHED HOURLY			\$1,821

Comment: Dream Strings Coach at John Adams Middle School  
01-SMMEF – Dream Winds

##### GRANT ELEMENTARY SCHOOL

Friedenthal, Gabrielle	360 hrs @\$40.46	9/9/09-6/4/10	Est Hrly/\$14,566
Guyette, Janet	360 hrs @\$40.46	9/9/09-6/4/10	Est Hrly/\$14,566
Iwanaka, Traci	360 hrs @\$40.46	9/9/09-6/4/10	Est Hrly/\$14,566
TOTAL ESTABLISHED HOURLY			\$43,698

Comment: Reading Instruction  
01-Reimbursed by PTA

**PT DUME ELEMENTARY SCHOOL**

Carter, Sandra 546 hrs @\$40.46

9/21/09-6/4/10

Est Hrly/\$22,091

TOTAL ESTABLISHED HOURLY \$22,091

Comment: Science Instructor  
01-Reimbursed by PTA

**ROP**

Byrd, Marc 12 hrs @\$45.34

9/4/09-6/30/10

Est Hrly/\$ 544

Jones, Teresa 30 hrs @\$45.34

9/4/09-6/30/10

Est Hrly/\$1,360

Kemp, Anita 24 hrs @\$45.34

9/4/09-6/30/10

Est Hrly/\$1,088

TOTAL ESTABLISHED HOURLY \$2,992

Comment: ROP Inservice  
01-ROP-Classroom/Program

Bixler, William 20 hrs @\$45.34

9/4/09-6/30/10

Est Hrly/\$ 907

Bowman-Smith, Carla 24 hrs @\$45.34

9/4/09-6/30/10

Est Hrly/\$1,088

Plaia, Jodi 40 hrs @\$45.34

9/4/09-6/30/10

Est Hrly/\$1,814

Wood, David 24 hrs @\$45.34

9/4/09-6/30/10

Est Hrly/\$1,088

TOTAL ESTABLISHED HOURLY \$4,897

Comment: ROP Student Lab Hours  
01-ROP-Classroom/Program

Hodges, Nathan 540 hrs @\$45.34

9/4/09-6/30/10

Est Hrly/\$24,484

Just-Daire, Meiko 800 hrs @\$45.34

9/4/09-6/30/10

Est Hrly/\$36,272

McGee, Richard 1,000 hrs @\$45.34

9/4/09-6/30/10

Est Hrly/\$45,340

Merrick, Jeffrey 180 hrs @\$45.34

9/4/09-6/30/10

Est Hrly/\$ 8,161

Shafiey, Mahvash 1,200 hrs @\$45.34

9/4/09-6/30/10

Est Hrly/\$54,408

Suhd, Mike 320 hrs @\$45.34

9/4/09-6/30/10

Est Hrly/\$14,509

Wishart, William 375 hrs @\$45.34

9/4/09-6/30/10

Est Hrly/\$17,003

Zox 250 hrs @\$45.34

9/4/09-6/30/10

Est Hrly/\$11,335

TOTAL ESTABLISHED HOURLY \$211,512

Comment: ROP Instruction  
01-ROP-Classroom/Program

Byrd, Marc 400 hrs @\$53.13

9/4/09-6/30/10

Own Hrly/\$21,252

Jones, Teresa 1,100 hrs @\$66.25

9/4/09-6/30/10

Own Hrly/\$72,875

Kemp, Anita 1,200 hrs @\$67.83

9/4/09-6/30/10

Own Hrly/\$81,396

TOTAL OWN HOURLY \$175,523

Comment: ROP Instruction  
01-ROP-Classroom/Program

**TOTAL ESTABLISHED HOURLY, AND OWN HOURLY = \$ 530,753****ELECTIONS****PROBATIONARY CONTRACTS**

Name/Assignment/Location  
Alonso, Stephanie/Lead Teacher  
Child Develop Svcs

Not to Exceed  
75%  
[repl. K. Kern]

Effective  
9/8/09

Bodok, Susan/Librarian  
Ed Svcs/Santa Monica HS

100%  
[repl. M. Urtz]

9/16/09

Burrows, Erin/SDC-NS  
Rogers Elementary

100%  
[repl. C. Greathouse]

9/4/09

Cervantes, Martha/Spanish  
Santa Monica HS

100%  
[repl. M. Gonzalez]

9/4/09

Keyworth, Tiffany/Speech Path  
Special Education

100%  
[repl. S. Orf]

9/4/09

Komandyan, Anna/Orchestra Lincoln MS	100% [repl. P. Park]	9/4/09
Lancia, Julie/Speech Path Special Education	100% [repl. A. Zavala]	9/4/09
Moorman, Wendell/Phys Ed Santa Monica HS	100% [repl. B. Armstrong]	9/4/09
Pettes, Maron/Chemistry Santa Monica HS	100% [repl. L. Wexler]	9/4/09
Rajabali, Jahan/SDC-ED John Adams MS	100% [repl. S. Bryant]	9/4/09
Ross-Dexter, Shannon/ISP Malibu High School	100% [repl. D. Stern]	9/4/09
Rudolph, Rebecca/SDC Special Ed/Pine Street	100 % [repl. M. Kim]	9/4/09
Ruetschle, Valita/SDC-ED Santa Monica HS	100% [repl. M. Waul]	9/4/09

#### TEMPORARY CONTRACTS

<u>Name/Assignment/Location</u> Field, Bailey/Humanities SMASH	<u>Not to Exceed</u> 50% [LOA – E. Haendel]	<u>Effective</u> 9/4/09-6/25/10
Hoefflerle, Quinn/1 <sup>st</sup> Grade Muir Elementary	100% [repl. R. Gusmao-Garcia re-hire Temp I]	9/4/09-6/25/10
Kohut, Jennifer/Primary Grades Edison Elementary	40% [new position]	9/4/09-6/25/10
Petersil, Shana/4 <sup>th</sup> Grade Roosevelt Elementary	100% [repl. S. Frederic, re-hire Temp II]	9/4/09-6/25/10
Ruiz, Monique/3rd Grade Edison Elementary	100% [repl. T. Boyd]	9/4/09-6/25/10
Smith, Rachel/4 <sup>th</sup> Grade Grant Elementary	100% [LOA - H. Taylor, re-hire Temp III]	9/4/09-6/25/10
Wold, Jayme/RSP SMASH	50% [repl. C. Posner, re-hire Temp III]	9/4/09-6/25/10

#### SUBSTITUTE TEACHERS LONG-TERM SUBSTITUTES

<u>(@\$210.00 Daily Rate)</u>	
Auer, Kimberly	9/4/09-2/1/10
Bailey, Robert	9/8/09-10/30/09
Blagojevic, Milos	9/4/09-11/18/09

Enterante, Donna	9/4/09-10/30/09
Fagnoli, Sam	9/4/09
LaTuchie, Norma	9/9/09-9/29/09
O'Leary, Mary	9/9/09-9/30/09
Quine, Nicki	9/8/09

**PREFERRED SUBSTITUTES**

**(@\$162.00 Daily Rate)**

Scott, Ruben	9/16/09
Wold, Jayme	9/9/09

**REGULAR DAY-TO-DAY SUBSTITUTES**

**(@\$138.00 Daily Rate)**

Herman, Erika	9/17/09
La Tuchie, Norma	9/9/09

**CHANGE IN ASSIGNMENT**

**Effective**

Bautista, Claudia	9/4/09-6/25/10
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Santa Monica HS/Spanish

From: 100%

To: 60%

Berman, Wendy	9/4/09-6/25/10
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Webster Elementary/1<sup>st</sup> Grade

From: 100%

To: 60%

Garden, Sarah	9/4/09
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Muir Elementary/SDC – K

From: McKinley Elementary

To: Muir Elementary

Gusmao-Garcia Williams, Renata	9/4/09-6/25/10
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Muir Elementary/Reading Specialist

From: Teacher

To: Reading Specialist

Murdock, Sheryl	9/4/09-6/30/10
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Webster Elementary/Teacher

From: 100%

To: 60%

Schneider, Rhonda	9/4/09
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Roosevelt Elementary/1<sup>st</sup> Grade

From: SDC

To: 1<sup>st</sup> Grade

**LEAVE OF ABSENCE (with pay)**

**Name/Location**

**Effective**

Gravelle, Jessica	9/4/09-9/29/09
Educational Svcs	[maternity]

Kinsinger, Julie	9/4/09-10/2/09
Rogers Elementary	[catastrophic]

Waxberg, Carrie	9/4/09-2/12/09
Franklin Elementary	[maternity]

Yoffy, Julie Ann  
John Adams MS

9/4/09-1/22/10  
[maternity]

**LEAVE OF ABSENCE (without pay)**

Name/Location

Berman, Wendy  
Webster Elementary

Effective

9/4/09-6/25/10  
[personal – 40%]

Didion, Kelley  
Pt Dume Elementary

9/4/09-6/25/10  
[personal]

Forrer, Brooke  
Santa Monica HS

9/4/09-10/9/09  
[CFRA]

Nemtzov, Rachel  
Special Education

9/4/09-6/25/10  
[child care]

Waxberg, Carrie  
Franklin Elementary

2/13/09-3/26/09  
[CFRA]

MOTION MADE BY: Mr. de la Torre

SECONDED BY: Mr. Snell

STUDENT ADVISORY VOTE: N/A

AYES: All (5) (Dr. Escarce and Ms. Leon-Vazquez were absent)

NOES: None (0)

TO: BOARD OF EDUCATION

FROM: TIM CUNEO / MICHAEL D. MATTHEWS

RE: SPECIAL SERVICE EMPLOYEES

ACTION/CONSENT  
10/01/09

RECOMMENDATION NO. A.19

It is recommended that the following Special Services Employee contracts be approved in accordance with District policies and salary schedules, and be assigned pursuant to BP 4213.5. Funding for the positions listed is included in the 2009-2010 budget.

<u>Name/Location</u>	<u>Not to Exceed</u>	<u>Effective Dates</u>	<u>Rate</u>
Baker, Elizabeth Ann	\$6,200	9/9/09-6/25/10	\$50/hr
Franklin Elementary; Music and Movement instruction for K, 1 <sup>st</sup> and 2 <sup>nd</sup> Grade students			
FUNDING:	01-90150-0-11100-10000-2917-002-1501		-100%
Reimbursed by PTA			
Blake, Judith	\$6,000	9/9/09-6/25/10	\$50/hr
Franklin Elementary; Visual Arts instruction for 4 <sup>th</sup> and 5 <sup>th</sup> Grade students			
FUNDING:	01-90150-0-11100-10000-2917-002-1501		-100%
Reimbursed by PTA			
Farokhzadeh, Mersedeh	\$2,000	9/9/09-6/25/10	\$50/hr
Franklin Elementary; Supplement counseling load, specifically assisting with Farsi-speaking students			
FUNDING:	01-00010-0-11100-10000-2917-002-1501		-100%
Tier III Programs Cat Flex			
Farokhzadeh, Mersedeh	\$7,200	9/9/09-6/25/10	\$200/day
Franklin Elementary; Provide support for the Farsi-speaking parent community			
FUNDING:	01-90150-0-11100-10000-2917-002-1501		-100%
Reimbursed by PTA			
Martinez, Yolanda	\$6,600	9/9/09-6/25/10	\$40/hr
Franklin Elementary; Fine Arts instruction for K and 1 <sup>st</sup> Grade students			
FUNDING:	01-90150-0-11100-10000-2917-002-1501		-100%

MOTION MADE BY: Mr. de la Torre

SECONDED BY: Mr. Snell

STUDENT ADVISORY VOTE: N/A

AYES: All (5) (Dr. Escarce and Ms. Leon-Vazquez were absent)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/01/09

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

RE: CLASSIFIED PERSONNEL - MERIT

RECOMMENDATION NO. A.20

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**

**EFFECTIVE DATE**

Aguilar, Jacqueline Franklin Elementary	Inst Asst – Physical Ed 3.75 Hrs/SY/Range: 20 Step: A	9/8/09
Harper, Erin Special Education	Occupational Therapist 8 Hrs/SY/Range: 77 Step: E	9/8/09
Morgan, Jennifer Special Education	Occupational Therapist 8 Hrs/SY/Range: 77 Step: E	9/8/09
Terrazas, Florinda Educational Svcs	Bilingual Community Liaison 8 Hrs/10 Mo/Range: 18 Step: A	9/8/09
Vasquez, Angel Grant Elementary	Inst Asst – Physical Ed 4 Hrs/SY/Range: 20 Step: A	9/8/09

**PROVISIONAL ASSIGNMENT**

**EFFECTIVE DATE**

Henderson, Jacob Special Ed/PineStreet	Inst Asst – Sign Lang Interpreter	9/9/09-10/30/09
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**REENSTATEMENT**

**EFFECTIVE DATE**

Keller, Evelyn Franklin Elementary	Inst Asst – Special Ed 6 Hrs/SY/Range: 20 Step: E	9/8/09
Soloway, Beth Pt Dume Elementary	Inst Asst - Classroom 3 Hrs/SY/Range: 18 Step: B	9/8/09

**PROMOTION**

**EFFECTIVE DATE**

Castro, Esperanza Food Svcs	Site Coordinator 7 Hrs/SY/Range: 27 Step: A Fr: Cafeteria Worker II; 6 Hrs/SY	9/8/09
Guirguis, Ramez Special Education	Inst Asst – Specialized 6 Hrs/SY/Range: 26 Step: A Fr: Inst Asst – Special Ed; 4.5 Hrs/SY	9/8/09
Hernandez, Steven Special Education	Inst Asst – Specialized 6 Hrs/SY/Range: 26 Step: A Fr: Inst Asst – Special Ed; 6 Hrs/SY	9/8/09
Mashkovich, Jane Special Education	Inst Asst – Specialized 6 Hrs/SY/Range: 26 Step: A Fr: Inst Asst – Special Ed; 6 Hrs/SY	9/8/09

Payton, Tawny Special Education	Inst Asst – Specialized 6 Hrs/SY/Range: 26 Step: A Fr: Inst Asst – Special Ed; 5 Hrs/SY	9/8/09
Villa, Alejandro Operations	Utility Worker 8 Hrs/12 Mo/Range: 27 Step: E Fr: Custodian; 8 Hrs/12 Mo	9/8/09

**TEMP/ADDITIONAL ASSIGNMENTS**

**EFFECTIVE DATE**

Avila, Alfredo Santa Monica HS	Student Outreach Specialist	9/3/09
Bonilla, Leroy Food Svcs	Cafeteria Worker I	9/8/09-6/30/10
Casillas, Veronica Santa Monica HS	Student Outreach Specialist	9/3/09
Chebair, Luz Food Svcs	Cafeteria Worker I	9/8/09-6/30/10
Cornejo, Ana Food Svcs	Cafeteria Worker I	9/8/09-6/30/10
Cruz, Mary Food Svcs	Cafeteria Worker I	9/8/09-6/30/10
Denoya, Michael Special Education	Speech/Lang Path Asst	8/31/09-9/4/09
Fuller, Charesse Food Svcs	Cafeteria Worker I	9/8/09-6/30/10
Glick, Val Santa Monica HS	Office Specialist	9/1/09
Guberman, Jesse Special Education	Speech/Lang Path Asst	8/31/09-9/4/09
Hardt, Rebecca Santa Monica HS	Student Outreach Specialist	9/3/09
Harrison, Rebel Human Resources	Coordinator, R.O.P.	6/30/09-9/30/09
Hubbard, Lula Food Svcs	Cafeteria Worker I	9/8/09-6/30/10
Jackson, Sheralynn Rogers Elementary	Office Specialist	8/31/09
Keller, Jeffrey Santa Monica HS	Student Intervention Specialist	9/3/09
Mesrobian, Varso Franklin Elementary	Sr. Office Specialist	8/20/09-8/21/09
Morales, Robert Santa Monica HS	Student Outreach Specialist	9/3/09

Nao, Kimberly Santa Monica HS	Student Outreach Specialist	9/3/09
Naranjo, Debbie Food Svcs	Cafeteria Worker I	9/8/09-6/30/10
Pacheco, Patricia Food Svcs	Cafeteria Worker I	9/8/09-6/30/10
Perchlak, Stanley Facilities Maintenance	Skilled Maintenance Worker	7/1/09-6/30/10
Quiroz, Timothy Food Svcs	Site Coordinator	9/8/09-6/30/10
Romo, Jennifer Food Svcs	Cafeteria Worker I	9/8/09-6/30/10
Rosas, Rosemarie Food Svcs	Cafeteria Worker I	9/8/09-6/30/10
Serrano, Elva Food Svcs	Cafeteria Worker I	9/8/09-6/30/10
Tate, John Food Svcs	Cafeteria Worker I	9/8/09-6/30/10
Taylor, Georgia Food Svcs	Cafeteria Worker I	9/8/09-6/30/10
Tirado, Leticia Food Svcs	Cafeteria Worker I	9/8/09-6/30/10
Webster-Joseph, Shirley Food Svcs	Cafeteria Worker I	9/8/09-6/30/10
Williams, Steven Food Svcs	Cafeteria Worker I	9/8/09-6/30/10
Zaki, Emil Food Svcs	Cafeteria Worker I	9/8/09-6/30/10

#### **SUMMER ASSIGNMENTS**

Burrell, Catherine Facility Permits	Lifeguard/Swim Instructor	<b><u>EFFECTIVE DATE</u></b> 6/25/90-8/31/09
Lopez, Vickie Santa Monica HS	Campus Security Officer	8/27/09-8/31/09
Smith, Dunell Santa Monica HS	Campus Security Officer	8/27/09-8/31/09

#### **SUBSTITUTES**

Arnao, Dora Special Education	Inst Asst – Special Ed	<b><u>EFFECTIVE DATE</u></b> 9/9/09-6/25/10
Atashbar, Malouk Special Education	Inst Asst – Special Ed	9/9/09-6/25/10

Bakhyt, Said Special Education	Inst Asst – Special Ed	9/9/09-6/25/10
Barron-Remigio, Jose Human Resources	Inst Asst – Physical Ed	9/8/09-6/25/10
Bell, Michael Operations	Gardner	7/1/09-6/30/10
Burton, Jerome Operations	Custodian	9/4/09-6/30/10
Curtis, Kathleen Human Resources	Inst Asst – Physical Ed	9/8/09-6/25/10
Douglas, Lamont Theater Operations	Campus Security Officer	9/1/09-6/30/10
Douglas, Lamont Facility Permits	Campus Security Officer	9/1/09-6/30/10
Eule, Carole Special Education	Inst Asst – Special Ed	9/9/09-6/25/10
Gardener II, Rodney Special Education	Inst Asst – Special Ed	9/9/09-6/25/10
Gear, Lynn Special Education	Inst Asst – Special Ed	9/9/09-6/25/10
Gibbons-Fly, Sheila Special Education	Inst Asst – Special Ed	9/9/09-6/25/10
Gilbreath, Lawrence Facility Permits	Campus Security Officer	9/1/09-6/30/10
Hallum, Cheryl Special Education	Inst Asst – Special Ed	9/9/09-6/25/10
Hernandez, Rudy Facility Permits	Campus Security Officer	9/1/09-6/30/10
Hutchinson, Joan Special Education	Inst Asst – Special Ed	9/9/09-6/25/10
Jovel, Daniel Human Resources	Inst Asst – Physical Ed	9/8/09-6/25/10
Kahle, Aaron Human Resources	Inst Asst – Physical Ed	9/8/09-6/25/10
Lockett, Tyrone Facility Permits	Campus Security Officer	9/1/09-6/30/10
Lopez, Manuel Facility Permits	Campus Security Officer	9/1/09-6/30/10
Martin, Kevin Facility Permits	Campus Security Officer	9/1/09-6/30/10

Martin, Kevin Theater Operations	Campus Security Officer	9/1/09-6/30/10
Moore, Victoria Special Education	Inst Asst – Special Ed	9/9/09-6/25/10
Muhammad, William Facility Permits	Campus Security Officer	9/1/09-6/30/10
Naranjo, Gus Facility Permits	Campus Security Officer	9/1/09-6/30/10
Palmore, Renata Food Svcs	Cafeteria Worker I	9/8/09-6/25/10
Rabbani, Susan Special Education	Inst Asst – Special Ed	9/9/09-6/25/10
Rodgers, Rodney Special Education	Inst Asst – Special Ed	9/9/09-6/25/10
Rose, Jason Special Education	Inst Asst – Special Ed	9/9/09-6/25/10
Sadeghpour, Mojdeh Special Education	Inst Asst – Special Ed	9/9/09-6/25/10
Scott, Benny Facility Permits	Campus Security Officer	9/1/09-6/30/10
Scott, Benny Theater Operations	Campus Security Officer	9/1/09-6/30/10
Shamsian, Dalia Special Education	Inst Asst – Special Ed	9/9/09-6/25/10
Simonian, Patty Special Education	Inst Asst – Special Ed	9/9/09-6/25/10
Spiegelman, Joseph Special Education	Inst Asst – Special Ed	9/9/09-6/25/10
Stepina, Galina Special Education	Inst Asst – Special Ed	9/9/09-6/25/10
Sweeney, Patricia Special Education	Inst Asst – Special Ed	9/9/09-6/25/10
Thompson, Eddie Operations	Custodian	9/4/09-6/30/10
Vazquez, Miguel Facility Permits	Custodian	7/1/09-6/30/10
Vazquez, Miguel Theater Operations	Custodian	7/1/09-6/30/10
Yang, Susan Special Education	Inst Asst – Special Ed	9/9/09-6/25/10
Zheng, Jin Special Education	Inst Asst – Special Ed	9/9/09-6/25/10

**VOLUNTARY REDUCTION IN HOURS**

Carriere, Leigh Ann  
Pt Dume Elementary  
Inst Asst – Classroom  
4 Hrs/SY  
Fr: 5 Hrs/SY

**EFFECTIVE DATE**

9/8/09

**INVOLUNTARY TRANSFER**

Hartley, Dana  
Malibu HS  
Inst Asst – Special Ed  
6 Hrs/SY  
Fr: 6 Hrs/SY; Cabrillo Elementary

**EFFECTIVE DATE**

9/9/09

Martinez, Kim  
Muir Elementary  
Inst Asst – Special Ed  
6 Hrs/SY  
Fr: 6 Hrs/SY; McKinley Elementary

9/9/09

Miller, Karen  
Lincoln MS  
Inst Asst – Special Ed  
6 Hrs/SY  
Fr: 6 Hrs/SY; McKinley Elementary

9/9/09

Schlierman, Cherie  
Muir Elementary  
Inst Asst – Special Ed  
6 Hrs/SY  
Fr: 6 Hrs/SY; Lincoln MS

9/9/09

Worthington, Jamie  
Lincoln MS  
Inst Asst – Special Ed  
6 Hrs/SY  
Fr: 6 Hrs/SY; Muir Elementary

9/9/09

**LEAVE OF ABSENCE (PAID)**

Cueva, Jemina  
Food Services  
Cafeteria Worker I  
Medical

**EFFECTIVE DATE**

9/8/09-11/17/09

Flores, Maria  
Special Education  
Inst Asst – Special Ed  
Maternity

9/8/09-9/17/09

Lohmeyer, Judy  
Purchasing  
Buyer  
Medical

9/1/09-9/30/09

Miller, Sandra  
Franklin Elementary  
Inst Asst – Classroom  
Medical

9/8/09-10/2/09

Prieto, Brandi  
Santa Monica HS  
Inst Asst – Physical Ed  
Maternity

9/8/09-10/1/09

Walker, Dashayne  
McKinley Elementary  
Inst Asst – Special Ed  
Medical

9/8/09-10/2/09

**LEAVE OF ABSENCE (UNPAID)**

Benedict, Yvonne  
Rogers Elementary  
Inst Asst – Bilingual  
Personal

**EFFECTIVE DATE**

9/8/09-2/1/10

**PROFESSIONAL GROWTH**

Mathews, Camille  
Child Develop Svcs  
Children Center Assistant

**EFFECTIVE DATE**

10/1/09

**ESTABLISHMENT OF POSITION**

Inst Asst – Special Ed  
6 Hrs/SY; Malibu High School

**EFFECTIVE DATE**

9/9/09

Inst Asst – Special Ed 6 Hrs/SY; Lincoln MS	9/9/09
Inst Asst – Special Ed 6 Hrs/SY; Muir Elementary	9/9/09
Inst Asst – Special Ed 6 Hrs/SY; Muir Elementary	9/9/09

**ABOLISHMENT OF POSITION**

**EFFECTIVE DATE**

Inst Asst – Special Ed 6 Hrs/SY; Malibu HS	9/9/09
Inst Asst – Special Ed 6 Hrs/SY; Malibu HS	9/9/09
Inst Asst – Special Ed 6 Hrs/SY; Muir Elementary	9/9/09
Inst Asst – Special Ed 6 Hrs/SY; Cabrillo Elementary	9/9/09
Inst Asst – Special Ed 6 Hrs/SY; Muir Elementary	9/9/09
Inst Asst – Special Ed 6 Hrs/SY; McKinley Elementary	9/9/09
Inst Asst – Special Ed 6 Hrs/SY; Lincoln MS	9/9/09
Inst Asst – Special Ed 6 Hrs/SY; Webster Elementary	9/9/09
Inst Asst – Special Ed 6 Hrs/SY; Franklin Elementary	9/9/09
Inst Asst – Special Ed 6 Hrs/SY; Pine Street	9/9/09
Inst Asst – Special Ed 6 Hrs/SY; McKinley Elementary	9/9/09

MOTION MADE BY: Mr. de la Torre  
 SECONDED BY: Mr. Snell  
 STUDENT ADVISORY VOTE: N/A  
 AYES: All (5) (Dr. Escarce and Ms. Leon-Vazquez were absent)  
 NOES: None (0)

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

ACTION/CONSENT  
10/01/09

RECOMMENDATION NO. A.21

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**

KHODAEI, SHAMSOLSADAT	CHILD DEVELOP SVCS	9/14/09-6/30/10
MARION, ROSA	ADULT EDUCATION	9/10/09-6/25/10

**COACHING ASSISTANT**

DEARN, ANDREW	SANTA MONICA HS	8/1/09-6/30/10
HOLLAND, ANTOINE	SANTA MONICA HS	7/1/09-6/30/10

**NOON SUPERVISION**

AUSMUS, JULEY	CABRILLO ELEMENTARY	9/9/09-6/25/10
BEAVERS, COURTNEY	ROGERS ELEMENTARY	9/9/09-6/25/10
BONILLA, REINA MARIA	EDISON ELEMENTARY	9/9/09-6/25/10
BRALEY, CHRISTINA	GRANT ELEMENTARY	9/9/09-6/25/10
CARRIERE, LEIGH ANNE	PT DUME ELEMENTARY	9/9/09-6/25/10
CHAVEZ, LUIS	ROGERS ELEMENTARY	9/9/09-6/25/10
ELLIS, NORM	GRANT ELEMENTARY	9/9/09-6/25/10
ESPINOZA, NOAMI	ROGERS ELEMENTARY	9/9/09-6/25/10
EVANS, LAURA	ROGERS ELEMENTARY	9/9/09-6/25/10
FISHER, NICOLE	CABRILLO ELEMENTARY	9/9/09-6/25/10
FOUNTAIN, MARESA	GRANT ELEMENTARY	9/9/09-6/25/10
GIROUX, SHARON	EDISON ELEMENTARY	9/9/09-6/25/10
HUNTER-SALLUSTIO, D.	FRANKLIN ELEMENTARY	9/9/09-6/25/10
ILLES, NICHOLAS	GRANT ELEMENTARY	9/9/09-6/25/10
JONES, CECELIA	GRANT ELEMENTARY	9/9/09-6/25/10
KUYAMA, KEIKO	ROOSEVELT ELEMENTARY	9/9/09-6/25/10
LLOSA, SYLVIA	ROGERS ELEMENTARY	9/9/09-6/25/10
MAZAR-ATABKI, SORAYA	ROOSEVELT ELEMENTARY	9/9/09-6/25/10
MC DONOUGH, BARBARA	GRANT ELEMENTARY	9/9/09-6/25/10
MENDOZA, VALETTA	ROOSEVELT ELEMENTARY	9/9/09-6/25/10
ORBAN, MARIE	GRANT ELEMENTARY	9/9/09-6/25/10
PINEDA, MARISA	ROGERS ELEMENTARY	9/9/09-6/25/10
REABER, WINIFRED	GRANT ELEMENTARY	9/9/09-6/25/10
REFUGIO, OLIVIA	ROGERS ELEMENTARY	9/9/09-6/25/10
REYES, MARTHA	ROGERS ELEMENTARY	9/9/09-6/25/10
REYES, MODESTA	MCKINLEY ELEMENTARY	9/9/09-6/25/10
REYNOSO, JESUS	GRANT ELEMENTARY	9/9/09-6/25/10
RIVAS DE HERNANDEZ, G.	ROGERS ELEMENTARY	9/9/09-6/25/10
RODRIGUEZ, OFELIA	EDISON ELEMENTARY	9/9/09-6/25/10
RODRIGUEZ, SERGIO	EDISON ELEMENTARY	9/9/09-6/25/10
SCHEFFIELD, MARY	GRANT ELEMENTARY	9/9/09-6/25/10

SCHLIEMAN, JOHN	GRANT ELEMENTARY	9/9/09-6/25/10
SOTOJ, MARIA	MCKINLEY ELEMENTARY	9/9/09-6/25/10
ST CLAIR, REGGIE	MUIR ELEMENTARY	9/9/09-6/25/10
THOMPSON, FLOYD	ROGERS ELEMENTARY	9/9/09-6/25/10
VALADAZ, LUZ VICTORIA	EDISON ELEMENTARY	9/9/09-6/25/10
VAUGHN, WESLEY	ROGERS ELEMENTARY	9/9/09-6/25/10
VIVIANI, VHALIA	ROGERS ELEMENTARY	9/9/09-6/25/10
WHITE, ROBERT	ROOSEVELT ELEMENTARY	9/9/09-6/25/10

**PROFESSIONAL EXPERT – LEVEL II**

DRESS, STEPHEN	EDUCATIONAL SVCS [Dream Strings Instructor]	9/14/09-6/30/10
HAGEMAN, JUSTIN	EDUCATIONAL SVCS [Dream Winds Instructor]	9/14/09-6/30/10
FLICKINGER, KELLY	EDUCATIONAL SVCS [Dream Winds Instructor]	9/14/09-6/30/10
MOERSCHEL, JOSEPHINE	EDUCATIONAL SVCS [Dream Strings Instructor]	9/14/09-6/30/10
NAZIEMIEC, CAROLINA	EDUCATIONAL SVCS [Dream Strings Instructor]	9/14/09-6/30/10
ROTH, JENNIFER	EDUCATIONAL SVCS [Dream Winds Instructor]	9/14/09-6/30/10
SENUK, PETER	EDUCATIONAL SVCS [Dream Winds Instructor]	9/14/09-6/30/10
TURNER, MEGHAN	EDUCATIONAL SVCS [Dream Winds Instructor]	9/14/09-6/30/10
WEAVER, KELLY	EDUCATIONAL SVCS [Dream Winds Instructor]	9/14/09-6/30/10

**PROFESSIONAL EXPERT – LEVEL III**

FLANAGAN, MARGARET	ED SVCS/SANTA MONICA HS [Orchestra Coach]	9/1/09-6/25/10
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MOTION MADE BY: Mr. de la Torre  
 SECONDED BY: Mr. Snell  
 STUDENT ADVISORY VOTE: N/A  
 AYES: All (5) (Dr. Escarce and Ms. Leon-Vazquez were absent)  
 NOES: None (0)

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## MAJOR ITEMS

TO: BOARD OF EDUCATION

ACTION/MAJOR

10/01/09

FROM: TIM CUNEO / CHIUNG-SALLY CHOU

RE: GIFT FUND CONTRIBUTION 2008-09 AND EQUITY FUND ALLOCATION  
2009-2010

RECOMMENDATION NO. A.22

The Equity Fund was established to improve the achievement of ALL students while simultaneously closing the achievement gap by mitigating the effects of the unequalized enrichment of schools. AR 3290 allows the distribution of the fund to 1) support district-wide initiatives to provide academic support, intervention and/or remediation in accordance with the mission of the school district; 2) support school sites using the weighted-student formula for distribution of fund; and 3) reserve resources within the fund.

Attached is the distribution chart based on the student demographic and achievement data from 2008-09 school year and the annual report of all gift funds contributions.

COMMENT: As the district moves forward in its goal to close the achievement gap, several initiatives have been initiated to support the students. It is recommended that the Board of Education approve the allocation of \$95,000 from the Equity Fund to enhance and strengthen the 2009-10 school year districtwide initiatives including Intensive Intervention Summer School (IISS), Connect for Success, the Young Collegians, and Middle School Initiative. It is recommended that the \$95,000 allocated to Educational Services Department be allowed yearly carry-over. It is also recommended that the Board of Education approve the reserve of \$60,000 for future Equity Fund distribution.

This \$95,000 funding provides:

- 1) IISS supplemental program professional development activities in instructional strategies to increase student achievement in literacy, mathematics; and classroom management tools and techniques and student engagement Estimated at \$40,000 for approximately 70 IISS teachers for two days);
- 2) An outreach specialist during the summer session to assist in parent participation and student support at Santa Monica High School (Estimated at \$7,000);
- 3) Extra duty time for a school advisor/counselor at Santa Monica High School in the recruitment of Young Collegians and parent support as coordination of various activities during the summer months and school year and support for Connect for Success follow-up activities (Estimated at \$5,000);
- 4) Supplemental instructional materials such as books, general supplies, and field trips for Connect for Success students – incoming 9<sup>th</sup> graders for the summer and follow up activities during the school year (Estimated at \$13,000);
- 5) Fees, bus tokens, books, publicity and recruitment materials, supplies, field trips for the Young Collegians Program (Estimated at \$10,000) during the summer and school year; and
- 6) Resources for the implementation of the Middle School Initiative including conference/workshop attendance, consultant(s), materials, substitutes and extra duty hours for planning and focusing specifically on issues of adolescent development, literacy and behavior. (Estimated at \$20,000)

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

*Dr. Chou's and Ms. Maez's handouts can be found under Attachments at the end of these minutes.*

*Mr. Allen commented that some of these initiatives seem focused on one school. Dr. Chou explained that Connect for Success targets rising ninth graders who did not perform well in eighth grade and Young Collegians targets students who are first generation college bound. These students are at a higher risk for not passing the CAHSEE, not graduating from high school, or not attending any post secondary schooling. These programs are not exclusive of Malibu HS students, but there is a larger population of these students at Samohi. Dr. Chou added that the Young Collegians program is also having a positive effect on the younger*

siblings of participating high school students. Mr. Allen inquired about districtwide programs for literacy. Dr. Chou explained that there are several programs that target students in the elementary and middle schools, and that the proposed middle school initiative will help to address this as well. In the elementary schools, reading specialists are funded by the district and other funds, like the equity fund or Title I. Tonight's proposed allocation of additional equity funds will help the district focus on increasing the achievement of high school students who are at the greatest risk. Dr. Chou referred to high school as the "last frontier" for these students.

Mr. Snell asked about monitoring the allocations and the programs they fund. Dr. Chou explained that the sites are required to incorporate programs funded by the equity fund into their Single Plans for Student Achievement (SPSAs). Mr. Snell asked about sites having a carryover of equity funds from previous years. Dr. Chou explained that sites sometimes fund programs from various sources, such as Title I, or they had set aside money for summer and were not able to spend it due to the June 30 deadline, or a program did not have sufficient time to be implemented, so funds are left over. She added that sites often use equity fund money for summer school, but because the new fiscal year begins on July 1, these summer school funds will appear as carryover. District office staff is working with the site administrators to budget their use of equity funds with the start of the school year beginning on July 1. Dr. Chou suggested the allocation of equity funds should really be in June, not October. Mr. Snell expressed his concern about how time consuming the collection of funds process can be.

Mr. Mechur said he believes these programs are site specific, not districtwide, and that perhaps these programs should be funded via other sources. He expressed his concern that some schools are not contributing appropriately. He suggested postponing this item until all the schools make a commitment to contributing fairly to the equity fund. He stressed that each site needs to understand that the equity fund is a good thing for the entire district. Mr. de la Torre responded that Samohi is as districtwide as a school can be, and that the proposed programs address students with the greatest need, which is the goal of the equity fund. He referred to specific language in the administrative regulation regarding the acceptance of gifts that supports the programs being funded by equity fund monies. He added that when recent budget cuts were made, most were made at Samohi, not districtwide.

Ms. Pye stressed the need to make sure districtwide initiatives are being funded in order to uphold the integrity of the equity fund. She emphasized the importance of compliance at each site. She would like to hear input regarding this from the equity fund oversight committee.

Dr. Chou indicated to the board that equity does not mean equality, where everyone receives the same amount. Equity means that those who have less are raised closer to a leveled playing field with those who have more. She added that postponing this approval postpones principals from hiring intervention specialists and other implementing other activities.

Mr. Allen commented that approving this item now does not prevent the district from looking into the issues brought up tonight.

MOTION MADE BY: Mr. de la Torre

SECONDED BY: Mr. Snell

STUDENT ADVISORY VOTE: N/A

AYES: Three (3) (Mr. de la Torre, Ben Allen, and Mr. Snell)

NOES: Two (2) (Ms. Pye and Mr. Mechur)

ABSENT: Two (2) (Dr. Escarce and Ms. Leon-Vazquez)

The motion failed due to a lack of majority votes of the entire board.

Ms. Pye MOTIONED to recall the item. Mr. de la Torre SECONDED. AYES: All (5). NOES: None (0). ABSENT: Two (2). The motion passed.

Ms. Pye MOTIONED to postpone this item until the next meeting. Mr. Snell SECONDED. Mr. de la Torre requested that the Comment section of the returning item reflect the initial vote. AYES: All (5). NOES: None (0). ABSENT: Two (2). The motion passed.

TO: BOARD OF EDUCATION

ACTION/MAJOR

10/01/09

FROM: TIM CUNEO / CHIUNG-SALLY CHOU

RE: INCREASE IN STAFFING (FTE) – INSTRUCTIONAL ASSISTANT -  
SPECIALIZED

RECOMMENDATION NO. A.23

It is recommended that the Board of Education add four (4) 75% (total of 3.0 FTE) Instructional Assistant – Specialized in order to meet the increased caseload in Special Education.

COMMENT: As the caseload for behavior intervention services has increased, the need for Instructional Assistants – Specialized has grown as well.

FUNDING NOTE: The 2009-2010 budget will be adjusted \$118,268 for salary and benefits.  
(\$29,567 per position)

MOTION MADE BY: Mr. Allen

SECONDED BY: Mr. Snell

STUDENT ADVISORY VOTE: N/A

AYES: All (5) (Dr. Escarce and Ms. Leon-Vazquez were absent)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/MAJOR

10/01/09

FROM: TIM CUNEO / CHIUNG-SALLY CHOU

RE: REVISE POLICY 6154 – HOMEWORK/MAKEUP WORK

RECOMMENDATION NO. A.24

It is recommended that the Board of Education review the revised Board Policy 6154 Homework/Makeup Work. The revised policy and administrative regulation are attached for Board member review and discussion.

Comments: Recommendations from the Board and suggested policy language from the California School Board Association (CSBA) were utilized to revise the current board policy and administrative regulation. An ad hoc committee was formed to gather input and craft the board policy and administrative regulation. The committee members were parents, principals, and other district administrators. The drafts were forwarded to PTA Council leadership, SMMCTA leadership, principals, and committee members for additional review and input after ad hoc committee meetings. Meetings were also held with PTA Council leadership and SMMCTA leadership.

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Public Comments:

- Shari Davis, Leslie Butchko, Debbie Bernstein, and Claudia Landis, members of the community, addressed aspects of this policy.

Specific questions about language in the policy were asked:

- P. 52, para 7: Why is "...in the recommended number of minutes,..." crossed out? Dr. Chou said SMMCTA thought that phrase was too prescriptive.
- P. 54, point 3: Why is "clearly" crossed out? Dr. Chou said SMMCTA felt the word was neither necessary nor effective as a directive.
- P.52, para 5: Dr. Chou explained the difference between implementing a homework plan, which is developed at each site, versus implementing the homework/make up work policy, which guides the district as a whole.

Mr. de la Torre asked if this policy would be in conflict with the contract with the union. Dr. Chou said it would not.

Mr. Snell inquired about monitoring time limits for homework. Dr. Chou said each site's homework plan would address this. Reducing homework can be done by combining projects across content areas and training teachers regarding effective homework. Dr. Matthews commented that this policy will work best when administrators, teachers, and parents work together. Ms. Pye said she felt the high school time limits may not be relevant and won't be followed. She would like to pull the high school portion for further study. Dr. Matthews said the sites will be looking for guidance from the board. The board agreed to remove specific time limits for grades 9-12 on pages 52 and 56-57.

Mr. Mechur inquired about the process and timeline for each site to develop a homework plan. Dr. Chou replied that most schools already have a homework plan, but just need to implement the plan more consistently.

MOTION MADE BY: Ms. Pye

SECONDED BY: Mr. Snell

STUDENT ADVISORY VOTE: N/A

AYES: Four (4) (Dr. Escarce and Ms. Leon-Vazquez were absent)

NOES: None (0)

ABSTAIN: One (1) (Mr. de la Torre)

## **HOMEWORK/MAKEUP WORK POLICY K-12**

~~Homework~~ should be a natural outgrowth of an individual child's needs, and should be used as a constructive tool in the teaching-learning process. As students learn new skills, homework can be used for independent practice and applied in a variety of contexts to foster transfer of learning. It can also lay the foundation for students to take responsibility for their own learning. The value of the program depends on active pupil involvement in homework which has meaning for them, and on the cooperation of parents in supporting the program.

~~Parents need to provide an appropriate time and setting for the child to complete the assigned homework. If a child consistently is unable to complete the assigned work in the maximum number of minutes allowed, the parent should contact the teacher.~~

It is anticipated that students will have some form of homework Monday through Thursday evenings, whether or not there is a required written assignment. Students should be instructed to plan accordingly. Since homework is generally a daily requirement for students, parents should be urged to avoid family plans that will interfere with this schedule.

Homework assignments may be requested by parents if the absence is anticipated to be three days or more. Each school site will design its own plan.

### I. Homework may be assigned in order to:

A. Reinforce and strengthen basic skills  
Reinforce study habits and organizational skills  
Extend and enrich classroom learning  
Develop initiative, responsibility, and self-direction  
Stimulate independent thinking  
Increase range and scope of interests  
Foster worthwhile use of time

### II. Some suggested types of homework:

A. Completing classwork  
Practice in the basic skills of reading and mathematics  
Solving problems similar to those studied in class  
Preparing for tests  
Reading for book reports or research  
Using library or home reference books to gather information for class discussion  
Preparing a current events report in social studies, science, or communications  
Summarizing a historical event, a story, or a science procedure  
Collecting or classifying materials  
Constructing a model or doing an experiment  
Preparing a science research project  
Reading additional materials  
Written assignments to include expository, creative writing and a term paper at appropriate grade level

The Governing Board supports an effective partnership among teachers, parents, and students to ensure that homework is meaningful and supports the learning experiences of all students.

Homework is any activity or assignment directed by the teacher to be performed outside the classroom that may include practicing skills learned in class, reading, studying, projects, or completion of assignments. Homework shall be activities or assignments that students can complete independently, and is connected to grade level/subject matter curriculum and class instruction. ~~The Governing Board expects that~~ Homework shall be engaging, purposeful, and relevant. Consideration shall be given to quality over quantity with particular attention to providing students with timely feedback. Schools shall provide resources and assistance to students and teachers to ensure that every student has an equal opportunity to complete homework successfully.

The latest research demonstrates that an optimal amount of homework has a positive impact on student achievement. The optimal amount of time students should spend on homework begins with 10 minutes a day in ~~the first grade~~ kindergarten and increases by ten minutes per grade level, not to exceed a total of 120 90 minutes a day in the 12<sup>th</sup> 8<sup>th</sup> grade for all classes combined. Research indicates that excessive homework may have a negative impact on students' health and well-being. In particular, studies show that the health of students through 12<sup>th</sup> grade is compromised when there is insufficient time for at least nine hours of sleep and one hour of physical activity daily.

When teachers design homework, they shall consider their students' special needs and developmental levels. Homework shall be used as a constructive tool in the teaching-learning process. Teachers may receive training in designing relevant, challenging and meaningful homework assignments that reinforce classroom learning objectives.

Homework may be assigned Monday through Thursday to include reading, or being read to, for pleasure. Weekends and holidays are primarily reserved for family time. Students may elect to use the weekends to review materials, make up work, complete projects, and enjoy recreational reading. High school students may receive additional work to be completed over the weekend but not to exceed the time recommended weekday time limit.

Effective implementation of this policy is vital to its success. The Superintendent or designee shall ensure that the site council implements an effective homework plan at each school site. The principals, teachers, and parents should collaborate in the implementation of the policy. To ensure that ~~teachers assign~~ students receive the optimal amount of homework, implementation of this policy shall be monitored and evaluated at each school via year-round surveys (online and paper/pencil). Educational Services Department will extrapolate data quarterly to be published to the schools. Principals shall inform parents regarding the availability of the surveys and survey results.

Parents should contact the principal of the school if the parents feel that the homework policy is not being followed and if they do not feel that they can reach accommodation with the teacher. The principal shall be responsible for investigating patterns of non-compliance to the policy and seeking an appropriate resolution. If the parents are not satisfied with the resolution, the parents may contact the school site supervisor at the District Office.

If a child consistently is unable to complete the assigned work ~~in the recommended number of minutes~~, the parent should contact the teacher first for support and modifications as necessary. The teacher should also contact the parents if a child consistently is unable to complete the assigned work. When necessary, the parents and the teacher shall meet together to develop an appropriate plan or modification. If the issue persists, parents or teacher may contact the principal to request a Student Success Team (SST) meeting to further investigate resolutions.

School sites shall make homework assistance available to students.

## **Makeup Work**

Homework assignments may be requested by parents if the absence is anticipated to be three days or more. Each school site will design its own plan.

Students who miss school work because of an excused absence shall be given the opportunity to complete all assignments and tests that can be reasonably provided. As determined by the teacher, the assignments and tests shall be reasonably equivalent to, but not necessarily identical to, the assignments and tests missed during the absence. Students shall receive full credit for work satisfactorily completed within a reasonable period of time.

Students who miss school work because of unexcused absences may be given the opportunity to make up missed work for full or reduced credit. Teachers shall assign such make up work as necessary to ensure academic progress, not as a punitive measure.

Students suspended from school shall be given assignments to complete. The teacher of any class from which a student is suspended may require the student to complete tests missed during the suspension.

### **REFERENCE**

#### **EDUCATION CODE**

48205      *Absences for personal reasons*

48913      *Completion of work missed by suspended students*

48980      *Parental notifications*

58700 – 58702 *Tutoring and homework assistance programs; summer school apportionment credit*

### **MANAGEMENT RESOURCES:**

#### **SBE POLICIES**

*Parent Involvement in the Education of Their Children, 1994*

*Policy Statement on Homework, 1995*

*Synthesis of Research on Homework and Achievement (Cooper, 2006)*

### **ADOPTED**

July 24, 1989

### **REVISED**

### **CSBA DATE**

2/99

## **HOMEWORK/MAKEUP WORK POLICY K-12**

~~SUBJECT: HOMEWORK POLICY K-12~~

~~ISSUED BY: SUPERINTENDENT~~

~~I. EFFECTIVE DATE: July 24, 1989~~

~~II. AUTHORITY: Board Policy 6154~~

### ~~III. PROCEDURES:~~

Consistent with Board of Education Policy 6154, site principals are to review annually with assigned staff the following homework ~~procedures~~ expectations:

1. Teachers shall review, discuss, and return, if collected, homework in a timely manner.
2. Whenever possible, teachers shall communicate and coordinate assignments so that students do not receive an overload of homework.
3. Teachers shall ~~clearly~~ explain homework assignments to the students prior to the assignment. Teachers shall communicate homework assignments to students in at least one of the following ways: send a packet home, write the assignment on the board, require students to record it, and/or make it available through emails, websites, or hotlines. The use of a variety of communication strategies is strongly encouraged.
4. Teachers and parents shall coordinate efforts to teach techniques that can help students allocate their time wisely, meet their deadlines, and develop good personal study habits.
5. Teachers and staff shall identify the access that students will have to:
  - a. Materials for projects and other homework assignments, taking into account affordability,
  - b. Resource materials from the library media center,
  - c. Assistance and/or tutoring through teachers, volunteers, peer mentors, and/or after-school centers, and
  - d. Technology resources and instruction.
6. Teachers shall communicate with parents/guardians to inform them about:
  - a. Homework expectations, policies, and procedures,
  - b. The extent to which homework influences the student's overall grades, and,
  - c. Ways in which parents can best assist their children in doing homework independently.
7. Parents shall have the responsibility of providing a quiet space and basic materials for homework completion to the extent possible and shall be encouraged to monitor time management and productivity.
8. Teachers and parents shall communicate with each other at the earliest possible opportunity once the child has demonstrated consistent inability to complete homework.

9. Parents shall contact the principal if they cannot reach accommodation with the teacher regarding homework; if there are still unresolved problems, the parents can contact the site supervisor of their school at the District Office.

### **Makeup Work**

The Superintendent or designee shall notify parents/guardians that no student may have his or her grade reduced or lose academic credit for any excused absence when missed assignments and tests are satisfactorily completed within a reasonable period of time.

Students who miss school work because of unexcused absences may be given the opportunity to make up missed work for full or reduced credit. Teachers shall assign such make up work as necessary to ensure academic progress, not as a punitive measure.

The teacher of any class from which a student is suspended may require the student to complete any assignments and tests missed during the suspension.

### ~~SUGGESTED TIME ALLOTMENTS~~

### TIMING, SCHEDULING, AND QUALITY OF HOMEWORK

The following is the recommended timing, scheduling, and quality of homework subject to the Board Policy and the expectations included in this regulation. It is understood that the teacher has the authority to assign homework.

~~A. Kindergarten homework should:~~

~~1. Build a positive relationship between school and home.~~

~~2. Require positive interaction between parent and child.~~

~~3. Be non-frustrating. If child becomes frustrated parent should stop immediately. If this is consistent the teacher should be consulted.~~

~~4. Be no more than 5 to 10 minutes a day or 20 to 40 minutes per week.~~

A. Grades ~~1~~K – 5:

Homework for kindergarten students shall be based on individual needs for reinforcement as identified by the classroom teacher. Families are encouraged to engage in early learning activities such as playing, talking, and reading together. Teachers may provide resources to support home-based early learning activities.

There is a strong connection between student achievement and daily reading. The purpose of the homework should be clearly articulated and, if necessary, differentiated for individual children. If assigned, homework may be for completion, practice, preparation, or extension of class work. Homework may be given Monday through Thursday. Weekends and holidays are primarily reserved for family time. The following are the recommended time allotments and shall not be exceeded for Grades 1 – 5:

~~1. Grades 1 – 5 homework may be given Monday through Thursday. Appropriate weekend homework may be given.~~

1. Kindergarten – 10 minutes daily

2. 1st – ~~10 to~~ 20 minutes daily or ~~40 to~~ 80 minutes per week.
3. 2nd – ~~20 to~~ 30 minutes daily or ~~80 to~~ 120 minutes per week.
4. 3rd – ~~30 to~~ 40 minutes daily or ~~120 to~~ 160 minutes per week.
5. 4th – ~~40 to~~ 50 minutes daily or ~~160 to~~ 200 minutes per week.
6. 5th – ~~45 to~~ 60 minutes daily or ~~180 to~~ 240 minutes per week.

#### B. Middle School:

Completion of homework for middle school age students can contribute to improved student achievement. Homework assignments for completion, practice, preparation, or extension shall be clearly articulated and carefully planned in partnership among core subject teachers. Middle school homework may be given Monday through Thursday. Weekends and holidays are primarily reserved for family time. Assignments ~~should~~ shall be designed so that the typical student can complete the all homework (including time for studying and preparation for exams) in an the average of the number of minutes below. In addition, students shall be encouraged to read for pleasure, for each academic subject. The following are the recommended time allotments and shall not be exceeded for Grades 6 – 8:

1. Grade 6 – ~~about 1 hour total or 15 to 20 minutes per class.~~ 70 minutes daily.
2. Grade 7 – ~~about 1 hour, 30 minutes total or 20 to 30 minutes per class~~ 80 minutes daily.
3. Grade 8 – ~~about 2 hours total or 30 to 40 minutes per class~~ 90 minutes daily.
5. ~~Appropriate weekend homework may be given.~~

#### C. High School:

1. ~~Grades 9 to 12 – two or three hours daily.~~

2. According to research, completion of homework can be particularly valuable in the high school years. Homework assignments shall be for completion, practice, preparation, or extension and shall be clearly articulated and carefully planned. High School homework may be given Monday through Thursday. Weekends and holidays are primarily reserved for family time. Assignments should be designed so that the typical student can complete the all homework in an average of thirty minutes for each academic subject. The following are the recommended time allotments and shall not be exceeded for grades 9 – 12 with exception noted below:

1. ~~Grade 9 – 90 100 minutes daily~~
2. ~~Grade 10 – 100 110 minutes daily~~
3. ~~Grade 11 – 110 120 minutes daily~~
4. ~~Grade 12 – 120 minutes daily~~

However, it shall be noted that students taking Honors and Advanced Placement courses may expect assignments in the form of research projects or other extended practice necessary to enrich student learning. These assignments shall be carefully constructed with reasonable time allotment to complete them.

Assignments should be designed so that the typical student can complete all homework within a reasonable time. The high school sites shall develop a Homework Plan to address the assignment of homework. It shall be noted that students taking Honors courses may expect assignments in the form of research projects or other extended practice necessary to enrich student learning. Advanced Placement course curriculums are determined by the College Board; therefore, the coursework and assignment shall be set forth accordingly. All assignments shall be carefully constructed with reasonable time allotment to complete them.

5. Appropriate weekend homework may be given. Holiday weekend and vacation assignments may be given with consideration to time for family activities.

#### D. All Grade Levels

~~1. Teachers should assign only as much work as can be.~~

1. Students shall receive informative feedback on homework in a timely manner.
2. The teacher ~~should~~ shall define the role of homework in the grading policy.
3. Students shall not be assigned disciplinary consequences for incomplete or missed assignment unless the teacher has first provided additional assistance such as afterschool tutorial, homework assistance center, homework club and contacted parents.

#### IV. APPROVAL

~~SUPERINTENDENT Gene Tucker DATE 8/8/89~~

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## **DISCUSSION ITEMS**

TO: BOARD OF EDUCATION

DISCUSSION

10/01/09

FROM: TIM CUNEO

Postponed

09/17/09

RE: ADOPT POLICY 1112 – MEDIA RELATIONS

DISCUSSION ITEM NO. D.01

It is recommended that the Board of Education consider adopting Board Policy 1112 – Media Relations.

COMMENT: CSBA sample Board Policies 1112 – Media Relations and former SMMUSD policy 1115 – Press, Radio, and Television Coverage were brought forward for a first reading on September 3, 2009. The board asked that the two be combined into one new policy.

Attachments:

- BP 1112 – Media Relations

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*Mr. Allen said he would like to see something regarding personnel resources to support this policy. Mr. Cuneo pointed out that a Director of Communications is mentioned on page 59, and that he could bring a job description for this position to the board for review. He added that the position, if approved, would most likely not be a full time position. Mr. Snell would like to see the job description. This policy will come back for approval with the Director of Communications job description at the October 15 board meeting.*

## **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.

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

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.

### Interviewing and Photographing Students

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.

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

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.

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 Director of Communications, Accountability, and Community Engagement. 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.

### Press, Radio, and Television Coverage

The Board of Education urges that persons or affiliated groups 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. All district/school press releases and/or media interviews are to be authorized by the Superintendent or designee.

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.

### Crisis Communications Plan

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.

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

10/01/09

FROM: TIM CUNEO / MICHAEL D. MATTHEWS

RE: REVIEW ADMINISTRATIVE REGULATION 4112.5 – CRIMINAL RECORD  
CHECK

DISCUSSION ITEM NO. D.02

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

While administrative regulations do not require board approval, staff is requesting feedback from the Board of Education.

Attachments:

- AR 4112.5 – Criminal Record Check

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*This is an administrative regulation and therefore will not return for approval.*

*Mr. Snell requested to see Penal Code 667.5(c) or 1192.7(c) and Education Code 44830.1.*

**CRIMINAL RECORD CHECK****Applicants for Employment**

The Superintendent or designee shall ensure that each person to be employed submits fingerprints, either electronically through the Live Scan system or on fingerprint identification cards, for processing by the Department of Justice. If the district is using the Live Scan system, the Superintendent or designee shall also provide the applicant with a Live Scan request form and a list of nearby Live Scan locations.

The Superintendent or designee shall ensure that no person is hired in a position requiring certification qualifications or supervising positions requiring certification qualifications who has been convicted of a violent or serious felony as listed in Penal Code 667.5(c) or 1192.7(c), unless that person has obtained a certificate of rehabilitation and a pardon.

(Education Code 44830.1)

*(cf. 4112 - Appointment and Conditions of Employment)*

*(cf. 4112.2 - Certification)*

**Subsequent Arrest Notification**

The Superintendent or designee shall request subsequent arrest notification from the Department of Justice as provided under Penal Code 11105.2. (Education Code 44830.1)

*(cf. 4112.6/4212.6/4312.6 - Personnel Files)*

*(cf. 4112.62/4212.62/4312.62 - Maintenance of Criminal Offender Records)*

**Current Employees**

The Superintendent or designee shall not retain in employment any current certificated employee who is a temporary employee, substitute employee or probationary employee serving before March 15 of the employee's second probationary year if he/she has been convicted of a violent or serious felony. (Education Code 44830.1)

Upon notification by the Department of Justice of such conviction, the Superintendent or designee shall immediately place that employee on leave without pay. (Education Code 44830.1)

When the district receives written electronic notification of the fact of conviction from the Department of Justice, the Superintendent or designee shall terminate that employee without regard to any other procedure for termination specified in the Education Code or district procedures, unless that employee has received a certificate of rehabilitation and a pardon. (Education Code 44830.1)

**CRIMINAL RECORD CHECK** (continued)

If the employee challenges the Department of Justice record and the Department of Justice withdraws in writing its notification, the Superintendent or designee shall immediately reinstate that employee with full restoration of salary and benefits for the period of time from the suspension without pay to the reinstatement. (Education Code 44830.1)

*Legal Reference:**EDUCATION CODE**44010 Sex offense**44332 Temporary certificate**44332.5 Registering certificates by certain districts**44332.6 Criminal record check, county board of education**44346.1 Applicants for credential, conviction of a violent or serious felony**44830.1 Certificated employees, conviction of a violent or serious felony**44830.2 Certificated employees; interagency agreement**44836 Conviction of a sex offense**45122.1 Classified employees, conviction of a violent or serious felony**45125 Use of personal identification cards to ascertain conviction of crime**45125.01 Classified employees; interagency agreements**45125.5 Automated records check**45126 Duty of Department of Justice to furnish information**PENAL CODE**667.5 Prior prison terms, enhancement of prison terms**1192.7 Plea bargaining limitation**11105.2 Subsequent arrest notification**CODE OF REGULATIONS, TITLE 11**703 Release of criminal offender record information**708 Destruction of criminal offender record information**Management Resources:**WEB SITES**Department of Justice/Attorney General's Office: <http://www.caag.state.ca.us/app>**CSBA: <http://www.csba.org>*

TO: BOARD OF EDUCATION

DISCUSSION

10/01/09

FROM: TIM CUNEO / MICHAEL D. MATTHEWS

RE: REVIEW ADMINISTRATIVE REGULATION 4112.62 – MAINTENANCE OF  
CRIMINAL OFFENDER RECORDS

DISCUSSION ITEM NO. D.03

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

While administrative regulations do not require board approval, staff is requesting feedback from the Board of Education.

Attachments:

- AR 4112.62 – Maintenance of Criminal Offender Records

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*This is an AR and therefore will not return for approval.*

**MAINTENANCE OF CRIMINAL OFFENDER RECORDS****Maintenance of Criminal Offender Records**

All information received from the Department of Justice is confidential. (Education Code 44830.1, 45125)

The Superintendent shall designate an employee as record custodian of all confidential fingerprint and criminal record history who shall be responsible for the administration of the information. Any questions regarding Criminal Offender Record Information shall be resolved by the record custodian.

*(cf. 1240 - Volunteer Assistance)*

*(cf. 3515.6 - Criminal Background Checks for Contractors)*

*(cf. 4112.5/4312.5 - Criminal Record Check)*

*(cf. 4112.6/4212.6/4312.6 - Personnel Files)*

*(cf. 4212.5 - Criminal Record Check)*

Criminal Offender Record Information shall be accessible only to the record custodian and shall be kept in a locked file separate from other files. The contents of these records shall not be disclosed and shall not be reproduced. (Education Code 44830.1, 45125)

The record custodian shall be fingerprinted and processed through the California Department of Justice. He/she shall sign an Employee Statement Form, acknowledging an understanding of the laws regarding Criminal Offender Record Information.

These records shall be used only for the purpose for which they were requested.

Upon a hiring determination, the records shall be destroyed to the extent that the identity of the individual can no longer be reasonably ascertained. (Education Code 44830.1, 45125; 11 CCR 701-708)

Violation of this administrative regulation may result in suspension, dismissal and/or criminal or civil prosecution.

*(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)*

*(cf. 9011 - Disclosure of Confidential/Privileged Information)*

The record custodian shall ensure that the district complies with destruction, storage, dissemination, auditing, backgrounding and training requirements as set forth in 11 CCR 701-708 and the rules regarding use and security of these records as set forth in Penal Code 11077. (Education Code 44830.1, 45125)

**MAINTENANCE OF CRIMINAL OFFENDER RECORDS** (continued)

*Legal Reference:*

*EDUCATION CODE*

*44332 Temporary certificate*

*44332.6 Criminal record check, county board of education*

*44346.1 Applicants for credential, conviction of a violent or serious felony*

*44830.1 Certificated employees, conviction of a violent or serious felony*

*44830.2 Interagency agreements*

*45122.1 Classified employees, conviction of a violent or serious felony*

*45125 Use of personal identification cards to ascertain conviction of crime*

*45125.01 Interagency agreements*

*45125.5 Automated records check*

*45126 Duty of Department of Justice to furnish information*

*PENAL CODE*

*667.5 Prior prison terms, enhancement of prison terms*

*1192.7 Plea bargaining limitation*

*11075-11081 Criminal record dissemination*

*11105 State criminal history information; furnishing to authorized persons*

*11105.3 Record of conviction involving sex crimes, drug crimes or crimes of violence; availability to employer for applicants for positions with supervisory or disciplinary power over minors*

*11140-11144 Furnishing of state criminal history information*

*13300-13305 Local summary criminal history information*

*CODE OF REGULATIONS, TITLE 11*

*701-708 Criminal offender record information*

TO: BOARD OF EDUCATION

DISCUSSION

10/01/09

FROM: TIM CUNEO / MICHAEL D. MATTHEWS

RE: CONSIDER ADOPTING POLICY 4119.21 – PROFESSIONAL STANDARDS

DISCUSSION ITEM NO. D.04

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

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

Attachments:

- BP 4119.21 – Professional Standards
- Exhibit 4116.21 – Code of Ethics of the Education Profession
- Exhibit 4216.21 – Code of Ethics: Classified Employees
- Exhibit 4316.21 – California Professional Standards for Educational Leaders

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*Staff requested to postpone this item until after union leadership had met with staff.*

The Board of Education expects district employees to maintain the highest ethical standards, follow district policies and regulations, and abide by state and federal laws. Employee conduct should enhance the integrity of the district and advance the goals of the educational programs. Each employee should make a commitment to acquire the knowledge and skills necessary to fulfill his/her responsibilities and should focus on his/her contribution to the learning and achievement of district students.

*(cf. 0000 - Vision)*

*(cf. 4112.2 - Certification)*

*(cf. 4131 - Staff Development)*

*(cf. 4231 - Staff Development)*

*(cf. 4331 - Staff Development)*

The Board encourages district employees to accept as guiding principles the professional standards and codes of ethics adopted by professional associations to which they may belong.

*(cf. 2111 - Superintendent Governance Standards)*

*(cf. 9005 - Governance Standards)*

*Legal Reference:*

*CODE OF REGULATIONS, TITLE 5*

*80331-80338 Rules of conduct for professional educators*

*Management Resources:*

*CDE PUBLICATIONS*

*California Professional Standards for Educational Leaders, 2001*

*COUNCIL OF CHIEF STATE SCHOOL OFFICERS PUBLICATIONS*

*Standards for School Leaders, 1996*

*NATIONAL EDUCATION ASSOCIATION PUBLICATIONS*

*Code of Ethics of the Education Profession, 1975*

*WEB SITES*

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

*Commission on Teacher Credentialing: <http://www.ctc.ca.gov>*

*Association of California School Administrators: <http://www.acsa.org>*

*California School Leadership Academy: <http://www.csla.org>*

*Council of Chief State School Officers: <http://www.ccsso.org>*

*California Teachers Association: <http://www.cta.org>*

*California Federation of Teachers: <http://www.cft.org>*

*California School Employees Association: <http://www.csea.com>*

**PROFESSIONAL STANDARDS****CODE OF ETHICS OF THE EDUCATION PROFESSION****Preamble**

The educator, believing in the worth and dignity of each human being, recognizes the supreme importance of the pursuit of truth, devotion to excellence, and the nurturing of democratic principles. Essential to these goals is the protection of freedom to learn and to teach and the guarantee of equal educational opportunity for all. The educator accepts the responsibility to adhere to the highest ethical standards.

The educator recognizes the magnitude of the responsibility inherent in the teaching process. The desire for the respect and confidence of one's colleagues, of students, of parents, and of the members of the community provides the incentive to attain and maintain the highest possible degree of ethical conduct. The Code of Ethics of the Education Profession indicates the aspiration of all educators and provides standards by which to judge conduct.

**Principle I. Commitment to the Student**

The educator strives to help each student realize his/her potential as a worthy and effective member of society. The educator therefore works to stimulate the spirit of inquiry, the acquisition of knowledge and understanding, and the thoughtful formulation of worthy goals.

In fulfillment of the obligation to the student, the educator:

1. Shall not unreasonably restrain the student from independent action in the pursuit of learning
2. Shall not unreasonably deny the student access to varying points of view
3. Shall not deliberately suppress or distort subject matter relevant to the student's progress
4. Shall make reasonable effort to protect the student from conditions harmful to learning or to health and safety
5. Shall not intentionally expose the student to embarrassment or disparagement
6. Shall not on the basis of race, color, creed, gender, national origin, marital status, political or religious beliefs, family, social, or cultural background, or sexual orientation, unfairly:
  - a. Exclude any student from participation in any program
  - b. Deny benefits to any student

**PROFESSIONAL STANDARDS** (continued)

- c. Grant any advantage to any student
- 7. Shall not use professional relationships with students for private advantage
- 8. Shall not disclose information in the course of professional service unless disclosure serves a compelling professional purpose or is required by law

**Principle II. Commitment to the Profession**

The education profession is vested by the public with a trust and responsibility requiring the highest ideals of professional service.

In the belief that the quality of the services of the education profession directly influences the nation and its citizens, the educator shall exert every effort to raise professional standards, to promote a climate that encourages the exercise of professional judgment, to achieve conditions that attract persons worthy of the trust to careers in education, and to assist in preventing the practice of the profession by unqualified persons.

In fulfillment of the obligation of the profession, the educator:

- 1. Shall not in any application for a professional position deliberately make a false statement or fail to disclose a material fact related to competency and qualifications
- 2. Shall not misrepresent his/her professional qualifications
- 3. Shall not assist any entry into the profession of a person known to be unqualified in respect to character, education, or other relevant attribute
- 4. Shall not knowingly make a false statement concerning the qualifications of a candidate for a professional position
- 5. Shall not assist a noneducator in the unauthorized practice of teaching
- 6. Shall not disclose information about colleagues obtained in the course of professional service unless disclosure serves a compelling professional purpose or is required by law
- 7. Shall not knowingly make false or malicious statements about a colleague
- 8. Shall not accept any gratuity, gift, or favor that might impair or appear to influence professional decisions or action

*Source: National Education Association, 1975*

**CODE OF ETHICS****CLASSIFIED EMPLOYEES**

School employees who are in daily contact with many phases of educational work should be persons whose conduct is beyond reproach and who sincerely believe in the advancement of education and the betterment of working conditions; therefore, the California School Employees' Association proposes this Code of Ethics as a standard for its members.

**AS A SCHOOL EMPLOYEE I WILL:**

1. Be proud of my vocation in order that I may use my best endeavors to elevate the standards of my position so that I may merit a reputation for high quality of service -- to the end that others may emulate my example.
2. Be a person of integrity, clean speech, desirable personal habits, and physical fitness.
3. Be just in my criticism and be generous in my praise; to improve and not destroy.
4. At all times be courteous in my relations with students, parents, teachers and others.
5. Be a resourceful person who readily adapts himself to different kinds of work and changed conditions and finds better ways to do things.
6. Conduct myself in a spirit of friendly helpfulness to my fellow employees to the end that I will consider no personal success legitimate or ethical which is secured by taking unfair advantage of another.
7. Associate myself with employees of other districts for the purpose of discussing school problems and cooperating in the improvement of public school conditions.
8. Always uphold my obligations as a citizen to my nation, my state, my school district and my community, and give them unswerving loyalty.
9. Always bear in mind that the purpose of CSEA is to promote the efficiency and raise the standards of all school employees and that I shall be equally obligated to assist all my fellow workers.

**SOURCE: CALIFORNIA SCHOOL EMPLOYEES' ASSOCIATION**

**PROFESSIONAL STANDARDS****CALIFORNIA PROFESSIONAL STANDARDS FOR  
EDUCATIONAL LEADERS****Preamble**

The administrator(s) at a school site have numerous responsibilities that ultimately lead to the improvement of the performance of all students in the school. By acquiring the skills, attitudes and behaviors as outlined in the following Professional Standards for School Leaders, students have the best opportunity to achieve the mission and vision of the district and to meet the expectations of high standards for student learning.

**Standards**

A school administrator is an educational leader who promotes the success of all students by:

1. Facilitating the development, articulation, implementation, and stewardship of a vision of learning that is shared and supported by the school community
2. Advocating, nurturing, and sustaining a school culture and instructional program conducive to student learning and staff professional growth
3. Ensuring management of the organization, operations, and resources for a safe, efficient and effective learning environment
4. Collaborating with families and community members, responding to diverse community interests and needs, and mobilizing community resources
5. Modeling a personal code of ethics and developing professional leadership capacity
6. Understanding, responding to, and influencing the larger political, social, economic, legal, and cultural context

*Source: California Professional Standards for Educational Leaders, 2001*

TO: BOARD OF EDUCATION

DISCUSSION

10/01/09

FROM: TIM CUNEO / MICHAEL D. MATTHEWS

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

DISCUSSION ITEM NO. D.05

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

This policy will return for board approval at the next board meeting. While administrative regulations do not require board approval, staff is requesting feedback from the Board of Education.

Attachments:

- BP 4119.25 / 4219.25 / 4319.25 – Political Activities of Employees
- AR 4119.25 / 4219.25 / 4319.25 – Political Activities of Employees

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*Staff requested to postpone this item until after union leadership had met with staff.*

**POLITICAL ACTIVITIES OF EMPLOYEES**

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

*(cf. 1160 - Political Processes)*

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

*(cf. 1330 - Use of School Facilities)*

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

*(cf. 1325 - Advertising and Promotion)*

*(cf. 4118 - Suspension/Disciplinary Action)*

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

**Legal Reference:**

**EDUCATION CODE**

*7050-7057 Political activities of school officers and employees*

*38130-38139 Civic Center Act*

*51520 Prohibited solicitations on school premises*

**GOVERNMENT CODE**

*3543.1 Rights of employee organizations*

**COURT DECISIONS**

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

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

*Cal.App. 4th 1333*

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

**ATTORNEY GENERAL OPINIONS**

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

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

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

**PERB RULINGS**

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

*Order #1467 (26 PERC 33014)*

**Management Resources:**

**CSBA PUBLICATIONS**

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

**WEB SITES**

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

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

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

**POLITICAL ACTIVITIES OF EMPLOYEES**

District employees shall not:

1. Use district funds, services, supplies or equipment to urge the passage or defeat of any ballot measure or candidate, including any candidate for election to the Board of Education (Education Code 7054)

*(cf. 1160 - Political Processes)*

2. During working hours and on district property, solicit or receive any political funds or contributions to promote the passage or defeat of a ballot measure that would affect the rate of pay, hours of work, retirement, civil service or other working conditions (Education Code 7056)
3. During working hours and on district property, solicit or receive any political funds or contributions to promote the passage or defeat of other types of ballot measures
4. Use district time to urge the passage or defeat of any ballot measure or candidate
5. Use district equipment for the preparation or reproduction of political campaign materials, even if the district is reimbursed *(cf. 3512 - Equipment)*
6. Post or distribute political campaign materials on district property
7. Disseminate political campaign materials through the district's mail service, e-mail or staff mailboxes

*(cf. 4040 - Employee Use of Technology)*

8. Use students to write, address or distribute political campaign materials
9. Present viewpoints on particular candidates or ballot measures in the classroom without giving equal time to the presentation of opposing views *(cf. 6144 - Controversial Issues)*
10. Wear buttons or articles of clothing that express political opinions on ballot measures or candidates during instructional time.

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

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

## **POLITICAL ACTIVITIES OF EMPLOYEES (continued)**

### **Employee Organizations**

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

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

*(cf. 4140/4240 - Bargaining Units)*

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

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

*(cf. 4141.6/4241.6 - Concerted Action/Work Stoppage)*

TO: BOARD OF EDUCATION

DISCUSSION

10/01/09

FROM: TIM CUNEO / MICHAEL D. MATTHEWS

RE: CONSIDER ADOPTING POLICY 4119.26 – NON-FRATERNIZATION WITH STUDENTS

DISCUSSION ITEM NO. D.06

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

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

Attachments:

- BP 4119.26 – Non-Fraternization with Students

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*Staff requested to postpone this item until after union leadership had met with staff.*

**NON-FRATERNIZATION WITH STUDENTS**

The relationship between the school employee and the student should be one of professional cooperation and respect. All employees, whether certificated or classified, have a responsibility to conduct themselves in a manner that will maintain an atmosphere that is conducive to learning.

It is the policy of the Board of Education to prohibit any type of close personal relationship between a school employee and a student that may reasonably be perceived as unprofessional, including, but not limited to the perception of a dating relationship. School employees shall not entertain students, socialize with students, or spend an excess amount of time with students in such a manner as to reasonably create the impression to district staff, other students, their parents/guardians, or the public that an unprofessional relationship exists.

It is also the policy of the Board to prohibit any type of sexual relationship, sexual contact, or sexually-nuanced behavior between a school employee and an enrolled student without regard to the student's age. This includes internet chat rooms, "MySpace" or similar web sites, cell phones, and all other forms of electronic or other types of communication. This prohibition applies to students of the same or opposite sex of the school employee. It also applies regardless of whether the student or the school employee initiated the sexual behavior, and whether or not the student welcomes the sexual behavior and/or reciprocates the attention.

The district shall promptly investigate all reasonable allegations of prohibited staff/student relationships. The district shall utilize the investigation procedures followed for complaints of sexual harassment within the district, as referenced below.

*(cf. 4119.11 - Sexual Harassment/Personnel)*

*(cf. 5145.7 - Sexual Harassment/Students)*

***Legal Reference:***

*1681 - Title XI the Education Amendments of 1972; 20 U.S.C.*

TO: BOARD OF EDUCATION

DISCUSSION

10/01/09

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

RE: MEASURE BB PROJECT UPDATE AND NEXT STEPS

DISCUSSION ITEM NO. D.07

The Board of Education will receive a project status update for each site for the Measure BB Bond Program. A presentation will be provided at the meeting.

The presentation will include schedules for each of the major projects, an update on the CEQA process, and progress of the technology project. A more detailed cost review will be done at a future board meeting. Included in the presentation will also be the next steps and timeline for moving forward to construction phases.

A copy of the presentation can be found on the district website under the link for this agenda: <http://www.smmusd.org/board/meetings.html>.

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*Mr. Sam's presentation can be found under Attachments at the end of these minutes.*

*Ms. Pye inquired about the best way to update community on this. Mr. Sam said that bulletins are sent out, information is given out at back to school nights, as well as other forms of communication. He added that as projects exit DSA, the project managers will develop and share with the community more specific timelines for construction.*

*Mr. de la Torre asked about the possibility of installing a racquetball/handball court on JAMS campus. Mr. Sam said that the current focus is on the existing scope for work for BB, but that staff can examine outside BB projects for the campuses as well.*

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## **INFORMATION ITEMS**

TO: BOARD OF EDUCATION

INFORMATION

10/01/09

FROM: TIM CUNEO / MICHAEL D. MATTHEWS

RE: ANNUAL CHILD ABUSE REPORT – 2008-09

INFORMATION ITEM NO. I.01

Board Policy 5141.4 and the adjoining Administrative Regulation state:

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

This information item provides the data stipulated by the Board Policy.

All employees of the Santa Monica – Malibu Unified School District are mandated reporters.

*“Employees who are mandated reporters, as defined by law and administrative regulation, are obligated to report all known, suspected, or alleged incidents of child abuse and neglect.” (SMMUSD Board Policy 5141.4)*

During the 2008-09 School Year, 123 suspected child abuse cases were reported. The chart bellows breaks down the reports by type and age.

Report Category	Sexual Abuse	Physical Abuse	General Neglect	Emotional Abuse
Children’s Centers	0	0	0	0
Head Start Preschools	0	0	0	0
Elementary Schools	2	38	8	4
Middle Schools	4	19	3	11
High Schools	5	20	4	5
<b>Total</b>	<b>11</b>	<b>77</b>	<b>15</b>	<b>20</b>

During the 2008-09 school year, one of the cases above involved a district employee.

TO: BOARD OF EDUCATION

INFORMATION

10/01/09

FROM: TIM CUNEO / MICHAEL D. MATTHEWS

RE: QUARTERLY REPORT ON WILLIAMS UNIFORM COMPLAINTS

INFORMATION ITEM NO. I.02

Attached is a copy of the Quarterly Report on Williams Uniform Complaints. It is required that the information be reported publicly at a Board Meeting.

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## **ATTACHMENTS**

Attached are the following documents:

- Documents: SMMUSD Equity Fund information (*associated with Item No. A.22*)
- Presentation: “Measure BB Update” (*associated with Item No. D.07*)

**SMMUSD**  
**Equity Fund Distribution Calculation for 2009-10**

	<u>CBEDS</u>	<u>F &amp; R</u> <u>Lunch</u>	<u>Total</u> <u>Points</u>	<u>ELL</u>	<u>Total</u> <u>Points</u>	<u>SDC</u>	<u>Total</u> <u>points</u>	<u>RSP</u>	<u>Total</u> <u>Points</u>	<u>ELA</u>	<u>Total</u> <u>points</u>	<u>Math</u> <u>Count</u>	<u>Total</u> <u>Points</u>	<u>Grand Total</u> <u>Points</u>	<u>Dollar</u> <u>Distribution</u>
Edison	424.00	214.00	214.00	196.00	196.00	-	-	12.00	6.00	31.00	15.50	33.00	16.50	454.00	\$20,406.49
Franklin	800.00	46.00	46.00	84.00	84.00	18.00	18.00	41.00	20.50	20.00	10.00	28.00	14.00	192.50	\$8,652.53
Grant	647.00	179.00	179.00	55.00	55.00	16.00	16.00	25.00	12.50	41.00	20.50	46.00	23.00	306.00	\$13,764.16
McKinley	416.00	181.00	181.00	130.00	130.00	11.00	11.00	25.00	12.50	36.00	18.00	55.00	27.50	380.00	\$17,080.32
Muir	304.00	139.00	139.00	34.00	34.00	12.00	12.00	16.00	8.00	38.00	19.00	37.00	18.50	230.00	\$10,360.58
Rogers	526.00	313.00	313.00	153.00	153.00	16.00	16.00	31.00	15.50	84.00	42.00	75.00	37.50	577.00	\$25,935.12
Roosevelt	743.00	89.00	89.00	53.00	53.00	26.00	26.00	28.00	14.00	33.00	16.50	37.00	18.50	247.00	\$9,761.76
Webster	404.00	26.00	26.00	21.00	21.00	-	-	15.00	7.50	13.00	6.50	9.00	4.50	65.50	\$2,944.11
SMASH	193.00	19.00	19.00	6.00	6.00	-	-	12.00	6.00	25.00	12.50	26.00	13.00	56.00	\$2,539.57
Cabrillo	297.00	57.00	57.00	42.00	42.00	12.00	12.00	18.00	9.00	25.00	12.50	22.00	11.00	143.50	\$6,490.07
Pt. Dume	254.00	5.00	5.00	4.00	4.00	4.00	4.00	11.00	5.50	17.00	8.50	6.00	3.00	30.00	\$1,348.45
JAMS	977.00	450.00	450.00	172.00	172.00	34.00	34.00	77.00	38.50	154.00	77.00	221.00	110.50	882.00	\$39,644.33
Lincoln	1,192.00	212.00	212.00	81.00	81.00	33.00	33.00	81.00	40.50	72.00	36.00	115.00	57.50	460.00	\$20,676.10
SAMOH	3,066.00	806.00	806.00	255.00	255.00	107.00	107.00	140.00	70.00	423.00	211.50	922.00	461.00	1,910.50	\$85,873.56
Malibu High	1,207.00	113.00	113.00	49.00	49.00	26.00	26.00	92.00	46.00	104.00	52.00	265.00	132.50	440.50	\$19,810.83
Olympic	115.00	32.00	32.00	19.00	19.00	9.00	9.00	-	-	38.00	19.00	14.00	7.00	80.00	\$3,865.55
Total	11,565.00	2,881.00	1.00	1,354.00	1.00	324.00	1.00	624.00	0.50	1,154.00	0.50	1,911.00	0.50	6,409.50	\$288,095.62

Equity Distribution Amount	\$443,095.62	Ed Services	\$95,000.00	Adjusted Distribution	\$288,095.62
POINT VALUE w/o Ed Services		Reserve	\$60,000.00		\$44.95

**SMMUSD Equity Fund Contribution/Distribution**  
**2004-05 to 2009-2010**

SCHOOL	Contribution 2004-05	Allocation 2005-06	Contribution 2005-06	Allocation 2006-07	Contribution 2006-07	Allocation 2007-08	Contribution 2007-08	Allocation 2008-09	Contribution 2008-09	Allocation 2009-10
Cabrillo	\$12,898.99	\$3,940.61	\$34,928.78	\$6,384.69	\$28,464.00	\$5,918.84	\$6,651.52	\$5,918.84	\$23,980.20	\$6,450.07
Edison	\$2,923.50	\$8,729.75	\$7,482.36	\$18,567.73	\$3,220.42	\$17,355.24	\$12,050.00	\$17,355.24	\$14,838.00	\$20,406.49
Franklin	\$14,404.30	\$3,854.32	\$34,533.30	\$7,769.13	\$40,786.35	\$8,125.86	\$31,021.20	\$8,125.86	\$35,212.35	\$8,652.53
Grant	\$4,931.00	\$6,363.94	\$20,732.80	\$13,974.66	\$23,645.00	\$13,292.30	\$8,636.88	\$13,292.30	\$19,101.00	\$13,754.16
JAMS	\$1,099.51	\$20,911.12	\$6,566.00	\$44,888.31	\$6,439.35	\$41,415.14	\$9,142.65	\$41,415.14	\$7,020.00	\$39,644.33
Lincoln	\$11,600.00	\$11,483.86	\$16,890.90	\$25,082.73	\$9,235.38	\$24,143.51	\$19,888.87	\$24,143.51	\$11,533.57	\$20,676.18
Malibu Middle & High	\$20,780.00	\$9,491.98	\$47,124.02	\$20,424.51	\$41,085.00	\$23,257.35	\$0.00	\$45,691.00	\$41,057.50	\$18,810.83
McKinley	\$330.46	\$6,673.15	\$3,232.20	\$13,665.20	\$6,629.70	\$14,563.01	\$5,350.13	\$14,563.01	\$5,523.88	\$17,080.32
Muir	\$722.39	\$5,738.33	\$6,723.58	\$10,635.73	\$7,430.77	\$9,547.05	\$10,504.40	\$9,547.05	\$5,440.20	\$10,360.56
Olympic	\$0.00	\$1,057.06	\$0.00	\$2,752.58	\$0.00	\$2,959.42	\$0.00	\$2,959.42	\$0.00	\$3,865.55
Pt. Dume	\$6,810.00	\$949.20	\$36,620.93	\$1,693.90	\$31,780.00	\$1,371.03	\$0.00	\$1,371.03	\$25,000.00	\$1,348.45
Rogers	\$3,409.77	\$11,944.08	\$2,809.00	\$24,985.00	\$7,443.00	\$23,207.19	\$1,969.00	\$23,207.19	\$5,218.00	\$25,935.12
Roosevelt	\$10,000.00	\$4,875.43	\$30,721.89	\$9,397.88	\$29,750.59	\$9,346.41	\$41,243.13	\$9,346.41	\$42,200.22	\$9,753.76
SAMOH	\$13,468.57	\$33,221.93	\$19,937.53	\$83,375.63	\$13,176.38	\$81,810.37	\$16,427.29	\$81,810.37	\$88,675.57	\$85,873.58
SMASH	\$900.00	\$1,452.56	\$8,159.00	\$3,729.83	\$8,000.00	\$3,360.70	\$12,000.00	\$3,360.70	\$10,937.18	\$2,539.57
Webster	\$3,920.00	\$1,984.69	\$38,682.00	\$3,143.49	\$53,804.00	\$3,477.73	\$0.00	\$3,477.73	\$20,000.00	\$2,944.12
Community Day				\$1,433.30		\$1,521.52		\$0.00		\$0.00
Other Gifts	\$64,473.40		\$16,760.01		\$13,782.73		\$13,421.25		\$6,494.65	
Balance									\$80,863.30	
Total	\$172,671.89	\$132,672.01	\$331,904.30	\$291,904.30	\$324,672.67	\$284,672.67	\$188,306.32	\$305,584.80	\$443,095.62	\$288,095.62
Educational Services		\$40,000.00		\$40,000.00		\$40,000.00		\$60,000.00		\$95,000.00
Reserve										\$60,000.00
Grand Total		\$172,672.01		\$331,904.30		\$324,672.67		\$365,584.80		\$443,095.62

<b>Point Value</b>	<b>\$14.38</b>	<b>\$32.57</b>	<b>\$33.43</b>	<b>\$35.89</b>	<b>\$44.95</b>
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\* Malibu HS was allowed carry-over for one year

# SMMUSD Equity Fund Allocations

SCHOOL	Allocation 2005-06	Allocation 2006-07	Allocation 2007-08	Allocation 08-09	Allocation 09-10
Cabrillo	\$3,940.61	\$6,384.69	\$5,918.84	\$5,918.84	\$6,450.07
Edison	\$8,729.75	\$18,567.73	\$17,355.24	\$17,355.24	\$20,406.49
Franklin	\$3,854.32	\$7,769.13	\$8,125.86	\$8,125.86	\$8,652.53
Grant	\$6,363.94	\$13,974.66	\$13,292.30	\$13,292.30	\$13,754.16
JAMS	\$20,911.12	\$44,888.31	\$41,415.14	\$41,415.14	\$39,644.33
Lincoln	\$11,483.86	\$25,082.73	\$24,143.51	\$24,143.51	\$20,676.18
Malibu Middle & High	\$9,491.98	\$20,424.51	\$23,257.35	\$45,691.00	\$18,810.83
McKinley	\$6,673.15	\$13,665.20	\$14,563.01	\$14,563.01	\$17,080.32
Muir	\$5,738.33	\$10,635.73	\$9,547.05	\$9,547.05	\$10,360.56
Olympic	\$1,057.06	\$2,752.58	\$2,959.42	\$2,959.42	\$3,865.55
Pt. Dume	\$949.20	\$1,693.90	\$1,371.03	\$1,371.03	\$1,348.45
Rogers	\$11,944.08	\$24,985.00	\$23,207.19	\$23,207.19	\$25,935.12
Roosevelt	\$4,875.43	\$9,397.88	\$9,346.41	\$9,346.41	\$9,753.76
SAMOHl	\$33,221.93	\$83,375.63	\$81,810.37	\$81,810.37	\$85,873.58
SMASH	\$1,452.56	\$3,729.83	\$3,360.70	\$3,360.70	\$2,539.57
Webster	\$1,984.69	\$3,143.49	\$3,477.73	\$3,477.73	\$2,944.12
Community Day		\$1,433.30	\$1,521.52	\$0.00	\$0.00
Total	\$132,672.01	\$291,904.30	\$284,672.67	\$305,584.80	\$288,095.62
Educational Services	\$40,000.00	\$40,000.00	\$40,000.00	\$60,000.00	\$95,000.00
Reserve					\$60,000.00
Grand Total	\$172,672.01	\$331,904.30	\$324,672.67	\$365,584.80	\$443,095.62

**Point Value**                      **\$14.38**                      **\$32.57**                      **\$33.43**                      **\$35.89**                      **\$44.95**

Malibu HS was allowed carry-over for one year.

# SMMUSD Equity Fund Uses 2008-2009

School	Activities
Cabrillo	Literacy support Release time for collaboration
Edison	Math Learning Walks Achieve 3000 KizBiz Small group reading intervention Manipulatives and supplies Substitutes for collaboration and Learning Walks
Franklin	STAR Science Science Specialist
Grant	Intervention activities Homework Club Counseling for students
McKinley	Technology equipment Family Night Family Forums Afterschool collaboration and planning
Muir	Reading specialist
Pt. Dume	Reading specialist for upper grades
Rogers	Reading specialists
Roosevelt	Afterschool intervention SMARTBoard
SMASH	Professional development Readers workshop in summer
Webster	Reading specialist grades 3 – 5
John Adams MS	Professional Development with Noah Saltzman, Centre X Summer planning Materials Copier, computers, ELMO
Lincoln MS	Math teacher planning Tutoring Professional development Field trips AVID Computers
Malibu HS	Professional development Materials Science laboratory Teacher substitutes for planning
Olympic	Professional development Materials CAHSEE Prep software and materials
Santa Monica HS	Materials Advisor training Teacher planning for 9 <sup>th</sup> and 10 <sup>th</sup> advisories Open lunch for advising students Planning time for teachers Recognition programs Fieldtrips Workshops

Note: Information from the *Single Plan for Student Achievement*

## ACCEPTANCE OF GIFTS

The Board of Education acknowledges that education is a fundamental right. Every child has a right to an education that will prepare him or her to be a skilled and productive member of our society. The goal of the Board of Education is to provide equitable and high quality educational opportunities for all students in Santa Monica-Malibu Unified School District.

The Board recognizes that the needs of students require various learning opportunities, and it is the responsibility of the board to identify and remove barriers that contribute to gaps in achievement for different groups of students. It is the intent of the Board that gifts accepted by the District provide equitable access to educational opportunities to meet the needs of all students. The board recognizes the community's desire to participate in promoting excellence in our schools through fundraising and gifts. While greatly appreciating acceptable donations, the Board discourages any gifts which may directly or indirectly impair its commitment to providing equal educational opportunities for all district students.

The Board recognizes that there are differences among various communities in their ability to contribute additional funds for programs and services at their local schools, and these differences perpetuate inequalities in educational opportunities from one district school to another. Therefore, the Board may not accept gifts by individuals, groups or organizations to specific schools intended to replace personnel, programs or services cut by the Board in the process of budget reduction, unless sufficient funds are received to restore those programs, services or personnel at all sites from which they were cut.

To achieve a greater level of equalization, the Board will establish an Equity Fund, which will be administered by the Education Services Department in conjunction with the Education Foundation. Contributions to this fund and distributions from this fund will be made in accordance with Administrative Regulations 3290. The purpose of the Equity Fund grants will be to improve the achievement of ALL students while simultaneously closing the achievement gap by mitigating the effects of the unequalized enrichment of schools.

Before accepting a gift, the Board shall consider whether the gift:

1. Has a purpose consistent with the district's vision and philosophy.
2. Begins a program which the Board would be unable to continue when the donated funds are exhausted.
3. Entails undesirable or excessive costs.
4. Implies endorsement of any business or product.

The Board shall carefully evaluate any conditions or restrictions imposed by the donor in light of district philosophy and operations. If the Board feels the district will be unable to fully satisfy the donor's conditions, the gift shall not be accepted.

Gift books and instructional materials shall be accepted only if they meet regular district criteria. All gifts, grants and bequests shall become district property. At the Superintendent or designee's discretion, a gift may be used at a particular school.

**ACCEPTANCE OF GIFTS** (continued)REFERENCEEDUCATION CODE*1834 Acquisition of materials and apparatus**35162 Power to sue, be sued, hold and convey property**41030 School district may invest surplus monies from bequest or gifts**41031 Special fund or account in county treasury**41032 Authority of school board to accept gift or bequest; investments; gift of land requirements**41035 Advisory committee**41036 Function of advisory committee**41307 Rules and regulations*ADOPTED

January 23, 1984

REVISED

May 15, 2008

September 9, 2004

November 21, 2002

CSBA DATE

## ACCEPTANCE OF GIFTS

### I. PROCEDURES

#### A. ACCEPTANCE PROCEDURES

1. Gifts will be donated to the school District but can be designated for a particular school.
2. A needs assessment will be conducted by a committee at each school composed of parents, teachers and the principal. This committee will develop a prioritized list of needs for each school.
3. The committee and the principal of the school must approve the disposition of all gifts, which should be in accordance with the school's identified needs, before a request for acceptance is submitted to the Board of Education.

#### B. CRITERIA FOR ACCEPTING GIFTS

All gifts and donations will be formally accepted by the Board of Education in accordance with administrative procedures subject to the following criteria:

1. Gifts are of direct or closely related instructional value and will not cause the instructional program of the school in which the gift is used to differ from established district curriculum. If a gift is offered that does not appear on the prioritized list of needs or is not of direct institutional value, the committee and the principal will evaluate the gift and make a recommendation regarding acceptance.
2. Gifts of money for personnel will be used for instruction, consulting services, assemblies, aides to assist in the instructional program, for supervision of students (i.e., noon aides) or clerical help. Certificated personnel will be hourly only; however, classified personnel may be hourly, part time or full time. All personnel whose services are paid for with gift funds must be hired through the Personnel Office.
3. The Business Services Division must approve all gifts requiring installation and maintenance, and appropriate money must accompany requests for acceptance of these gifts. If gift items require an ongoing maintenance contract, the money for that contract must accompany the gift.
4. Gift funds allocated to a school shall be placed in a specifically designated program account. Any funds remaining in this program at the end of the fiscal year shall carry forward into the ensuing fiscal year.
5. The foregoing rules also apply to gifts from student body organizations or any on-campus improvement projects not financed or processed through normal requisitioning procedures.
6. With gifts of opportunity, the Superintendent/designee is authorized to accept gifts on behalf of the Board of Education where a delay until the next Board of Education meeting will cause the gift offer to be retracted.
7. Schools will be allowed to establish a revolving cash fund created by gift money. The fund shall not exceed \$100 per teacher per semester.
8. Gifts given by individuals not in conjunction with fund raising under a value of \$100 do not need Board approval.

#### C. THE EQUITY FUND

To provide equitable and high quality educational opportunities for all students in Santa Monica-Malibu Unified School District, the Board will establish an Equity Fund, which will be

administered by the Education Services Department of the SMMUSD in conjunction with the Santa Monica Malibu Education Foundation. The Equity Fund will, annually, distribute block grants to all schools to address district and local school goals and mitigate the effects of the unequalized enrichment of schools.

The Board of Education will also annually distribute funds from the Equity Fund to address district-wide goals and programs in order to mitigate the effects of unequalized enrichment and opportunity for students.

The District will establish two categories of contributions to the Equity Fund: mandatory contributions as described in this policy, and voluntary contributions.

1. Contributions and Collection Mechanisms: Contributions to the mandatory fund will be collected from the following sources:
  - a. Fifteen percent of all cash gifts to either the District or any department or organization thereof, or individual schools, donated during a school year will be placed in the Equity Fund.
  - b. Grants and Gifts

There are four (4) types of revenue sources to the district in the area of grants and gifts:

- (1) Gifts to the district
- (2) Grants to the district
- (3) Gifts to a site/school
- (4) Grants to a site/school

It is not the intent of this policy to discourage grants from private or public philanthropy.

All gifts given to either a site/school or district shall be required to make the 15% established donation to the Equity Fund.

Grants to the district shall be considered on a case-by-case basis. When the Board accepts each grant (as is normally required), it would also decide if the individual grant should be subjected to the guidelines of the policy or not. A test of how equitable the grant funds are to be distributed will be a guiding principle when making this type of decision.

Grants applied for and given to individual sites/schools shall be exempted from the policy. However, no grant will be submitted or accepted unless it is reviewed by the Assistant Superintendent/Chief Academic Officer.

## 2. Exemptions:

The following items are exempt from mandatory contributions to the Equity Fund:

- a. Student-run activities initiated and administered by students interest clubs and student government.

For example:

- |                     |                         |
|---------------------|-------------------------|
| • Chess Club        | • Operation Smile       |
| • French Club       | • Amnesty International |
| • Harry Potter Club | • Debate Club           |

- b. Operational costs of any organization contributing to the fund.

For example:

- |             |                   |
|-------------|-------------------|
| • printing  | • bank fees       |
| • postage   | • conference fees |
| • insurance | • filing fees     |
| • dues      | • tax prep fees   |

- volunteer and student recognition – awards, certificates
- non-school office supplies
- legislative advocacy
- fundraising expenses – e.g. soap for car washes
- marketing and publicity – advertising, website expenses
- State or National PTA sponsored programs – e.g. Red Ribbon Week
- donations to tax-exempt organizations – e.g. UNICEF, Red Cross

The following operational costs are EXEMPT at the High School level only:

- ATHLETICS at the High School level: In addition to the above, exemptions also include:
  - team uniforms
  - athletic equipment required for competition – baseball bats, helmets, mitts, balls; soccer goals, balls; tennis racquets, balls, nets; swimming starting blocks, pool lane markers, timers, stop watches
  - safety equipment – first aid kits

The following operational costs are EXEMPT at the High School and Middle School levels only:

- ARTS:
  - MUSIC
    - ✓ sheet music
    - ✓ festival and adjudicator fees
    - ✓ team uniforms & equipment (e.g. colorguard flags, sabers)
    - ✓ safety equipment – first aid kits
    - ✓ performance attire
    - ✓ music royalties & licensing fees
  - VISUAL ART
    - ✓ paint
    - ✓ clay
    - ✓ canvas
    - ✓ paint brushes
    - ✓ crayons
    - ✓ charcoal
    - ✓ safety equipment – first aid kits
  - DANCE
    - ✓ performance costumes
    - ✓ music royalties and licensing fees
    - ✓ safety equipment – first aid kits
  - DRAMA
    - ✓ performance costumes
    - ✓ script royalties and licensing fees
    - ✓ props, costumes, make-up for performances
    - ✓ safety equipment – first aid kits
- c. K-12 field trips and competitions: the first \$1,500 of expenditures for domestic travel and \$2,500 for international travel per person per trip for all participants (starting July 1, 2009).

- d. Student aid/Scholarships (either academic or to ameliorate fiscal hardship for a student in order to participate in a school sponsored activity). NOTE: for field trips and competitions see (c) above.
- e. Non-monetary gifts: The first \$5,000 of assessed value from any donor is exempt. For non-monetary gifts valued over \$5,000, the donor can:
  - (i) make the gift to the District to be placed at the discretion of the Board of Education, or
  - (ii) if the donor gives directly to a particular school, then the value of the gift over \$5,000 is subject to the 15% equity contribution, or
  - (iii) If a donor gives multiple gifts to a particular school in a fiscal year, when totaled, the amount above \$5,000 is subject to the policy.
- f. Copy machines, e.g. purchase, maintenance agreements, lease payments, etc.

### 3. Distribution of Resources Acquired through the Equity Fund

Monies accumulated in the Equity Fund will be distributed annually in July. The specific amount from the Equity Fund that will be made available for distribution will be determined at the sole discretion of the Board of Education. There are three categories of distribution to be considered:

- a. distribution to support districtwide initiatives to provide academic support, intervention and/or remediation in accordance with the mission of the school district to be presented by spring, before the budget process, and if Educational Services is in need for extra funds for IISS, the request should be forwarded to the Board of Education earlier;
- b. distribution of resources to school sites using the weighted-student formula; and
- c. resources to be reserved (conserved) within the fund.

#### **Distribution to support districtwide initiatives to provide academic support, intervention and/or remediation in accordance with the mission of the school district**

The Board of Education has established that it has the right to reserve a portion of the Equity Fund as a set aside investment for targeted purposes as investments in whole district intervention, remediation and academic support. The Board of Education will be given a list of proposed districtwide initiatives with rationales and budgets at or before the first meeting in June to provide time for discussion and followup about each initiative's needs. Districtwide initiatives must meet the following criteria to be eligible for consideration:

- a. There must be ambitious, feasible and measurable goals for the proposed initiative.
- b. The academic support, intervention or remediation initiative must serve a significant population (or subgroup) of students with identified academic need(s).
- c. District staff must have a plan for evaluating the efficacy of the initiative and tracking student achievement during and after the initiative.
- d. The overall budget must reflect the use of appropriate state and federal categorical, grant or other resources to support the initiative.
- e. The uses to which the equity funding requested will be put must be clear in the proposed budget and the rationale for the initiative.
- f. Equity funding will be used to support districtwide academic support, intervention and/or remediation programs that have recent evaluation or other data to support that staff responsible for the proposed initiative have engaged in a data-driven improvement planning process. An example of such a program is the elementary summer school program.

### **Distribution of resources to school sites using the weighted-student formula**

All funds to be distributed to school sites will follow the weighted-student formula without exception. The specific amount of money from the Equity Fund that will be made available for distribution through the student-weighted formula is determined at the sole discretion of the Board of Education. Once this amount is determined, the entire sum is distributed to school sites through the formula. School sites will receive their allocation once their plan has been approved.

### **Resources to be reserved (conserved) within the fund**

Each year as part of its deliberations about the most appropriate uses for the resources that have been accumulated within the Equity Fund, the Board of Education may decide to reserve (conserve) some funding within that fund for uses in future years. There may be several reasons for this decision, including, but not limited to the following:

- knowledge of anticipated impending State budget restrictions
- local revenue disruption
- a multi-year initiative with only year one funding identified.

### **Monitoring compliance and implementation of the Equity Fund and Policy**

The policy requires both the Board and the Education Services Department to report to all stakeholders the activity surrounding this policy each year in the form of an annual report. This mechanism will serve to communicate information to the public. In addition, there will need to be monitoring of compliance and implementation of the policy in action to learn from, and report to, stakeholders about the impact of the policy on school improvement and student achievement.

Three levels of monitoring will occur. The data and information from these levels of monitoring can help to partially answer the important questions of how and what we are learning about the impact of a policy with social, fiscal, and educational implications. At one level, monitoring the application of the policy will help to answer questions such as: how have funds been collected, how have funds in the Equity Fund been distributed, how have local budgets (at schools and centrally) been impacted as a result of the policy, and how have exemptions been applied in the fundraising and collection mechanisms for the Gift policy.

Monitoring to establish the degree of compliance and general tone of tolerance for the policy will also occur. This will require both fiscal and survey data to answer questions like: what do parents feel about the policy and its application, how does the Board of Education feel about the policy's implementation, and how does the public and how do donors feel about the policy.

The final level of monitoring concerns the outcomes of implementing the policy. These data will help answer questions like: what effect did the "new" investments from the Equity Fund have at a site, has student achievement been impacted by any of the new investments, and is there support to continue or adjust the policy. Of course, monitoring will also reveal unintended consequences of this policy implementation as well.

## **D. ADDITIONAL CONSIDERATIONS FOR COLLECTION**

The fiscal office will help schools track their ongoing gift amounts and contribution owed to the fund. Sites/schools would be responsible for 'holding aside' their required contribution. All contributions would be sent to the Equity Fund on January 31 and June 30. The Fiscal Services Department would receive the donations and distribute the funds via the student-weighted formula as plans are approved by the Education Services Department.

#### E. VOLUNTARY CONTRIBUTIONS

No formula is applied to voluntary contributions to the Equity Fund. Any amount given is a 100 percent contribution.

#### F. EQUITY FUND ADMINISTRATION

The Board will designate the Education Services Department to administer the Equity Fund. The duties will include the collection and distribution of funds, and annual public reporting. The Education Services Department will also be responsible for the collection of all voluntary donations to the Equity Fund.

An Oversight Committee will be established to oversee the Equity Fund and its activities. The committee will seek members including one representative from each PTA and/or each school fundraising organization. The responsibilities of the Equity Fund Oversight Committee include:

1. Meet two times per school year.
2. Review school plans for spending Equity Funds.
3. Review the policy for implementation problems or reporting issues.

This group acts in an advisory capacity only.

This policy will return to the Board of Education for review each year.

#### RELATED FORMS:

*Request for Acceptance of Gift*

*Block Grant Planning Form*

*Student Weighted Formula*

*ADDITIONAL PDF DETAIL*

**ADOPTED**  
September 9, 2004

**REVISED**  
May 18, 2008

**CSBA DATE**