

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

October 15, 2009

A regular meeting of the Santa Monica-Malibu Unified School District Board of Education was held on Thursday, October 15, 2009, in the District Administrative Offices: 1651 16th Street, Santa Monica, CA. The Board of Education called the meeting to order at 4:30 p.m. in the Board Conference Room at the District Offices. At 4:31 p.m., the Board of Education moved to Closed Session regarding the items listed below. The public meeting reconvened at 6:03 p.m. in the Board Room.

I. CALL TO ORDER

- A. Roll Call
- B. Pledge of Allegiance

II. PUBLIC COMMENTS FOR CLOSED SESSION ITEMS ONLY

III. CLOSED SESSION (90)

- Receipt of recommendation for approval of the proposed CAHSEE waiver request pursuant to §60851 (c), as cited in the Education Code (5):
CAHSEE-1013-09/10 CAHSEE-1015-09/10
CAHSEE-1014-09/10
- 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)
- Public Employee, to consider appointment, employment, performance evaluation, or dismissal of employee pursuant to GC§54957, as cited in the Brown Act (Asst. Superintendent for HR, Asst. Superintendent for Business and Fiscal, Chief Academic Officer) (10)
- Closed session with legal counsel concerning anticipated litigation pursuant to GC §54956.9 as cited in the Brown Act (1 case). (10)
- 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. (5)
- 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. (20)
- Closed Session, Superintendent's performance evaluation pursuant to GC §54954.5 as cited in the Brown Act. (10)

6:06 pm

IV. BOARD OF EDUCATION – COMMENDATIONS / RECOGNITIONS (10)

- **Exceptional Latino/a Educator Award – Marissa Jauregui (Roosevelt ES)**
In honor of Latino/a Heritage Month, the Board of Education honored Ms. Marissa Jauregui with the Exceptional Latino/a Educator Award. Ms. Natalie Burton, Principal of Roosevelt Elementary School, introduced Ms. Jauregui and noted that she graduated from Santa Monica HS, and worked as an Instructional Assistant for the District while at Santa Monica College. She participated in the SMMUSD Career Development Program and received her degree and credential from California State University, Northridge. She has been a teacher at Roosevelt Elementary since 2004. Ms. Jauregui was celebrated by many of the students and parents from Roosevelt Elementary. The Board of Education presented Ms. Jaregui with a glass apple award.

6:14 pm V.

APPROVAL OF THE AGENDA

It was moved by Mr. Allen, seconded by Dr. Escarce, and voted 7/0 to move Item A.26 from Action to Discussion. It was moved by Mr. de la Torre, seconded by Mr. Snell, and voted 7/0 to approve the agenda.

6:16 pm VI.

APPROVAL OF MINUTES

October 1, 2009

6:17 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 | Child Development Services – John Adams/Washington West Memorandum of Understanding..... | 8-12 |
| A.06 | Approval of Special Education Contracts – 2009-2010..... | 13-16 |

Business and Fiscal

| | | |
|------|--|--------|
| A.07 | Award of Purchase Orders – 2009-2010..... | 17-17f |
| A.08 | Acceptance of Gifts – 2009-2010..... | 18-22 |
| A.09 | Acceptance of RGK Foundation Grant..... | 23 |
| A.10 | Adopt Resolution No. 09-12 – Gann Amendment..... | 24-25c |
| A.11 | Acceptance of Work Completed – AJ Fiste Corporation – Districtwide Painting – Bid #9.09..... | 26 |
| A.12 | Acceptance of Work Completed – Graph Company – Webster Elementary School Fire Damage Reconstruction – Bid #9.13..... | 27 |
| A.13 | Acceptance of Work Completed – Jenn/Matt, Inc. – Septic System Repair Project – Malibu HS/MS & Pt. Dume Elementary School – Bid #10.04..... | 28 |
| A.14 | Contract Amendment #2 to Culbertson & Associates, LLC – Representation to California Coastal Commission and Field Lighting for Malibu High School..... | 29 |

Measure “BB”

| | | |
|------|---|----|
| A.15 | Contract Amendment #11 for Increased Architectural Services for Design Revisions, Cafetorium & Stage Changes – Edison Language Academy – Daly Genik/IBI – Measure BB..... | 30 |
| A.16 | Contract Amendment #2 for Additional Geotechnical Observation and Testing Services – John Adams Middle School – Converse Consultants – Measure BB..... | 31 |
| A.17 | Contract Amendment #1 for Additional Data and Telecom Consulting Services – Districtwide – Sparky Data and Telecom – Measure BB..... | 32 |

Personnel

| | | |
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| A.18 | Certificated Personnel – Elections, Separations..... | 33-40 |
| A.19 | Special Services..... | 41 |
| A.20 | Classified Personnel – Merit..... | 42-46 |
| A.21 | Classified Personnel – Non-Merit..... | 47-48 |

General

| | | |
|------|---|-------|
| A.22 | Adopt Policy 3543.1 – Fleet Safety..... | 49-54 |
|------|---|-------|

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

VIII. PUBLIC COMMENTS

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

6:26 pm

- *Charlotte Biren and Richard McKinnon informed the board that the Solar Alliance Club at Samohi was sponsoring Bike-It-Day on Wednesday, October 21. All students and staff are encouraged to get to school that day in a car-free-way (bike, walking, or bus). Mr. Cuneo has agreed to ride with Dr. Pedroza. Samohi statistics students will be keeping data, and a report will come to the board later in the year.*

IX. COMMUNICATIONS (45)

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)

6:48 pm

Pyoung Kim – Santa Monica High School

Ms. Kim attended the Student Board Member Symposium and shared what she learned. She also reported on the Student Council Leadership Training sessions. On October 2, there will be a campus-wide unity rally. The school will also be holding a Live-Strong rally. Students and faculty have been asked to bring in school supplies for a donation drive. The college fair will be held on October 12. Bike It Day will be on October 21. Homecoming is scheduled for November 6.

6:53 pm

Roya Sahafi – Malibu High School

Ms. Sahafi discussed MHS students' feelings about the Coastal Commission's decision regarding the field lighting. She told the board about the positive response several Student Council members received at the Optimists' Club Meeting. A Snack Shack has been set up at football games. PAST testing is starting soon. CSF and CJSF are having their annual membership drive. Student members have been elected to the Site Governance Council. Principals from Shanghai are scheduled to visit the campus. Homecoming, which will be held on November 13, needs a new site; the campus is speaking with the city about the possibility of using Bluff's Park.

Emily Yeskel – Olympic High School – no report

7:00 pm

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

Mr. Keiley reported that SMMCTA offers their full support for Bike-It-Day, and thanks the Solar Alliance for their work on this event. Due to the current financial situation, Mr. Keiley asked the Board of Education to institute a firm hiring freeze in general fund monies. The Association is represented on the Parcel Tax Feasibility Committee by Mr. Fuller, and they look forward to the committee's recommendations. Mr. Keiley publically thanked all the parents and community members who give back to the district.

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

7:05 pm

D. PTA Council – Shari Davis (5)

Ms. Davis reported that the PTA Council Special Education Committee just completed the Parent Resource Network training. There is now a parent volunteer at eleven sites. The co-chairs, Christy Hobart and Lauren Lambert, as well as Drs. Sara Woolverton and Sally Chou, put an immense amount of work into this project. Additionally, the Special Education Fall Forum is set for October 24, 2009, 8:00 am to 12:30 pm at John Adams Middle School. The guest speaker is Doug Fisher. PTA Council produced a position paper last spring regarding the need for a Communication position. Ms. Davis distributed to the Board of Education a letter from three past PTA Council Presidents expressing support for such a position. The PTA Council has representatives working on the Superintendent's Budget Committee and the Parcel Tax Feasibility Committee. The next full PTA Council meeting is October 20. Dr. Chou will be discussing the Homework Policy.

6:30 pm

E. Emergency/Temporary Parcel Tax Feasibility Committee – Neil Carrey (5)

Mr. Carrey reported that the Parcel Tax Feasibility Committee has been meeting every other week, and they have established five sub-committees. They have also created an executive committee and are working toward the December 10, 2009, deadline. Goodwin-Simon has been retained as the polling consultant. The polling is to begin the second week of November, and the two focus groups will begin October 25. In response to a question from Mr. Mechur, Mr. Carrey explained that the focus groups are randomly selected (a sample of 600). Mr. Carrey noted that his law firm has been able to provide some service to the committee pro bono, and that the high talent level of committee members has enabled them to keep the costs down. The committee felt that there was a need for more representation from the Malibu community, so they have submitted an additional membership application. The committee will keep the board informed.

6:39 pm

F. Citizens' Bond Oversight Committee – Neil Carrey (5)

Mr. Carrey noted the amendments to the committee's by-laws on tonight's agenda. Most of the changes are procedural, he said. He emphasized the importance for the committee to have the discretion to have more than four meetings a year, especially because they want to have school site meetings. He encouraged the Board of Education to pass these amendments. At the October 21, 2009, meeting, the committee intends to finalize the 2008 report. The board will be kept informed on a regular basis. In response to a question from Mr. Allen regarding a joint meeting with the committee and the Board of Education, Mr. Carrey indicated that scheduling such a meeting would be a good idea after the reports are complete. Mr. Carrey also explained how the Bond Oversight Committee is different than the Measure BB Advisory Committee or the FOC. Because Prop 39 had a 55% vote, SMMUSD is mandated to have an oversight committee, which examines total expenditures and investments, not the details of actual building projects.

7:10 pm

G. Financial Oversight Committee – Cynthia Torres (5)

Ms. Torres reported that the Financial Oversight Committee is very concerned about the serious budget issues and the depletion of the district reserves, and is committed to working toward solutions. They support the work of the Parcel Tax Feasibility Committee and have representatives serving on that committee. The FOC is also represented on the Superintendent's Budget Committee. The Financial Oversight Committee supports the Superintendent's Strategic Plan. An FOC sub-committee has

been working since July on revenue enhancement ideas, and has been meeting with local businesses. At the November 19, 2009, board meeting, there will be a report on revenue enhancement. The committee thanked its liaisons, Mr. Snell and Dr. Escarce.

7:14 pm X.

SUPERINTENDENT'S REPORT (5)

Superintendent Cuneo thanked Cynthia Torres from the FOC and Shari Davis from PTA Council for their continuity of service in moving from one year to the next.

Mr. Cuneo reported that the Coastal Commission denied the district's request for temporary lighting at Malibu HS.

The Special Education Fall Forum will be held on October 24 at John Adams Middle School. Mr. Cuneo invited the board members to attend.

The Superintendent reported that a tremendous amount of work has been done to complete the PRN Training for Special Education parents, teachers, and staff. He hopes that all schools will have a trained parent volunteer by next year. He especially thanked Christy Hobart, Lauren Lambert, Sara Woolverton, and Sally Chou for their efforts in the Fall Forum.

On October 23, the district will welcome visitors who are curriculum experts from the United Kingdom. Sally Chou will be hosting this group. They are especially interested in SMMUSD's work in Special Education.

Earlier this week, sixteen principals from Shanghai visited our schools (and others in California) last week. They were interested in governance and asked questions regarding the roles of the Board of Education and Superintendent in relationship to the school sites.

Today, the district participated in the Great Shake-Out earthquake drill. We were able to test the new radios – the reception was clear to Malibu. Mr. Cuneo thanked the board for approving the purchase of these new radios.

In support of Bike-It-Day at Santa Monica High School, the Superintendent intends to ride his bike with Dr. Pedroza.

The dates have been set for the annual State of Our Schools presentations: November 18 in Santa Monica and November 17 in Malibu. Public Schools Week, during which members of the public will be invited to tour the campuses, will occur at the same time.

On October 22 at 5:00 pm, the Santa Monica Chamber of Commerce will be celebrating SMMUSD's new teachers, along with new public safety personnel). The event will be held at the Le Merigot Beach Hotel.

Mr. Cuneo concluded his report by announcing that Sarah Wahrenbrock, Recording Secretary, is away tonight preparing for her wedding. He wished her the best and thanked Lisa Andersen for filling in at tonight's meeting.

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.

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

Board of Education Meeting AGENDA: October 15, 2009

XI. MAJOR ITEMS (180)

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

| | | | |
|----------------------------|------|---|--------|
| 6:23 pm | A.23 | Approve Changes to Bylaws for Proposition 39 – Citizens’ Bond Oversight Committee (30)..... | 55-56 |
| 7:25 pm | A.24 | Gift Fund Contribution 2008-09 and Equity Fund Allocation 2009-10 (45).... | 57-58c |
| Break 8:50 - 9:05 pm | A.25 | Adopt Policy 1112 – Media Relations (20) | 59-61 |
| 9:27 pm | A.26 | Establish Position – Director of Communications, Accountability, and Community Engagement (20)..... | 62-62d |
| 9:06 pm | A.27 | Approval to Remove Permanent Field Lights Allocation from the Measure BB Project at Malibu High School (10) | 63-64 |
| 12:55 pm | A.28 | Increase in Staffing (FTE) – Instructional Assistant – Special Education (10)..... | 65 |
| 12:57 pm | A.29 | Annual Public Hearing and Adoption of Resolution No. 09-13 on Sufficiency of Instructional Materials and Williams Settlement Instructional Materials Funds (5)..... | 66-68 |
| A.30-A.33 postponed | A.30 | Adopt Policy 3300 – Expenditures and Purchases (10) | 69-71 |
| | A.31 | Adopt Policy 3311 – Bids (10) | 72-81 |
| | A.32 | Adopt Policy 3312 – Contracts (10)..... | 82-85 |
| | A.33 | Adopt Policy 7000 – Concepts and Roles (10)..... | 86-88 |

XII. DISCUSSION ITEMS (185)

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

| | | | |
|------------------------|------|---|---------|
| 10:49 pm | D.01 | Special Education Department Update (30)..... | 89-93 |
| 11:46 pm | D.02 | 2009 Summer Programs Update (45) | 94 |
| D.03-D.08 postponed | D.03 | Update on Mental Health Support Services for Students and Families (30) | 95 |
| | D.04 | Update on Food and Nutrition Services Programs at School Sites (30)..... | 96 |
| | D.05 | Consider Adopting Policy 1313 – Civility Policy (20) | 97-99 |
| | D.06 | Consider Adopting Policy 4119.21 – Professional Standards (10)..... | 100-105 |
| | D.07 | Consider Adopting Policy 4119.25/4219.25/4319.25 – Political Activities of Employees (10) | 106-109 |
| | D.08 | Consider Adopting Policy 4119.26 – Non-Fraternization with Students (10)..... | 110-111 |

XIII. INFORMATIONAL ITEMS (0)

XIV. BOARD MEMBER ITEMS (0)

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

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

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

XVI. CONTINUATION OF PUBLIC COMMENTS

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

XVII. BOARD MEMBER COMMENTS

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

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.

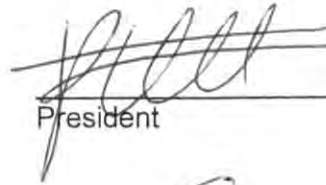
XIV. CLOSED SESSION

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.

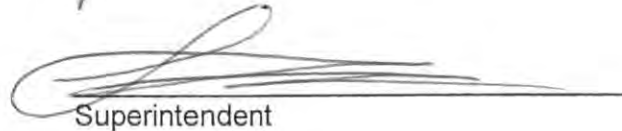
XX. ADJOURNMENT

It was moved by Dr. Escarce, seconded by Ms. Pye, and voted 6/0 (Mr. de la Torre was absent) to adjourn the meeting at 1:00 a.m. The next regularly scheduled meeting will be held on **Thursday, November 5, 2009**, at 5:00 p.m. in the **Malibu City Council Chambers**: 23815 Stuart Ranch Road, Malibu, CA.

Approved: 11-19-09



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

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

**Santa Monica-Malibu Unified School District
Board of Education
October 15, 2009**

I. CALL TO ORDER

4:30 pm

A. Roll Call

4:31 pm

Ralph Mechur – President
Barry Snell – Vice President
Ben Allen
Oscar de la Torre – *arrived at 4:50pm, left at 8:50pm*
Jose Escarce
Maria Leon-Vazquez
Kelly Pye

6:03 pm

Student Board Members

Pyoung Kim
Roya Sahafi
Emily Yeskel – *excused*

B. Pledge of Allegiance

Led by Pyoung Kim.

II. CLOSED SESSION

In Closed Session, the Board took action to approve:

- *It was moved by Dr. Escarce, seconded by Mr. Snell, and vote 6/0 (Mr. de la Torre was absent for the vote) to approve proposed CAHSEE waivers request pursuant to §60851 (c), as cited in the Education Code:
CAHSEE-1013-09/10
CAHSEE-1014-09/10
CAHSEE-1015-09/10*

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

ACTION
10/15/09

RECOMMENDATION NO. A.01

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

October 1, 2009

MOTION MADE BY: Mr. Snell
SECONDED BY: Mr. Allen
STUDENT ADVISORY VOTE: N/A
AYES: Five (5)
NOES: None (0)
ABSTAIN: Two (2) (Ms. Leon-Vazquez and Dr. Escarce)

CONSENT ITEMS

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/15/09

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.

| Contractor / Contract Dates | Description | Site | Funding (Measure BB) |
|--|--|--------------------------|--------------------------------------|
| CCM Contract Amount \$90,000 Addendum to UC BB08326 | Assist in DSA closeouts Extend contract 10/1/09-9/30/10 | Multiple Sites | 21-00000-0-00000-85000-5802-050-2600 |
| Daly America Extend contract: 08/01/09 to 12/31/09 Contract Amendment #2: \$49,800 Original Contract UC BB09009: \$144,000 Amendment #1: \$48,000 | Construction Management Services | John Adams Middle School | 21-00000-0-00000-85000-6200-011-2600 |

| Contractor / Contract Dates | Description | Site | Funding |
|--|--|-------------|--------------------------------------|
| Jewish Family Services of LA 9/23/09 to 6/25/10 Not to exceed: \$5,000 | To Provide individual and small group counseling to student for 2009-2010 school year to supplement heavy counseling load at Franklin. | Franklin | 01-00010-0-11100-10000-5802-002-4020 |
| Ana Maria Guterrez 9/01/09 to 6/30/10 Not to exceed: \$10,000 | Will provide counseling and therapy services to Latino students and their families. | Malibu | 01-90120-0-11100-1000-5802-010-4110 |
| Davida Raffa 10/16/09 to 6/19/10 Not to Exceed: 11,369 | Ceramics training for Grades 1-5, six-week session per grade level | Roosevelt | 01-90150-0-11100-10000-2917-007-1501 |

Mr. Mechur asked for clarification regarding the CCM contract. Ms. Maez responded that this contract is for closing out previous DSA projects. All new DSA requests will include close-out.

Mr. Snell thanked staff for the new format that separates out the BB contracts.

MOTION MADE BY: Dr. Escarce
SECONDED BY: Ms. Pye
STUDENT ADVISORY VOTE: N/A
AYES: Six (6)
NOES: None (0)
ABSTAIN: One (1) (Mr. Allen)

TO: BOARD OF EDUCATION

ACTION/CONSENT
10/15/09

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

RE: CONFERENCE AND TRAVEL APPROVAL/RATIFICATION

RECOMMENDATION NO. A.03

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

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

| <u>NAME</u> <u>SITE</u> Account Number Fund – Resource Number | <u>CONFERENCE NAME</u> <u>LOCATION</u> <u>DATE (S)</u> | <u>COST</u> <u>ESTIMATE</u> |
|---|--|--------------------------------|
| <u>BOONE II, Lawrence</u> Santa Monica High | AB430 Downey, CA 10/13/09, 11/12/09, 12/9/09, 1/14/10, 2/9/10, 3/9/10 and 4/15/10 | \$0 |
| <u>BRYANT, Cheryl</u> Human Resources 01-00000-0-00000-74000-5220-025-1250 General Fund- <u>Function:</u> Personnel/Human Resources | ASCIP Health Benefits Training Cerritos, CA October 1, 2009 | \$45 Mileage Only |
| <u>CHI, Ah Young</u> Malibu High 01-00010-0-11100-10000-5220-010-4100 General Fund- <u>Resource:</u> Tier III | USC Counselor Conference Los Angeles, CA October 2, 2009 | \$80 |
| <u>CHI, Ah Young</u> Malibu High 01-00010-0-11100-10000-5220-010-4100 General Fund- <u>Resource:</u> Tier III | ACT Educator Workshop Westlake Village, CA October 7, 2009 | \$100 |
| <u>DIAZ, Aida</u> Ed Services 01-62860-0-47600-10000-5220-035-1300 General Fund- <u>Resource:</u> ELAP | Response To Intervention Montebello, CA 10/14/09 & 11/2/09 | \$375 |
| <u>DIAZ, Aida</u> Ed Services 01-70910-0-47600-10000-5220-035-1300 General Fund- <u>Resource:</u> EIA | Seal of Biliteracy Workshop Glendale, CA October 27, 2009 | \$50 |
| <u>HONDA, Julie</u> Santa Monica High | College Board Claremont, CA September 22, 2009 | \$0 |
| <u>KELLY, Mark</u> Malibu High | Principals' Collaborative Laguna Beach, CA 9/17/09, 10/20/09, 12/10/09 and 3/3/10 | \$0 |

| | | |
|--|--|------------------|
| <u>MILLER, Patrina</u> Special Ed 01-56400-0-00000-39000-5220-041-1400 General Fund- Resource: Medi-Cal | Student Records Workshop Downey, CA October 8, 2009 | \$70 |
| <u>RICHWINE, Dona</u> Food and Nutrition Services | 2009 School Wellness Conference Anaheim, CA October 5 – 6, 2009 | \$0 |
| <u>ROMAN, Bertha</u> Ed Services 01-40350-0-11100-21000-5220-035-1300 General Fund- Resource: Title II | Transformational Change Through Innovational Creativity Pasadena, CA October 8 – 10, 2009 | \$700 |
| <u>SACHS, Teri</u> Lincoln Middle 01-00000-0-11100-31400-5220-041-1400 General Fund- Function: Health Services | Created Approaches to Greif Work With Children Glendale, CA October 8, 2009 | \$150 + 1 SUB |
| <u>SERRATORE, Rosa</u> Ed Services 01-40350-0-11100-21000-5220-035-1300 General Fund- Resource: Title II | Mathematics Education Collaborative Downey, CA 10/15/09, 12/3/09, 2/18/10 and 5/20/10 | \$400 |
| <u>SAMARGE-POWELL, Susan</u> Human Resources 01-00010-0-11100-10000-5220-065-1300 General Fund- Resource: Tier III | BTSA Cluster 4-Fall Winter & Spring Meetings Norwalk, CA 9/16/09, 1/27/10 and 4/27/10 | \$450 |

Adjustments

(Preapproved expenses 10% in excess of approved costs that must be approved by Board/Changes in Personnel Attendance)

NONE

Group Conference and Travel: In-State

** a complete list of conference participants is on file in the Department of Fiscal Services*

| | | |
|--|---|----------------|
| <u>HEYLER, Soux</u> <u>BOEWE, Juliette</u> Special Ed 01-56400-0-00000-39000-5220-041-1400 General Fund- Resource: Medi-Cal | Career Planning for Individuals W/Autism Spectrum Disorders Buena Park, CA October 15 – 16, 2009 | \$630 Total |
| <u>CHI, Ah Young</u> +2 Additional Staff Malibu High/Santa Monica High 01-00010-0-11100-10000-5220-010-4100 General Fund- Resource: Tier III | College Board Fall Counselor Workshop Los Angeles, CA October 8, 2009 | \$80 Total |
| <u>CHI, Ah Young</u> +3 Additional Staff Malibu High/Santa Monica High 01-00010-0-11100-10000-5220-010-4100 General Fund- Resource: Tier III | CSU Counselor Conference Pasadena, CA September 29, 2009 | \$319 Total |

| | | |
|--|--|------------------|
| <u>HINOJOSA, Judith</u> +12 Additional Staff Santa Monica High | USC Conference Los Angeles, CA October 2, 2009 | \$0 |
| <u>HONDA, Julie</u> <u>GATELL, Frank</u> Santa Monica High 01-00000-0-11100-10000-5220-015-4150 General Fund Function: Instruction | CSU Conference Ontario, CA October 1, 2009 | \$150 Total |
| <u>SNELL, Barry</u> +4 Additional Board Members District Office 01-00000-0-00000-71500-5220-020-1200 General Fund Function: Superintendent | 2009 CSBA Annual Education Conference & Trade Show San Diego, CA December 3 – 5, 2009 | \$6,000 Total |
| <u>TATI, Mary</u> <u>THOMAS, Frederick</u> Point Dume Elementary | Catalina Island Marine Institute Catalina Island September 21 – 23, 2009 | \$0 Total |
| <u>VALENCIA, Yunuen</u> <u>HINOJOSA, Judith</u> Santa Monica High 01-00000-0-11100-27000-5220-015-4150 General Fund Function: School Administration | UC Conference Irvine, CA September 16, 2009 | \$40 Total |

| | | |
|---|--|--|
| Out-of-State Conferences: Individual | | |
| NONE | | |

| | | |
|--|--|--|
| Out-of-State Conferences: Group | | |
| NONE | | |

MOTION MADE BY: Dr. Escarce
 SECONDED BY: Ms. Pye
 STUDENT ADVISORY VOTE: N/A
 AYES: Six (6)
 NOES: None (0)
 ABSTAIN: One (1) (Mr. Allen)

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/15/09

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 |
|---|--|---|--|---------|---|
| Roosevelt 5 th grade 132 | Astrocamp, Idyllwild, CA 4/21/10–4/23/10 | N. Burton/ Snow/ Whitley/ Clark/ Fernandez/ De Gregorio | \$350 per student by parent donation and PTA Account | Science | Annual science enrichment supporting the curriculum of the 7 th grade science. Hands-on outdoor classroom experience, leadership and team building skills. |
| Smash 6 th grade 26 | Toyon Bay, Catalina Cimi Guided Discoveries 10/12/09– 10/14/09 | J. Rishe/ Holland | \$320 per student by parent donation and fundraising | Science | Science enrichment supporting the curriculum of the 6 th grade science. Hands-on outdoor classroom experience, leadership and team building skills. |
| John Muir 5 th grade 60 | Blue Sky Meadow – Big Bear Area 4/12/10–4/18/10 | T. Komlos/ Benitez/ Brizuela | \$292 per student by parent donation and fundraising | Science | Annual science enrichment supporting the curriculum of the 5 th grade science. Hands-on outdoor classroom experience, leadership and team building skills. |
| Webster 5 th grade 32 | Sea World – San Diego 11/4/09–11/5/09 | P. Cott/ Kooy | \$135 per student by parent donation | Science | Annual science enrichment supporting the curriculum of the 5 th grade science. Hands-on outdoor classroom experience, leadership and team building skills. |
| Webster 5 th grade 33 | Sea World – San Diego 11/3/09–11/4/09 | P. Cott/ Cook | \$135 per student by parent donation | Science | Annual science enrichment supporting the curriculum of the 5 th grade science. Hands-on outdoor classroom experience, leadership and team building skills. |
| Samohi 9 th – 12 th 3 – 6 | Sacramento Green Technology Teacher's Institute Conference 8/9/09–8/12/09 | C. Baxter/ Kay | \$50 per student by parent donation | Science | To attend with other students and teachers from around CA for 2 day conference on Renewable Energy. Curriculum and industry products on alternative energy will be presented. |

| | | | | | |
|---|--|--|--|-------------|--|
| Samohi 9 th – 12 th 6 – 7 | Environmental Charter H.S. – Green Action Curriculum Conference, Lawndale CA 8/13/09–8/14/09 | C. Baxter/ Kay | Free | Science | To learn about new “green” renewable energy curriculum that meets state and national science standards and learn more about the Green Ambassador Green Action Curriculum Program that Samohi may participate in. |
| Samohi 9 th – 12 th 7 | Reno – Tahoe 11/12/09– 11/14/09 | C. Baxter/ Shafiey | \$200 per student by parent donation | ROP DECA | To participate in the Leadership and Business Communication conference. Leadership and business communication skill development career exploration activities. |
| Samohi 9 th – 12 th 40 | College of the Sequoias, Visalia, CA 12/3/09–12/5/09 | C. Baxter/ Aiello/ Swenson | \$200 per student by parent donation | Music | California Directors Association – Honor Orchestras |
| Samohi 9 th – 12 th 3 | Santa Clara Convention Center 2/18/10–2/20/10 | C. Baxter/ Swenson | \$300 per student by parent donation | Music | To participate in the National High School Honor Orchestra. |
| Samohi 9 th – 12 th 12 | Sacramento, CA CMEA All-State Orchestra Conference 3/11/10–3/13/10 | C. Baxter/ Swenson/ Aiello | \$300 per student by parent donation | Music | Trip is for students who auditioned for and were accepted into the CMEA All- State Orchestra. The students will be performing for the CMEA State Conference. |
| Samohi 9 th – 12 th 12 | Honolulu, HI 3/24/10–3/31/10 | C. Baxter/ L. Sato/ G. Sato/ Nguyen | \$1,200 per student by parent donation and fundraising | PE | To participate in the 2010 Hawaii Boys Volleyball Invitational Tournament – Varsity Competition at Iolani High School. |

MOTION MADE BY: Dr. Escarce
 SECONDED BY: Ms. Pye
 STUDENT ADVISORY VOTE: N/A
 AYES: Six (6)
 NOES: None (0)
 ABSTAIN: One (1) (Mr. Allen)

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/15/09

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

RE: CHILD DEVELOPMENT SERVICES – JOHN ADAMS/WASHINGTON WEST
MEMORANDUM OF UNDERSTANDING

RECOMMENDATION NO. A.05

It is recommended that the Board of Education approve the agreement between the Santa Monica-Malibu Unified School District (SMMUSD) and Santa Monica Community College (SMC) effective July 1, 2009, through June 30, 2010.

COMMENT: The purpose of this agreement is to establish the delineation of responsibilities for each party functioning as the Santa Monica Preschool Collaborative. The mission of the Santa Monica Preschool Collaborative is to provide childcare and child development services for up to 108 Santa Monica area children under the age of six at John Adams Child Development Center and Washington West Preschool. Both centers will operate full-day (7:30 a.m. to 6:00 p.m.), full-year (year-round 246 days/year).

***** ***** ***** ***** ***** *****

Mr. Mechur pointed out to the Board of Education that this MOU is an extension of the current agreement for an on-going program.

MOTION MADE BY: Dr. Escarce
SECONDED BY: Ms. Pye
STUDENT ADVISORY VOTE: N/A
AYES: Six (6)
NOES: None (0)
ABSTAIN: One (1) (Mr. Allen)

Memorandum of Understanding by and between Santa Monica Preschool
Collaborative, comprised of the Santa Monica-Malibu Unified School District and
the Santa Monica Community College
July 1, 2009 – June 30, 2010

1. This agreement is entered into between the Santa Monica Malibu Unified School District (SMMUSD) and Santa Monica Community College (SMC). The purpose of this agreement is the establishment and delineation of responsibilities for each party functioning as the Santa Monica Preschool Collaborative (Collaborative).
2. The mission of the Santa Monica Preschool Collaborative is to provide childcare and child development services for up to 108 Santa Monica area children under the age of six.
3. SMMUSD will be the operational agent for the Collaborative. The responsibility of the operational agent will be the staffing, management and oversight of the identified centers.
4. Child care and child development services will be delivered at two sites through the Collaborative:

John Adams Child Development Center
2320 17th Street
Santa Monica, Ca. 90405

Washington West Preschool
2802 4th St
Santa Monica, CA 90405

Both facilities and any other future location deemed appropriate by the parties, will be made available throughout the year rent-free, and maintained at no cost to the Collaborative.

5. SMMUSD will operate the licenses at both centers.
6. Child development services to be provided through the Collaborative will include:
 - a. Full-day (7:30 a.m. to 6:00 p.m.), full year (year-round 245 days/year), care will be provided for children from low-income families, 80 full-time childcare slots are funded through a contract between the State Department of Education, Child Development Division and SMMUSD.
 - b. Head Start services will be provided at Washington West; funded and staffed by SMMUSD.
 - c. Extended hours of childcare for Head Start families; funded through parent fees or subsidies obtained by individual families. The intent is to serve Head Start families that require full-day care at Washington West Preschool.

- d. Childcare for up to 25 Children of SMC students, faculty and staff; funded through parent fees, CalWORKs and/or other sources. The intent is to make childcare available to the children of SMC students, faculty and staff from 7:30 a.m. to 6:00 p.m. every day that the program is operational.
 - e. The Collaborative will assure that the child care programs at Adams and Washington West are of high quality and include developmentally appropriate curriculum, consultation by social services professionals as resources are identified, parent support and education. Nutritious meals and snacks consistent with program hours will be supported by participation in the SMMUSD food program.
7. The Program Advisory Committee composed of representatives from SMMUSD and SMC will guide the Collaborative. The Committee will meet at least quarterly and will review the quality of the programs, coordination of curriculum and enrichment activities, staff development, parent education and similar activities. The ECE classroom staff will meet monthly with an SMC & SMMUSD Advisory Committee representative.
8. With input from the Program Advisory Committee, SMMUSD will be ultimately responsible for recruiting, selecting, training and supervising the staff at Adams and Washington West.
9. Daily custodial support, along with facility maintenance and repair will be provided by SMMUSD for sites, identified in paragraph Four.
10. The responsibilities of SMMUSD are set forth below:
 - a. SMMUSD will offer priority enrollment to students, faculty and staff of SMC whenever there are vacancies in the program.
 - b. SMMUSD will maintain a waiting list of children eligible for the State subsidy. SMC will maintain a waiting list of children eligible for the reserved SMC spaces. When there is an opening in the program, the next child of the appropriate age on the relevant waiting list will be enrolled. The intent is to maintain full enrollment, with 108 Children through the State Department of Education, Head Start/Special Education students or SMC and/or other community children, recognizing that many are dually enrolled.
 - c. SMMUSD will work with SMC to establish the Collaborative preschools as work/study sites. The intent is to utilize work/study students to inspire SMC students to enter the field of child development through a positive work experience.
 - d. SMMUSD and SMC will work together to offer an internship program wherein students can participate and learn within a regulatory setting of 1) a general child care setting, 2) State Department of Education preschool and/or infant toddler programs, 3) the federally supported Head Start program.
 - e. SMMUSD will work with SMC on the implementation of the Mentor program, encouraging and supporting both mentors and protégées at the child development

centers, encouraging both best practices and a career path within early childhood education.

- f. SMMUSD will assume responsibility for daily operations of the Adams and Washington West sites including all of the requirements as set forth by licensing.
- g. SMMUSD will be responsible for meeting all of the requirements as set forth in the preschool services contract with the Department of Education.
- h. SMMUSD will be responsible for encouraging opportunities for inclusion of children with special needs with typically developing children thereby encouraging best practices for all children.
- i. SMMUSD will coordinate therapeutic services for children with the intent that, whenever possible, children requiring special services will receive them on-site, during their regular hours of attendance.
- j. SMMUSD will be responsible for meeting all Head Start requirements.

11. SMC responsibilities are as follows:

- a. SMC will supervise practicum students from child development and early childhood education classes at all the sites.
- b. SMC will provide training on desired results, and other areas or topics around Early Childhood Education; as well as assist with professional development planning for teachers and assistants.
- c. SMC will coordinate recruitment and child-find efforts with other members of the collaborative.
- d. SMC will continue to assign one SMC employee to teach at one of the sites. In the event that the SMC preschool teacher terminates employment with SMC, the Santa Monica Community College District will augment the Collaborative budget in the amount sufficient to cover the replacement expenses by SMMUSD.
- e. In addition, SMC will underwrite the Collaborative to assure that SMMUSD expenses are covered, to a limit of \$127,500 annually. SMMUSD will provide quarterly accounting to SMC detailing income and expenditures. If there is a deficit, SMC will reimburse SMMUSD within 60 days. In the event that income exceeds expenses, the excess will be applied to the following quarter. The budget will be evaluated by the College, District and SMMUSD administration at mid-year, and at year-end, and adjusted as necessary. The intent of SMMUSD is to operate the Collaborative on a break-even basis.

12. "It is our hope and dream that this Collaborative arrangement can pool resources to target the most needy children and families in our area and provide them the support they need to not only break the cycle of poverty, but to become our future leaders. We are investing in the children with safe, educationally oriented programming available all day if needed. We are investing in children's parents to allow students to continue their

education, and we are investing in the community as we train interested candidates to become qualified providers for the critical shortage area of childcare professionals. However, if these goals cannot be met and/or if it is not in the best interest of any of the parties, this agreement can be terminated with written notice provided to all of the members of the Collaborative 45 days prior to any party separating from the collaborative.”

13. This agreement shall be in effect from July 1, 2009 through June 30, 2010.

Signed:

_____ Date: _____
For the Santa Monica Malibu Unified School District

_____ Date: _____
For Santa Monica Malibu Unified School District

_____ Date: _____
For the Santa Monica Community College

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/15/09

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

RE: APPROVAL OF SPECIAL EDUCATION CONTRACTS – 2009-2010

RECOMMENDATION NO. A.06

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 |
|-------------------------------|-------------|---------------------|-----------------|--------------------|
| Logan River Academy | 11/16/94 | NPS | #50-SPED10108 | \$ 21,718 |
| Griffith Centers for Children | 2/27/92 | NPS | #51-SPED10111 | \$ 28,294 |

| | |
|--|--------------|
| Amount Budgeted NPS 09/10 | \$ 1,500,000 |
| Prior Board Authorization as of 10/01/2009 | \$ 1,618,378 |
| Balance | \$ - 118,378 |
| Positive Adjustment (See Below) | \$ 0 |
| Total Amount for these Contracts | \$ 50,012 |
| Balance | \$ -168,390 |

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 10/15/09

| 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 |
|--|-------------|---------------------------------|-----------------|--------------------|
| Smart Start | 3/19/06 | Educational Services | #21-SPED10109 | \$ 6,900 |
| Julia Hobbs Speech Pathology-contract increase | 1/20/00 | Speech Therapy | #8-SPED10063 | \$ 1,840 |
| Julia Hobbs Speech Pathology-contract increase | 7/28/02 | Speech Therapy | #16-SPED10078 | \$ 1,600 |
| Believeability | 4/9/93 | Assistive Technology assessment | #22-SPED10110 | \$ 1,070 |

| | |
|--|--------------------|
| Amount Budgeted NPA 09/10 | \$ 860,000 |
| Prior Board Authorization as of 10/01/09 | \$ <u>583,316</u> |
| | Balance \$ 276,684 |
| Positive Adjustment (See Below) | \$ <u>0</u> |
| Total Amount for these Contracts | \$ <u>11,410</u> |
| | Balance \$ 265,274 |

| 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 10/15/09 | | | | | |
| NPA | Service Description | Contract Number | Reduce (R) Eliminate (E) | Adjusted Amount | Comment |
| | | | | | |

NPS/ NPA PRE SCHOOL

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

| Nonpublic School/Agency | Student DOB | Service Description | Contract Number | Cost Not to Exceed |
|-------------------------|-------------|---------------------|-----------------|--------------------|
| | | | | |

| | |
|--|--------------------|
| Amount Budgeted NPA Pre School 09/10 | \$ 140,000 |
| Prior Board Authorization as of 10/01/09 | \$ <u>0</u> |
| | Balance \$ 140,000 |
| Total Amount for these Contracts | \$ <u>0</u> |
| | Balance \$ 140,000 |

Instructional Consultants

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

| Instructional Consultant | Student DOB | Service Description | Contract Number | Cost Not to Exceed |
|---------------------------------|-------------|---------------------|-----------------|--------------------|
| Maureen Wolf- contract increase | 6/10/04 | Physical Therapy | #1- SPED10076 | \$ 4,000 |

| | |
|---|-------------------|
| Amount Budgeted Instructional Consultants 09/10 | \$ 380,000 |
| Prior Board Authorization as of 10/01/09 | \$ <u>308,680</u> |
| | Balance \$ 71,320 |
| Positive Adjustment (See Below) | \$ <u>2,663</u> |
| | 73,983 |
| Total Amount for these Contracts | \$ <u>4,000</u> |
| | Balance \$ 69,983 |

| 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 10/15/09 | | | | | |
| Instructional Consultant | Service Description | Contract Number | Reduce (R) Eliminate (E) | Adjusted Amount | Comment |
| Shiksha Hingorani | Occupational Therapy | #28-SPED10106 | E | \$ 2,663 | |

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 10/01/09 | \$ <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 10/01/09 | \$ <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 |
|------------------------------|-------------|---|-----------------|--------------------|
| Pawar Transportation | 9/13/04 | Transportation | #4-SPED10107 | \$ 29,800 |
| Parent Reimbursement | 6/12/02 | Educational Services/ OT/ Speech/ Behavior Intervention | #5-SPED10113 | \$ 95,380 |

| | |
|---|-------------------|
| Amount Budgeted Non-Instructional Consultants 09/10 | \$ 299,000 |
| Prior Board Authorization as of 10/01/09 | \$ <u>46,059</u> |
| Balance | \$ 252,941 |
| Positive Adjustment (See Below) | \$ <u>0</u> |
| Total Amount for these Contracts | \$ <u>125,180</u> |
| Balance | \$ 127,761 |

| 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 10/15/09 | | | | | |
| 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 10/01/09 | | <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: Dr. Escarce
 SECONDED BY: Ms. Pye
 STUDENT ADVISORY VOTE: N/A
 AYES: Six (6)
 NOES: None (0)
 ABSTAIN: One (1) (Mr. Allen)

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/15/09

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

RE: AWARD OF PURCHASE ORDERS – 2009-2010

RECOMMENDATION NO. A.07

It is recommended that the Board of Education approve the following Purchase Orders and Changed Purchase Orders from September 22, through October 6, 2009, for fiscal /10.

Mr. de la Torre questioned the purchase of SmartBoards for St. Anne's (private school). Dr. Chou explained that St. Anne's is a Title I school. Their Title I funds are processed through our district, so we make their Title I purchases for them.

MOTION MADE BY: Dr. Escarce
SECONDED BY: Ms. Pye
STUDENT ADVISORY VOTE: N/A
AYES: Six (6)
NOES: None (0)
ABSTAIN: One (1) (Mr. Allen)

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF OCTOBER 15, 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 | |
|---------------------------------|---------------------------------|--------------------------------|--------------------------------|-----------|----|
| *** CHANGED PURCHASE ORDERS *** | | | | | |
| 102333 | GALE SUPPLY CO | INCREASE PO 101895 | OLYMPIC CONTINUATION SCHOOL | 76.52 | R |
| 102354 | SOUTHWEST SCHOOL SUPPLY | INCREASE PO 101305 | WEBSTER ELEMENTARY SCHOOL | 400.00 | R |
| 102616 | WORTHINGTON DIRECT INC | TABLE TRUCK | MALIBU HIGH SCHOOL | 120.00 | U |
| | | | ** CHANGED PURCHASE ORDERS | 596.52 | |
| *** NEW PURCHASE ORDERS *** | | | | | |
| 102270 | A-Z BUS SALES | Open order- repairs & parts | TRANSPORTATION | 4,000.00 | R |
| 102401 | A-Z BUS SALES | Repair parts/Transp. | TRANSPORTATION | 2,024.42 | R |
| 102385 | AARDVARK CLAY | Clay | FRANKLIN ELEMENTARY SCHOOL | 301.63 | U |
| 102585 | ABILITATIONS | CLASSROOM MATERIALS | SPECIAL EDUCATION REGULAR YEAR | 63.29 | R |
| 102450 | ADVANCE LANDAU TOPS | TRUCK REPAIR | FACILITY MAINTENANCE | 250.00 | R |
| 102271 | ADVANCED ELECTRONICS | 2-WAY RADIO REPAIR | SANTA MONICA HIGH SCHOOL | 900.00 | R |
| 102533 | ALLAN'S AQUARIUM | OPEN ORDER/SCIENCE SUPPLIES | CHILD DEVELOPMENT CENTER | 50.00 | CD |
| 102538 | ALLAN'S AQUARIUM | OPEN ORDER/SCIENCE ITEMS | PINE-CHILD DEVELOPMENT CENTER | 50.00 | CD |
| 102359 | ALLEN, BEN | OTHER OPERATING EXPENSES | BOE/SUPERINTENDENT | 1,000.00 | U |
| 102438 | AMECI PIZZA & PASTA | PIZZA FOR VIKES CAFE | FOOD SERVICES | 8,000.00 | F |
| 102453 | APEX LEARNING | ClassTools software | STATE AND FEDERAL PROJECTS | 25,806.25 | U |
| 102309 | APPLE COMPUTER CORP | COMPUTER FOR READ 180 | JOHN ADAMS MIDDLE SCHOOL | 1,386.03 | R |
| 102323 | APPLE COMPUTER CORP | COMPUTER ACCESSORIES | SPECIAL EDUCATION REGULAR YEAR | 355.32 | R |
| 102418 | APPLE COMPUTER CORP | LAPTOPS FOR TEACHERS | EDISON ELEMENTARY SCHOOL | 6,142.10 | R |
| 102602 | ASSOCIATION FOR SUPERVISION | Membership Renewal | ROOSEVELT ELEMENTARY SCHOOL | 79.00 | U |
| 102217 | ATLAS PHONES | REPLACEMENT PHONES | MALIBU HIGH SCHOOL | 583.02 | U |
| 102451 | B-LINE ELECTRIC INC | ELECTRICAL REPAIR | FACILITY MAINTENANCE | 4,100.00 | R |
| 102251 | BOLCHAZY/CARBUCCI PUBLISHERS | TEXTBOOKS | SANTA MONICA HIGH SCHOOL | 3,543.40 | R |
| 102179 | BSN SPORTS/SPORT SUPPLY GROUP | sports benches | THEATER OPERATIONS&FACILITY PR | 1,194.06 | R |
| 102194 | CALIFORNIA OFFICE SYSTEMS INC | WALKIE TALKIES | WILL ROGERS ELEMENTARY SCHOOL | 657.42 | R |
| 102295 | CALIFORNIA OFFICE SYSTEMS INC | OFFICE SUPPLIES | SANTA MONICA HIGH SCHOOL | 5,000.00 | R |
| 102346 | CALIFORNIA OFFICE SYSTEMS INC | Office Supplies for office | GRANT ELEMENTARY SCHOOL | 2,000.00 | U |
| 102474 | CALIFORNIA OFFICE SYSTEMS INC | Classroom Supplies for speech | GRANT ELEMENTARY SCHOOL | 74.27 | R |
| 102506 | CALIFORNIA OFFICE SYSTEMS INC | LIBRARY SUPPLIES | SANTA MONICA HIGH SCHOOL | 363.05 | U |
| 102537 | CAMBRIDGE UNIV PRESS | TEXTBOOKS | SANTA MONICA HIGH SCHOOL | 316.14 | R |
| 102212 | CANON BUSINESS SOLUTIONS | STAPLES FOR CANON COPIERS | MALIBU HIGH SCHOOL | 1,132.29 | R |
| 102583 | CDE, CASHIER'S OFFICE (ATA#888) | TEST KIT/ PROTOCOLS | SPECIAL EDUCATION REGULAR YEAR | 358.65 | R |
| 102184 | CDW-G COMPUTING SOLUTIONS | COMPUTER SUPPLIES | INSURANCE SERVICES | 584.48 | R |
| 102209 | CDW-G COMPUTING SOLUTIONS | WIRLESS BUSINESS USB ADAPTER | MALIBU HIGH SCHOOL | 246.15 | R |
| 102481 | CDW-G COMPUTING SOLUTIONS | HEADPHONES | EDISON ELEMENTARY SCHOOL | 634.08 | R |
| 102488 | CDW-G COMPUTING SOLUTIONS | External Monitor | INFORMATION SERVICES | 138.04 | U |
| 102521 | CDW-G COMPUTING SOLUTIONS | COMPUTER MEMORY | SPECIAL EDUCATION REGULAR YEAR | 145.52 | R |
| 102586 | CLASSROOM DIRECT | CLASSROOM MATERIALS | SPECIAL EDUCATION REGULAR YEAR | 95.63 | R |
| 102402 | CLEMENT COMMUNICATIONS INC | Poster Program/Transp. | TRANSPORTATION | 314.06 | R |
| 102360 | COMPLETE BUSINESS SYSTEMS | MAINTENANCE AGREEMENT FOR DUPL | WEBSTER ELEMENTARY SCHOOL | 950.00 | R |
| 102513 | COMPLETE BUSINESS SYSTEMS | DUPLO SUPPLIES | SANTA MONICA HIGH SCHOOL | 3,520.30 | R |
| 102501 | CONSTRUCTION SYSTEMS INC | DSA ACCESSIBILITY | FACILITY MAINTENANCE | 1,900.00 | R |
| 102489 | CORPORATE EXPRESS | CLASSROOM EQUIPMENT | SPECIAL EDUCATION REGULAR YEAR | 455.39 | R |
| 102608 | CORPORATE EXPRESS | Open PO for copy paper | FRANKLIN ELEMENTARY SCHOOL | 1,500.00 | U |
| 102210 | CRUCIAL TECHNOLOGY | MEMORY FOR ISP COMPUTERS | MALIBU HIGH SCHOOL | 224.08 | R |
| 102341 | CSBA | OTHER OPERATING EXPENSES | BOE/SUPERINTENDENT | 3,350.00 | U |
| 102403 | DESERT EXPRESS | BAND TRANSPORTATION | SANTA MONICA HIGH SCHOOL | 5,000.00 | U |
| 102330 | DIAGNOSTICS DIRECT INC | NURSERY SUPPLIES | CHILD DEVELOPMENT CENTER | 345.44 | CD |

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PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF OCTOBER 15, 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 | |
|--------|--------------------------------|-------------------------------|--------------------------------|-----------|----|
| 102238 | DISCOUNT SCHOOL SUPPLY | INSTRUCTIONAL ITEMS | CHILD DEVELOPMENT CENTER | 175.82 | CD |
| 102280 | DISCOUNT SCHOOL SUPPLY | CLASSROOM SUPPLIES | SPECIAL EDUCATION REGULAR YEAR | 516.48 | R |
| 102454 | DISCOUNT SCHOOL SUPPLY | INSTRUCTIONAL SUPPLIES | CHILD DEVELOPMENT CENTER | 121.31 | CD |
| 102455 | DISCOUNT SCHOOL SUPPLY | INSTRUCTIONAL SUPPLIES | CHILD DEVELOPMENT CENTER | 86.12 | CD |
| 102456 | DISCOUNT SCHOOL SUPPLY | INSTRUCTIONAL SUPPLIES | CHILD DEVELOPMENT CENTER | 85.96 | CD |
| 102457 | DISCOUNT SCHOOL SUPPLY | INSTRUCTIONAL SUPPLIES | CHILD DEVELOPMENT CENTER | 145.06 | CD |
| 102460 | DISCOUNT SCHOOL SUPPLY | INSTRUCTIONAL ITEMS | CHILD DEVELOPMENT CENTER | 142.25 | CD |
| 102462 | DISCOUNT SCHOOL SUPPLY | INSTRUCTIONAL ITEMS | CHILD DEVELOPMENT CENTER | 84.17 | CD |
| 102465 | DISCOUNT SCHOOL SUPPLY | INSTRUCTIONAL ITEMS | CHILD DEVELOPMENT CENTER | 135.74 | CD |
| 102466 | DISCOUNT SCHOOL SUPPLY | INSTRUCTIONAL ITEMS | CHILD DEVELOPMENT CENTER | 140.52 | CD |
| 102470 | DISCOUNT SCHOOL SUPPLY | INSTRUCTIONAL ITEMS | CHILD DEVELOPMENT CENTER | 96.28 | CD |
| 102569 | DISCOUNT SCHOOL SUPPLY | INSTRUCTIONAL ITEMS | CHILD DEVELOPMENT CENTER | 283.28 | CD |
| 102582 | DISCOUNT SCHOOL SUPPLY | CLASSROOM SUPPLIES | SPECIAL EDUCATION REGULAR YEAR | 267.71 | R |
| 102579 | DON JOHNSTON INC | COMPUTER SOFTWARE | SPECIAL EDUCATION REGULAR YEAR | 513.73 | R |
| 102281 | DYNIX INC | Maintenance | INFORMATION SERVICES | 17,847.15 | U |
| 102258 | EAST BAY RESTAURANT SUPPLY INC | TWO DOOR REFRIGERATOR | FOOD SERVICES | 5,816.75 | F |
| 102265 | EAST BAY RESTAURANT SUPPLY INC | MILK COOLER | FOOD SERVICES | 2,897.40 | F |
| 102316 | EAST BAY RESTAURANT SUPPLY INC | SERVING LINES HOT UNIT-ROGERS | FOOD SERVICES | 12,731.00 | F |
| 102318 | EAST BAY RESTAURANT SUPPLY INC | SERVING LINE/COLD UNIT-ROGERS | FOOD SERVICES | 12,577.35 | F |
| 102337 | EAST BAY RESTAURANT SUPPLY INC | SERVING LINE/FLAT UNIT-ROGERS | FOOD SERVICES | 7,089.85 | F |
| 102352 | EAST BAY RESTAURANT SUPPLY INC | SALAD BAR FOR ROGERS | FOOD SERVICES | 13,883.38 | F |
| 102353 | EAST BAY RESTAURANT SUPPLY INC | CONVECTION OVEN FOR ROGERS | FOOD SERVICES | 6,069.18 | F |
| 102371 | EAST BAY RESTAURANT SUPPLY INC | INSTALLATION FEE | FOOD SERVICES | 425.00 | F |
| 102372 | EAST BAY RESTAURANT SUPPLY INC | OPEN MERCHANDISER FOR MALIBU | FOOD SERVICES | 4,445.67 | F |
| 102422 | EAST BAY RESTAURANT SUPPLY INC | REACHIN REFRIGS/EDISON/FF&VP | FOOD SERVICES | 4,200.75 | F |
| 102392 | EDUCATIONAL TESTING SERVICE | DEMOGRAPHIC DATA CORRECTIONS | CURRICULUM AND IMC | 2,233.90 | U |
| 102300 | ELECTRONIC LEARNING PRODUCTS | TUNE IN READING LICENSE | EDISON ELEMENTARY SCHOOL | 4,240.84 | R |
| 102274 | ENGLER BROS MOTOR PARTS | OPEN ORDER OPERATIONS VEHICLE | GROUNDS MAINTENANCE | 300.00 | R |
| 102326 | ENGLER BROS MOTOR PARTS | VEHICLE PARTS | FACILITY MAINTENANCE | 712.28 | R |
| 102491 | ENGLER BROS MOTOR PARTS | INSTRUCTIONAL SUPPLIES | R O P | 1,097.50 | R |
| 102292 | FEDEX | FEDEX TO CDE ON 8/21/09 | BUSINESS SERVICES | 21.25 | U |
| 102342 | FISHER SCIENTIFIC | LAB EQUIPMENT | INSURANCE SERVICES | 392.62 | R |
| 102343 | FISHER SCIENTIFIC | LAB EQUIPMENT | INSURANCE SERVICES | 980.69 | R |
| 102225 | FOLLETT EDUCATIONAL SERVICES | TEXTBOOKS | SANTA MONICA HIGH SCHOOL | 309.11 | R |
| 102253 | FOLLETT EDUCATIONAL SERVICES | TEXTBOOKS | SANTA MONICA HIGH SCHOOL | 39.24 | R |
| 102362 | FOLLETT EDUCATIONAL SERVICES | TEXTBOOKS | SANTA MONICA HIGH SCHOOL | 892.66 | R |
| 102548 | FOLLETT EDUCATIONAL SERVICES | TEXTBOOKS | SANTA MONICA HIGH SCHOOL | 417.18 | R |
| 102549 | FOLLETT EDUCATIONAL SERVICES | TEXTBOOKS | SANTA MONICA HIGH SCHOOL | 61.82 | R |
| 102335 | GALE SUPPLY CO | CUSTODIAL SUPPLIES | CHILD DEVELOPMENT CENTER | 671.34 | CD |
| 102336 | GALE SUPPLY CO | CUSTODIAL SUPPLIES | CHILD DEVELOPMENT CENTER | 445.26 | CD |
| 102348 | GALE SUPPLY CO | CUSTODIAL SUPPLIES | MALIBU HIGH SCHOOL | 1,180.64 | U |
| 102368 | GALE SUPPLY CO | CUSTODIAL SUPPLIES | CHILD DEVELOPMENT CENTER | 1,395.09 | CD |
| 102419 | GALE SUPPLY CO | Custodial Supplies | FRANKLIN ELEMENTARY SCHOOL | 1,398.00 | U |
| 102441 | GALE SUPPLY CO | CUSTODIAL SUPPLIES | CHILD DEVELOPMENT CENTER | 1,488.54 | CD |
| 102442 | GALE SUPPLY CO | CUSTODIAL SUPPLIES | CHILD DEVELOPMENT CENTER | 1,399.20 | CD |
| 102500 | GALE SUPPLY CO | CUSTODIAL SUPPLIES | EDISON ELEMENTARY SCHOOL | .00 | U |
| 102605 | GALE SUPPLY CO | CUSTODIAL SUPPLIES | LINCOLN MIDDLE SCHOOL | 1,154.68 | U |
| 102393 | GANDER EDUCATION PUBLISHING | VISUALIZING & VERBALIZING KIT | STATE AND FEDERAL PROJECTS | 455.00 | R |
| 102297 | GBC/EDUCATION DEPARTMENT | LAMINATING FILM | EDISON ELEMENTARY SCHOOL | 172.61 | U |
| 102257 | GLENCOE/MACMILLAN/MCGRAW-HILL | TEXTBOOKS | SANTA MONICA HIGH SCHOOL | 190.40 | R |
| 102546 | GLENCOE/MACMILLAN/MCGRAW-HILL | TEXTBOOKS | SANTA MONICA HIGH SCHOOL | 565.94 | R |

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF OCTOBER 15, 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 | |
|--------|--------------------------------|--------------------------------|--------------------------------|-----------|----|
| 102547 | GLENCOE/MACMILLAN/MCGRAW-HILL | TEXTBOOKS | SANTA MONICA HIGH SCHOOL | 1,267.72 | R |
| 102215 | GOLDEN RULE BINDERY | BINDING OF CALCULUS T7 BOOKS | MALIBU HIGH SCHOOL | 424.48 | R |
| 102298 | GOLDEN WEST INDUSTRIAL SUPPLY | TOOL SUPPLIES | FACILITY MAINTENANCE | 367.77 | R |
| 102374 | GREENFIELD LEARNING INC | SYMPHONY MATH LICENSE | EDISON ELEMENTARY SCHOOL | 7,621.00 | R |
| 102406 | GRIEGO, ORLANDO | REIMBURSEMENT FOR SUPPLIES | FOOD SERVICES | 600.00 | F |
| 102244 | HARCOURT BRACE JOVANOVICH | TEXTBOOKS | SANTA MONICA HIGH SCHOOL | 241.06 | R |
| 102291 | HARCOURT BRACE JOVANOVICH | TEXTBOOKS | SANTA MONICA HIGH SCHOOL | 142.50 | R |
| 102555 | HARCOURT BRACE JOVANOVICH | TEXTBOOKS | SANTA MONICA HIGH SCHOOL | 23.08 | R |
| 102479 | HEADSETS.COM | TELEPHONE HEADSETS | PURCHASING/WAREHOUSE | 622.44 | U |
| 102526 | HOME DEPOT- L.A. | OPEN ORDER/SCIENCE | CHILD DEVELOPMENT CENTER | 100.00 | CD |
| 102273 | HOWARD INDUSTRIES | MAINTENANCE HVAC SUPPLIES | FACILITY MAINTENANCE | 10,953.05 | DF |
| 102304 | IMED | PROJECTION SCREEN | SANTA MONICA HIGH SCHOOL | 87.36 | R |
| 102206 | INTELLI-TECH | HP PRINTER MAINTENANCE KIT | CURRICULUM AND IMC | 290.84 | U |
| 102276 | INTELLI-TECH | NON-CAPITAL EQUIPMENT | BOE/SUPERINTENDENT | 104.26 | U |
| 102317 | INTELLI-TECH | Printer and cartridges | THEATER OPERATIONS&FACILITY PR | 229.38 | R |
| 102322 | INTELLI-TECH | COMPUTERS | SPECIAL EDUCATION REGULAR YEAR | 6,564.53 | R |
| 102373 | INTELLI-TECH | COMPUTER FOR PATSY | FOOD SERVICES | 1,178.60 | F |
| 102389 | INTELLI-TECH | LAPTOPS FOR SMARTBOARDS | SAINT ANNE'S PRIVATE SCHOOL | 8,053.46 | R |
| 102407 | INTELLI-TECH | Printer for Facility Permits | THEATER OPERATIONS&FACILITY PR | 957.02 | R |
| 102282 | INTERNATIONAL PAPER | OPEN ORDER/COPY PAPER/TEAMS | JOHN ADAMS MIDDLE SCHOOL | 1,218.00 | U |
| 102245 | JW PEPPER OF LOS ANGELES | MUSIC THEORY BKS | STATE AND FEDERAL PROJECTS | 1,500.00 | R |
| 102351 | JW PEPPER OF LOS ANGELES | SHEET MUSIC PURCHASE | MALIBU HIGH SCHOOL | 500.00 | R |
| 102214 | KC DESIGN | INKBLOT MAGAZINE | MALIBU HIGH SCHOOL | 1,100.00 | R |
| 102490 | KERN HIGH SCHOOL DISTRICT | SIMULATION REGISTRATION FEES | R O P | 750.00 | R |
| 102211 | KIEFER | MASTER SWIM SUPPLIES | MALIBU HIGH SCHOOL | 441.96 | R |
| 102290 | KNORR SYSTEMS INC | POOL SUPPLIES | FACILITY MAINTENANCE | 500.00 | R |
| 102349 | LACOE | PROFESSIONAL MEMBERSHIP | LINCOLN MIDDLE SCHOOL | 750.00 | R |
| 102224 | LAKESHORE (PICK UP ONLY) | OPEN ORDER/INSTRUCTIONAL ITEMS | CHILD DEVELOPMENT CENTER | 150.00 | CD |
| 102226 | LAKESHORE (PICK UP ONLY) | OPEN ORDER/INSTRUCTIONAL ITEMS | CHILD DEVELOPMENT CENTER | 150.00 | CD |
| 102428 | LAKESHORE (PICK UP ONLY) | OPEN ORDER/INSTRUCTIONAL | CHILD DEVELOPMENT CENTER | 85.00 | CD |
| 102524 | LAKESHORE (PICK UP ONLY) | OPEN ORDER/INSTRUCTIONAL ITEMS | CHILD DEVELOPMENT CENTER | 150.00 | CD |
| 102525 | LAKESHORE (PICK UP ONLY) | OPEN ORDER/INSTRUCTIONAL ITEMS | CHILD DEVELOPMENT CENTER | 300.00 | CD |
| 102531 | LAKESHORE (PICK UP ONLY) | OPEN ORDER/INSTRUCTIONAL ITEMS | CHILD DEVELOPMENT CENTER | 125.00 | CD |
| 102541 | LAKESHORE (PICK UP ONLY) | OPEN ORDER/INSTRUCTIONAL ITEMS | CHILD DEVELOPMENT CENTER | 50.00 | CD |
| 102542 | LAKESHORE (PICK UP ONLY) | OPEN ORDER/INSTRUCTIONAL ITEMS | PINE-CHILD DEVELOPMENT CENTER | 225.00 | CD |
| 102551 | LAKESHORE (PICK UP ONLY) | OPEN ORDER/INSTRUCTIONAL ITEMS | CHILD DEVELOPMENT CENTER | 125.00 | CD |
| 102498 | LAKESHORE CURRICULUM | INSTRUCTIONAL ITEMS | CHILD DEVELOPMENT CENTER | 715.39 | CD |
| 102383 | LECTURA INC | TRAINING | EDISON ELEMENTARY SCHOOL | 200.00 | R |
| 102266 | LINCOLN FABRICS | FABRIC | FOOD SERVICES | 500.00 | F |
| 102246 | MACSPEECH INC | STUDENT SOFTWARE | SPECIAL EDUCATION REGULAR YEAR | 197.50 | R |
| 102247 | MARSHALL MUSIC | MUSIC THEORY BKS | STATE AND FEDERAL PROJECTS | 1,646.25 | R |
| 102448 | MARTY'S THEATRICAL MAINTENANCE | REPAIR CONTROL MODULE | FACILITY MAINTENANCE | 306.11 | R |
| 102279 | MAYER-JOHNSON INC. | CLASSROOM SOFTWARE | SPECIAL EDUCATION REGULAR YEAR | 955.61 | R |
| 102315 | MCDUGAL LITTEL | 6th grade math books | JOHN ADAMS MIDDLE SCHOOL | 2,967.09 | R |
| 102484 | MICRO BIO-MEDICS/ORDERS | CHANGING TABLE | SPECIAL EDUCATION REGULAR YEAR | 451.44 | R |
| 102090 | MIRABAL, MARTY | REIMBURSE/CLASSROOM SUP/T-III | JOHN ADAMS MIDDLE SCHOOL | 1,451.60 | U |
| 102573 | NASCO WEST - MODESTO | INSTRUCTIONAL SUPPLIES | LINCOLN MIDDLE SCHOOL | 70.20 | R |
| 102398 | NASSP | PROFESSIONAL DEVELOPMENT BOOK | STATE AND FEDERAL PROJECTS | 177.71 | R |
| 102405 | NEEDLEMAN MATHEW | LECTURE AT THE SEA | CURRICULUM AND IMC | 500.00 | R |
| 102243 | NICK RAIL MUSIC | ELEMENTARY MUSIC TXT BKS | STATE AND FEDERAL PROJECTS | 7,000.00 | R |
| 102492 | OFFICE MAX | OPEN ORDER/PAPER SUPPLIES | CHILD DEVELOPMENT CENTER | 1,500.00 | CD |

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PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF OCTOBER 15, 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 | |
|--------|--------------------------------|------------------------------|--------------------------------|-----------|----|
| 102505 | OFFICE MAX | PAPER FOR LIBRARY | SANTA MONICA HIGH SCHOOL | 111.62 | U |
| 102614 | OFFICE MAX | COPY PAPER | SANTA MONICA HIGH SCHOOL | 4,464.63 | R |
| 102310 | OLIVER WORLDCLASS LABS INC | SMARTBOARDS PLUS ACCESSORIES | SAINT ANNE'S PRIVATE SCHOOL | 45,238.75 | R |
| 102294 | OMEGA INDUSTRIAL SUPPLY | GRAFFITI REMOVER | FACILITY MAINTENANCE | 477.77 | R |
| 102476 | PARTS DISTRIBUTION SERVICES | Neal Abramson/db | TRANSPORTATION | 396.31 | R |
| 102522 | PAVILLIONS STORE #2231 | OPEN ORDER/COOKING & SCIENCE | CHILD DEVELOPMENT CENTER | 225.00 | CD |
| 102580 | PCI SPECIAL EDUCATION | CLASSROOM MATERIALS | SPECIAL EDUCATION REGULAR YEAR | 765.20 | R |
| 102592 | POOL SUPPLY OF ORANGE COUNTY | POOL SUPPLIES | FACILITY MAINTENANCE | 10,000.00 | R |
| 102375 | POSTMASTER-SANTA MONICA | Stamps | FRANKLIN ELEMENTARY SCHOOL | 220.00 | U |
| 102213 | PRENTICE HALL | SCIENCE TEXTBOOKS | MALIBU HIGH SCHOOL | 3,305.85 | R |
| 102259 | PRENTICE HALL SCHOOL DIVISION | TEXTBOOKS | SANTA MONICA HIGH SCHOOL | 3,675.97 | R |
| 102267 | PRODUCE FOR BETTER HEALTH | SUPPLIES FOR SCHOOLS | FOOD SERVICES | 750.00 | F |
| 102486 | PRUFROCK PRESS | TPP MATERIALS | SPECIAL ED SPECIAL PROJECTS | 453.85 | R |
| 102543 | QUAKE KARE INC | Classroom lockdown supplies | FRANKLIN ELEMENTARY SCHOOL | 522.86 | R |
| 102388 | RALPH'S | SUPPLIES | STATE AND FEDERAL PROJECTS | 600.00 | U |
| 102390 | RALPH'S | SUPPLIES | CURRICULUM AND IMC | 800.00 | R |
| 102443 | RALPHS MARKET | OPEN ORDER/COOKING & SCIENCE | CHILD DEVELOPMENT CENTER | 75.00 | CD |
| 102536 | RALPHS MARKET | OPEN ORDER/COOKING & SCIENCE | CHILD DEVELOPMENT CENTER | 75.00 | CD |
| 102600 | RAYVERN LIGHTING | FLOURSCENT LIGHTS | EDISON ELEMENTARY SCHOOL | 81.76 | U |
| 102269 | RICHWINE, DONA | OPEN PO FOR SUPPLIES | FOOD SERVICES | 250.00 | F |
| 102347 | RICOH U.S. | Overage of copies | GRANT ELEMENTARY SCHOOL | 51.17 | R |
| 102475 | RICOH U.S. | Overage of copies | GRANT ELEMENTARY SCHOOL | 358.62 | R |
| 102285 | RIVERA, NANCY | REIMBURSEMENT | CHILD DEVELOPMENT CENTER | 56.84 | CD |
| 102264 | SALMAGGI, AILEEN | CABLE ADAPTER FOR COMPUTER | EDISON ELEMENTARY SCHOOL | 86.70 | U |
| 102603 | SAN DIEGO COUNTY OF EDUCATION | CALIF. STANARDS | EDISON ELEMENTARY SCHOOL | 494.60 | R |
| 102382 | SANTA MONICA FORD | MAINTENANACE & OPER TRUCKS | FACILITY OPERATIONS | 36,846.14 | R |
| 102395 | SANTA MONICA FORD | OPERATIONS VAN | FACILITY OPERATIONS | 20,667.10 | R |
| 102216 | SAX ARTS/SCHOOL SPECIALTY | ART STOOLS | MALIBU HIGH SCHOOL | 238.88 | R |
| 102301 | SCHOOL NURSE SUPPLY INC | NURSE SUPPLIES | MCKINLEY ELEMENTARY SCHOOL | 504.72 | R |
| 102344 | SCHOOL SPECIALTY INC | Classroom Supplies | GRANT ELEMENTARY SCHOOL | 248.29 | U |
| 102287 | SCOTT FORESMAN & CO | math textbooks | JOHN MUIR ELEMENTARY SCHOOL | 6,069.92 | R |
| 102321 | SEACOAST MEDICAL A DIVISION OF | Medical Supplies | HEALTH SERVICES | 2,250.00 | U |
| 102324 | SEHI COMPUTER PRODUCTS | SCANNERS & PRINTERS | SPECIAL EDUCATION REGULAR YEAR | 385.82 | R |
| 102329 | SEHI COMPUTER PRODUCTS | PRINTER INK | CHILD DEVELOPMENT CENTER | 116.95 | CD |
| 102334 | SEHI COMPUTER PRODUCTS | BATTERIES | CHILD DEVELOPMENT CENTER | 59.23 | CD |
| 102425 | SEHI COMPUTER PRODUCTS | ETHERNET SWITCH | EDISON ELEMENTARY SCHOOL | 405.05 | R |
| 102478 | SEHI COMPUTER PRODUCTS | REPLACEMENT LIGHT BULBS | EDISON ELEMENTARY SCHOOL | 915.51 | R |
| 102572 | SEHI COMPUTER PRODUCTS | FAX SUPPLIES | PURCHASING/WAREHOUSE | 156.92 | U |
| 102618 | SHIMANOFF DBA, PERRY | SPMMS SOFTWARE | FACILITY MAINTENANCE | 3,500.00 | R |
| 102320 | SIGNAL ELECTRONICS/PARISA AMIR | AUDIO VISUAL REPAIRS | PURCHASING/WAREHOUSE | 1,500.00 | U |
| 102447 | SIMPLEXGRINNELL | FIRE LIFE SAFETY ALARMS | FACILITY MAINTENANCE | 11,411.47 | U |
| 102168 | SIR SPEEDY PRINTING #0245 | BUSINESS CARDS | ENGLISH LANGUAGE DEVELOPMENT | 28.54 | R |
| 102208 | SIR SPEEDY PRINTING #0245 | TICKETS FOR MIDDLE SCHOOL | MALIBU HIGH SCHOOL | 381.20 | U |
| 102417 | SIR SPEEDY PRINTING #0245 | BUSINESS CARDS | CHILD DEVELOPMENT CENTER | 28.54 | CD |
| 102218 | SMART & FINAL | OPEN ORDER/COOKING & SCIENCE | CHILD DEVELOPMENT CENTER | 75.00 | CD |
| 102331 | SMART & FINAL | OPEN ORDER/NURSERY ITEMS | CHILD DEVELOPMENT CENTER | 250.00 | CD |
| 102523 | SMART & FINAL | OPEN ORDER/COOKING & SCIENCE | CHILD DEVELOPMENT CENTER | 150.00 | CD |
| 102534 | SMART & FINAL | OPEN ORDER/COOKING & SCIENCE | CHILD DEVELOPMENT CENTER | 50.00 | CD |
| 102553 | SMART & FINAL | OPEN ORDER/COOKING & SCIENCE | CHILD DEVELOPMENT CENTER | 125.00 | CD |
| 102556 | SMART & FINAL | OPEN ORDER/COOKING & SCIENCE | CHILD DEVELOPMENT CENTER | 75.00 | CD |
| 102557 | SMART & FINAL | OPEN ORDER/COOKING | CHILD DEVELOPMENT CENTER | 50.00 | CD |

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PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF OCTOBER 15, 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 | |
|--------|--------------------------------|--------------------------------|--------------------------------|----------|----|
| 102357 | SNELL, BARRY | OTHER OPERATING EXPENSES | BOE/SUPERINTENDENT | 1,000.00 | U |
| 102584 | SOUTHPAW ENTERPRISES | THERAPY MATERIALS | SPECIAL EDUCATION REGULAR YEAR | 48.85 | R |
| 102191 | SOUTHWEST SCHOOL SUPPLY | FLAGS FOR OUTSIDE POLE | WILL ROGERS ELEMENTARY SCHOOL | 54.22 | R |
| 102410 | SOUTHWEST SCHOOL SUPPLY | SCHOOL SUPPLIES | WEBSTER ELEMENTARY SCHOOL | 400.00 | R |
| 102369 | SPORTIME | PE EQUIPMENT | WEBSTER ELEMENTARY SCHOOL | 915.64 | R |
| 102197 | STAPLES BUSINESS ADVANTAGE | printer toner/mando | WILL ROGERS ELEMENTARY SCHOOL | 170.09 | R |
| 102598 | STAPLES BUSINESS ADVANTAGE | OFFICE SUPPLIES | SANTA MONICA HIGH SCHOOL | 98.75 | R |
| 102420 | STAPLES DIRECT | office supplies/Open PO | FRANKLIN ELEMENTARY SCHOOL | 650.00 | U |
| 102377 | STAPLES/P-U/SANTA MONICA/WILSH | INSTRUCTIONAL SUPPLIES | JOHN MUIR ELEMENTARY SCHOOL | 164.63 | R |
| 102423 | STAPLES/P-U/SANTA MONICA/WILSH | CLASSROOM SUPPLIES | SANTA MONICA HIGH SCHOOL | 100.00 | R |
| 102504 | STAPLES/P-U/SANTA MONICA/WILSH | CLASSROOM SUPPLIES | SANTA MONICA HIGH SCHOOL | 50.00 | R |
| 102607 | STAPLES/P-U/SANTA MONICA/WILSH | CLASSROOM SUPPLIES | SANTA MONICA HIGH SCHOOL | 100.00 | R |
| 102229 | STAPLES/P-U/VENICE/LINCOLN BL | OPEN ORDER/OFFICE SUPPLIES | CHILD DEVELOPMENT CENTER | 75.00 | CD |
| 102231 | STAPLES/P-U/VENICE/LINCOLN BL | OPEN ORDER/OFFICE SUPPLIES | CHILD DEVELOPMENT CENTER | 50.00 | CD |
| 102327 | STAPLES/P-U/VENICE/LINCOLN BL | OPEN ORDER/OFFICE SUPPLIES | CHILD DEVELOPMENT CENTER | 225.00 | CD |
| 102435 | STAPLES/P-U/VENICE/LINCOLN BL | OPEN ORDER/OFFICE SUPPLIES | CHILD DEVELOPMENT CENTER | 75.00 | CD |
| 102436 | STAPLES/P-U/VENICE/LINCOLN BL | OPEN ORDER/OFFICE SUPPLIES | CHILD DEVELOPMENT CENTER | 125.00 | CD |
| 102517 | STAPLES/P-U/VENICE/LINCOLN BL | OPEN ORDER/INST SUP/TEAM/NEW | JOHN ADAMS MIDDLE SCHOOL | 200.00 | U |
| 102540 | STAPLES/P-U/VENICE/LINCOLN BL | CLASSROOM SUPPLIES | SANTA MONICA HIGH SCHOOL | 600.00 | R |
| 102552 | STAPLES/P-U/VENICE/LINCOLN BL | OPEN ORDER/SUPPLIES | CHILD DEVELOPMENT CENTER | 100.00 | CD |
| 102412 | STEVEN ORI JR | PARENT HANDBOOK | SPECIAL EDUCATION REGULAR YEAR | 6,749.63 | R |
| 102303 | SUBWAY | FOOD FOR STUDENTS | SANTA MONICA HIGH SCHOOL | 1,200.00 | R |
| 102340 | TANDUS US INC | FLOORING REPLACEMENT | BUSINESS SERVICES | 1,871.11 | R |
| 102355 | TANDUS US INC | FLOORING REPLACEMENT | SANTA MONICA HIGH SCHOOL | 5,005.73 | R |
| 102430 | TARGET STORES | OPEN ORDER/INSTRUCTIONAL | CHILD DEVELOPMENT CENTER | 80.00 | CD |
| 102431 | TARGET STORES | OPEN ORDER/INSTRUCTIONAL ITEMS | CHILD DEVELOPMENT CENTER | 150.00 | CD |
| 102432 | TARGET STORES | OPEN ORDER/INSTRUCTIONAL ITEMS | CHILD DEVELOPMENT CENTER | 50.00 | CD |
| 102433 | TARGET STORES | OPEN ORDER/INSTRUCTIONAL | CHILD DEVELOPMENT CENTER | 65.00 | CD |
| 102532 | TARGET STORES | OPEN ORDER/INSTRUCTIONAL ITEMS | PINE-CHILD DEVELOPMENT CENTER | 50.00 | CD |
| 102561 | TARGET STORES | OPEN ORDER/INSTRUCTIONAL ITEMS | CHILD DEVELOPMENT CENTER | 100.00 | CD |
| 102562 | TARGET STORES | OPEN ORDER/INSTRUCTIONAL ITEMS | CHILD DEVELOPMENT CENTER | 50.00 | CD |
| 102550 | TIME FOR KIDS | Time for Kids - Room 70 | GRANT ELEMENTARY SCHOOL | 108.40 | U |
| 102332 | TOSHIBA | INK/TONER | CHILD DEVELOPMENT CENTER | 616.53 | CD |
| 102384 | TOSHIBA | XEROX CARTRIDGES | PERSONNEL SERVICES | 1,777.95 | U |
| 102493 | TOYS-R-US | OPEN ORDER/INSTRUCTIONAL ITEMS | CHILD DEVELOPMENT CENTER | 90.00 | CD |
| 102535 | TOYS-R-US | OPEN ORDER/INSTRUCTIONAL ITEMS | CHILD DEVELOPMENT CENTER | 125.00 | CD |
| 102391 | TRI-BEST VISUAL DISPLAY | White Board Rolling | CABRILLO ELEMENTARY SCHOOL | 689.23 | R |
| 102311 | ULINE SHIPPING SUPPLIES | Safety supplies Barnum Hall | THEATER OPERATIONS&FACILITY PR | 602.53 | R |
| 102277 | US BANK (GOVT CARD SERVICES) | Hard Drives | INFORMATION SERVICES | 595.33 | U |
| 102339 | VANGUARD FLOORING INC | FLOORING REPLACEMENT | BUSINESS SERVICES | 1,741.35 | R |
| 102358 | VANGUARD FLOORING INC | FLOORING REPLACEMENT | SANTA MONICA HIGH SCHOOL | 4,092.44 | R |
| 102308 | VIRCO MFG CORP | KIDNEY TABLE | WEBSTER ELEMENTARY SCHOOL | 227.25 | U |
| 102404 | VIRCO MFG CORP | FURNITURE | EDISON ELEMENTARY SCHOOL | 255.67 | R |
| 102408 | VIRCO MFG CORP | COMPUTER TABLE | STUDENT SERVICES | 132.15 | U |
| 102222 | VONS MARKET-SANTA MONICA | OPEN ORDER/COOKING & SCIENCE | CHILD DEVELOPMENT CENTER | 75.00 | CD |
| 102415 | VONS MARKET-SANTA MONICA | OPEN ORDER/COOKING & SCIENCE | CHILD DEVELOPMENT CENTER | 75.00 | CD |
| 102434 | VONS MARKET-SANTA MONICA | OPEN ORDER/COOKING & SCIENCE | CHILD DEVELOPMENT CENTER | 225.00 | CD |
| 102494 | VONS MARKET-SANTA MONICA | OPEN ORDER/COOKING & SCIENCE | CHILD DEVELOPMENT CENTER | 75.00 | CD |
| 102539 | VONS MARKET-SANTA MONICA | OPEN ORDER/COOKING & SCIENCE | PINE-CHILD DEVELOPMENT CENTER | 50.00 | CD |
| 102328 | VONS STORE #2262 | OPEN ORDER/NURSERY ITEMS | CHILD DEVELOPMENT CENTER | 250.00 | CD |
| 102409 | VONS STORE #2262 | FOOD FOR STUDENTS | SANTA MONICA HIGH SCHOOL | 500.00 | U |

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF OCTOBER 15, 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 | |
|--------|-------------------------------|------------------------------|--------------------------------|------------------------|------------|
| 102413 | VONS STORE #2262 | OPEN ORDER/COOKING & SCIENCE | CHILD DEVELOPMENT CENTER | 75.00 | CD |
| 102414 | VONS STORE #2262 | OPEN ORDER/COOKING & SCIENCE | CHILD DEVELOPMENT CENTER | 50.00 | CD |
| 102527 | VONS STORE #2262 | OPEN ORDER/COOKING & SCIENCE | CHILD DEVELOPMENT CENTER | 75.00 | CD |
| 102305 | W.O.L.F. | FIELD TRIP FOR VALUED YOUTH | JOHN ADAMS MIDDLE SCHOOL | 2,400.00 | R |
| 102621 | WEATHERPROOFING TECHNOLOGIES | ROOF REPAIRS | FACILITY MAINTENANCE | 72,960.00 | R |
| 102487 | WESTERN PSYCHOLOGICAL | PROTOCOLS | HEALTH SERVICES | 132.92 | R |
| 102350 | WOODWIND & THE BRASSWIND, THE | BASS DRUM STANDS | MALIBU HIGH SCHOOL | 475.20 | U |
| 102581 | WORDS PLUS INC | STUDENT EQUIPMENT | SPECIAL EDUCATION REGULAR YEAR | 3,411.72 | R |
| 102356 | WRIGHT GROUP/MCGRAW-HILL | Textbooks | SMASH SCHOOL | 1,176.08 | R |
| 102545 | ZOLL MEDICAL CORPORATION | AED software and adaptors | HEALTH SERVICES | 109.75 | U |
| | | | | ** NEW PURCHASE ORDERS | 542,484.55 |

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

| | | | | | |
|--------|------------------------|--------------------------------|----------------------------|---|------------|
| 102589 | AT&T | PATHWAY CONSTRUCTION&NETWORK | CABRILLO ELEMENTARY SCHOOL | 43,095.00 | BB |
| 102604 | AT&T | VOIP CABLING | CABRILLO ELEMENTARY SCHOOL | 100,645.00 | BB |
| 102283 | LA OPINION NEWSPAPER | NEWSPAPER AD 2008-2009 | EDISON ELEMENTARY SCHOOL | 496.00 | BB |
| 102560 | MCGRATH RENTCORP | MODULAR CLASSROOMS/LIBRARY-LMS | LINCOLN MIDDLE SCHOOL | 250,000.00 | BB |
| 102593 | SEHI COMPUTER PRODUCTS | PRINTERS FOR MODEL CLASSROOMS | CABRILLO ELEMENTARY SCHOOL | 7,902.00 | |
| 102594 | SOHAIL JAY HEDJAZI | PROJECT MGMT PROGRAM | BUSINESS SERVICES | 61,000.00 | BB |
| | | | | ** FACILITY IMPROVEMENTS: BONDS/STATE MODERNIZATION/NEW CONSTRUCTION/DEVELOPER FEES | 463,138.00 |

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/15/09

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

RE: ACCEPTANCE OF GIFTS – 2009/2010

RECOMMENDATION NO. A.08

It is recommended that the Board of Education accept, with gratitude, checks and gifts totaling \$9,138.33 presented to the Santa Monica-Malibu Unified School District.

It is further recommended that the Fiscal/Business Services Office, in accordance with Educational Code §42602, be authorized to increase the 2009-2010 income and appropriations by \$9,138.33 as described on the attached listing.

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

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

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

MOTION MADE BY: Dr. Escarce
SECONDED BY: Ms. Pye
STUDENT ADVISORY VOTE: N/A
AYES: Six (6)
NOES: None (0)
ABSTAIN: One (1) (Mr. Allen)

Current Gifts and Donations 2009/2010

| Account Number | Gift Amount | Equity Fund 15% Contrib. | In-kind Value | Donor | Purpose |
|--|---|------------------------------|---------------|--|---|
| JAMS 01-90120-0-00000-00000-8699-011-0000 | | | | | |
| Adult Education 11-90120-0-00000-00000-8699-090-0000 | | | | | |
| Alternative (SMASH) 01-90120-0-00000-00000-8699-009-0000 | | | | | |
| Cabrillo 01-90120-0-00000-00000-8699-017-0000 | | | | | |
| CDS 12-90120-0-00000-00000-8699-070-0000 | | | | | |
| Edison 01-90120-0-00000-00000-8699-001-0000 | \$ 93.60 | \$ 16.52 | | Cause Loyalty, LLC | General Supplies and Materials |
| Franklin 01-90120-0-00000-00000-8699-002-0000 | | | | | |
| Grant 01-90120-0-00000-00000-8699-003-0000 | | | | | |
| Lincoln 01-90120-0-00000-00000-8699-012-0000 | | | | | |
| Malibu High School 01-90120-0-00000-00000-8699-010-0000 | \$ 2,280.00 \$ 2,100.00 \$ 1,883.00 \$ 78.00 | \$ - \$ - \$ - \$ - | | Honors Biology Students Malibu High School Athletic Booster Various Students Various Students | General Supplies and Materials Hourly, Coach General Supplies and Materials General Supplies and Materials |
| McKinley 01-90120-0-00000-00000-8699-004-0000 | | | | | |
| Muir 01-90120-0-00000-00000-8699-005-0000 | \$ 348.84 | \$ - | | Various | Field Trip |
| Olympic HS 01-90120-0-00000-00000-8699-014-0000 | | | | | |

BOE Date: 10/15/09

Current Gifts and Donations 2009/2010

| School/Site Account Number | Gift Amount | Equity Fund 15% Contrib. | In-kind Value | Donor | Purpose |
|---|---------------------------------------|-----------------------------|------------------|---|--|
| Rogers 01-90120-0-00000-00000-8699-006-0000 | \$ 400.00 | \$ - | | Muriel K. Walker-Waugh | Field Trip |
| Roosevelt 01-90120-0-00000-00000-8699-007-0000 | | | | | |
| Samohi 01-90120-0-00000-00000-8699-015-0000 | \$ 1,050.00 \$ 357.00 \$ 255.00 | \$ - \$ - \$ - | \$ 276.37 | State of California Various Various Steve Gleitman | General Supplies and Materials General Supplies and Materials General Supplies and Materials Photographic Filters (Samohi Photography Classes) |
| Barnum Hall 01-91150-0-00000-00000-8699-015-0000 | | | | | |
| Pt. Dume Marine Science 01-90120-0-00000-00000-8699-019-0000 | | | | | |
| Webster 01-90120-0-00000-00000-8699-008-0000 | | | | | |
| Others: | | | | | |
| <u>Superintendent's Office</u> 01-90120-0-00000-00000-8699-020-0000 | | | | | |
| <u>Educational Services</u> 01-90120-0-00000-00000-8699-030-0000 | | | | | |
| <u>Student & Family Services</u> 01-90120-0-00000-00000-8699-040-0000 | | | | | |
| <u>Special Education</u> 01-90120-0-00000-00000-8699-044-0000 | | | | | |
| <u>Information Services</u> 01-90120-0-00000-0000-8699-054-0000 | | | | | |
| <u>Food and Nutrition Services</u> 01-90120-0-00000-0000-8699-057-0000 | | | | | |
| <u>District</u> 01-90120-0-00000-00000-8699-090-0000 | | | | | |
| TOTAL | \$ 8,845.44 | \$ 16.52 | \$ 276.37 | | |

BOE Date: 10/15/09

Current Gifts and Donations 2009/2010

| School/Site Account Number | Y-T-D Adjusted Gift Total | Current Gift Amount | Equity Fund 15% Contrib. | Cumulative Gift Amount | Y-T-D In-Kind Value | Current In-Kind Value | Cumulative In-Kind Value |
|---|------------------------------|------------------------|-----------------------------|---------------------------|------------------------|--------------------------|-----------------------------|
| JAMS 01-90120-0-00000-00000-8699-011-0000 | \$ 324.47 | | | \$ 324.47 | | | \$ - |
| Adult Education 11-90120-0-00000-00000-8699-090-0000 | | | | \$ - | | | \$ - |
| Alternative (SMASH) 01-90120-0-00000-00000-8699-009-0000 | | | | \$ - | | | \$ - |
| Cabrillo 01-90120-0-00000-00000-8699-017-0000 | \$ 1,152.39 | | | \$ 1,152.39 | | | \$ - |
| CDS 12-90120-0-00000-00000-8699-070-0000 | | | | \$ - | | | \$ - |
| Edison 01-90120-0-00000-00000-8699-001-0000 | \$ 330.52 | \$ 93.60 | \$ 16.52 | \$ 440.64 | | | \$ - |
| Franklin 01-90120-0-00000-00000-8699-002-0000 | \$ 152.30 | | | \$ 152.30 | | | \$ - |
| Grant 01-90120-0-00000-00000-8699-003-0000 | | | | \$ - | | | \$ - |
| Lincoln 01-90120-0-00000-00000-8699-012-0000 | \$ 128.98 | | | \$ 128.98 | | | \$ - |
| Malibu High School 01-90120-0-00000-00000-8699-010-0000 <i>Malibu Shark Fund - Resource #90141</i> | \$ 7,954.32 | \$ 6,341.00 | \$ - | \$ 14,295.32 | | | \$ - |
| McKinley 01-90120-0-00000-00000-8699-004-0000 | | | | \$ - | | | \$ - |
| Muir 01-90120-0-00000-00000-8699-005-0000 | \$ 77.31 | \$ 348.84 | \$ - | \$ 426.15 | | | \$ - |
| Olympic HS 01-90120-0-00000-00000-8699-014-0000 | \$ 382.00 | | | \$ 382.00 | | | \$ - |
| Rogers 01-90120-0-00000-00000-8699-006-0000 | \$ 2,000.00 | \$ 400.00 | \$ - | \$ 2,400.00 | | | \$ - |
| Roosevelt 01-90120-0-00000-00000-8699-007-0000 | \$ 112.45 | | | \$ 112.45 | | | \$ - |
| Samohi | \$ 1,607.50 | \$ 1,662.00 | \$ - | \$ 3,269.50 | | \$ 276.37 | \$ 276.37 |
| Pt. Dume Marine Science 01-90120-0-00000-00000-8699-019-0000 | | | | \$ - | | | \$ - |
| Webster 01-90120-0-00000-00000-8699-008-0000 | | | | \$ - | | | \$ - |

BOE Date: 10/15/09

Current Gifts and Donations 2009/2010

| School/Site Account Number | Y-T-D Adjusted Gift Total | Current Gift Amount | Equity Fund 15% Contrib. | Cumulative Gift Amount | Y-T-D In-Kind Value | Current In-Kind Value | Cumulative In-Kind Value |
|--|------------------------------|------------------------|---------------------------------------|---------------------------|---------------------------------|--------------------------|-----------------------------|
| ALL OTHER LOCATIONS: | | | | | | | |
| Superintendent's Office 01-90120-0-00000-00000-8699-020-0000 | | | | \$ - | | | \$ - |
| Educational Services 01-90120-0-00000-00000-8699-030-0000 | \$ 5,592.75 | | | \$ 5,592.75 | \$ 1,635.00 | | \$ 1,635.00 |
| Student and Family Support Services 01-90120-0-00000-00000-8699-041-0000 | | | | \$ - | | | \$ - |
| Special Education 01-90120-0-00000-00000-8699-044-0000 | | | | \$ - | | | \$ - |
| Information Services 01-90120-0-00000-00000-8699-054-0000 | | | | \$ - | | | \$ - |
| District 01-90120-00000-0-00000-8699-090-0000 | | | | \$ - | | | \$ - |
| Food & Nutrition Services 01-90120-0-00000-00000-8699-070-0000 | | | | \$ - | | | \$ - |
| TOTAL GIFTS | \$ 19,814.99 | \$ 8,845.44 | \$ 16.52 | \$ 28,676.95 | \$ 1,635.00 | \$ 276.37 | \$ 1,911.37 |
| | | | Total Equity Fund 15% Contribs. | | | | |
| Total Cash Gifts for District: | | \$ 8,845.44 | \$ 16.52 | | Total In-Kind Gifts: | \$ 276.37 | |

TO: BOARD OF EDUCATION
FROM: TIM CUNEO / CHIUNG-SALLY CHOU
RE: ACCEPTANCE OF RGK FOUNDATION GRANT

ACTION/CONSENT
10/15/09

RECOMMENDATION NO. A.09

It is recommended that the Board of Education accept the RGK Grant in the amount of \$300,000 for FY 2009-10, 2010-11, and 2011-12.

COMMENT: The District has received grant funding in the past from the RGK Foundation. This three-year grant will support the District's effort to building school site capacity for instructional leadership in the continuing work with Lesson Link, Academic Conference, and Learning Walk. The grant will be used for professional development activities, which include teacher hourly stipend, substitute costs, supplies, conferences/workshops, equipment, and evaluation. The funding is provided as followings \$127,500 in year 1, \$107,500 in year 2, and \$65,000 in year 3. The District has also committed to in-kind contribution of staff time as well as additional professional development time using site and district categorical funds.

MOTION MADE BY: Dr. Escarce
SECONDED BY: Ms. Pye
STUDENT ADVISORY VOTE: N/A
AYES: Six (6)
NOES: None (0)
ABSTAIN: One (1) (Mr. Allen)

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/15/09

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

RE: ADOPT RESOLUTION NO. 09-12 – GANN AMENDMENT

RECOMMENDATION NO. A.10

It is recommended that the Board of Education adopt the attached resolution.

COMMENT: Under the Gann Initiative, which was passed by the State electorate as Proposition 4 in 1979, all agencies of the State must calculate an appropriations limit which cannot be exceeded on a year-to-year basis. The formula for the calculation is statutorily set. The report is attached.

The Board of Education adopted Resolution No. 09-11 as part of item A. 07 of the consent calendar at the September 17, 2009, board meeting. Subsequent to that meeting, LACOE found an error in the worksheets attached to that Resolution, and requested that a new Resolution be adopted. That Resolution and the corrected worksheets are attached.

As in the previous Resolution, the Board is asserting that the appropriations in the previous and budget years do not exceed that limitation.

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

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 09-12

DISTRICT APPROPRIATIONS LIMITS FOR 2008-09
AND PROJECTED LIMITS FOR 2009-10

WHEREAS, in November of 1979, the California Electorate did adopt Proposition 4, commonly called the Gann Amendment, which added Article XIII-B to the California Constitution; and,

WHEREAS, the provisions of that Article establish maximum appropriations limitations, commonly called "Gann Limits", for public agencies, including school districts; and,

WHEREAS, the District must establish a revised Gann Limit for the 2008-09 fiscal year and a projected Gann Limit for the 2009-10 fiscal year in accordance with the provisions of Article XIII-B and applicable statutory law;

WHEREAS, Resolution 09-11 was adopted on September 17, 2009 and requires a correction to the attachment,

NOW, THEREFORE, BE IT RESOLVED that this Board does provide public notice that the attached revised calculations and documentation of the Gann Limits for the 2008-09 and 2009-10 fiscal years are made in accord with applicable constitutional and statutory law;

AND BE IT FURTHER RESOLVED that this Board does hereby declare that the appropriations in the Budget for the 2008-09 and 2009-10 fiscal years do not exceed the limitations imposed by Proposition 4;

AND BE IT FURTHER RESOLVED that the Superintendent provide copies of this Resolution along with the appropriate attachments to interested citizens of this District.

Passed and adopted by the Board of Education of the Santa Monica-Malibu Unified School District, Los Angeles County, State of California, this 15TH day of October, 2009.

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



TIM CUNEO

Superintendent and Secretary
to the Board of Education

Oct. 15, 2009
Date

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/15/09

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

RE: ACCEPTANCE OF WORK COMPLETED – AJ FISTE CORPORATION –
DISTRICTWIDE PAINTING – BID #9.09

RECOMMENDATION NO. A.11

It is recommended that the Board of Education accept as completed all work contracted with, AJ Fiste Corporation for districtwide painting, Bid #9.09, in an amount not to exceed \$452,189.61.

Funding Information

| | |
|-----------------|--------------------------------------|
| Budgeted: | Yes |
| Fund: | 14 |
| Source: | Deferred Maintenance |
| Account Number: | 14-62050-0-00000-81100-5640-xxx-2600 |
| Description: | Site Improvement |

COMMENTS: The contract with AJ Fiste Corporation 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.

| | |
|--------------------------------------|------------------|
| Original Contract Amount | \$ 396,270.00 |
| <u>Total Change Order 1, 2 and 3</u> | <u>55,919.61</u> |
| Total Contract Amount | \$ 452,189.61 |

MOTION MADE BY: Dr. Escarce
 SECONDED BY: Ms. Pye
 STUDENT ADVISORY VOTE: N/A
 AYES: Six (6)
 NOES: None (0)
 ABSTAIN: One (1) (Mr. Allen)

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/15/09

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

RE: ACCEPTANCE OF WORK COMPLETED – GRAPH COMPANY – WEBSTER
ELEMENTARY SCHOOL FIRE DAMAGE RECONSTRUCTION – BID #9.13

RECOMMENDATION NO. A.12

It is recommended that the Board of Education accept as completed all work contracted with, Graph Company for Webster Fire Damage Reconstruction, Bid #9.13, in an amount not to exceed \$80,288.50.

Funding Information

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

COMMENTS: The contract with Graph Company 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.

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

MOTION MADE BY: Dr. Escarce
SECONDED BY: Ms. Pye
STUDENT ADVISORY VOTE: N/A
AYES: Six (6)
NOES: None (0)
ABSTAIN: One (1) (Mr. Allen)

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/15/09

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

RE: ACCEPTANCE OF WORK COMPLETED – JENN/MATT, INC. – SEPTIC SYSTEM REPAIR PROJECT – MALIBU HS/MS & PT DUME ELEMENTARY SCHOOL – BID #10.04

RECOMMENDATION NO. A.13

It is recommended that the Board of Education accept as completed all work contracted with, Jenn/Matt, Inc. for Septic System Repair Project Malibu High/Middle & Pt Dume Elementary Schools Bid #10.04, in an amount not to exceed \$172,755.59.

Funding Information:

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

COMMENTS: The contract with Jenn/Matt, INC 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>\$ 172,755.59</u> |
| Total Contract Amount | \$ 172,755.59 |

MOTION MADE BY: Dr. Escarce
SECONDED BY: Ms. Pye
STUDENT ADVISORY VOTE: N/A
AYES: Six (6)
NOES: None (0)
ABSTAIN: One (1) (Mr. Allen)

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/15/09

FROM: TIM CUNEO / JANECE L. MAEZ

RE: CONTRACT AMENDMENT #2 TO CULBERTSON & ASSOCIATES, LLC – REPRESENTATION TO CALIFORNIA COASTAL COMMISSION AND FIELD LIGHTING FOR MALIBU HIGH SCHOOL

RECOMMENDATION NO. A.14

It is recommended that the Board of Education approve contract amendment #2 with Culbertson and Associates, LLC, in an amount of \$20,000, for a total contract amount of \$79,000.

Funding Information:

Budgeted: Yes
Fund: 01
Source: General Fund
Account Number: 01-90100-0-00000-82000-~~5820~~ 5890-010-1500
Description: Legal Fees Other Operating Expenses

Background Information: The Board approved a contract to Culbertson & Associates, ~~LLP~~ LLC on August 21, 2008 to expedite and coordinate the review by the California Coastal Commission staff in acquiring a permit for field lighting for the Malibu High School project. Pursuant to the original contract, revisions were made in the scope of work such as strategic advice on overall plans for school improvements with respect to the ESHA and ESHA buffer designations, input on strategic coordination of the scope and extent of lighting, and input on the existing Coastal Development Permit. At the May 21, 2009 Board Meeting, contract amendment No. 1 was approved.

ORIGINAL CONTRACT AMOUNT: \$25,000
CONTRACT AMENDMENT #1: \$34,000
TOTAL: \$59,000

COMMENTS: This amendment is for additional scope and work performed supporting the District's portable, temporary lights at Malibu High School and the Coastal Commission permitting process.

CONTRACT AMENDMENT #2: \$20,000
TOTAL REVISED CONTRACT AMOUNT: \$79,000

Of the \$79,000 total contract, \$42,000 (\$25,000 + ½ of \$34,000) is for Measure BB expenditures and \$37,000 (½ of \$34,000 + \$20,000) is in support of the Coastal Commission permit amendment as part of the process for temporary lights. Additionally, the contract date should be extended through June 30, 2010.

Mr. Mechur questioned why the contract date was extended through June 30, 2010. Ms. Maez replied that they did not anticipate needing the services that long, but wanted to avoid any conflict with LACOE over late invoices.

MOTION MADE BY: Dr. Escarce
SECONDED BY: Ms. Pye
STUDENT ADVISORY VOTE: N/A
AYES: Six (6)
NOES: None (0)
ABSTAIN: One (1) (Mr. Allen)

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/15/09

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

RE: CONTRACT AMENDMENT #11 FOR INCREASED ARCHITECTURAL SERVICES FOR DESIGN REVISIONS, CAFETORIUM & STAGE CHANGES – EDISON LANGUAGE ACADEMY – DALY GENIK/IBI – MEASURE BB

RECOMMENDATION NO. A.15

It is recommended that the Board of Education approve Contract Amendment #11 with Daly Genik/IBI to provide architectural services for design revisions at Edison Language Academy, in an amount not to exceed \$5,850 for a total contract amount of \$3,851,752.

Funding Information

Budgeted: Yes
Fund: 21
Source: Building Fund
Account Number: 21-00000-0-00000-85000-5802-050-2600
Description: Consultant Services

COMMENTS: Design changes in the cafetorium were requested by the District to ensure that the space is well equipped to allow to be permitted for outside events and activities.

This Contract Amendment #11, for \$5,850, is for the architectural and engineering services to incorporate the out-of-sequence design revisions into the 100% Construction Documents for Edison Language Academy. The revised contract total will be \$3,851,752.

| | |
|---|--------------------|
| ORIGINAL CONTRACT AMOUNT (Prog./Schem.Design) | \$536,695 |
| CONTRACT AMENDMENT #1 (Revised Schematic) | 78,000 |
| CONTRACT AMENDMENT #2 (DD/CD/CA)(rev.) | 2,876,732 |
| CONTRACT AMENDMENT #3 (Dist. Stand. Specs) | 40,000 |
| CONTRACT AMENDMENT #4 (Library Study) | 7,750 |
| CONTRACT AMENDMENT #5 (2 Add'l Designs)(rev.) | 94,800 |
| CONTRACT AMENDMENT #6 (Fire Protection Design) | 25,025 |
| CONTRACT AMENDMENT #7 (Design revisions) | 64,700 |
| CONTRACT AMENDMENT #8 (Rev.-Pre-school, canopy) | 74,000 |
| CONTRACT AMENDMENT #9 (Dist. Std. Specs, Design Stds.) | 29,400 |
| CONTRACT AMENDMENT #10 (Dist. Std. Specs, Design Stds.) | 18,800 |
| CONTRACT AMENDMENT #11 (Rev.Cafeteria, Stage.) | 5,850 |
| TOTAL CONTRACT AMOUNT | \$3,851,752 |

***** ***** ***** ***** ***** *****

In response to a question from Mr. de la Torre, Ms. Maez indicated that the increase in this contract was for modifications from the site committee for the cafeteria area at Edison. Mr. Sam would be able to provide detailed information, if necessary.

MOTION MADE BY: Dr. Escarce
SECONDED BY: Ms. Pye
STUDENT ADVISORY VOTE: N/A
AYES: Six (6)
NOES: None (0)
ABSTAIN: One (1) (Mr. Allen)

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/15/09

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

RE: CONTRACT AMENDMENT #2 FOR ADDITIONAL GEOTECHNICAL
OBSERVATION AND TESTING SERVICES – JOHN ADAMS MIDDLE SCHOOL
– CONVERSE CONSULTANTS – MEASURE BB

RECOMMENDATION NO. A.16

It is recommended that the Board of Education approve Contract Amendment #1 with Converse Consultants to provide for additional Geotechnical Observation and Testing Services for John Adams Middle School, in the amount of \$5,682, for a total contract amount of \$69,427.

Funding Information

Budgeted: Yes
Fund: 21
Source: Measure BB
Account Number: 21-00000-0-00000-85000-5802-011-2600
Description: Consultant Services

COMMENTS: The Board of Education previously approved Converse Consultants as one of the three (3) pre-qualified Geotechnical consultants on the cities of Santa Monica and Malibu. The firms are being assigned projects as the need arises and depending on their familiarity with and availability for the assignment.

Contract Amendment #1 for \$8,545 was based on an estimate of the services required for geotechnical observation and testing services for the construction of the parking lot project at John Adams MS. The actual costs for construction services are determined by the Contractor's operation, method, efficiency and weather conditions. Converse has submitted a proposal for \$5,682 to complete the field inspection services, and prepare the final compaction report.

Contract Amendment #2 is for additional construction observation and materials/soil testing during grading activities at the John Adams MS parking lot project being constructed as part of the John Adams Middle School Boys and Girls Club project.

| | |
|---|--------------|
| ORIGINAL CONTRACT – John Adams MS | \$26,950 |
| ORIGINAL CONTRACT – Lincoln MS | 28,250 |
| CONTRACT AMENDMENT #1 (Adams testing) | 8,545 |
| <u>CONTRACT AMENDMENT #2 (Additional Adams testing)</u> | <u>5,682</u> |
| TOTAL: | \$69,427 |

MOTION MADE BY: Dr. Escarce
SECONDED BY: Ms. Pye
STUDENT ADVISORY VOTE: N/A
AYES: Six (6)
NOES: None (0)
ABSTAIN: One (1) (Mr. Allen)

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/15/09

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

RE: CONTRACT AMENDMENT #1 FOR ADDITIONAL DATA AND TELECOM
CONSULTING SERVICES – DISTRICT WIDE – SPARKY DATA AND TELECOM
– MEASURE BB

RECOMMENDATION NO. A.17

It is recommended that the Board of Education approve Contract Amendment #1 with Sparky Data and Telecom to provide for additional Data and Telecom Consulting Services for all SMMUSD sites (District Wide), in the amount of \$4,000, for a total contract amount of \$12,000.

Funding Information

Budgeted: Yes
Fund: 21
Source: Measure BB
Account Number: 21-00003-0-00000-85000-5802-054-2600
Description: Consultant Services

COMMENTS: The Board of Education previously approved Sparky Data and Telecom for consulting services to assist with District Wide VOIP telephone system and centralize voicemail design and implementation for SMMUSD with AT&T affiliates.

Contract Amendment #1 for \$4,000 is for additional scope for Sparky Data and Telecom to survey school sites and create a list of CAT5 wiring needs, where a phone exists in a location but no data jack is available for the new VOIP device.

| | |
|-------------------------------------|--------------|
| ORIGINAL CONTRACT – VOIP | \$ 8,000 |
| <u>CONTRACT AMENDMENT #1 (CAT5)</u> | <u>4,000</u> |
| TOTAL | \$12,000 |

MOTION MADE BY: Dr. Escarce
SECONDED BY: Ms. Pye
STUDENT ADVISORY VOTE: N/A
AYES: Six (6)
NOES: None (0)
ABSTAIN: One (1) (Mr. Allen)

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

ACTION/CONSENT
 10/15/09

RECOMMENDATION NO. A.18

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

ADDITIONAL ASSIGNMENTS

ADAMS MIDDLE SCHOOL

| | | | |
|--------------|------------------|--------------------------|----------------------|
| Doloso, Tess | 1.5 hrs @\$40.46 | 9/3/09 | <u>Est Hrly/\$61</u> |
| | | TOTAL ESTABLISHED HOURLY | \$61 |

Comment: Family Orientation
 01-Tier III Programs Cat Flex

| | | | |
|----------------|----------------|--------------------------|----------------------|
| Daws, Tracy | 2 hrs @\$40.46 | 9/3/09 | Est Hrly/\$81 |
| Fagan, Barbara | 2 hrs @\$40.46 | 9/3/09 | Est Hrly/\$81 |
| Murphy, Titia | 2 hrs @\$40.46 | 9/3/09 | Est Hrly/\$81 |
| Perez, Lourdes | 2 hrs @\$40.46 | 9/3/09 | <u>Est Hrly/\$81</u> |
| | | TOTAL ESTABLISHED HOURLY | \$324 |

Comment: AVID Planning Meeting
 01-Tier III Programs Cat Flex

| | | | |
|-------------------|-----------------|--------------------------|-------------------------|
| Avedian, Ray | 96 hrs @\$40.46 | 9/22/09-6/25/10 | Est Hrly/\$3,884 |
| Brown, Dan | 96 hrs @\$40.46 | 9/22/09-6/25/10 | Est Hrly/\$3,884 |
| Cady, Linda | 96 hrs @\$40.46 | 9/22/09-6/25/10 | Est Hrly/\$3,884 |
| Jurewicz, Kristin | 48 hrs @\$40.46 | 9/22/09-6/25/10 | Est Hrly/\$1,942 |
| Krinski, Hallie | 96 hrs @\$40.46 | 9/22/09-6/25/10 | Est Hrly/\$3,884 |
| Lathanh, Tony | 96 hrs @\$40.46 | 9/22/09-6/25/10 | Est Hrly/\$3,884 |
| Levin, Tracy | 96 hrs @\$40.46 | 9/22/09-6/25/10 | Est Hrly/\$3,884 |
| Post, Joel | 96 hrs @\$40.46 | 9/22/09-6/25/10 | Est Hrly/\$3,884 |
| Yoffy, Julie | 48 hrs @\$40.46 | 9/22/09-6/25/10 | <u>Est Hrly/\$1,942</u> |
| | | TOTAL ESTABLISHED HOURLY | \$31,072 |

Comment: After-School/Weekend Seminars
 01-Tier III Programs Cat Flex

EDUCATIONAL SERVICES

| | | | |
|-----------------|----------------|--------------------------|-----------------------|
| Chi, An Young | 6 hrs @\$40.46 | 9/3/09 | Est Hrly/\$243 |
| Holland, Brandi | 6 hrs @\$40.46 | 9/3/09 | <u>Est Hrly/\$243</u> |
| | | TOTAL ESTABLISHED HOURLY | \$486 |

Comment: School Counselor Training
 01-Economic Impact Aid-SCE

FRANKLIN ELEMENTARY SCHOOL

| | | | |
|-----------------|-----------------|--------------------------|-------------------------|
| Borden, Ashley | 35 hrs @\$40.46 | 9/21/09-6/18/10 | Est Hrly/\$1,416 |
| Corpuz, Rowena | 35 hrs @\$40.46 | 9/21/09-6/18/10 | Est Hrly/\$1,416 |
| Fiske, Nikki | 35 hrs @\$40.46 | 9/21/09-6/18/10 | Est Hrly/\$1,416 |
| Garden, Nathan | 70 hrs @\$40.46 | 9/21/09-6/18/10 | Est Hrly/\$2,832 |
| Reff, Eric | 35 hrs @\$40.46 | 9/21/09-6/18/10 | Est Hrly/\$1,416 |
| Walling, Cheryl | 35 hrs @\$40.46 | 9/21/09-6/18/10 | <u>Est Hrly/\$1,416</u> |
| | | TOTAL ESTABLISHED HOURLY | \$9,912 |

Comment: After-School Homework/Technology Club
 01-Tier III Programs Cat Flex

| | | | |
|----------------|-----------------|--------------------------|-------------------------|
| Corpuz, Rowena | 66 hrs @\$40.46 | 10/5/09-6/25/10 | <u>Est Hrly/\$2,670</u> |
| | | TOTAL ESTABLISHED HOURLY | \$2,670 |

Comment: Reading and Math Intervention
 01-Unrestricted Resource

LINCOLN MIDDLE SCHOOL

| | | | |
|-----------------|----------------|--------|----------------------------------|
| Burack, Sharon | 3 hrs @\$40.46 | 9/2/09 | Est Hrly/\$121 |
| Debeeche, Beth | 3 hrs @\$40.46 | 9/2/09 | Est Hrly/\$121 |
| Ehrke, Shelly | 3 hrs @\$40.46 | 9/2/09 | Est Hrly/\$121 |
| Hoffman, Beth | 3 hrs @\$40.46 | 9/2/09 | Est Hrly/\$121 |
| Johnston, Roe | 3 hrs @\$40.46 | 9/2/09 | Est Hrly/\$121 |
| Levy, Amanda | 3 hrs @\$40.46 | 9/2/09 | Est Hrly/\$121 |
| Lima, Alaina | 3 hrs @\$40.46 | 9/2/09 | Est Hrly/\$121 |
| Marcos, Eric | 3 hrs @\$40.46 | 9/2/09 | Est Hrly/\$121 |
| Moazzez, Rozita | 3 hrs @\$40.46 | 9/2/09 | Est Hrly/\$121 |
| Sherman, Wynn | 3 hrs @\$40.46 | 9/2/09 | Est Hrly/\$121 |
| Vieira, Ron | 3 hrs @\$40.46 | 9/2/09 | Est Hrly/\$121 |
| Vosylius, Dalia | 3 hrs @\$40.46 | 9/2/09 | <u>Est Hrly/\$121</u> |
| | | | TOTAL ESTABLISHED HOURLY \$1,452 |

Comment: 6th Grade Orientation
01-Tier III Programs Cat Flex

| | | | |
|---------------------------|----------------|----------------|----------------------------------|
| Allstot, Sean | 4 hrs @\$40.46 | 8/26/09-9/3/09 | Est Hrly/\$162 |
| Blitz, Sarah | 4 hrs @\$40.46 | 8/26/09-9/3/09 | Est Hrly/\$162 |
| Burack, Sharon | 4 hrs @\$40.46 | 8/26/09-9/3/09 | Est Hrly/\$162 |
| Catanzano, Linda | 4 hrs @\$40.46 | 8/26/09-9/3/09 | Est Hrly/\$162 |
| Debeeche, Beth | 5 hrs @\$40.46 | 8/26/09-9/3/09 | Est Hrly/\$202 |
| Diamond, Renee | 4 hrs @\$40.46 | 8/26/09-9/3/09 | Est Hrly/\$162 |
| Duran-Contreras, Martha | 8 hrs @\$40.46 | 8/26/09-9/3/09 | Est Hrly/\$324 |
| Ehrke, Shelly | 4 hrs @\$40.46 | 8/26/09-9/3/09 | Est Hrly/\$162 |
| Gies-McLaughlin, Gretchen | 4 hrs @\$40.46 | 8/26/09-9/3/09 | Est Hrly/\$162 |
| Greenfield, Glen | 4 hrs @\$40.46 | 8/26/09-9/3/09 | Est Hrly/\$162 |
| Greenfield, Sara | 4 hrs @\$40.46 | 8/26/09-9/3/09 | Est Hrly/\$162 |
| Hart, Sara | 4 hrs @\$40.46 | 8/26/09-9/3/09 | Est Hrly/\$162 |
| Hartson, Liz | 4 hrs @\$40.46 | 8/26/09-9/3/09 | Est Hrly/\$162 |
| Hirt, Mary | 4 hrs @\$40.46 | 8/26/09-9/3/09 | Est Hrly/\$162 |
| Hoffman, Beth | 4 hrs @\$40.46 | 8/26/09-9/3/09 | Est Hrly/\$162 |
| Hylind, Amy | 4 hrs @\$40.46 | 8/26/09-9/3/09 | Est Hrly/\$162 |
| Lee, Chon | 4 hrs @\$40.46 | 8/26/09-9/3/09 | Est Hrly/\$162 |
| Levy, Amanda | 4 hrs @\$40.46 | 8/26/09-9/3/09 | Est Hrly/\$162 |
| Lima, Alaina | 4 hrs @\$40.46 | 8/26/09-9/3/09 | Est Hrly/\$162 |
| Marcos, Eric | 4 hrs @\$40.46 | 8/26/09-9/3/09 | Est Hrly/\$162 |
| Moazzez, Rozita | 4 hrs @\$40.46 | 8/26/09-9/3/09 | Est Hrly/\$162 |
| Moe, Eric | 4 hrs @\$40.46 | 8/26/09-9/3/09 | Est Hrly/\$162 |
| Moe, Rose | 4 hrs @\$40.46 | 8/26/09-9/3/09 | Est Hrly/\$162 |
| Montanez, Joe | 4 hrs @\$40.46 | 8/26/09-9/3/09 | Est Hrly/\$162 |
| Oseguera, Christian | 8 hrs @\$40.46 | 8/26/09-9/3/09 | Est Hrly/\$324 |
| Pham, Vy | 4 hrs @\$40.46 | 8/26/09-9/3/09 | Est Hrly/\$162 |
| Prakash, Jennifer | 4 hrs @\$40.46 | 8/26/09-9/3/09 | Est Hrly/\$162 |
| Schwartz, Jeff | 4 hrs @\$40.46 | 8/26/09-9/3/09 | Est Hrly/\$162 |
| Seymour, Robert | 4 hrs @\$40.46 | 8/26/09-9/3/09 | Est Hrly/\$162 |
| Sinclair, Michele | 4 hrs @\$40.46 | 8/26/09-9/3/09 | Est Hrly/\$162 |
| Stauffer, Nathaniel | 4 hrs @\$40.46 | 8/26/09-9/3/09 | Est Hrly/\$162 |
| Stivers, Susan | 8 hrs @\$40.46 | 8/26/09-9/3/09 | Est Hrly/\$324 |
| Suffolk, Stefanie | 4 hrs @\$40.46 | 8/26/09-9/3/09 | Est Hrly/\$162 |
| Underwood, Brian | 4 hrs @\$40.46 | 8/26/09-9/3/09 | Est Hrly/\$162 |
| Valenzuela, Amanda | 5 hrs @\$40.46 | 8/26/09-9/3/09 | Est Hrly/\$202 |
| Vieira, Ron | 4 hrs @\$40.46 | 8/26/09-9/3/09 | Est Hrly/\$162 |
| Vosylius, Dalia | 4 hrs @\$40.46 | 8/26/09-9/3/09 | <u>Est Hrly/\$162</u> |
| | | | TOTAL ESTABLISHED HOURLY \$6,560 |

Comment: Summer Planning Hours
01-Tier III Programs Cat Flex

MALIBU HIGH SCHOOL

Ross, Shannon 20 hrs @\$40.46

9/4/09-6/25/10

Est Hrly/\$809

TOTAL ESTABLISHED HOURLY

\$809

Comment: Independent Study Program
01-Gifts

OLYMPIC HIGH SCHOOL

Fuller, Anthony 16 hrs @\$40.46

10/17/09-6/30/10

Est Hrly/\$647

Gecht, Marcia 16 hrs @\$40.46

10/17/09-6/30/10

Est Hrly/\$647

Siemer, Deborah 16 hrs @\$40.46

10/17/09-6/30/10

Est Hrly/\$647

Tangum, Cathy 16 hrs @\$40.46

10/17/09-6/30/10

Est Hrly/\$647

Tarbell, Harlan 16 hrs @\$40.46

10/17/09-6/30/10

Est Hrly/\$647

Thobe, Christie 16 hrs @\$40.46

10/17/09-6/30/10

Est Hrly/\$647

TOTAL ESTABLISHED HOURLY

\$3,882

Comment: Saturday School
01-Unrestricted Resource

SANTA MONICA HIGH SCHOOL

Moen, JoDee 15.5 hrs @\$40.46

7/7/09-8/7/09

Est Hrly/\$627

TOTAL ESTABLISHED HOURLY

\$627

Comment: Special Education Prep Work
01-Unrestricted Resource

Jones, Teri 181 hrs @\$66.25

9/9/09-6/25/10

Own Hrly/\$11,991

TOTAL OWN HOURLY

\$11,991

Comment: Student Store Manager
01-Unrestricted Resource

Mabrey, Matthew 2.25 hrs @\$40.46

9/3/09

Est Hrly/\$ 91

Semik, Renee 2.50 hrs @\$40.46

9/3/09

Est Hrly/\$101

Silvestri, Marisa 2.00 hrs @\$40.46

9/3/09

Est Hrly/\$ 81

TOTAL ESTABLISHED HOURLY

\$273

Comment: All-House Tutorial Meeting
01-Unrestricted Resource

Blagojevic, Milos 18 hrs @\$40.46

9/4/09-6/25/10

Est Hrly/\$ 728

Dew, Stephanie 36 hrs @\$40.46

9/4/09-6/25/10

Est Hrly/\$1,457

Gow, William 36 hrs @\$40.46

9/4/09-6/25/10

Est Hrly.\$1,457

Luong, Theresa 18 hrs @\$40.46

9/4/09-6/25/10

Est Hrly/\$ 728

Mabrey, Matthew 36 hrs @\$40.46

9/4/09-6/25/10

Est Hrly/\$1,457

TOTAL ESABLISHED HOURLY

\$5,827

Comment: Prep Time for O House Intervention
01-Unrestricted Resource

Everage, Marla 3 hrs @\$40.46

9/23/09

Est Hrly/\$121

Keith, Kelly 3 hrs @\$40.46

9/23/09

Est Hrly/\$121

TOTAL ESTABLISHED HOURLY

\$242

Comment: Interview Committee
01-Unrestricted Resource

Mabrey, Matthew 1 hr @\$40.46

9/17/09

Est Hrly/\$40

Semik, Renee 1 hr @\$40.46

9/17/09

Est Hrly/\$40

Silvestri, Marisa 1 hr @\$40.46

9/17/09

Est Hrly/\$40

Walker, Megan 1 hr @\$40.46

9/17/09

Est Hrly/\$40

TOTAL ESTABLISHED HOURLY

\$160

Comment: M House Tutorial Meeting
01-Unrestricted Resource

Beeman-Solano, Amy 4 hrs @\$40.46

8/19/09

Est Hrly/\$162

Tipper, Geoff 10 hrs @\$40.46

9/17/09

Est Hrly/\$405

| | | | |
|----------------|--|--------------------------|--------------------------|
| | | TOTAL ESTABLISHED HOURLY | \$567 |
| Comment: | Placement Testing (Math and English) 01-Unrestricted Resource | | |
| Green, Michael | 174 hrs @\$40.46 | 9/21/09-6/16/10 | <u>Est Hrly/\$7,040</u> |
| | | TOTAL ESTABLISHED HOURLY | \$7,040 |
| Comment: | Lunch Detention Supervision 01-Unrestricted Resource | | |
| Ellis, Holly | 312 hrs @\$40.46 | 9/4/09-10/30/09 | <u>Est Hrly/\$12,624</u> |
| | | TOTAL ESTABLISHED HOURLY | \$12,624 |
| Comment: | Temporary Substitute Teacher Assignment Unrestricted Resource | | |

STUDENT SERVICES

| | | | |
|------------------|---|--------------------------|-----------------------|
| Bronstein, Susan | 14.28 hrs @\$40.46 | 7/15/09-6/30/10 | Est Hrly/\$578 |
| Ernst, Anne | 14.28 hrs @\$40.46 | 7/15/09-6/30/10 | Est Hrly/\$578 |
| Jeffries, Jane | 14.28 hrs @\$40.46 | 7/15/09-6/30/10 | Est Hrly/\$578 |
| Mahon, Meg | 14.28 hrs @\$40.46 | 7/15/09-6/30/10 | Est Hrly/\$578 |
| Morn, Lora | 14.28 hrs @\$40.46 | 7/15/09-6/30/10 | Est Hrly/\$578 |
| Niemi, Charlene | 14.28 hrs @\$40.46 | 7/15/09-6/30/10 | Est Hrly/\$578 |
| Relles, Ellen | 14.28 hrs @\$40.46 | 7/15/09-6/30/10 | <u>Est Hrly/\$578</u> |
| | | TOTAL ESTABLISHED HOURLY | \$4,046 |
| Comment: | CPR Training for District Employees 01-Medi-Cal Billing Option | | |

ADDITIONAL ASSIGNMENT – DEPARTMENT CHAIR ASSIGNMENTS

JOHN ADAMS MIDDLE SCHOOL

| <u>Name</u> | <u>Rate</u> | <u>Assignment</u> | <u>Effective</u> | <u>Not to Exceed</u> |
|--------------------|-------------|-------------------|------------------|----------------------|
| Averett, David | 2 EDU | Inst Media | 2009/10 SY | \$ 512 |
| Bon, Nancy | 4 EDU | Math | 2009/10 SY | \$1,024 |
| Brown, Dan | 8 EDU | Science | 2009/10 SY | \$2,048 |
| Daws, Tracy | 1 EDU | AVID | 2009/10 SY | \$ 256 |
| Garcia, Apryl | 6 EDU | Visual/Perf Arts | 2009/10 SY | \$1,536 |
| Gonzalez, Maricela | 6 EDU | Counseling | 2009/10 SY | \$1,536 |
| Kusion, Alex | 2 EDU | Immersion | 2009/10 SY | \$ 512 |
| Loopesko, Lorna | 6 EDU | Humanities | 2009/10 SY | \$1,536 |
| McNamara, Jeanie | 2 EDU | Electives | 2009/10 SY | \$ 512 |
| Meyer, Kimberly | 4 EDU | Math | 2009/10 SY | \$1,024 |
| Murphy, Titia | 6 EDU | Social Studies | 2009/10 SY | \$1,536 |
| Perez, Lourdes | 1 EDU | AVID | 2009/10 SY | \$ 256 |
| Saling, David | 6 EDU | Lang Arts | 2009/10 SY | \$1,536 |
| Scotland, Alva | 2 EDU | ELD | 2009/10 SY | \$ 512 |
| Shockley, Walter | 6 EDU | Physical Ed | 2009/10 SY | \$1,536 |
| Whaley, Joseph | 10 EDU | Special Ed | 2009/10 SY | <u>\$2,560</u> |
| | | TOTAL | | \$18,432 |

LINCOLN MIDDLE SCHOOL

| <u>Name</u> | <u>Rate</u> | <u>Assignment</u> | <u>Effective</u> | <u>Not to Exceed</u> |
|--------------------|-------------|-------------------|------------------|----------------------|
| Catanzano, Linda | 10 EDU | Special Ed | 2009/10 SY | \$2,560 |
| Hart, Sharon | 7 EDU | Humanities | 2009/10 SY | \$1,792 |
| Hunt, Mark | 6 EDU | Visual/Perf Arts | 2009/10 SY | \$1,536 |
| Lee, Chon | 7 EDU | Humanities | 2009/10 SY | \$1,792 |
| O'Brien, Marianna | 10 EDU | Science | 2009/10 SY | \$2,560 |
| Pham, Vy | 8 EDU | Math | 2009/10 SY | \$2,048 |
| Stauffer, Aimee | 8 EDU | Advisory | 2009/10 SY | \$2,048 |
| Valenzuela, Amanda | 6 EDU | History | 2009/10 SY | <u>\$1,536</u> |
| | | TOTAL | | \$15,872 |

MALIBU HIGH SCHOOL

| <u>Name</u> | <u>Rate</u> | <u>Assignment</u> | <u>Effective</u> | <u>Not to Exceed</u> |
|-------------------|-------------|-------------------|------------------|----------------------|
| Andino, Melisa | 6 EDU | MS Math | 2009/10 SY | \$1,536 |
| Deshautelle, Anna | 12 EDU | Special Ed | 2009/10 SY | \$3,072 |
| Hoos, JuliaCheri | 10 EDU | MS Humanities | 2009/10 SY | \$2,560 |
| Leonard, Brigitte | 8 EDU | Visual/Perf Arts | 2009/10 SY | \$2,048 |
| Mulligan, Michael | 6 EDU | Physical Ed | 2009/10 SY | \$1,536 |
| Owens, Rebecca | 6 EDU | Foreign Lang | 2009/10 SY | \$1,536 |
| Sferra, Luke | 6 EDU | Counseling | 2009/10 SY | <u>\$2,048</u> |
| | | | TOTAL | \$14,336 |

SANTA MONICA HIGH SCHOOL

| <u>Name</u> | <u>Rate</u> | <u>Assignment</u> | <u>Effective</u> | <u>Not to Exceed</u> |
|-------------------|-------------|-------------------|------------------|----------------------|
| Bart-Bell, Dana | 2 EDU | Library | 2009/10 SY | \$ 512 |
| Huls, Jeffe | 8 EDU | Visual/Perf Arts | 2009/10 SY | \$2,048 |
| Lacy, Norm | 8 EDU | Physical Ed | 2009/10 SY | \$2,048 |
| Lopez, Jose | 14 EDU | Language | 2009/10 SY | \$3,584 |
| Moen, JoDee | 14 EDU | Special Ed | 2009/10 SY | \$3,584 |
| Silvestri, Marisa | 8 EDU | Freshman Seminar | 2009/10 SY | \$2,048 |
| Trundle, Al | 14 EDU | Advisory | 2009/10 SY | \$3,584 |
| Wood, David | 8 EDU | Art | 2009/10 SY | <u>\$2,048</u> |
| | | | TOTAL | \$19,456 |

HOURLY TEACHERS

ROGERS ELEMENTARY SCHOOL

| | | | |
|-----------------------|-------------------|------------------|--------------------------|
| Brunson, Diane | 52 days @\$487.08 | 9/9/09-6/19/10 | Own Hrly/\$25,328 |
| Hanson-Brooks, Denise | 52 days @\$487.08 | 9/9/09-6/19/10 | <u>Own Hrly/\$25,328</u> |
| | | TOTAL OWN HOURLY | \$50,656 |

Comment: Reading Teacher
01-Unrestricted Resource

STUDENT SERVICES

| | | | | |
|---------------------|--------------------|----------------|--------------------------|--------|
| Cairns, John | \$40.46, as needed | 9/9/09-6/30/10 | Est Hrly/\$---- | |
| Cierra, Jorge | \$40.46, as needed | 9/9/09-6/30/10 | Est Hrly/\$---- | |
| Fisher-Lerer, Vicki | \$40.46, as needed | 9/9/09-6/30/10 | Est Hrly/\$---- | |
| Goldsmith, Otis | \$40.46, as needed | 9/9/09-6/30/10 | Est Hrly/\$---- | |
| Murphy, Letitia | \$40.46, as needed | 9/9/09-6/30/10 | Est Hrly/\$---- | |
| Nichols, Sharon | \$40.46, as needed | 9/9/09-6/30/10 | Est Hrly/\$---- | |
| Orloff, Warren | \$40.46, as needed | 9/9/09-6/30/10 | Est Hrly/\$---- | |
| Pitts, Gregory | \$40.46, as needed | 9/9/09-6/30/10 | Est Hrly/\$---- | |
| Santiago, Joan | \$40.46, as needed | 9/9/09-6/30/10 | Est Hrly/\$---- | |
| Singh, Kiran | \$40.46, as needed | 9/9/09-6/30/10 | Est Hrly/\$---- | |
| Toppel, Diane | \$40.46, as needed | 9/9/09-6/30/10 | <u>Est Hrly/\$----</u> | |
| | | | TOTAL ESTABLISHED HOURLY | \$---- |

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

WEBSTER ELEMENTARY SCHOOL

| | | | |
|--------------|------------------|--------------------------|--------------------------|
| Hines, Diane | 500 hrs @\$40.46 | 9/1/09-6/30/10 | <u>Est Hrly/\$20,230</u> |
| | | TOTAL ESTABLISHED HOURLY | \$20,230 |

Comment: Art Instruction
01-Reimburse by PTA

ADULT EDUCATION

| | | | | |
|------------------|--------------------|----------------|--------------------------|---------|
| Alexander, Laura | 46.25 hrs @\$40.46 | 9/9/09-6/25/10 | Est Hrly/\$1,871 | |
| Siemer, Deborah | 83.25 hrs @\$40.46 | 9/9/09-6/25/10 | <u>Est Hrly/\$3,368</u> | |
| | | | TOTAL ESTABLISHED HOURLY | \$5,239 |

Comment: Administrative Support
11-Adult Education Apportionment

| | | | |
|--------------------|--------------------|--------------------------|--------------------------|
| Gomez, Victor | 92.5 hrs @\$45.34 | 9/9/09-6/25/10 | Est Hrly/\$ 4,194 |
| Landa, Belle | 222.0 hrs @\$45.34 | 9/9/09-6/25/10 | Est Hrly/\$10,065 |
| Morgan, Alexandra | 203.5 hrs @\$45.34 | 9/9/09-6/25/10 | Est Hrly/\$ 9,227 |
| Nikcevic, Veronica | 222.0 hrs @\$45.34 | 9/9/09-6/25/10 | <u>Est Hrly/\$10,065</u> |
| | | TOTAL ESTABLISHED HOURLY | \$33,551 |

Comment: Adult Education Instruction
11-Tier III Programs Cat Flex

| | | | |
|-----------------|------------------|--------------------------|--------------------------|
| Demello, Flavia | 481 hrs @\$45.34 | 9/9/09-6/25/10 | <u>Est Hrly/\$21,809</u> |
| | | TOTAL ESTABLISHED HOURLY | \$21,809 |

Comment: Adult Education - Reading Lab
11-231: ABE/ESL/ESL CTZN, VESL/VABE

| | | | |
|-----------------|------------------|--------------------------|-------------------------|
| Murphy, Letitia | 185 hrs @\$45.34 | 9/9/09-6/25/10 | <u>Est Hrly/\$8,388</u> |
| | | TOTAL ESTABLISHED HOURLY | \$8,388 |

Comment: Adult Education – Diploma Lab
11-Adult Ed: Priority 5, GED/SECND

| | | | |
|-----------------|------------------|--------------------------|--------------------------|
| Hammond, Paul | 185 hrs @\$45.34 | 9/9/09-6/25/10 | Est Hrly/\$ 8,387 |
| Klein, Philippa | 86 hrs @\$45.34 | 9/9/09-6/25/10 | Est Hrly/\$ 3,899 |
| Zax, Kelly | 370 hrs @\$45.34 | 9/9/09-6/25/10 | <u>Est Hrly/\$16,776</u> |
| | | TOTAL ESTABLISHED HOURLY | \$29,062 |

Comment: Adult Education Instruction
11-Adult Education Apportionment

| | | | |
|-------------------|------------------|--------------------------|--------------------------|
| Rousseau, Harmony | 444 hrs @\$45.34 | 9/9/09-6/25/10 | <u>Est Hrly/\$20,131</u> |
| | | TOTAL ESTABLISHED HOURLY | \$20,131 |

Comment: Adult Education Instruction
11-Adult Education Apportionment - 75%
11-Adult Ed: Priority 5, GED/SECND - 25%

| | | | |
|--------------|------------------|--------------------------|--------------------------|
| Oyman, Deniz | 481 hrs @\$45.34 | 9/9/09-6/25/10 | <u>Est Hrly/\$21,809</u> |
| | | TOTAL ESTABLISHED HOURLY | \$21,809 |

Comment: Adult Education Instruction
11-Adult Education Apportionment - 19%
11-PL 105-22 Engl Literacy/Civics - 19%
11-Tier III Programs Cat Flex - 62%

| | | | |
|---------------------|--------------------|--------------------------|--------------------------|
| Amsberry, Adrian | 425.5 hrs @\$45.34 | 9/9/09-6/25/10 | Est Hrly/\$19,292 |
| Hernandez, Patricia | 370.0 hrs @\$45.34 | 9/9/09-6/25/10 | <u>Est Hrly/\$16,775</u> |
| | | TOTAL ESTABLISHED HOURLY | \$36,067 |

Comment: Adult Education Instruction
11-PL 105-22 Engl Literacy/Civics - 39%
11- Adult Education Apportionment - 61%

| | | | |
|--------------------|--------------------|--------------------------|------------------------|
| Afable, Elaine | \$40.46, as needed | 9/9/09-6/25/10 | Est Hrly/\$---- |
| Brown, Jacqueline | \$40.46, as needed | 9/29/09-6/25/10 | Est Hrly/\$---- |
| Corso-Plitt, Karen | \$40.46, as needed | 9/9/09-6/25/10 | Est Hrly/\$---- |
| Fawcett, Evelyn | \$40.46, as needed | 9/9/09-6/25/10 | Est Hrly/\$---- |
| Gonzalez, Joseph | \$40.46, as needed | 9/9/09-6/25/10 | Est Hrly/\$---- |
| Levin, Peri | \$40.46, as needed | 9/9/09-6/25/10 | Est Hrly/\$---- |
| Thobe, Christie | \$40.46, as needed | 9/9/09-6/25/10 | <u>Est Hrly/\$----</u> |
| | | TOTAL ESTABLISHED HOURLY | \$---- |

Comment: Adult Education Substitute Teacher
11-Adult Education Apportionment

TOTAL ESTABLISHED HOURLY, AND OWN HOURLY = \$ 415,663

ELECTIONS**ADMINISTRATIVE CONTRACTS**

| <u>Name/Assignment/Location</u> | <u>Not to Exceed</u> | <u>Effective</u> |
|--|----------------------|------------------|
| Mitchell, Kenneth Behavior Intervention Specialist Special Education | 100% | 9/30/09 |

PROBATIONARY CONTRACTS

| <u>Name/Assignment/Location</u> | <u>Not to Exceed</u> | <u>Effective</u> |
|---|-------------------------|------------------|
| Bodok, Susan/Librarian Ed Svcs/Santa Monica HS | 100% [repl. M. Urtz] | 9/16/09 |

TEMPORARY CONTRACTS

| <u>Name/Assignment/Location</u> | <u>Not to Exceed</u> | <u>Effective</u> |
|---|----------------------------|------------------|
| Fargnoli, Sam/Social St Santa Monica HS | 100% [LOA – D. Hedrick] | 9/4/09-6/25/10 |
| Hensley, Kristin/English Olympic HS | 40% [rehire – Temp II] | 9/4/09-6/25/10 |
| Risman, Matthews/Humanities John Adams MS | 80% [new position] | 9/8/09-6/25/10 |
| Suminski, Mark/English/History Olympic HS | 100% [rehire] | 9/4/09-1/29/10 |
| Tafi, Mary/4 th /5 th Grade Pt Dume Elementary | 100% [LOA – K. Didion] | 9/8/09-6/25/10 |

CHANGE IN ASSIGNMENT

| | <u>Effective</u> |
|---|------------------|
| Campbell, Charlotte Pt Dume/RSP and Reading Spec <u>From:</u> 80%, RSP Teacher <u>To:</u> 100%, RSP and Reading Specialist | 9/4/09 |
| Gluck, Heidi Child Develop Svcs/Teacher <u>From:</u> Floater Teacher <u>To:</u> Preschool, Pine Street | 9/8/09 |
| Langley, Zoe Child Develop Svcs/Teacher <u>From:</u> Lead Teacher <u>To:</u> School Age, Cabrillo | 9/8/09 |
| Sachs, Teri Student Services/Nurse <u>From:</u> 80% <u>To:</u> 100% | 9/4/09 |

LEAVE OF ABSENCE (with pay)

| <u>Name/Location</u> | <u>Effective</u> |
|------------------------------------|-----------------------------|
| Hedrick, Donald Santa Monica HS | 9/4/09-9/18/09 [medical] |

Hedrick, Donald
Santa Monica HS

9/19/09-2/20/10
[catastrophic]

Hedrick, Donald
Santa Monica HS

2/21/10-6/25/10
[medical]

LEAVE OF ABSENCE (without pay)

Name/Location

Murdock, Sheryl
Webster Elementary

Effective

9/4/09-6/25/10
[40% - personal]
(change in percentage from 8/19/09 Agenda)

MOTION MADE BY: Dr. Escarce
SECONDED BY: Ms. Pye
STUDENT ADVISORY VOTE: N/A
AYES: Six (6)
NOES: None (0)
ABSTAIN: One (1) (Mr. Allen)

TO: BOARD OF EDUCATION
 FROM: TIM CUNEO / MICHAEL D. MATTHEWS
 RE: SPECIAL SERVICE EMPLOYEES

ACTION/CONSENT
 10/15/09

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>Exceed</u> | <u>Effective Dates</u> | <u>Rate</u> | Not to |
|---|--------------------------------------|------------------------|-------------|--------|
| DeMarco, Suzanne | \$18,000 | 9/21/09-6/4/10 | \$40.60/hr | |
| Cabrillo Elementary; Art Instruction for K-5 th Grade students | | | | |
| FUNDING: | 01-90150-0-11100-10000-2917-017-1501 | | | -100% |
| Reimbursed by PTA | | | | |
| Phillipson-Slosberg, Andrea | \$15,000 | 9/21/09-6/11/10 | \$20/hr | |
| Cabrillo Elementary; Staff Computer Lab | | | | |
| FUNDING: | 01-90150-0-11100-10000-2917-017-1501 | | | -100% |
| Reimbursed by PTA | | | | |

MOTION MADE BY: Dr. Escarce
 SECONDED BY: Ms. Pye
 STUDENT ADVISORY VOTE: N/A
 AYES: Six (6)
 NOES: None (0)
 ABSTAIN: One (1) (Mr. Allen)

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/15/09

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.

| <u>ELECTION</u> | | <u>EFFECTIVE DATE</u> |
|---|--|------------------------------|
| Edwards, Sonia Malibu High School | Inst Asst – Special Ed 6 Hrs/SY/Range: 20 Step: A | 9/9/09 |
| Figueroa, Armando Muir Elementary | Physical Activities Specialist 6 Hrs/SY/Range: 26 Step: A | 9/14/09 |
| Garcia, Irene Grant Elementary | Inst Asst – Classroom 2 Hrs/SY/Range: 18 Step: A | 9/17/09 |
| Marshall, Kimberly McKinley Elementary | Inst Asst – Classroom 3.5 Hrs/SY/Range: 18 Step: A | 9/17/09 |
| McArthur, Sean Pt Dume Elementary | Custodian 8 Hrs/12 Mo/Range: 22 Step: A | 9/23/09 |
| Medina, Rocio Rogers Elementary | Inst Asst – Classroom 3 Hrs/SY/Range: 18 Step: A | 9/8/09 |
| Morales, Ismael Cabrillo Elementary | Inst Asst – Classroom 3 Hrs/SY/Range: 18 Step: A | 9/8/09 |
| Rosenbaum, Joyce Special Education | Physical Therapist 8 Hrs/12 Mo/Range: 61 Step: F | 9/21/09 |
| Ryan, Cassidi McKinley Elementary | Inst Asst – Classroom 3.5 Hrs/SY/Range: 18 Step: A | 9/21/09 |
| Treto, Sandra Grant Elementary | Inst Asst – Classroom 2 Hrs/SY/Range: 18 Step: A | 9/17/09 |

| <u>PROMOTION</u> | | <u>EFFECTIVE DATE</u> |
|---|---|------------------------------|
| Mock, Christopher Roosevelt Elementary | Inst Asst – Special Ed 6 Hrs/SY/Range: 20 Step: B Fr: Inst Asst – Classroom; 5 Hrs/SY | 9/29/09 |

| <u>TEMP/ADDITIONAL ASSIGNMENTS</u> | | <u>EFFECTIVE DATE</u> |
|---|-----------------------------|------------------------------|
| Davis, Stevie Facility Permits | Custodian | 7/1/09-6/30/10 |
| Gutierrez-Prada, Nancy Santa Monica HS | Bilingual Community Liaison | 9/17/09 |
| Murray, April Facility Permits | Lifeguard/Swim Instructor | 9/1/09-6/30/10 |

| | | |
|------------------------------------|----------------------------|----------------|
| Patterson, Pete Maintenance | Skilled Maintenance Worker | 7/1/09-6/30/10 |
| Segura, Bethel Facility Permits | Custodian | 7/1/09-6/30/10 |

SUMMER ASSIGNMENTS

| | | |
|--|----------------------|--|
| Gaidzik Rusty Child Develop Svcs | Children Center Asst | <u>EFFECTIVE DATE</u> 6/22/09-9/4/09 |
| Hubbard, Lula Adult Ed | Children Center Asst | 7/20/09-8/6/09 |
| Tirado, Leticia Adult Ed | Children Center Asst | 7/20/09-8/6/09 |
| Williams, Steven Child Develop Svcs | Children Center Asst | 6/22/09-9/4/09 |

SUBSTITUTES

| | | |
|--|---------------------------|--|
| Andrews, Johnie Operations | Custodian | <u>EFFECTIVE DATE</u> 7/1/09-6/30/10 |
| Baca, Ruben Operations | Custodian | 7/1/09-6/30/10 |
| Betremarian, Hanna Food Svcs | Cafeteria Worker I | 9/16/09-6/25/10 |
| Diggs, Coretta Human Resources | Inst Asst – Physical Ed | 9/16/09-6/25/10 |
| Elimimian, Abraham Human Resources | Inst Asst – Physical Ed | 9/16/09-6/25/10 |
| Elliott-McGuffie Lincoln MS | Inst Asst – Music | 9/8/09-6/25/10 |
| Glick, Val Human Resources | Office Specialist | 9/1/09-6/30/10 |
| Jackson, Shiralynn Child Develop Svcs | Office Specialist | 9/11/09-4/30/10 |
| Luis, Emile Human Resources | Lifeguard/Swim Instructor | 7/1/09-9/4/09 |
| Price, Gwendolyn Food Svcs | Cafeteria Worker I | 9/16/09-6/25/10 |
| Snell, Travis Food Svcs | Cafeteria Worker I | 9/16/09-6/25/10 |

INVOLUNTARY TRANSFER

| | | |
|---------------------------------------|--|--|
| Brotman, Esther Special Ed/Pine St | Inst Asst – Special Ed 4.5 Hrs/SY Fr: 4.5 Hrs/SY; Special Ed/Lincoln | <u>EFFECTIVE DATE</u> 9/8/09 |
|---------------------------------------|--|--|

| | | |
|---|--|--------|
| Johnson, Lore Child Develop Svcs/Muir | Children Center Asst 3.5 Hrs/SY Fr: 3.5 Hrs/SY; CDS/Cabrillo | 9/8/09 |
| Loza, Nancy Child Develop Svcs/Edison | Children Center Asst 3.5 Hrs/SY Fr: 3.5 Hrs/SY; CDS/Grant | 9/8/09 |
| Perez, Grace Child Develop Svcs/Rogers | Children Center Asst 3.5 Hrs/SY Fr: 3.5 Hrs/SY; CDS/Edison | 9/8/09 |

INCREASE IN ASSIGNMENT

EFFECTIVE DATE

| | | |
|---|--|--------|
| Giagni, Pamela Muir Elementary | Inst Asst – Special Ed 6 Hrs/SY Fr: 4 Hrs/SY | 9/8/09 |
| Thomas, Frederick Pt Dume Elementary | Inst Asst – Classroom 5 Hrs/SY Fr: 3 Hrs/SY | 9/8/09 |

LEAVE OF ABSENCE (PAID)

EFFECTIVE DATE

| | | |
|-------------------------------------|-------------------------------------|-------------------|
| Alvarez, Guillermina Food Svcs | Cafeteria Worker I Medical | 9/8/09-10/11/09 |
| Cueva, Jemina Food Svcs | Cafeteria Worker I Medical | 11/18/09-12/14/09 |
| Flores, Maria Soledad Special Ed | Inst Asst – Special Ed Maternity | 9/18/09-9/24/09 |
| Guzman, Mariana Food Svcs | Cafeteria Worker II Medical | 10/1/09-12/1/09 |
| James, Carolin Special Ed | Sr. Office Specialist Maternity | 9/1/09-10/16/09 |
| Lohmeyer, Judy Purchasing | Buyer Medical | 10/1/09-12/18/09 |
| Peak, Denise Malibu HS | Inst Asst – Special Ed Medical | 9/8/09-10/29/09 |
| Rindlisbacher, Noah Purchasing | Assistant Buyer Medical | 9/8/09-9/24/09 |
| Rindlisbacher, Noah Purchasing | Assistant Buyer Catastrophic | 9/25/09-12/25/09 |
| Watkins, Jennifer Food Svcs | Cook Baker Medical | 9/8/09-9/15/09 |

PROFESSIONAL GROWTH

EFFECTIVE DATE

| | | |
|---------------------------------------|----------------------------|---------|
| Parker, Stephen Maintenance | Skilled Maintenance Worker | 10/1/09 |
| Younan, Julie Personnel Commission | Human Resource Technician | 11/1/09 |

WORKING OUT OF CLASSMoore, Sandra
Food Svcs/EdisonCafeteria Worker II
Fr: Cafeteria Worker I**EFFECTIVE DATE**

9/8/09-10/16/09

ESTABLISHMENT OF POSITIONInst Asst – Special Ed
6 Hrs/SY; Malibu High School**EFFECTIVE DATE**

9/9/09

Inst Asst – Classroom
2 Hrs/SY; Grant Elementary

9/9/09

Inst Asst – Special Ed
6 Hrs/SY; Roosevelt Elementary

9/9/09

Inst Asst – Special Ed
6 Hrs/SY; Lincoln Middle School

9/16/09

ABOLISHMENT OF POSITIONInst Asst – Special Ed
6 Hrs/SY; Santa Monica HS**EFFECTIVE DATE**

9/8/09

Inst Asst – Special Ed
6 Hrs/SY; Santa Monica HS

9/8/09

Children Center Asst
3.5 Hrs/SY; CDS/Cabrillo

9/8/09

Inst Asst – Classroom
5 Hrs/SY; Pt Dume Elementary

9/15/09

RESIGNATIONGranieri, Brooke
Roosevelt Elementary

Inst Asst – Special Ed

EFFECTIVE DATE

9/8/09

Herrera, Mayra
Malibu High School

Inst Asst – Special Ed

9/30/09

Misra, Kawal
Muir Elementary

Inst Asst – Special Ed

9/4/09

Otten, Justin
Malibu High School

Inst Asst – Special Ed

6/19/09

Quine, Nicki
Cabrillo Elementary

Inst Asst – Special Ed

6/22/09

Robinson, Michael
Santa Monica HS

Inst Asst – Special Ed

9/4/09

Rose, Jason
Special Ed/Pine St

Inst Asst – Special Ed

6/19/09

Tafi, Mary
Pt Dume Elementary

Inst Asst – Special Ed

9/1/09

| | | |
|--|-----------------------|---------|
| Tinzly, Christina Transportation | Bus Driver | 9/1/09 |
| Vaughan, Wesley Rogers Elementary | Inst Asst – Classroom | 9/25/09 |
| Williams, Shaylon Olympic High School | Inst Asst – Classroom | 8/10/09 |

MOTION MADE BY: Dr. Escarce
SECONDED BY: Ms. Pye
STUDENT ADVISORY VOTE: N/A
AYES: Six (6)
NOES: None (0)
ABSTAIN: One (1) (Mr. Allen)

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

ACTION/CONSENT
 10/15/09

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

| | | |
|-----------------|--------------------|----------------|
| PORRAS, JAYRICA | CHILD DEVELOP SVCS | 9/9/09-6/30/10 |
|-----------------|--------------------|----------------|

COACHING ASSISTANT

| | | |
|------------------------|--------------------|----------------|
| BERNARD, GREG | SANTA MONICA HS | 9/1/09-6/30/10 |
| BRENNAN, CHRIS | SANTA MONICA HS | 9/1/09-6/30/10 |
| CANNON, KERMIT | SANTA MONICA HS | 9/1/09-6/30/10 |
| CARDIEL, MIGUEL | SANTA MONICA HS | 8/1/09-6/30/10 |
| COLLISON-JAREL, JUSTIN | SANTA MONICA HS | 9/1/09-6/30/10 |
| GACAD, ANGELA | MALIBU HIGH SCHOOL | 9/9/09-6/30/10 |
| HARDT, REBECCA | SANTA MONICA HS | 8/1/09-6/30/10 |
| MILLER, ROBERT | SANTA MONICA HS | 8/1/09-6/30/10 |
| PRIETO, BRANDI | SANTA MONICA HS | 8/1/09-6/30/10 |
| SKEHAN, NIALL | SANTA MONICA HS | 9/1/09-6/30/10 |
| SMITH, KATHLEEN | MALIBU HIGH SCHOOL | 9/9/09-6/30/10 |
| TRINH, NGUYEN | SANTA MONICA HS | 8/1/09-6/30/10 |

NOON SUPERVISION

| | | |
|-------------------|----------------------|-----------------|
| ADAMS, DARYL | WEBSTER ELEMENTARY | 9/9/09-6/25/10 |
| BRIZUELA, CRYSTAL | MUIR ELEMENTARY | 9/9/09-6/25/10 |
| BROOKES, KAREN | WEBSTER ELEMENTARY | 9/9/09-6/25/10 |
| ESQUIVEL, JAMES | GRANT ELEMENTARY | 9/21/09-6/25/10 |
| GALLARDO, IRMA | JOHN ADAMS MS | 9/9/09-6/25/10 |
| GARCIA, IRENE | GRANT ELEMENTARY | 9/21/09-6/25/10 |
| GIROUX, STEPHANIE | EDISON ELEMENTARY | 9/9/09-6/25/10 |
| HERNANDEZ, VICTOR | FRANKLIN ELEMENTARY | 9/10/09-6/25/10 |
| LLOSA, SILVIA | WEBSTER ELEMENTARY | 9/9/09-6/30/10 |
| LOPEZ, SANDRA | MCKINLEY ELEMENTARY | 9/9/09-6/25/10 |
| MOORE, TENISHA | GRANT ELEMENTARY | 9/9/09-6/25/10 |
| RUIZ, ANTELMA | JOHN ADAMS MS | 9/9/09-6/25/10 |
| RYAN, ANDREA | WEBSTER ELEMENTARY | 9/9/09-6/25/10 |
| SANTINO, SUSAN | MUIR ELEMENTARY | 9/8/09-6/25/10 |
| STUDNER, ANNIE | ROOSEVELT ELEMENTARY | 9/29/09-6/25/10 |
| TRETO, SANDRA | GRANT ELEMENTARY | 9/21/09-6/25/10 |

PROFESSIONAL EXPERT – LEVEL I

| | | |
|------------------|-------------------------------------|----------------|
| BAKER, JANA | SPECIAL EDUCATION [Psych Intern] | 9/9/09-6/25/10 |
| BARRETT, BRIANNA | SPECIAL EDUCATION | 9/9/09-6/25/10 |

| | | |
|-------------------|-------------------------------------|-----------------|
| DE COSTER, DIANA | [Psych Intern] SPECIAL EDUCATION | 9/9/09-6/25/10 |
| IPPOLITOVA, YULYA | [Psych Intern] SPECIAL EDUCATION | 9/14/09-6/25/10 |
| NORRIS, ELIZABETH | [Psych Intern] SPECIAL EDUCATION | 9/14/09-6/25/10 |
| SAIS, LILY | [Psych Intern] SPECIAL EDUCATION | 9/9/09-6/25/10 |

PROFESSIONAL EXPERT – LEVEL II

| | | |
|--------------|---|-----------------|
| HARRIS, MARK | OLYMPIC HIGH SCHOOL | 9/9/09-6/25/10 |
| TSENG, LYDIA | [Guitar Instructor] EDUCATIONAL SERVICES | 9/14/09-6/30/10 |
| | [Dream Strings Instructor] | |

PROFESSIONAL EXPERT – LEVEL III

| | | |
|------------------|-------------------------|----------------|
| ANDERSON, ROBERT | ED SVCS/SANTA MONICA HS | 9/1/09-6/25/10 |
| | [Orchestra Coach] | |

STUDENT WORKER – WORKABILITY

| | | |
|--------------|---------------------|-----------------|
| TAYLOR, SARA | OLYMPIC HIGH SCHOOL | 2/18/09-2/18/11 |
|--------------|---------------------|-----------------|

MOTION MADE BY: Dr. Escarce
 SECONDED BY: Ms. Pye
 STUDENT ADVISORY VOTE: N/A
 AYES: Six (6)
 NOES: None (0)
 ABSTAIN: One (1) (Mr. Allen)

TO: BOARD OF EDUCATION
FROM: TIM CUNEO / MICHAEL D. MATTHEWS
RE: ADOPT POLICY 3543.1 – FLEET SAFETY

ACTION/CONSENT
10/15/09

RECOMMENDATION NO. A.22

It is recommended that the Board of Education adopt board policy 3543.1 – Fleet Safety.

COMMENT: This policy came forward for first reading at the September 3, 2009, board meeting.

Attachment:

- Board Policy 3543.1 – Fleet Safety (for approval)
- Administrative Regulation 3543.1 – Fleet Safety (for reference)

MOTION MADE BY: Dr. Escarce
SECONDED BY: Ms. Pye
STUDENT ADVISORY VOTE: N/A
AYES: Six (6)
NOES: None (0)
ABSTAIN: One (1) (Mr. Allen)

FLEET SAFETY

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

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

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

Responsibilities

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

FLEET SAFETY

DRIVER QUALIFICATION

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

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

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

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

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

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

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

FLEET SAFETY (continued)**MINIMUM REQUIREMENTS**

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

UNACCEPTABLE SINGLE VIOLATIONS

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

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

MAJOR VIOLATIONS

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

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

POINT SYSTEM

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

NON-STUDENT TRANSPORT

| Points | 12 Months | 24 Months | 36 Months |
|---------------------|-------------------|-------------------|------------------|
| 1 Point | Acceptable | Acceptable | Acceptable |
| 2 Points | Acceptable | Acceptable | Acceptable |
| 3 Points | <u>Acceptable</u> | Acceptable | Acceptable |
| 4 Points | Unacceptable | <u>Acceptable</u> | Acceptable |
| 5 Points | Unacceptable | Unacceptable | Acceptable |
| >6 Points | Unacceptable | Unacceptable | Unacceptable |

FLEET SAFETY (continued)**STUDENT TRANSPORT (BUS DRIVERS & VOLUNTEER DRIVERS)**

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

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

ACCIDENT INVOLVING A DISTRICT VEHICLE

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

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

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

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

Accidents may be considered preventable if the:

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

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

FLEET SAFETY (continued)**VEHICLE MAINTENANCE**

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

RULES OF OPERATION

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

MAJOR ITEMS

TO: BOARD OF EDUCATION

MAJOR ACTION

10/15/09

FROM: TIM CUNEO / JANECE L. MAEZ

RE: APPROVE CHANGES TO BYLAWS FOR PROPOSITION 39 – CITIZENS’
BOND OVERSIGHT COMMITTEE

RECOMMENDATION NO. A.23

It is recommended that the Board consider and approve a change to the Bylaws of the Proposition 39 – Citizens’ Bond Oversight Committee.

COMMENT: The Prop 39 – Citizens’ Bond Oversight Committee was established as required by law after the successful general obligation bond election known as Measure BB. This bond measure, approved by voters on November 7, 2006 authorized the District to issue up to \$268,000,000 of bonds in order to make facility improvement throughout the District. The election was conducted under Proposition 39 therefore obligating the District to establish the oversight committee. The Citizens’ Bond Oversight Committee was appointed and the initial bylaws were adopted by the Board in early 2007. The Committee has met a total of four times since April of 2008. During the course of meetings there has been discussion regarding the current bylaws and the limitation of quarterly meetings. The Committee established a procedural subcommittee to review the current bylaws and make recommendations. The subcommittee presented their recommendations at the September 30, 2009 meeting of the Committee and requested that staff bring an item to the Board changing the bylaws as recommended.

The following summarizes the recommendations and changes being requested at this time:

1. Language that Board liaisons to the Committee report on relevant issues at each Committee meeting (section 3).
2. Language that states the Committee will be provided with all materials issued to or produced by the Measure BB Committee (section 3).
3. Language that would allow meetings of the Committee more frequently than quarterly (section 6).
4. Language that requires either the Chair or Vice Chair of the Committee to report Committee activities at regular Board meetings (section 9).

The proposed changes are outlined in the Revised Bylaws attached to this agenda item.

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

CITIZENS' BOND OVERSIGHT COMMITTEE BYLAWS

Section 1. Committee Established. The Santa Monica-Malibu Unified School District (the "District") was successful at the election conducted on November 7, 2006 (the "Election"), in obtaining authorization from the District's voters to issue up to \$268,000,000 aggregate principal amount of the District's general obligation bonds (the "Measure BB"). The election was conducted under Proposition 39, being chaptered as the Strict Accountability in Local School Construction Bonds Act of 2000, at Section 15264 *et seq.* of the Education Code of the State ("Prop 39"). Pursuant to Section 15278 of the Education Code, the District is now obligated to establish the Committee in order to satisfy the accountability requirements of Prop 39. The Board of Education of the Santa Monica-Malibu Unified School District (the "Board") hereby establishes the Citizens' Bond Oversight Committee (the "Committee") which shall have the duties and rights set forth in these Bylaws. The Committee does not have legal capacity independent from the District.

Section 2. Purposes. The purposes of the Committee are set forth in Prop 39, and these Bylaws are specifically made subject to the applicable provisions of Prop 39 as to the duties and rights of the Committee. The Committee shall be deemed to be subject to the *Ralph M. Brown Public Meetings Act* of the State of California and shall conduct its meetings in accordance with the provisions thereof. The District shall provide necessary administrative support to the Committee as shall be consistent with the Committee's purposes, as set forth in Prop 39.

The proceeds of general obligation bonds issued pursuant to the Election are hereinafter referred to as "bond proceeds." The Committee shall confine itself specifically to bond proceeds generated under Measure BB. Regular and deferred maintenance projects and all monies generated under other sources shall fall outside the scope of the Committee's review.

Section 3. Duties. To carry out its stated purposes, the Committee shall perform only the following duties:

3.1 Inform the Public. The Committee shall inform the public concerning the District's expenditure of bond proceeds.

3.2 Review Expenditures. The Committee shall review expenditure reports produced by the District to ensure that (a) bond proceeds were expended only for the purposes set forth in the Measure BB; and (b) no bond proceeds were used for any teacher or administrative salaries or other operating expenses.

3.3 Annual Report. The Committee shall present to the Board, in public session, an annual written report which shall include the following:

(a) A statement indicating whether the District is in compliance with the requirements of Article XIII A, Section 1(b)(3) of the California Constitution; and

(b) A summary of the Committee's proceedings and activities for the preceding year.

3.4 Duties of the Board and/or Superintendent. Either the Board or the Superintendent, as the Board shall determine, shall have the following powers reserved to it, and the Committee shall have no jurisdiction over the following types of activities:

(a) Approval of contracts,

- (b) Approval of change orders,
- (c) Expenditure of bond funds,
- (d) Handling of all legal matters,
- (e) Approval of project plans and schedules,
- (f) Approval of all deferred maintenance plans, ~~and~~
- (g) Approval of the sale of bonds, ~~and~~
- (h) Appoint Board liaisons to the Committee who shall report at each Committee meeting on any relevant issues being discussed by the Board of Education or the Measure BB Committee, and
- (i) Provide all materials issued to or produced by the Measure BB Committee, including a schedule of Measure BB Committee meetings.

3.5 Measure BB Projects Only. In recognition of the fact that the Committee is charged with overseeing the expenditure of bond proceeds, the Board has not charged the Committee with responsibility for:

(a) Projects financed through the State of California, developer fees, redevelopment tax increment, certificates of participation, lease/revenue bonds, the general fund or the sale of surplus property without bond proceeds shall be outside the authority of the Committee.

(b) The establishment of priorities and order of construction for the bond projects, which shall be made by the Board in its sole discretion.

(c) The selection of architects, engineers, soils engineers, construction managers, project managers, CEQA consultants and such other professional service firms as are required to complete the project based on District criteria established by the Board in its sole discretion.

(d) The approval of the design for each project including exterior materials, paint color, interior finishes, site plan and construction methods (modular vs. permanent) which shall be determined by the Board in its sole discretion.

(e) The selection of independent audit firm(s), performance audit consultants and such other consultants as are necessary to support the activities of the Committee.

(f) The approval of an annual budget for the Committee that is sufficient to carry out its activities.

(g) The appointment or reappointment of qualified applicants to serve on the Committee, subject to legal limitations, and based on criteria adopted in the Board's sole discretion as part of carrying out its function under Prop 39.

Section 4. Authorized Activities.

4.1 In order to perform the duties set forth in Section 3.0, the Committee may engage in the following authorized activities:

(a) Receive and review copies of the District's annual independent performance audit and annual independent financial audit as required by Article XIII A of the California Constitution.

(b) Inspect school facilities and grounds for which bond proceeds have been or will be expended, in accordance with any access procedure established by the District's Superintendent.

(c) Review copies of deferred maintenance proposals or plans developed by the District.

(d) Review efforts by the District to maximize bond proceeds by implementing various cost-saving measures.

Section 5. Membership.

5.1 Number.

The Committee shall consist of at least seven (7) members appointed by the Board of Education from a list of candidates submitting written applications, and based on criteria established by Prop 39, to wit:

- One (1) member shall be the parent or guardian of a child enrolled in the District.
- One (1) member shall be both a parent or guardian of a child enrolled in the District and active in a parent-teacher organization, such as the P.T.A. or a school site council.
- One (1) member active in a business organization representing the business community located in the District.
- One (1) member active in a senior citizens' organization.
- One (1) member active in a bona-fide taxpayers association.
- Two (2) members of the community at-large.

5.2 Qualification Standards.

(a) To be a qualified person, he or she must be at least 18 years of age.

(b) The committee may not include any employee, official of the District or any vendor, contractor or consultant of the District.

5.3 Ethics: Conflicts of Interest. By accepting appointment to the Committee, each member agrees to comply with Articles 4 (commencing with Section 1090) and 4.7 (commencing with Section 1125) of Division 4 of Title 1 of the Government Code. Additionally, each member shall comply with the Committee Ethics Policy attached as "Attachment A" to these Bylaws.

5.4 Term. Except as otherwise provided herein, each member shall serve a term of two (2) years, commencing on the date of the first meeting of the Committee. No member may serve more than two (2) consecutive terms. At the Committee's first meeting, members will draw lots or otherwise select a minimum of two members to serve for an initial one (1) year term and the remaining members for an initial two (2) year term.

5.5 Appointment. Members of the Committee shall be appointed by the Board through the following process: (a) appropriate local groups will be solicited for applications; (b) the Superintendent will review the applications; and (c) the Superintendent will make recommendations to the Board.

5.6 Removal; Vacancy. The Board may remove any Committee member for any reason, including failure to attend two consecutive Committee meetings without reasonable excuse or for failure to comply with the Committee Ethics Policy. Upon a member's removal, his or her seat shall be declared vacant. The Board, in accordance with the established appointment process shall fill any vacancies on the Committee. Vacancies shall be filled within 90 days from the initial date of each such vacancy.

5.7 Compensation. The Committee members shall not be compensated for their services.

5.8 Authority of Members. (a) Committee members shall not have the authority to direct staff of the District, (b) individual members of the Committee retain the right to address the Board, either on behalf of the Committee or as an individual, and (c) the Committee may only receive copies of reports and documents which have been previously presented to the Board and which are a public record.

Section 6. Meetings of the Committee.

6.1 Regular Meetings. The Committee shall meet at least once a year, ~~but no more frequently than quarterly.~~ The schedule of meetings shall be set by the Committee.

6.2 Location. All meetings shall be held within the boundaries of the Santa Monica-Malibu Unified School District.

6.3 Procedures. All meetings shall be open to the public in accordance with the *Ralph M. Brown Act*, Government Code Section 54950 *et seq.* Meetings shall be conducted according to such additional procedural rules as the Committee may adopt. A majority of the number of Committee members shall constitute a quorum for the transaction of any business of the Committee.

Section 7. District Support.

7.1 The District shall provide to the Committee necessary technical and administrative assistance as follows:

(a) preparation of and posting of public notices as required by the *Brown Act*, ensuring that all notices to the public are provided in the same manner as notices regarding meetings of the District Board;

(b) provision of a meeting room, including any necessary audio/visual equipment;

(c) preparation and copies of any documentary meeting materials, such as agendas and reports; and

(d) retention of all Committee records, and providing public access to such records on an Internet website maintained by the District.

7.2 District staff and/or District consultants shall attend Committee proceedings in order to report on the status of projects and the expenditures of bond proceeds.

7.3 No bond proceeds shall be used to provide District support to the Committee.

Section 8. Reports. In addition to the Annual Report required in Section 3.2, the Committee may report to the Board from time to time in order to advise the Board on the activities of the Committee. The Annual Report shall be in writing and shall summarize the proceedings and activities conducted by the Committee.

Section 9. Officers. The Superintendent shall appoint the initial Chair to serve for an initial two (2) year term. The Committee shall elect an initial Vice-Chair. Thereafter, the Committee shall elect a Chair and a Vice-Chair who shall act as chair only when the Chair is absent. *Periodically, the Chair or Vice Chair of the Committee shall report Committee activities at a regularly scheduled Board of Education meeting.*

Section 10. Amendment of Bylaws. Any amendment to these Bylaws shall be approved by a majority vote of the Board.

Section 11. Termination. The Committee shall automatically terminate and disband 180 days after all Measure BB bond proceeds are spent.

**CITIZENS' BOND OVERSIGHT COMMITTEE
ETHICS POLICY STATEMENT**

This Ethics Policy Statement provides general guidelines for Committee members in carrying out their responsibilities. Not all ethical issues that Committee members face are covered in this Statement. However, this Statement captures some of the critical areas that help define ethical and professional conduct for Committee members. The provisions of this Statement were developed from existing laws, rules, policies and procedures as well as from concepts that define generally accepted good business practices. Committee members are expected to strictly adhere to the provisions of this Ethics Policy.

POLICY

- **CONFLICT OF INTEREST.** A Committee member shall not make or influence a District decision related to: (1) any contract funded by bond proceeds or (2) any construction project which will benefit the committee member's outside employment, business, or a personal finance or benefit an immediate family member, such as a spouse, child or parent.

- **OUTSIDE EMPLOYMENT.** A Committee member shall not use his or her authority over a particular matter to negotiate future employment with any person or organization that relates to: (1) any contract funded by bond proceeds, or (2) any construction project. A Committee member shall not make or influence a District decision related to any construction project involving the interest of a person with whom the member has an agreement concerning current or future employment, or remuneration of any kind. For a period of two (2) years after leaving the Committee, a former Committee member may not represent any person or organization for compensation in connection with any matter pending before the District that, as a Committee member, he or she participated in personally and substantially. Specifically, for a period of two (2) years after leaving the Committee, a former Committee member and the companies and businesses for which the member works shall be prohibited from contracting with the District with respect to: (1) bidding on projects funded by the bond proceeds; and (2) any construction project.

- **COMMITMENT TO UPHOLD LAW.** A Committee member shall uphold the federal and California Constitutions, the laws and regulations of the United States and the State of California (particularly the Education Code) and all other applicable government entities, and the policies, procedures, rules and regulations of the Santa Monica-Malibu Unified School District;

- **COMMITMENT TO DISTRICT.** A Committee member shall place the interests of the District above any personal or business interest of the member.

TO: BOARD OF EDUCATION

ACTION/CONSENT

10/15/09

FROM: TIM CUNEO / CHIUNG-SALLY CHOU

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

RECOMMENDATION NO. A.24

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, a history of Equity Fund Contribution and Distribution since 2004-05, and an annual report by site of gifts, donations, and equity fund 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 and summer 2010 district-wide Initiatives including Intensive Intervention Summer School (IISS), Connect for Success, the Young Collegians, and Middle School Initiative. It is recommended that the \$95,000 be 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:

Intensive Intervention Summer School (IISS)

- 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);
- An outreach specialist during the summer session to assist in parent participation and student support at Santa Monica High School(Estimated at \$7,000);

Young Collegians/Connect for Success*:

- Supplemental instructional materials such as books, general supplies, and field trips for Connect for Success students (incoming 9th graders at Santa Monica High School who meet the IISS criteria) for the summer and follow up activities during the school year(Estimated at \$13,000);
- Extra duty time for a school advisor/counselor at Santa Monica High School in the recruitment of Young Collegians and Connect for Success 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);
- 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

*Note: The District will take necessary steps to ensure that eligible Malibu High School and Olympic High School students attend, including taking necessary measures to provide transportation.

Middle School Initiative

- 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)

Please note: A vote was taken on October 1, 2009 with five board members present, three voted to accept the recommendation and two voted otherwise.

***** ***** ***** ***** ***** *****

Mr. Allen asked about equity-supported elementary programs. Dr. Chou replied that the Reading Specialists continue to be partially supported by these funds. Mr. Mechur requested a report on elementary reading levels be sent to the board.

The board discussed the chart (pg. 58c) and ideas to make the data clearer for future reports.

The board discussed the Connect for Success Program and the Young Collegians Program and whether supporting these programs with Equity Fund monies is in keeping with the policy language of "District-wide programs." Some board members were concerned that Malibu students did not benefit from these programs. All agreed that they supported the programs, but did not agree on how they should be funded.

Mr. Mechur MOVED and Dr. Escarce SECONDED that the item be considered with the Connect for Success and Young Collegians programs funded for one year through the general fund. Following that year, either the Equity Policy language would be amended or different funding would be found for the programs.

AYES: Three (3)

NOES: Four (4)

The motion failed.

Mr. Allen MOVED and Mr. Snell SECONDED that the item be considered with the following additional language: "The District will take necessary steps to ensure that eligible Malibu High School and Olympic High School students attend, including taking necessary measures to provide transportation."

AYES: Five (5)

NOES: Two (2)

The motion passed.

SMMUSD
Equity Fund Distribution Calculation for 2009-10

| | CBEDS | F & R Lunch | Total Points | ELL | Total Points | SDC | Total points | RSP | Total Points | ELA | Total points | Math Count | Total Points | Grand Total Points | Dollar Distribution |
|--------------|------------------|-----------------|--------------|-----------------|---------------|-------------|---------------|-------------|-----------------|-------------|-----------------|-------------|-----------------|---------------------|---------------------|
| 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 | 18.00 | 84.00 | 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 | 16.00 | 55.00 | 25.00 | 12.50 | 41.00 | 20.50 | 46.00 | 23.00 | 306.00 | \$13,754.16 | |
| McKinley | 416.00 | 181.00 | 181.00 | 130.00 | 11.00 | 130.00 | 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 | 12.00 | 34.00 | 16.00 | 8.00 | 38.00 | 19.00 | 37.00 | 18.50 | 230.50 | \$10,380.58 | |
| Rogers | 526.00 | 313.00 | 313.00 | 153.00 | 16.00 | 153.00 | 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 | 26.00 | 53.00 | 28.00 | 14.00 | 33.00 | 16.50 | 37.00 | 18.50 | 217.00 | \$9,753.76 | |
| 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 | 66.50 | \$2,539.57 | |
| Cabrillo | 297.00 | 57.00 | 57.00 | 42.00 | 12.00 | 42.00 | 18.00 | 9.00 | 25.00 | 12.50 | 22.00 | 11.00 | 143.50 | \$6,450.07 | |
| Pt. Dume | 254.00 | 5.00 | 5.00 | 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 | 34.00 | 172.00 | 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 | 33.00 | 81.00 | 81.00 | 40.50 | 72.00 | 36.00 | 115.00 | 57.50 | 460.00 | \$20,676.18 | |
| SAMOH | 3,066.00 | 806.00 | 806.00 | 255.00 | 107.00 | 255.00 | 140.00 | 70.00 | 423.00 | 211.50 | 922.00 | 461.00 | 1,910.50 | \$85,873.58 | |
| Malibu High | 1,207.00 | 113.00 | 113.00 | 49.00 | 26.00 | 49.00 | 92.00 | 46.00 | 104.00 | 52.00 | 265.00 | 132.50 | 418.50 | \$18,810.83 | |
| Olympic | 115.00 | 32.00 | 32.00 | 19.00 | 9.00 | 19.00 | - | - | 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 | 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

2008 - 2009 GIFTS/DONATION/EQUITY FUND CONTRIBUTIONS

ANNUAL REPORT BY SITE

| SITE / LOCATION | GIFTS/DONATIONS | | PTA EXPENDED | | CONTRIBUTION TO EQUITY FUND | | | TOTAL A+B+E |
|---------------------------------|-------------------|---------------------|-----------------|-------------------|-----------------------------|-----------------------|--|----------------|
| | A | B | C | D | EQUITY/DIRECT | TOTAL EQUITY C+D+E | | |
| 001 - EDISON | 1,367.47 | 119,959.15 | 241.31 | 14,838.00 | 15,079.31 | 136,405.93 | | |
| 002 - FRANKLIN | 386.53 | 247,985.56 | 68.21 | 35,212.35 | 35,280.56 | 283,652.65 | | |
| 003 - GRANT | 255.00 | 184,914.78 | 45.00 | 19,101.00 | 19,146.00 | 204,315.78 | | |
| 004 - MCKINLEY | 19,462.30 | 25,377.89 | 1,777.79 | 5,523.88 | 7,301.67 | 52,141.86 | | |
| 005 - MUJR | 7,552.04 | 10,301.95 | 166.48 | 5,440.20 | 5,606.68 | 23,460.67 | | |
| 006 - ROGER | 28,309.21 | 18,354.68 | 519.67 | 5,218.00 | 5,737.67 | 52,401.56 | | |
| 007 - ROOSEVELT | 3,296.88 | 273,689.32 | 210.00 | 42,200.22 | 42,410.22 | 319,396.42 | | |
| 008 - WEBSTER | - | 236,125.39 | - | 20,000.00 | 20,000.00 | 256,125.39 | | |
| 009 - SMASH | - | 68,171.98 | - | 10,937.18 | 10,937.18 | 79,109.16 | | |
| 010 - MALIBU | 58,740.05 | 148,966.00 | 511.20 | 41,057.50 | 41,568.70 | 249,274.75 | | |
| 011 - JAMS | 51,624.92 | 33,403.78 | 1,272.69 | 7,020.00 | 8,292.69 | 93,321.39 | | |
| 012 - LINCOLN | 524.38 | 33,321.51 | 92.53 | 11,533.57 | 11,626.10 | 45,471.99 | | |
| 014 - OLYMPIC | 2,450.00 | - | - | - | - | 2,450.00 | | |
| 015 - SAMOHI | 23,485.41 | 34,195.77 | 901.36 | 88,675.57 | 89,576.93 | 147,258.11 | | |
| 017 - CABRILLO | 26,348.91 | 150,950.47 | 688.41 | 23,980.20 | 24,668.61 | 201,967.99 | | |
| 019 - PT. DUME | 15,040.00 | 349,718.63 | - | 25,000.00 | 25,000.00 | 389,758.63 | | |
| 030 - ED SERVICES | 113,265.50 | - | - | - | - | 113,265.50 | | |
| 090 - ADULT ED (fund 11) | 145.65 | - | - | - | - | 145.65 | | |
| TOTAL (as of 09/11/2009) | 352,254.25 | 1,935,436.86 | 6,494.65 | 355,737.67 | 362,232.32 | 2,649,923.43 | | |

TO: BOARD OF EDUCATION

ACTION/MAJOR

10/15/09

FROM: TIM CUNEO

RE: ADOPT POLICY 1112 – MEDIA RELATIONS

RECOMMENDATION NO. A.25

It is recommended that the Board of Education adopt 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. This newly combined policy was discussed at the October 1 meeting.

Attachments:

- BP 1112 – Media Relations

MOTION MADE BY: Mr. Snell
SECONDED BY: Ms. Pye
STUDENT ADVISORY VOTE: N/A
AYES: All (6) (Mr. de la Torre was absent)
NOES: None (0)

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

322 10-322 12 *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

ACTION/MAJOR
10/15/09

FROM: TIM CUNEO

RE: ESTABLISH POSITION – DIRECTOR OF COMMUNICATIONS, ACCOUNTABILITY,
AND COMMUNITY ENGAGEMENT (1.0 FTE)

RECOMMENDATION ITEM NO. A.26

It is recommended that the Board of Education establish the position of Director of Communication, Accountability and Community Engagement (1.0 FTE) to facilitate communication and public relations for the District.

COMMENT: Under the supervision of the Superintendent, the Director of Communications, Accountability, and Community Engagement plans, develops, coordinates, and implements communication and public relations activities; advises upon and manages effective media, community and public relations; composes and designs press releases for distribution; maintains editorial and graphics standards; and coordinates and produces special public events. A job description is attached.

At the 10/1/09, board meeting the board directed the Superintendent to bring this item forward.

FUNDING NOTE: The 2009-10 budget will be adjusted to include salary and benefits for a total of \$107,010.

| | |
|---------------|------------------|
| Salary: | \$ 85,608 |
| Benefits: | 21,402 |
| <u>TOTAL:</u> | <u>\$107,010</u> |

A portion (0.6 FTE) will be funded through monies that had been budgeted for the Director of School Safety position, which will not be filled. The remaining portion (0.4 FTE) will be funded through the Measure BB budget.

***** ***** ***** ***** ***** *****

During approval of the agenda, the board agreed to move this item to Discussion.

Public Comments:

- *Stephen Saks, Cynthia Torres, and Sheri Davis spoke in support of establishing the position, emphasizing its importance, even in difficult financial times.*
- *Richard McKinnon and Harry Keiley spoke in opposition to a new position due to the current financial concerns of the district.*

The board discussed whether this was the appropriate time to add a position of this nature.

Mr. Snell requested that staff clarify with legal counsel whether Measure BB funds could be used for this purpose. He also suggested that the item come back to the board in the spring when the district would have a clearer picture of revenues.

Mr. de la Torre requested that the duties of this position be expanded to include: all communications from the district in Spanish, reports from the Students of Color Task Force, and engage parents regarding progress on closing the achievement gap.

Mr. Mechur asked for the current budget for communication projects, such as the SARCs, and for a list of the immediate needs.

Mr. Allen requested to see a board workshop on all communication issues, including development and community engagement.

Mr. Cuneo asked the board for direction regarding the future of this proposal. Mr. Mechur suggested that the President, President, and Superintendent meet to discuss the next steps.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

PERSONNEL COMMISSION

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

DIRECTOR OF COMMUNICATIONS, ACCOUNTABILITY AND COMMUNITY
ENGAGEMENT

Management Salary Range - 60

BASIC FUNCTION:

Under general direction of the Superintendent, plans, develops, coordinates and implements communication and public relations activities; advises upon and manages effective media, community and public relations; composes and designs press releases for distribution; maintains editorial and graphics standards; and coordinates and produces special public events.

ESSENTIAL DUTIES:

1. Establishes and maintains positive and cooperative working relationships with representatives of local communications media, the community and employee's organizations.
2. Plans comprehensive media information processes, including but not limited to press releases, publication of newsletter, brochures, pamphlets, videos, web pages and other materials to enhance the understanding, awareness and support of the District's operations and programs.
3. Acts as reliable information source regarding the District in the face of district emergencies, crises and/or other public education or district related issues; Generates immediate effective responses, with Superintendent's approval, in District's crisis or emergencies.
4. Provides representatives of the community and news media with information and materials regarding district activities and programs; Develops and facilitates open forums and/or other feedback mechanisms for parent, students, employees and other interested parties.

5. Prepares bid specifications, request for proposals and obtain price quotes for publications and promotional items and consults with vendors as required; prepares and maintains annual budget, project reports and other reports as required.
6. Produces local access cable television programs to air topical education issues of importance to the public; enhances District's web site through inclusion of District's activities, job announcements and other public items in a timely fashion.
7. Assists with requests from the media and the public on public records information.
8. Attends a variety of administrative and designated meetings including Board of Education and Cabinet meetings, to gather information and identify publicity goals for the District.
9. Coordinates and arranges a variety of District events including visits by foreign and domestic public officials, fund raisers, ceremonies, special presentations, annual District-wide Breakfast event, and other events as required.
10. Communicates with District personnel and various outside agencies to exchange information, coordinate activities and resolve issues or concerns.
11. Collaborates with District administrators in the development and implementation of public relations strategies and advertising techniques.
12. Participates in special research projects as requested by the Superintendent.
13. Maintains current knowledge of trends and practices in the field of public relations.

14. Arranges or takes photographs of District events and/or programs.
15. Trains and supervises the performance of assigned personnel.

OTHER DUTIES:

16. Perform related duties as assigned.

SUPERVISION:

Supervision is received from the Superintendent. Incumbent may exercise technical supervision over clerical staff and other persons assigned to various publicity or special projects.

KNOWLEDGE AND ABILITIES:

Knowledge of:

- Principles, theories and practices of communications, marketing, and public relations.
- Principles, practices and techniques involved in the composition, editing, layout and design of internal and external publications.
- Principles, theories and practices of media relations and resources.
- Audio-visual production methods and procedures for crisis communications.
- Internet-based marketing, design and implementation.
- Principles and techniques of applying different media to promote strategic policies and priorities.
- Principles and methods of research and analysis.
- Principles and practices of supervision and training.
- Oral and written communication skills.
- Interpersonal skills using tact, patience and courtesy.
- Operation of computer.
- Record-keeping and report preparation techniques.
- Budget preparation and control.

Ability to:

- Plan, coordinate and oversee public relations activities to enhance community understanding of District objectives, services and activities.
- Plan, organize and develop materials individually and as a team for workshops and presentations to the media and in public addresses.
- Establish and maintain effective working relationships with news media, staff, organizations and of other segment of the general public.
- Comprehend complex political issues involved in managing media relations within a high profile organization.

- Function effectively under tight deadlines and emergency situations.
- Operate a computer.
- Maintain records and budgets.

EDUCATION AND EXPERIENCE:

Any combination equivalent to:

Education:

Graduation from an accredited college or university with a Bachelor's degree in Public Relations, Communications, Journalism, Broadcasting, Public Information or a closely related field.

Experience:

Three (3) years of experience in coordinating, developing and implementing communications, media and public relations activities, preferably in a school district.

LICENSES AND OTHER REQUIREMENTS:

Must maintain a valid California driver's license and be insurable by the District's carrier and must have the use of a personal vehicle and a telephone.

WORKING CONDITIONS:

Environment:

- Indoor and outdoor environment.
- Driving a vehicle to conduct work.

Physical Demands:

- Willingness to work additional hours, as needed, including evenings and weekends with or without advance notice.
- Ability to safely lift, carry, push and/or pull up to 25 pounds.
- Ability to provide information in person or on the telephone with patience and tact.
- Ability to be able to remember key information and concentrate for long periods of time.

DUTIES APPROVED
BOARD OF EDUCATION:

CLASSIFICATION APPROVED
PERSONNEL COMMISSION:
Title/Revision change from **Public
Information Officer**, April 14, 2009

62d

TO: BOARD OF EDUCATION

MAJOR ACTION

10/15/09

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

RE: APPROVAL TO REMOVE PERMANENT FIELD LIGHTS ALLOCATION FROM
THE MEASURE BB PROJECT AT MALIBU HIGH SCHOOL

RECOMMENDATION NO. A.27

The Board of Education received an update regarding the status of Malibu High School field lighting at their regular meeting of May 7, 2009. This agenda item is intended to review the background issues related to lights on the athletic field at Malibu High School, update the Board regarding the action of the Coastal Commission on October 8, 2009, and take action related to the scope of work for the Measure BB project at Malibu High School and remove the allocation for permanent lights from the project.

COMMENTS:

The original Coastal Development Permit issued to the District by the California Coastal Commission (CCC) did not allow night lighting of the athletic fields. For the past several years, temporary portable lighting has been used for evening football practice and games. On average, the temporary lighting was used about ten (10) days per year during the fall and winter months.

On February 5, 2009, the Board authorized the preparation of a Mitigated Negative Declaration (MND) and an application for an amendment to the Coastal Development Permit for football season lights. The MND was prepared by CAA Planning, Inc. and the Board took action approving that MND and the football season lights project in June 2009. An application for an amendment to the District's Coastal Commission permit was submitted in August 2009. The amendment to the District's permit was scheduled to be considered by the Commission on October 8, 2009. The resulting action of the Commission will be reported to the Board of Education at this meeting.

The question of permanent lighting of the athletic fields included as a component of the Measure BB project was raised by Coastal Commissioners prior to their hearing on the temporary, portable football lights. These permanent lights, along with other athletic field improvements, make up the add-alternate portion of the Measure BB project at Malibu High School. The other athletic field improvements being considered include artificial turf and permanent bleachers. As a condition of the amendment allowing for temporary lights, the District was asked to remove permanent lights allocation from the Measure BB project.

(Continued on next page)

Staff is recommending that the Board of Education consider and take action removing the allocation for permanent lights (estimated to be \$407,132) from the Malibu High School Measure BB project and increase the Measure BB program reserve by the same amount. With Board approval, staff will not include permanent lights as a part of the project with respect to the Coastal Development Plan (CDP) permit process with the City of Malibu, nor will permanent lights be part of the project description and analysis in the environmental review process (EIR) of the project.

Public Comments:

- *Hap Henry, ASB President at Malibu High School; Eden Concoff, ASB Member, Cheer Team Member, Malibu Youth Commission Member; and Roya Sahafi, Malibu High School Student Board Member, shared with the board how disappointed students are regarding the Coastal Commission's decision. They believe a majority within the Malibu community supports some lighting for evening football games. They received support from the Malibu Optimists Club. Hap Henry offered to assist the district in working with the Malibu HS neighbors.*

In response to Mr. Allen's request, Ms. Maez explained what occurred at the Coastal Commission meeting. The standard used by the Coastal Commission for issuing an amended permit is the Local Coastal Plan of the area. The Commission's decision was that night lighting violated the Malibu Local Coastal Plan, and was therefore not allowable. In order for the Coastal Commission to reverse that decision, the Malibu Local Coastal Plan would have to be amended. Staff is encouraged by reports that the Malibu City Council may be pursuing an amendment to the Malibu Local Coastal Plan.

Members of the board thanked the students for speaking and encouraged them to continue to work with the Malibu City Council on this issue.

MOTION MADE BY: Mr. Snell
SECONDED BY: Dr. Escarce
STUDENT ADVISORY VOTE: N/A
AYES: All (6) (Mr. de la Torre was absent)
NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/MAJOR

10/15/09

FROM: TIM CUNEO / CHIUNG-SALLY CHOU

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

RECOMMENDATION NO. A.28

It is recommended that the Board of Education add three (3) 75% Instructional Assistant – Special Education positions in order to meet the increased caseload for one-on-one aides in Special Education. It is also recommended that a current Instructional Assistant – Special Education assignment in a RSP classroom be increased from 50% to 75%. The total increase in staffing in Special Education is 2.25 FTE.

COMMENT: Individualized Educational Programs (IEPs) require one-on-one aides for some students. Increased caseload requires additional hours in RSP.

FUNDING NOTE: The 2009-2010 budget will be adjusted \$96,092 for salary and benefits.

***** ***** ***** ***** ***** *****

In response to Mr. Mechur’s question, Ms. Maez clarified that the additional FTEs will be an increase to the Special Education budget.

MOTION MADE BY: Ms. Leon-Vazquez
SECONDED BY: Ms. Pye
STUDENT ADVISORY VOTE: N/A
AYES: All (6) (Mr. de la Torre was absent)
NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/MAJOR
10/15/09

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

RE: ANNUAL PUBLIC HEARING AND ADOPTION OF RESOLUTION NO.09-13 ON SUFFICIENCY OF INSTRUCTIONAL MATERIALS AND WILLIAMS SETTLEMENT INSTRUCTIONAL MATERIALS FUNDS

RECOMMENDATION NO. A.29

In May 2000, the American Civil Liberties Union (ACLU) filed a lawsuit against the State of California claiming that the state had failed in its duty to provide students with equal educational opportunity. That lawsuit, known as Williams v. State of California, was settled in August 2004. SMMUSD has engaged in several accountability measures in order to comply with the Williams lawsuit settlement. Among the measures is the requirement to inventory all Board of Education-adopted core materials, including: English, Mathematics, Social Studies, Science, Foreign Languages, Health, and laboratory science materials for high school students.

Assembly Bill 831, Chapter 118, Statutes of 2005, took effect July 25, 2005. AB 831 modified the annual public hearing requirement in Education Code (EC) Section 60119 and modified the expenditure requirements related to Williams instructional materials funds. Under EC Section 60119, the governing board of every local educational agency (LEA) that receives state instructional materials funds must hold an annual public hearing before the end of the eighth week from the first day pupils attend school for that year. At the public hearing, the governing board must make a determination as to whether each pupil in each school has sufficient textbooks or instructional materials, or both, that are aligned to the content standards and are consistent with the content and cycles of the curriculum framework adopted by the State Board of Education in reading/language arts, mathematics, science, and history-social science. In addition, the definition of sufficiency now provides that each pupil, including each English learner, must have a standards-aligned textbook or instructional materials, or both, to use in class and to take home.

Tonight we will hold the annual public hearing of sufficiency, present our resolution on the adequacy of materials for all students, which includes our compliance and non-compliance with legal guidelines, and propose remedies for our areas of non-compliance. We request that the Board of Education adopt the resolution on the adequacy of materials for all students in the Santa Monica-Malibu Unified School District.

Open Hearing

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

Close Hearing

MOTION MADE BY: Ms. Leon-Vazquez
SECONDED BY: Ms. Pye
STUDENT ADVISORY VOTE: N/A
AYES: Five (5) (Mr. de la Torre & Mr. Allen were absent)
NOES: None (0)

Adoption of Resolution No.09-13 on the adequacy of instructional materials and endorsement of the remedies proposed within the Resolution.

In response to Ms. Leon-Vazquez's question, Ms. Bradford explained that a school site list was not necessary because sufficiency was met.

MOTION MADE BY: Mr. Snell
SECONDED BY: Ms. Pye
STUDENT ADVISORY VOTE: N/A
AYES: All (6) (Mr. de la Torre absent)
NOES: None (0)

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

Resolution No. 09-13 - Regarding Sufficiency of Textbooks or Instructional Materials

WHEREAS, the Governing Board of the Santa Monica-Malibu Unified School District, in order to comply with the requirements of Education Code 60119, held a public hearing on October 15, at 5:30 p.m., which is on or before the eighth week of school (between the first day that students attend school and the end of the eighth week from that day) and which did not take place during or immediately following school hours, and;

WHEREAS, the Board provided at least 10 days notice of the public hearing by posting it in at least three public places within the district stating the time, place, and purpose of the hearing, and;

WHEREAS, the Board encouraged participation by parents/guardians, teachers, members of the community, and bargaining unit leaders in the public hearing, and;

WHEREAS, information provided at the public hearing detailed the extent to which textbooks and instructional materials were provided to all students, including English learners, in the Santa Monica-Malibu Unified School District, and;

WHEREAS, the definition of "sufficient textbooks or instructional materials" means that each student, including English learners, has a textbook or instructional materials, or both, to use in class and to take home, and;

WHEREAS, between the 2008-09 through the 2012-13 fiscal years, the definition of "sufficient textbooks or instructional materials" also means that all students who are enrolled in the same course within the Santa Monica-Malibu Unified School District, have standards-aligned textbooks or instructional materials from the same adoption cycle, and;

WHEREAS, sufficient textbooks and instructional materials were provided to each student, including English learners, that are aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks in the following subjects: English language arts, mathematics, science, and history-social science.

WHEREAS, sufficient textbooks or instructional materials were provided to each student enrolled in foreign language or health classes, and;

WHEREAS, laboratory science equipment was available for science laboratory classes offered in grades 9-12, inclusive;

THEREFORE, it is resolved that for the 2009 - 2010 school year, the Santa Monica-Malibu Unified School District, has provided each student with sufficient textbooks and instructional materials aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks.

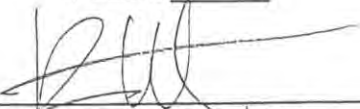
PASSED AND ADOPTED by the BOARD of EDUCATION on this 15th day of October 2009 at a meeting, by the following vote:

Ayes: 6


Noes: 0

Absent: 1

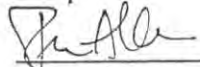
Abstain: 0



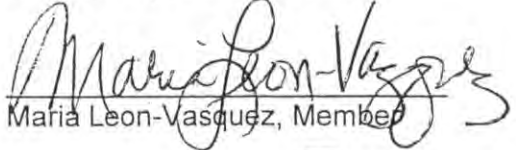
Ralph Mechur, President



Barry Snell, Vice President



Ben Allen, Member



Maria Leon-Vasquez, Member

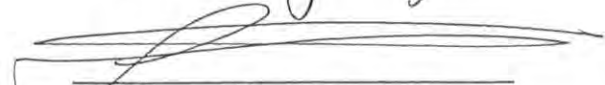


Jose Escarce, Member



Kelly Pye, Member

Oscar de la Torre, Member



Tim Cuneo, Superintendent

TO: BOARD OF EDUCATION

ACTION/MAJOR

10/15/09

FROM: TIM CUNEO / JANECE L. MAEZ

RE: REVISE POLICY 3300 – EXPENDITURES AND PURCHASES

RECOMMENDATION NO. A.30

It is recommended that the Board of Education revise board policy 3300 – Expenditures and Purchases.

COMMENT: This policy came forward for first reading at the July 16, 2009, board meeting as part of the larger policy series review process. At that meeting, the board requested that this policy return for a second reading prior to board approval. The policy was returned to the board on August 19, 2009b with language proposing that staff track the awarding of contracts to women and minority owned and local businesses. The Board requested that language also be incorporated into the policy that would provide outreach in our contracting procedures to increase opportunities for these same businesses.

Attachment:

- Board Policy 3300 – Expenditures and Purchases

***** ***** ***** ***** ***** *****

This item was postponed to a future meeting.

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

Business and Noninstructional Operations

BP 3300 (a)

EXPENDITURES AND PURCHASES

The Board of Education recognizes its fiduciary responsibility to oversee the prudent expenditure of district funds. In order to best serve district interests, the Superintendent or designee shall develop and maintain effective purchasing procedures that are consistent with sound financial controls and that ensure the district receives maximum value for items purchased. He/she shall ensure that records of expenditures and purchases are maintained in accordance with law.

As a means of tracking how effective district efforts are at reaching out to historically underrepresented groups and encouraging them to submit bids, the Superintendent or designee shall monitor the fairness and diversity of bids and contracts awarded to women-and minority-owned and local business by collecting related data on vendors/contractors during the bidding process.

The Santa Monica-Malibu Unified School District has embarked on a multi-million dollar school construction facility improvement program to improve health, safety and classroom instruction by the year 2013. In recognition that the school construction program will require a large pool of qualified contractors, the Board of Education deems it imperative that local, small, minority, and culturally diverse businesses compete for these economic opportunities. Consequently, the Board of Education has established a 15% Business Outreach participation goal on District contracts. The mission of the Business Outreach Program is to increase the pool of qualified firms competing for SMMUSD bond-funded contracts and to provide information, access and technical assistance to compete for the bond-funded construction and related contracts, and promote the long-term competitive capacity of certain Business Outreach firms.

Expending Authority

The Superintendent or designee may purchase supplies, materials, apparatus, equipment, and services up to the amounts specified in Public Contract Code 20111, beyond which a competitive bidding process is required. The Board shall not recognize obligations incurred contrary to Board policy and administrative regulations.

The Board shall review all transactions entered into by the Superintendent or designee on behalf of the Board every 60 days. (Education Code 17605)

The Superintendent or designee may authorize an expenditure which exceeds the budget classification allowance against which the expenditure is the proper charge only if an amount sufficient to cover the purchase is available in the budget for transfer by the Board.

District funds shall not be expended for the purchase of alcoholic beverages. (Education Code 32435)

EXPENDITURES AND PURCHASES (continued)**Purchasing Procedures**

Insofar as possible, goods and services purchased shall meet the needs of the person or department ordering them at the lowest price consistent with standard purchasing practices. Maintenance costs, replacement costs, and trade-in values shall be considered when determining the most economical purchase price. When price, fitness, and quality are equal, recycled products shall be preferred when procuring materials for use in district schools and buildings.

All purchases shall be made by formal contract or purchase order or shall be accompanied by a receipt. In order to eliminate the processing of numerous small purchase orders, the Superintendent or designee may create a "blanket" or "open" purchase order system for the purchase of minor items as needed from a vendor. He/she shall ensure that the "open" purchase order system details a maximum purchase amount, the types of items that can be purchased under this order, the individuals authorized to approve purchases, and the expiration date of the "open" order.

Legal Reference:**EDUCATION CODE**

17604 Delegation of powers to agents; approval or ratification of contracts by governing board

17605 Delegation of authority to purchase supplies and equipment

32370-32376 Recycling paper

32435 Prohibited use of public funds, alcoholic beverages

35010 Control of district; prescription and enforcement of rules

35035 Powers and duties of superintendent

35160 Authority of governing boards

35250 Duty to keep certain records and reports

38083 Purchase of perishable foodstuffs and seasonal commodities

41010 Accounting system

41014 Requirement of budgetary accounting

GOVERNMENT CODE

4330-4334 California made materials

PUBLIC CONTRACT CODE

3410 U.S. produce and processed foods

20111 Contracts over \$50,000; contracts for construction; award to lowest responsible bidder

Management Resources:**CSBA PUBLICATIONS**

Maximizing School Board Governance: Fiscal Accountability, 2006

WEB SITES

CSBA, Financial Services: <http://www.csba.org/fs>

California Association of School Business Officials: <http://www.casbo.org>

California Department of Education: <http://www.cde.ca.gov>

Policy Adopted:

TO: BOARD OF EDUCATION
FROM: TIM CUNEO / JANECE L. MAEZ
RE: ADOPT POLICY 3311 – BIDS

ACTION/MAJOR
10/15/09

RECOMMENDATION NO. A.31

It is recommended that the Board of Education adopt board policy 3311 – Bids.

COMMENT: This policy came forward for first reading at the July 16, 2009, board meeting as part of the larger policy series review process. At that meeting, the board requested that this policy return for a second reading prior to board approval. The policy was returned to the Board on August 19, 2009 in the consent calendar with no changes. Staff is now proposing that the awarding of bids be tracked with respect to women and minority owned and local businesses. The board requested that language also be incorporated into the policy that would provide outreach in our bidding procedures to increase opportunities for these same businesses, similar to BPs 3300, 3312, and 7000, which are also on this agenda for approval.

Attachment:

- Board Policy 3311 – Bids (for approval)
- Administrative Regulation 3311 – Bids (for reference)

***** ***** ***** ***** ***** *****

This item was postponed to a future meeting.

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

BIDS

In order to ensure transparency and the prudent expenditure of public funds, the Board of Education shall award contracts in an objective manner and in accordance with law. District equipment, supplies, and services shall be purchased using competitive bidding when required by law or if the Board determines that it is in the best interest of the district to do so.

When the Board has determined that it is in the best interest of the district, the district may piggyback onto the contract of another public agency or corporation to lease or purchase equipment or supplies to the extent authorized by law. (Public Contract Code 20118)

Bid specifications shall be carefully designed and shall describe in detail the quality, delivery, and service required.

To assist the district in determining whether bidders are responsible, the Board may require prequalification procedures as allowed by law and specified in administrative regulation.

To assist the district in determining whether bidders are responsible, the Board may require prequalification procedures as allowed by law and specified in administrative regulation. As a means of tracking how effective district efforts are at reaching out to historically underrepresented groups and encouraging them to submit bids, the Superintendent or designee shall monitor the fairness and diversity of bids and contracts awarded to women-and minority-owned and local business by collecting related data on vendors/contractors during the bidding process.

The Santa Monica-Malibu Unified School District has embarked on a multi-million dollar school construction facility improvement program to improve health, safety and classroom instruction by the year 2013. In recognition that the school construction program will require a large pool of qualified contractors, the Board of Education deems it imperative that local, small, minority, and culturally diverse businesses compete for these economic opportunities. Consequently, the Board of Education has established a 15% Business Outreach participation goal on District contracts. The mission of the Business Outreach Program is to increase the pool of qualified firms competing for SMMUSD bond-funded contracts and to provide information, access and technical assistance to compete for the bond-funded construction and related contracts, and promote the long-term competitive capacity of certain Business Outreach firms.

Legal Reference: (see next page)

BIDS (continued)

Legal Reference:

EDUCATION CODE

17595 Purchases through Department of General Services
38083 Purchase of perishable foodstuffs and seasonable commodities
38110-38120 Apparatus and supplies
39802 Transportation services

GOVERNMENT CODE

4330-4334 Preference for California-made materials
6252 Definition of public record
53060 Special services and advice
54201-54205 Purchase of supplies and equipment by local agencies

PUBLIC CONTRACT CODE

1102 Emergencies
2001-2001 Responsive bidders
3400 Bids, specifications by brand or trade name not permitted
3410 United States produce and processed foods
6610 Bid visits
12200 Definitions, recycled goods, materials and supplies
20103.8 Award of contracts
20107 Bidder's security
20111-20118.4 Contracting by school districts
20189 Bidder's security, earthquake relief
22002 Definition of public project
22030-22045 Alternative procedures for public projects (UPCCAA)
22050 Alternative emergency procedures
22152 Recycled product procurement

COURT DECISIONS

Marshall v. Pasadena USD, (2004) 119 Cal.App.4th 1241
Konica Business Machines v. Regents of the University of California, (1988) 206 Cal.App.3d 449
City of Inglewood-Los Angeles County Civic Center Authority v. Superior Court, (1972) 7 Cal.3d 861

ATTORNEY GENERAL OPINIONS

89 Ops.Cal.Atty.Gen. 1 (2006)

Management Resources:

WEB SITES

CSBA: <http://www.csba.org>
California Association of School Business Officials: <http://www.casbo.org>

BIDS

Advertised/Competitive Bids

The district shall seek competitive bids through advertisement for contracts involving an expenditure of \$15,000 or more for a public project. *Public project* means construction, reconstruction, erection, alteration, renovation, improvement, painting, repainting, demolition, and repair work involving a district owned, leased, or operated facility. (Public Contract Code 20111, 22002)

The district shall also seek competitive bids through advertisement for contracts exceeding the amount specified in law, and as annually adjusted by the Superintendent of Public Instruction, for any of the following: (Public Contract Code 20111; Government Code 53060)

1. The purchase of equipment, materials, or supplies to be furnished, sold, or leased to the district
2. Services, not including construction services or special services and advice in accounting, financial, legal, or administrative matters
3. Repairs, including maintenance that is not a public project

Maintenance means routine, recurring, and usual work for preserving, protecting, and keeping a district facility operating in a safe, efficient, and continually usable condition for the intended purpose for which it was designed, improved, constructed, altered, or repaired.

Maintenance includes, but is not limited to, carpentry, electrical, plumbing, glazing, and other craft work designed to preserve the facility, as well as repairs, cleaning, and other operations on machinery and other permanently attached equipment. This definition does not include, among other types of work, janitorial or custodial services and protection provided by security forces, nor does it include painting, repainting, or decorating other than touchup. (Public Contract Code 20115)

Unless otherwise authorized by law, contracts shall be let to the lowest responsible bidder who shall give such security as the Board of Education requires, or else all bids shall be rejected. (Public Contract Code 20111)

The Board shall secure bids pursuant to Public Contract Code 20111 and 20112 for any transportation service expenditure of more than \$10,000 when contemplating that such a contract may be made with a person or corporation other than a common carrier, municipally owned transit system, or a parent/guardian of students who are to be transported. The Board may let this contract to other than the lowest bidder. (Education Code 39802)

No work, project, service, or purchase shall be split or separated into smaller work orders or projects for the purpose of evading the legal requirements of Public Contract Code 20111-20118.4 for contracting after competitive bidding. (Public Contract Code 20116)

BIDS (continued)

When letting a contract for the procurement and/or maintenance of electronic data processing systems and supporting software, the Board may contract with any one of the three lowest responsible bidders. (Public Contract Code 20118.1)

Instructions and Procedures for Advertised Bids

The Superintendent or designee shall call for bids by placing a notice at least once a week for two weeks in a local newspaper of general circulation published in the district, or if no such newspaper exists, then in some newspaper of general circulation, circulated in the county, and may post the notice on the district's web site or through an electronic portal. The notice shall state the work to be done or materials or supplies to be furnished and the time and place and web site where bids will be opened. The district may accept a bid that has been submitted electronically or on paper. (Public Contract Code 20112)

The notice shall contain the time, date, and location of any mandatory prebid conference, site visit, or meeting. The notice shall also detail when and where project documents, including final plan and specifications, are available. Any such mandatory visit or meeting shall not occur within a minimum of five calendar days of the publication of the initial notice. (Public Contract Code 6610)

Bid instructions and specifications shall include the following requirements and information:

1. All bidders shall certify the minimum, if not exact, percentage of post-consumer materials in products, materials, goods, or supplies offered or sold. (Public Contract Code 22152)
2. All bids for construction work shall be presented under sealed cover and shall be accompanied by one of the following forms of bidder's security: (Public Contract Code 20107, 20111)
 - a. Cash
 - b. A cashier's check made payable to the district
 - c. A certified check made payable to the district
 - d. A bidder's bond executed by an admitted surety insurer and made payable to the district

The security of unsuccessful bidders shall be returned in a reasonable period of time, but in no event later than 60 days after the bid is awarded. (Public Contract Code 20111)

BIDS (continued)

3. Bids shall not be accepted after the advertised bid opening time, regardless of whether the bids are actually opened at that time. (Public Contract Code 20112)
4. When two or more identical lowest or highest bids are received, the Board may determine by lot which bid shall be accepted. (Public Contract Code 20117)
5. If the district requires that the bid include prices for items that may be added to or deducted from the scope of work in the contract, the bid solicitation shall specify which one of the following methods will be used to determine the lowest bid. In the absence of such a specification, only the method provided in item #a below shall be used. (Public Contract Code 20103.8)
 - a. The lowest bid shall be the lowest total of the bid prices on the base contract without consideration of the prices on the additive or deductive items.
 - b. The lowest bid shall be the lowest total of the bid prices on the base contract and those additive or deductive items that were specifically identified in the bid solicitation as being used for the purpose of determining the lowest bid price.
 - c. The lowest bid shall be the lowest total of the bid prices on the base contract and those additive or deductive items that, when taken in order from a specifically identified list of those items in the solicitation, and added to or subtracted from the base contract, are less than or equal to a funding amount publicly disclosed by the district before the first bid is opened.

The lowest bid shall be determined in a manner that prevents any information that would identify any of the bidders or proposed subcontractors or suppliers from being revealed to the district before the ranking of all bidders from lowest to highest has been determined.
6. Any subsequent change or alteration of a contract shall be governed by the provisions of Public Contract Code 20118.4.
7. After being opened, all submitted bids become public records pursuant to Government Code 6252 and shall be made available for review pursuant to law, Board policy, and administrative regulation.

BIDS (continued)**Alternative Bid Procedures for Technological Supplies and Equipment**

Upon a finding by the Board that a particular procurement qualifies for the alternative procedure, the district may acquire computers, software, telecommunications equipment, microwave equipment, and other related electronic equipment and apparatus through competitive negotiation. This procedure shall not apply to contracts for construction or for the procurement of any product that is available in substantial quantities to the general public. (Public Contract Code 20118.2)

The competitive negotiation shall include, but not be limited to, the following requirements: (Public Contract Code 20118.1)

1. The Superintendent or designee shall prepare a request for proposals (RFP) that shall be submitted to an adequate number of qualified sources, as determined by the district, to permit reasonable competition consistent with the nature and requirement of the procurement.
2. Notice of the RFP shall be published at least twice in a newspaper of general circulation, at least 10 days before the date for receipt of the proposals.
3. The district shall make every effort to generate the maximum feasible number of proposals from qualified sources and shall make a finding to that effect before proceeding to negotiate if only a single response to the RFP is received.
4. The RFP shall identify all significant evaluation factors, including price, and their relative importance.
5. The district shall provide reasonable procedures for the technical evaluation of the RFPs received, the identification of qualified sources, and the selection for the award of the contract.
6. An award shall be made to the qualified bidder whose proposal meets the evaluation standards and will be most advantageous to the district with price and all other factors considered.
7. If an award is not made to the bidder whose proposal contains the lowest price, then the district shall make a finding setting forth the basis for the award.
8. The district, at its discretion, may reject all proposals and request new RFPs.
9. Provisions in any contract concerning utilization of small business enterprises, that are in accordance with the RFP, shall not be subject to negotiation with the successful proposer.

BIDS (continued)**Bids Not Required**

Without advertising for bids and upon a determination that it is in the best interest of the district, the Board may authorize, by contract, lease, requisition, or purchase order, another public corporation or agency to lease data-processing equipment or to purchase materials, supplies, equipment, automotive vehicles, tractors, and other personal property for the district in the manner that the other public corporation or agency is authorized to make the leases or purchases from a vendor ("piggyback"). (Public Contract Code 20118)

Alternatively, if there is an existing contract between a public corporation or agency and a vendor for the lease or purchase of personal property, the district may authorize the lease or purchase of personal property directly from the vendor by contract, lease, requisition, or purchase order and make payment to the vendor under the same terms that are available to the public corporation or agency under the contract. (Public Contract Code 20118)

Supplementary textbooks, library books, educational films, audiovisual materials, test materials, workbooks, instructional computer software packages, or periodicals may be purchased in any amount without taking estimates or advertising for bids. (Public Contract Code 20118.3)

Perishable commodities, such as foodstuffs, needed in the operations of cafeterias may be purchased through bid or on the open market. (Education Code 38083)

In an emergency when any repairs, alterations, work, or improvement to any school facility is necessary to permit the continuance of existing school classes or to avoid danger to life or property, the Board may, by unanimous vote and with the approval of the County Superintendent of Schools, contract for labor and materials or supplies without advertising for or inviting bids or may authorize the use of day labor or force account for the emergency purpose. (Public Contract Code 20113)

Bids shall also not be required for day labor under circumstances specified in Public Contract Code 20114. Day labor shall include the use of maintenance personnel employed on a permanent or temporary basis. (Public Contract Code 20114)

Sole Sourcing

Specifications for contracts for construction, alteration, or repair of school facilities may not limit bidding, either directly or indirectly, to any one specific concern. Specifications designating a specific material, product, thing, or particular brand name shall follow the description with the words "or equal" so that bidders may furnish any equal material, product, thing, or service. (Public Contract Code 3400)

BIDS (continued)

However, specifications for such contracts may designate a product by brand or trade name (sole sourcing) if the Board has made a finding, described in the invitation for bids or RFP, that a particular material, product, thing, or service is designated for any of the following purposes: (Public Contract Code 3400)

1. To conduct a field test or experiment to determine its suitability for future use
2. To match others in use on a particular public improvement that has been completed or is in the course of completion
3. To obtain a necessary item that is only available from one source
4. To respond to the Board's declaration of an emergency, as long as the declaration has been approved by four-fifths of the Board when issuing the invitation for bid or RFP

Prequalification Procedure

For any contract for which bids are legally required, the Board may require that each prospective bidder complete and submit a standardized questionnaire and financial statement.

For this purpose, the Superintendent or designee shall supply a form which requires a complete statement of the bidder's financial ability and experience in performing public works. (Public Contract Code 20111.5)

Prospective bidders shall submit the questionnaire and financial statement at least five days before the date fixed for public opening of sealed bids. The information shall be verified under oath in the manner in which civil law pleadings are verified. The questionnaires and financial statements shall not be public records and shall not be open to public inspection. (Public Contract Code 20111.5)

The Superintendent or designee shall establish a uniform system for rating bidders on the basis of completed questionnaires and financial statements in order to determine the size of contracts on which each bidder is qualified to bid. Bidders must be deemed prequalified by the district at least one day before the fixed bid-opening date. (Public Contract Code 20111.5)

The Superintendent or designee shall furnish each qualified bidder with a standardized proposal form. Bids not presented on the standard form shall be disregarded. (Public Contract Code 20111.5)

The district may establish a procedure for prequalifying bidders on a quarterly basis and may authorize that prequalification be considered valid for up to one calendar year following the date of the initial prequalification. (Public Contract Code 20111.5)

BIDS (continued)**Protests by Bidders**

A bidder may protest a bid award if he/she believes that the award was inconsistent with Board policy, the bid's specifications, or was not in compliance with law. A protest must be filed in writing with the Superintendent or designee within five working days after receipt of notification of the contract award. The bidder shall submit all documents supporting or justifying the protest. A bidder's failure to file the protest documents in a timely manner shall constitute a waiver of his/her right to protest the award of the contract.

The Superintendent or designee shall review the documents submitted with the bidder's claims and render a decision in writing within 30 working days. The Superintendent or designee may also convene a meeting with the bidder in order to attempt to resolve the problem.

The bidder may appeal the Superintendent or designee's decision to the Board. The Superintendent or designee shall provide reasonable notice to the bidder of the time for Board consideration of the protest. The Board's decision shall be final.

TO: BOARD OF EDUCATION
FROM: TIM CUNEO / JANECE L. MAEZ
RE: ADOPT POLICY 3312 – CONTRACTS

ACTION/MAJOR
10/15/09

RECOMMENDATION NO. A.32

It is recommended that the Board of Education adopt board policy 3312 – Contracts.

COMMENT: This policy came forward for first reading at the July 16, 2009, board meeting as part of the larger policy series review process. At that meeting, the board requested that this policy return for a second reading prior to board approval. The policy was returned to the board on August 19, 2009b with language proposing that staff track the awarding of contracts to women and minority owned and local businesses. The Board requested that language also be incorporated into the policy that would provide outreach in our contracting procedures to increase opportunities for these same businesses.

Attachment:

- Board Policy 3312 – Contracts

***** ***** ***** ***** ***** *****

This item was postponed to a future meeting.

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

CONTRACTS

Whenever state law invests the Board of Education with the power to enter into contracts on behalf of the district, the Board may, by a majority vote, delegate this power to the Superintendent or designee. To be valid or to constitute an enforceable obligation against the district, all contracts must be approved and/or ratified by the Board. (Education Code 17604)

All contracts between the district and outside agencies shall conform to standards required by law and shall be prepared under the direction of the Superintendent or designee.

As a means of tracking how effective district efforts are at reaching out to historically underrepresented groups and encouraging them to submit bids, the Superintendent or designee shall monitor the fairness and diversity of bids and contracts awarded to women-and minority-owned and local business by collecting related data on vendors/contractors during the bidding process.

The Santa Monica-Malibu Unified School District has embarked on a multi-million dollar school construction facility improvement program to improve health, safety and classroom instruction by the year 2013. In recognition that the school construction program will require a large pool of qualified contractors, the Board of Education deems it imperative that local, small, minority, and culturally diverse businesses compete for these economic opportunities. Consequently, the Board of Education has established a 15% Business Outreach participation goal on District contracts. The mission of the Business Outreach Program is to increase the pool of qualified firms competing for SMMUSD bond-funded contracts and to provide information, access and technical assistance to compete for the bond-funded construction and related contracts, and promote the long-term competitive capacity of certain Business Outreach firms.

When required by law, contracts and subcontracts made by the district for public works or for goods or services shall contain a nondiscrimination clause prohibiting discrimination by contractors or subcontractors. The nondiscrimination clause shall contain a provision requiring contractors and subcontractors to give written notice of their obligations to labor organizations with which they have a collective bargaining or other agreement. (Government Code 12990)

The district shall not enter into a contract that prohibits a school employee from disparaging the goods or services of the contracting party. (Education Code 35182.5)

Contracts for Non-Nutritious Foods or Beverages

Effective July 1, 2007, the district or a district school shall not enter into or renew a contract for the sale of foods that do not meet the nutritional standards specified in Education Code 49431 or 49431.2 unless the contract specifies that such sales will occur later than one-half hour after the end of the school day and/or off school premises. (Education Code 49431, 49431.2)

In accordance with the dates specified in law, the district or a district school shall not enter into or renew a contract for the sale of beverages that do not meet the nutritional standards in Education Code 49431.5 unless the contract specifies that such sales will occur later than one-half hour after the end of the school day and/or off school premises.

CONTRACTS (Continued)

Before the district or a district school enters into or renews a contract that grants exclusive or nonexclusive advertising or sale of carbonated beverages, non-nutritious beverages, or nonnutritious food as defined in law, the Board shall ensure that the district has sufficient internal controls in place to protect the integrity of public funds and to ensure that funds raised as a result of the contract benefit public education. (Education Code 35182.5)

The Superintendent or designee shall develop the district's internal control procedures to protect the integrity of public funds. Such internal controls may include but not be limited to the following:

1. Control procedures that produce accurate and reliable financial statements and, at the same time, safeguard the assets, financial resources, and integrity of every employee responsible for handling money or property. Control systems shall be systematically evaluated and revised to keep pace with the changing responsibilities of management.
2. Procedures to ensure that district personnel do not handle cash or product at the school site. The contract shall specify that the vendor stock the machines and shall provide cash accounting, along with a check, for district proceeds directly to the control office.

In addition, the contract may specify whether contractor logos are permitted on district facilities, including but not limited to scoreboards and other equipment. If such logos are permitted, the contractor shall present the equipment to the Board as a gift. The gift may be accepted by the Board in accordance with Board policy and administrative regulation.

The contract shall be entered into on a competitive bid basis pursuant to Public Contract Code 20111 or through the issuance of a Request for Proposal. (Education Code 35182.5)

The Board shall not enter into or renew a contract that grants exclusive or nonexclusive advertising or sale of carbonated beverages, non-nutritious beverages, or non-nutritious food until parents/guardians, students, and members of the public have had an opportunity to comment on the contract at a public hearing held during a regularly scheduled board meeting or as otherwise authorized by Education Code 35182.5. The Board shall clearly, and in a manner recognizable to the general public, identify in the agenda the contract to be discussed at the meeting. (Education Code 35182.5)

The public hearing shall include but not be limited to a discussion of the nutritional value of food and beverages sold within the district; the availability of fresh fruit, vegetables, and grains in school meals and snacks, including locally grown and organic produce; the amount of fat, sugar, and additives in the food and beverages discussed; and barriers to student participation in school breakfast and lunch programs. (Education Code 35182.5)

The contract shall be accessible to the public and may not include a confidentiality clause that would prevent the district or a district school from making any part of the contract public. (Education Code 35182.5)

CONTRACTS (Continued)**Contracts for Electronic Products or Services**

The Board shall not enter into a contract for electronic products or services that requires the dissemination of advertising to students, unless the Board: (Education Code 35182.5)

1. Enters into the contract at a noticed, public hearing of the Board.
2. Makes a finding that the electronic product or service is or would be an integral component of the education of students.
3. Makes a finding that the district cannot afford to provide the electronic product or service unless it contracts to permit dissemination of advertising to students.
4. As part of the district's normal, ongoing communication to parents/guardians, provides written notice that the advertising will be used in the classroom or other learning center.
5. Offers parents/guardians the opportunity to request in writing that their child not be exposed to the program that contains the advertising. Any request shall be honored for the school year in which it is submitted, or longer if specified, but may be withdrawn by the parents/guardians at any time.

Legal Reference:**EDUCATION CODE**

200-262.4 Prohibition of discrimination on the basis of sex

14505 Provisions required in contracts for audits

17595-17606 Contracts

35182.5 Contract prohibitions

45103.5 Contracts for management consulting service related to food service

49431-49431.5 Nutritional standards

CODE OF CIVIL PROCEDURE

685.010 Rate of interest

GOVERNMENT CODE

12990 Nondiscrimination and compliance employment programs

53260 Contract provision re maximum cash settlement

53262 Ratification of contracts with administrative officers

LABOR CODE

1775 Penalties for violations

1810-1813 Working hours

PUBLIC CONTRACT CODE

4100-4114 Subletting and subcontracting fair practices

7104 Contracts for excavations; discovery of hazardous waste

7106 Noncollusion affidavit

20111 Contracts over \$50,000; contracts for construction; award to lowest responsible bidder

20104.50 Construction Progress Payments

22300 Performance retentions

UNITED STATES CODE, TITLE 20

1681-1688 Title IX, discrimination

Management Resources:**CSBA PUBLICATIONS**

Student Wellness: A Healthy Food and Physical Activity Policy Resource Guide, rev. 2005

WEB SITES

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

California Association of School Business Officials: <http://www.casbo.org>

Policy Adopted:

TO: BOARD OF EDUCATION
FROM: TIM CUNEO / JANECE L. MAEZ
RE: ADOPT POLICY 7000 – CONCEPTS AND ROLES

ACTION/MAJOR
10/15/09

RECOMMENDATION NO. A.33

It is recommended that the Board of Education adopt board policy 7000 – Concepts and Roles.

COMMENT: This policy came forward for first reading at the July 16, 2009, board meeting as part of the larger policy series review process. At that meeting, the board requested that this policy return for a second reading prior to board approval. The policy was returned to the board on August 19, 2009, with language proposing that staff track the awarding of contracts to women and minority owned and local businesses. The Board requested that language also be incorporated into the policy that would provide outreach in our contracting procedures to increase opportunities for these same businesses.

Attachment:

- Board Policy 7000 – Concepts and Roles

***** ***** ***** ***** ***** *****

This item was postponed to a future meeting.

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

CONCEPTS AND ROLES

The Board of Education recognizes that one of its major responsibilities is to provide healthful, safe and adequate facilities that enhance the instructional program. The Board shall endeavor to make the provision of adequate school facilities a priority in the district.

Because the schools serve as a focal point for the community, the Board shall also strive to ensure that district facilities fit harmoniously and attractively into their neighborhoods and have flexibility of design to meet future educational and community needs.

As a means of tracking how effective district efforts are at reaching out to historically underrepresented groups and encouraging them to submit bids, the Superintendent or designee shall monitor the fairness and diversity of bids and contracts awarded to women-and minority-owned and local business by collecting related data on vendors/contractors during the bidding process.

The Santa Monica-Malibu Unified School District has embarked on a multi-million dollar school construction facility improvement program to improve health, safety and classroom instruction by the year 2013. In recognition that the school construction program will require a large pool of qualified contractors, the Board of Education deems it imperative that local, small, minority, and culturally diverse businesses compete for these economic opportunities. Consequently, the Board of Education has established a 15% Business Outreach participation goal on District contracts. The mission of the Business Outreach Program is to increase the pool of qualified firms competing for SMMUSD bond-funded contracts and to provide information, access and technical assistance to compete for the bond-funded construction and related contracts, and promote the long-term competitive capacity of certain Business Outreach firms.

The Board shall strive to have a school facilities plan in place and regularly reviewed in light of the district's educational goals. In accordance with this plan, the Board shall:

1. Approve additions or major alterations in excess of \$10,000 to existing buildings
2. Determine what new buildings shall be built, when and where, and what equipment shall be purchased for them
3. Determine the method of financing that will be used
4. Select and purchase school sites for future expansion
5. Approve the selection of architects and structural engineers
6. Award contracts for design and construction
7. Name schools and individual buildings
8. Advocate school facility needs to the community

CONCEPTS AND ROLES (continued)

The Superintendent or designee shall:

1. Assess the district's short- and long-term facility needs
2. Direct the preparation and updating of the facilities plan
3. Oversee the preparation of bids and award of contracts
4. Supervise the implementation of the district's building program in accordance with the master plan, Board policy, and state and local requirements, including collaboration with the architect and contractor on the construction of new facilities and modernization of existing facilities
5. Represent the district in official governmental interactions related to the building program

Legal Reference:**EDUCATION CODE**

17210-17224 General provisions (school sites)

17260-17268 Plans of schoolhouses

17280-17317 Approval of plans and supervision of construction

17340-17343 Building of schoolhouses

17350-17360 Factory-built school buildings

17365-17374 Fitness of buildings for occupancy; liability of board members

17400-17429 Leasing of school buildings

CODE OF REGULATIONS, TITLE 5

14001 Minimum standards

14010 Procedure for site acquisition

14030 Preliminary procedure, planning and approval of school facilities

14031-14032 Submissions to bureau of school facilities planning; approval

Policy Adopted:

DISCUSSION ITEMS

TO: BOARD OF EDUCATION

DISCUSSION

10/15/09

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

RE: SPECIAL EDUCATION DEPARTMENT UPDATE

DISCUSSION ITEM NO. D.01

Following the Independent Evaluation of the Special Education Department report in March 2008 and the Working Group's recommendations submitted to the Board of Education in April 2009, the district has made great progress towards implementing the recommendations.

Attached please find an update of various activities from the Special Education Department.

Public Comments:

- *Lee Jordan, Claudia Landis, Meredith Hight, and Debra Shepherd expressed their concerns that the report presented by the Special Ed Department does not reflect the goals listed in the Lou Barber Audit. Lee Jordan distributed to the board a handout containing the Lou Barber Audit and the district's response.*

The board discussed the format of the Update Report and what information would be helpful for the board to see in the future. Ms. Chou explained that the current report is an update on Special Education activities. One of the purposes of this report is to provide the Los Angeles County Office of Education an update on our progress. The Working Group was to include all past data in their recommendations. The Superintendent's direction was to focus on three priorities.

Mr. Snell recommended that the Special Education DAC agendaize any recommendations they have regarding the Update Report format. Dr. Escarce suggested a report format that includes the vision for the department shows how the current activities fit into the "road map," and indicates when the results are evidence of goal accomplishments.

Mr. Mechur pointed out that the district must make a report to the Santa Monica City Council regarding our progress.

The Superintendent pointed out that the charge to the Working Group was to include recommendations from the Barber Audit in their work. The Working Group goals are what the board approved. The format of the report can be adjusted to show progress on these goals.

Dr. Escarce, Ms. Pye, and Mr. Mechur said they wanted to be clearer on how the Barber audit recommendations are represented in the Working Group goals.

**Santa Monica-Malibu Unified School District
Special Education Department Updates
September 25, 2009**

In March 2008, an independent evaluation of the Santa Monica-Malibu Unified School District's Special Education Program was issued. The report listed twenty-seven (27) recommendations for the district to consider. On April 14, 2008, the district presented a draft response to the Board of Education addressing the following five areas: creating a culture of inclusion; enhancing professional development and staff recruitment; developing the district's Special Education programs; managing financial resources; and reinvigorating the Special Education Local Plan Area (SELPA). The Chief Academic Officer was assigned the oversight of the Special Education Department activities working with the Director of Special Education Department.

During the proceeding summer months, many stakeholder groups met with various district administrators and on October 2 and 16, 2008, a plan was presented to the board by the then Interim Superintendent for the establishment of a Special Education Collaborative. The goals of the Collaborative were to: make recommendations to the superintendent that will strengthen the quality and climate of Special Education throughout the district; clarify roles and decision making authority as well as inclusive and respectful processes for Special Education; and develop a collaborative approach for addressing issues of change. The Interim Superintendent then appointed the Working Group and work began by the members of the Working Group to review all reports that were currently available and developed a report which was presented to the Board of Education on April 23, 2009. Since both the independent evaluation report and the Working Group's recommendations were most recent, the following are the activities occurred since the submission of the Working Group report.

It is also noted that while the Working Group was meeting and reviewing documents, the district, in collaboration with the PTA Council, began a series of activities. A PTA Special Education Committee was formed. A Fall Forum was held on November 15, 2008, to unveil the newly published Special Education Parent Handbook and sought additional input from stakeholders. A Spring Forum was held on May 2, 2009, to provide stakeholders with information on transitions. The Parent Resource Network was formed to train parent volunteers to provide information and resources for parents at four pilot sites. Additional six sites representatives will receive training on October 7 and 12, 2009. Another Fall Forum has been planned for October 24, 2009, which will focus on strategies for successful learning for all students in the areas of math, writing, reading, and behavior.

In addition, in order to improve the climate of the district, an IEP Feedback form was created to solicit information from the IEP meetings from both parents and staff in the fall of 2008. The results of the IEP feedback had been forwarded to the Board of Education and SEDAC members on a quarterly basis. The results of the IEP feedback have been increasingly positive with 99.5% of the respondents from the months of April through June 2009, indicating the IEP meetings had been productive.

The following is a list of activities to address the recommendations of the Independent Evaluation from March 2008 [legend: (I)], and the Working Group's recommendation from April 2009 [legend: (W)].

| | Independent Review Recommendations (March 2008) | Working Group Recommendations (April 2009) |
|--|---|--|
| Late Spring Activities (2009) | | |
| <ul style="list-style-type: none"> Upon the departure of the former Director of Special Education, the Chief Academic Officer along with the Directors of Pupil Services and School Safety assumed the interim responsibilities working with the department's Coordinators in the reviewing of current and planning of summer and fall activities. | X | |
| <ul style="list-style-type: none"> Departmental needs were identified in the following areas: staffing, staff assignments, professional development, program locations and services needs, budget alignment, completion of outstanding IEPs with staff and parents, monitoring of IEP implementations, summer ESY, and the search for a new director. | X | X |
| <ul style="list-style-type: none"> First round of search did not result in hiring a new director. Another round of effort to personally recruit by all management team members with special invitations sent to various people and organizations. | | |
| <ul style="list-style-type: none"> Interim Director was hired to continue the planning effort including summer and fall professional development activities. | | |
| <ul style="list-style-type: none"> A new psychologist was hired for Santa Monica High School. | | X |
| <ul style="list-style-type: none"> District staff reviewed and planned the updating our board policies and administrative regulations which included many policies regarding special education students. Parents were involved in the updating of policies relating to students with disabilities. | | X |
| <ul style="list-style-type: none"> District adopted middle school English/Language Arts textbooks which included materials for intervention and ELD instruction with special education teachers participating. | X | |

| | Independent Review Recommendations (March 2008) | Working Group Recommendations (April 2009) |
|---|---|--|
| Summer Activities (2009) | | |
| <ul style="list-style-type: none"> ESY was underway with training for ESY teachers and staff held in late June. | X | X |
| <ul style="list-style-type: none"> Four weeks of ESY for elementary and middle school students was held. High school students received six weeks of ESY in order to earn high school credits. | X | X |
| <ul style="list-style-type: none"> Coordinators continued to follow up with IEP implementations, records requests, and updates in the SEIS. | X | X |
| <ul style="list-style-type: none"> Interviews took place for the new Director and resulted in the hiring of the new Director for Special Education Department in August. | X | X |
| <ul style="list-style-type: none"> Summer planning continued for staff assignment and allocation of classified staff due to enrollment and program needs. | X | X |
| <ul style="list-style-type: none"> Department hired two OTs and 1 PT, as well as 2 SLPs in order to fill vacancies and reduced contracting services with NPAs. | X | X |
| <ul style="list-style-type: none"> Planning for PRN training and Fall Forum began. | | X |
| <ul style="list-style-type: none"> Planning continued in professional development activities for Special Education staff and district and site administrators. | X | X |
| <ul style="list-style-type: none"> All management team members received one day of training in communication skills, and half day of training on all new and revised district policies and administrative regulations. Site administrators received one day of data driven planning by examining the STAR student achievement results and one half day of IDEA and IEP development and implementation. | X | X |

| | | |
|---|---|---|
| • Instructional assistants received one full day of training in a variety of topics towards helping them to work more effectively with students. | X | X |
| • Teachers and DIS staff received two full days of training in IEP development and implementation, behavior management, autism and social skills, and SEIS and MAA. | X | X |
| • Another group of teachers received two full days of PECS training. | X | X |
| • Director and coordinators held a full day retreat to plan on strategies to support students and schools. | X | X |

| | Independent Review Recommendations (March 2008) | Working Group Recommendations (April 2009) |
|---|---|--|
| Early Fall Activities (2009) | | |
| • Department reorganized coordinators duties to align with the district's pathway and articulation efforts. | | X |
| • Interviews were held to hire another behavioral intervention specialist instead of contracting out. | X | X |
| • Coordinators have been visiting schools to mentor first year/new teachers; assisting the teachers in classroom organization and preparation. | | X |
| • Coordinators and Director continued to attend IEP meetings as needed | X | X |
| • Department reviewed data regarding feedback from IEPs, due process, mediation, resolutions – showed significant decline in legal dispute from 2007-08 to 2008-09 school year, from 35 disputes to 14 disputes. | X | X |
| • Revision meetings and feedback of the Parent Handbook were held in order to have the Handbook published at the Fall Forum in October. | X | |
| • District staff continue to work with SEDAC, PTA Special Education Committee, the newly formed Special Education Leadership Group (chairs of SEDAC, chairs of PTA SE Committee, and PTA Council President), the Special Education Program Task Force (based on Working Group recommendations). | | X |
| • Department distributed to site administrator and Special Education staff guideline sheets for special education services. | X | X |
| • Department staff began to revise departmental procedural manual. | X | X |
| • District staff and parents continue to plan and implement another set of training for the Parent Resource Network on October 7 and 12, 2009 and Fall Forum on October 24, 2009. | X | |
| • Principals meetings will focus on intervention strategies and the new CDE's RtI ² efforts. | | |

| | Independent Review Recommendations (March 2008) | Working Group Recommendations (April 2009) |
|--|---|--|
| On-going activities (2009 – 2010) | | |
| • Program development and differentiation are the focus of the department leadership. | | X |
| • Department focuses on the support principals in their efforts to ensure a culture of inclusion and the practice of integration SDC students into the community as a whole. | | X |
| • Staff work with Personnel Commission to ensure the recruitment and hiring of qualified classified support staff in a timely manner. | X | X |
| • Staff is providing mentorship to university interns to provide additional | | X |

| | | |
|---|---|---|
| support in meeting student needs. | | |
| • Staff will continue to revise procedural manual with completion date in October. | X | X |
| • Director continues to participate in SELPA related activities including Superintendent Committee meetings. | X | |
| • Director meets with CFO monthly to review expenditures. | X | |
| • District will continue to implement the Parent Resource Network at six additional schools sites. | | X |
| • Department is establishing a tracking system to better monitor contract expenditures. | X | |
| • Special education staff will participate in the development of Instructional Leadership Team (ILT) to include both general education and special education teacher leaders. | X | X |
| • Director will establish processes for dispute resolution within the IEP team process or through approved dispute mediation methods. | X | |
| • District will continue to work with site administrators to nurture a safe and harassment-free environment. | X | X |
| • Special Education Department leadership will continue to mentor new special education staff. | X | |
| • Chief Academic Office will continue to analyze data from feedback of IEP meetings (questionnaires). | X | X |
| • District staff will continue to work with site administrators in intervention strategies, IEP, Section 504 | X | X |
| • District staff will provide culturally responsive parent education workshops/training | X | X |
| • District and parent stakeholder groups will continue to recruit diverse parent representation in stakeholder groups. | | X |
| • District will monitor the implementation of Outlook email system to ensure sufficient space for attachments. | | X |
| • District will continue to explore new student information system for SEIS integration. | | X |
| • District will continue to seek input for web design. | | X |
| • Superintendent is implementing effective communication strategies districtwide. | | X |
| • District staff will implement CDE's Response to Instruction and Intervention (Rtl ²). | X | X |
| • Site administrators will be trained on implementing effective SST process. | | X |
| • Chief Academic Officer and Special Education Department staff will review and prioritize current program and curriculum via the Special Education Program Task Force. | | X |
| • Educational Services Department staff will refine English/Language Arts curriculum maps and pacing guides for elementary schools; develop standards-based curriculum maps and pacing guides for high schools. | X | X |
| • District will adopt English/Language Arts textbooks for elementary and high schools. | X | X |

TO: BOARD OF EDUCATION

DISCUSSION

10/15/09

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

RE: 2009 SUMMER PROGRAMS UPDATE

DISCUSSION ITEM NO. D.02

A number of innovative and intensive summer school programs for SMMUSD students were held from late June through August 2009. Nearly 1,300 students participated in these summer programs.

This presentation will report on the programs offered, including the enrollment figures, results from students' pre- and post-assessments, grades received, and survey data.

Summer program data, as well as reflections and considerations from summer program teachers and administrators, will provide the basis for discussion of the 2009 IISS program and implications for future development and improvement of summer programs for 2010.

Dr. Bradford's presentation can be found under Attachments at the end of these minutes. In addition to Ms. Bradford, Ms. Serratore spoke on the Connect for Success Program, Ms. Harris addressed the Young Collegians Program, and Mr. Wells reported on summer school at Santa Monica High School. Dr. Bradford informed the board that the numbers of participants listed in the Summer Program Presentation do not include the pre-school program, which would add an additional 200 students.

Educational Services concluded the presentation with two recommendations for the Board of Education to consider:

- 1. To expand the Connect for Success Program to include 5th graders transitioning to 6th grade.*
- 2. To explore alternate calendars for some of the summer programs.*

Mr. Mechur requested information regarding the cost of the current programs and the expense to expand the Connect for Success Program to 5th grade.

Mr. Allen asked questions regarding responses in the Parent Survey. He was interested to hear what staff thought of the idea of expanding the Young Collegians Program. Ms. Harris responded that the successful AVID program might be able to provide for Malibu High School students some of the same benefits of the Young Collegians Program.

Dr. Escarce requested that staff track the same data for summer 2010, so that comparisons can be made. He would also like to see data on the Connect for Success and Young Collegians Programs:

- How did the Connect for Success students do in 9th grade in attendance and discipline compared to other 9th grade students?*
- How are the Young Collegians doing in their high school classes and what types of classes are they taking?*

Mr. Mechur asked to see enrollment numbers by site of students who attended intensive summer programs and those who chose not to attend.

Mr. Snell requested that next year some students and parents report to the board on their experiences with the various summer programs.

TO: BOARD OF EDUCATION

DISCUSSION

10/15/09

FROM: TIM CUNEO / MICHAEL D. MATTHEWS / MAROLYN FREEDMAN

RE: UPDATE ON MENTAL HEALTH SERVICES FOR STUDENTS AND FAMILIES

DISCUSSION ITEM NO. D.03

At the Board of Education's request, the Director of Pupil Services will present a report on the mental health support services available to SMMUSD students and their families.

In addition to mental health services provided by SMMUSD, the city of Santa Monica Community Development Program provides an annual funding support of approximately \$600,000 to community mental health agencies to support the students and families in Title I schools.

Pupil Services staff meet monthly with the city program representative and the mental health agencies to maintain a strong collaborative relationship between the schools and our community partners, to provide comprehensive services that span the continuum of prevention and treatment strategies and to evaluate the effectiveness of our current programs.

Each agency will present a brief presentation on the continuum of services and programs they provide to the child and families in SMMUSD.

***** ***** ***** ***** ***** *****

This item was postponed to a future meeting.

TO: BOARD OF EDUCATION

DISCUSSION

10/15/09

FROM: TIM CUNEO / JANECE L. MAEZ / ORLANDO GRIEGO

RE: UPDATE OF FOOD & NUTRITION SERVICES PROGRAMS AT SCHOOL SITES

DISCUSSION ITEM NO. D.04

At the request of the Board of Education, the Director of Food and Nutrition Services will provide an update regarding the various programs offered by the Department as well as how the district is in compliance with current legislation.

The discussion will also address the following:

- The District’s nutrition education programs in and out of the classroom.
- Senate Bill 12, which addresses the nutritional requirements for various food items that are offered as part of a reimbursable meal and those items sold on an a la carte basis.
- Senate Bill 965, which addresses the nutritional requirements for various beverages that may be offered on school campuses during the course of the school day.
- Senate Bill 80, which addresses the new standards that impose restrictions on use of fats, including certain restrictions regarding the frying of foods in schools.

***** ***** ***** ***** ***** *****

This item was postponed to a future meeting.

TO: BOARD OF EDUCATION

DISCUSSION

10/15/09

FROM: TIM CUNEO

RE: CONSIDER ADOPTING POLICY 1313 – CIVILITY POLICY

DISCUSSION ITEM NO. D.05

It is recommended that the Board of Education consider adopting Board Policy 1313 – Civility Policy. During the Board of Education's review of all district policies and administrative regulations the board asked staff to bring back a civility policy. The attached policy is presented for discussion and will be returned for board approval at the next board meeting.

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

Attachments:

- BP 1313 – Civility Policy

***** ***** ***** ***** ***** *****

This item was postponed to a future meeting.

CIVILITY POLICY

Members of Santa Monica-Malibu School District staff will treat parents and other members of the public with respect and expect the same in return. The District is committed to maintaining orderly educational and administrative processes in keeping schools and administrative offices free from disruptions and preventing unauthorized persons from entering school/district grounds.

This policy promotes mutual respect, civility and orderly conduct among District employees, parents and the public. This policy is not intended to deprive any person of his/her right to freedom of expression, but only to maintain, to the extent possible and reasonable, a safe, harassment-free workplace for our students and staff. In the interest of presenting District employees as positive role models to the children of this District, as well as the community, the Santa Monica-Malibu School District encourages positive communication and discourages volatile, hostile or aggressive actions. The District seeks public cooperation with this endeavor.

Disruptions

1. Any individual who disrupts or threatens to disrupt school/office operations, threatens the health and safety of students or staff, willfully causes property damage; uses loud and/or offensive language which could provoke a violent reaction; or who has otherwise established a continued pattern of unauthorized entry on District property, will be directed to leave the school or District property promptly by the Superintendent, principal or designee.
2. If any member of the public uses obscenities or communicates in verbal or written language in a demanding, loud, insulting and/or demeaning manner, the administrator or employee to whom the remarks are directed will calmly and politely admonish the speaker to communicate civilly. If corrective action is not taken by the abusing party, the District employee will verbally notify the abusing party that his/her participation in the meeting, conference or telephone conversation is terminated and, if the meeting or conference is on District premises, the offending person will be directed to leave promptly.
3. When an individual is directed to leave under circumstances outlined in paragraphs 1 or 2, the Superintendent, principal or designee shall inform the person that he/she will be guilty of a misdemeanor in accordance with California Education Code 44811 and Penal Codes 415.5 and 626.7 if he/she reenters any District facility within thirty (30) days after being directed to leave, or within seven (7) days if the person is a parent/guardian of a student attending that school. If an individual refuses to leave upon request or returns before the applicable period of time, the Superintendent, principal or designee may notify law enforcement officials (CF 5131.4 Campus disturbance) (CF. 9323 Meeting Conduct).

Safety and Security

1. The Superintendent or designee will ensure that a safety and/or crisis intervention techniques program is provided in order to raise awareness on how to deal with these situations if and when they occur.
2. When violence is directed against an employee, or theft against property, employees shall promptly report the occurrence to their principal or supervisor and complete an Incident Report.

3. An employee whose person or property is injured or damaged by willful misconduct of a student may ask the District to pursue legal action against the student or the student's parent/guardian.

Documentation

1. When it is determined by staff that a member of the public is in the process of violating the provisions of this policy, an effort should be made by staff to provide a written copy of this policy, including applicable code provisions, at the time of occurrence.
2. Following any violation of the provisions of this policy, the employee will immediately notify his/her supervisor and provide a report of the incident on the form provided by the District.

Legal Reference

Education Code

32210 - Disturbing School

44014 - Assault on Personnel

44810 - Person on School Grounds

44811 - Insults and Abuses

Penal Code

243.5 B Arrest on School Grounds

413.5 B Fighting on School Grounds

626.8 B Entry of School by Person Not on Lawful Business

627.7 B Refusal to leave School Grounds

TO: BOARD OF EDUCATION

DISCUSSION

10/15/09

FROM: TIM CUNEO / MICHAEL D. MATTHEWS

Postponed from

10/01/09

RE: CONSIDER ADOPTING POLICY 4119.21 – PROFESSIONAL STANDARDS

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 4119.21 – 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

***** ***** ***** ***** ***** *****

This item was postponed to a future meeting.

PROFESSIONAL STANDARDS

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
10/15/09
FROM: TIM CUNEO / MICHAEL D. MATTHEWS Postponed from
10/01/09
RE: CONSIDER ADOPTING POLICY 4119.25 / 4219.25 / 4319.25 – POLITICAL
ACTIVITIES OF EMPLOYEES

DISCUSSION ITEM NO. D.07

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

***** ***** ***** ***** ***** *****

This item was postponed to a future meeting.

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
10/15/09
FROM: TIM CUNEO / MICHAEL D. MATTHEWS Postponed from
10/01/09
RE: CONSIDER ADOPTING POLICY 4119.26 – NON-FRATERNIZATION WITH STUDENTS

DISCUSSION ITEM NO. D.08

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

***** ***** ***** ***** ***** *****

This item was postponed to a future meeting.

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.

ATTACHMENTS

ATTACHED ARE THE FOLLOWING DOCUMENTS:

- Handouts from PTA Council: "Santa Monica-Malibu Council of PTAs: Proposed PTA Response to the March 2009 Communication Effectiveness report from Tom DeLapp" and letter from past presidents of the council
- Presentation: "SMMUSD Summer Programs 2009"

Santa Monica-Malibu
Council of PTAs
*Advocating for the Health, Education
and Welfare of All Children*
www.smmpta.org

Proposed PTA response to the March 2009 Communication Effectiveness report
from Tom DeLapp, President of Communication Resources for Schools

The Santa Monica Malibu Council of PTAs has a long and accomplished history of communications efforts on behalf of and in collaboration with the Santa Monica Malibu Unified School District.

PTA Council has regularly, over many years, urged the Board of Education and District Superintendents to make communication a top priority, passing more than one resolution urging both undertaking an integrated, strategic communications strategy and hiring an SMMUSD Public Affairs Officer.

Only last month, after a long review, PTA Council established four major priorities for its future going forward, and Communication was one of those four.

Therefore, PTA Council is encouraged that Superintendent Cuneo undertook this report and audit and by many of the report's findings. We strongly support the overall recommendations and thrust of the audit report, as well as the intent of its commission; better, stronger, more comprehensive communications for SMMUSD.

This is a detailed PTA response to the Communications audit.

Interview and focus group
Electronic and print publications review

While, some in PTA participated in some of the focus groups, there is concern the reach was not wide enough. Notable communications leaders within both the PTA and the wider education community were not interviewed or included. In addition, the materials review did not appear to include much of the district-wide external communications work done in a collaboration between the Superintendent's office and PTA; most notably e-mail blasts to the community, Public Schools Week, State of our Schools (in collaboration with CEPS), Top Ten lists, Our Schools World newspaper, etc.

General Observations

PTA Council appreciates, and agrees with, much of the contents of the report's General Observations; particularly those included in the paragraphs;

1. "SMMUSD is consistently inconsistent",
- and
3. "Closing the Achievement Gap means closing the Communication Gap."

Two key factors identified regarding the difficulty in effective communication seem right on target.

On #2, Transitions in the District office, PTA would go a step further. Effective communication must run throughout the District, not only as a priority but an expectation and a core commitment from the top of the organization.

However, the section, "The District Office needs to brand itself" is an example of how PTA feels the report suffers from a lack of reach into our SMMUSD community.

This section does contain some excellent observations about school Districts in general, but misses key milestones in our District. These, include, most notably, PTA's collaborative efforts with key stakeholders in the District over the last two years to create and sustain the Communications Collaborative.

That work, a true collaboration including District leadership, BOE members, Teachers Association, SEIU and Administrators created significant high profile communications messages, vehicles, and work product. The collaboration spent the two years branding the District Office and District and included all stakeholders.

We see no mention of that collaboration, which leads us to believe that the materials and efforts were not considered, rather than the materials being reviewed and rejected with a desire to start the process again.

The sections, "Keeping people in the loop must remain a high priority" and "What the Data tells us about communication methods" are interesting and helpful even if they do not directly address the communication needs of SMMUSD.

Recommendations

While PTA is extremely encouraged by this report's emphasis on creating a culture of communication within SMMUSD, it is in this Recommendations section that PTA Council feels the Report most misses the special identity of SMMUSD. We feel the

recommendations are excellent for any school District, ours included, but we feel that much of what makes us SMMUSD special, and thus what we need here at SMMUSD, is missing from this section.

PTA Council would like to include additional recommendations to Board of Education for consideration.

1. Make the hiring of a Public Affairs officer a top priority.
 - a. PTA Council urges that any Public Affairs Officer that is hired by SMMUSD needs to be intimately familiar with our schools, the complex political nature of our District and community, the diverse nature of our communities and should ideally be a member of our communities.
 - b. Public Affairs officer should, not only, be able to advise on and produce communications strategies and work product, but should also be working as an advisor on political and public perception issues.
 - c. Public Affairs officer must be able to comfortably collaborate, not only with District staff, but with all stakeholder and community groups, specifically with the PTA Council Communications Committee, which draws high-caliber communications professionals from throughout our District to lend their talents to our schools on a volunteer basis.
2. Should the District, due to budget constrains, NOT hire a Public Affairs officer, PTA Council recommends returning to a model used by previous District administrations of working closely and collaboratively with the PTA Communications Committee. Or a wider Communications collaborative.
3. Communications Training and Skill Building are good first steps.
4. Internal Communications recommendations are another example of suggestions that seem excellent for all school Districts to consider, but not as specific to SMMUSD as it could be.
 - a. Newsletters & bulletins: Much work has been done in the past analyzing the effectiveness the delivery methods, format and content of newsletters and/or bulletins for SMMUSD. This previous work has shown that bulletins, while critically important, have difficulty penetrating our parent and communities if not presented in a manner that "grabs" our base. These findings and other previous reports and analyses need to be a starting point for work product creation, but appear missing from this analysis.
 - b. The "Performance & Progress" report, in recommending an "annual or semi-annual report to parents and the community..." again seems to

the "State of our Schools" events.

5. SMMUSD's technology and electronic communications needs are vast. These recommendations, again, are a good first step, but will not address the systemic change needed within the District.

Develop a written communications plan with action steps and timelines.

Again, PTA is encouraged by the stated need for a comprehensive strategic communications plan for SMMUSD as expressed in this report, which is completely in accord with PTA's numerous recommendations for exactly that.

In addition to the Key Communications opportunities and challenges listed in this section of the report, PTA would add -

Once again, due to the unique fact that SMMUSD relies on its communities, parents and elected city leaders to fund 23% of its general fund, providing consistent proactive information about the results of their investment in our schools is more than a public service, it is a public trust.

Finally, when a dedicated communication director or Public Affairs officer sets about to develop SMMUSD's written communications plan with action steps and timelines, PTA feels it is critically important that person be someone who really knows our district, our schools, all of its constituents and its unique needs, opportunities and challenges.

Conclusion

Weaving throughout this report, PTA sees a desire by District leaders and administrators to resolve the natural stress here in SMMUSD of relying on its parent and community base for tremendous voluntary and financial resources, but feeling that reliance is greater than it would like.

PTA feels that stress also, but also embraces it as an ongoing commanding reality. This is the nature of the community of Santa Monica and Malibu - and districts throughout the State are envious of us for just this reason.

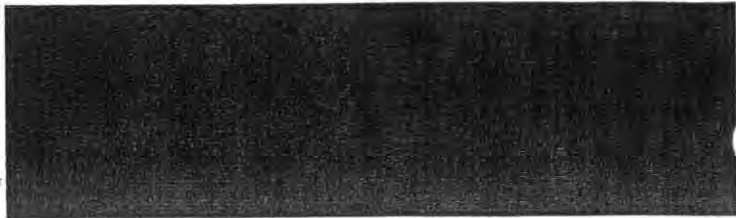
That stress is certainly felt within SMMUSD communications efforts, however rather than ignoring past communications efforts, PTA recommends embracing collaboration as our strength. PTA leadership, efforts, work product, expertise, communication vehicles, delivery methods, and branding have provided tremendous value to past communications efforts in SMMUSD. At times they have been the only coordinated communications efforts in the District. We hope and expect, PTA will be viewed as a resource in the future.

Whether deliberate, or by oversight, the report appears to be missing efforts that are currently in place, and which have been of tremendous benefit to our District.

PTA Council is very concerned if past efforts were to be scrapped in favor of bringing in new, outside sources that might not be intimately familiar with our District, its communications needs, and structural challenges to start from scratch.

We urge that the District keep moving forward rapidly to embrace better communication. We urge that the Board widen the scope of its focus. And we look forward to ongoing collaboration with both District Board and future Public Affairs Officer in getting communications right for the many different stakeholders of SMMUSD; staff, teachers, parents, taxpayers, voters and most of all students.

Rebecca Soladay Kennerly



October 15, 2009

Santa Monica Malibu Board of Education
President Ralph Mechur
Vice-President Barry Snell
Maria Leon-Vazquez
Oscar de la Torre
José Escarce
Kelly Pye
Ben Allen

Dear SMM BOE Members:

I am writing to you today in collaboration with my esteemed predecessors, SMM PTA Council Presidents Louise Jaffe and Maria Rodriguez to urge you to support Item A.26, "Establish Position – Director of Communications, Accountability, and Community Engagement.

PTA Council, and individual parents have supported the establishment of a Communications position for SMMUSD for many years and in many ways. PTA Council President Shari Davis will remind the Board at tonight's meeting about PTA Council's current position of support. Louise Jaffe reminds me that PTA and other community and citizens groups have advocated for the establishment of this position for more than a decade.

Support for SMMUSD to have comprehensive, targeted outreach to its many constituencies is widely and strongly felt throughout PTAs, since parent leaders see first-hand how its absence promotes misunderstanding, creates a barrier between our schools and our community residents and leaders, and ultimately hinders student achievement. PTA's support runs much deeper than advocacy. PTAs have year, after year, after year, invested their own time, expertise and dollars to create strategic communication in the District's vacuum.

However, PTA is not the only group that felt the need for communications expertise within SMMUSD. CTA and SEIU have worked with volunteer-based SMMUSD communications efforts to help inform and educate our families and community members about our schools. The Special Education Working Group and other parent groups have called for increased communications. Community groups and city officials have long felt the absence of comprehensive communications within SMMUSD.

Today's very difficult economic climate makes the creation of any job creation or new consultancy more difficult than ever. However, it is even more important in difficult times to help all constituencies understand our schools' challenges and successes, and collaborate to find creative solutions. In addition, as difficult decisions are being made, responsible communication is a core district responsibility and accountability measure.

We urge you to support item A.26.

Sincerely,

Rebecca Kennerly
President Emeritus
SMMPTA Council

Maria Rodriguez
Past-President
SMMPTA Council

Louise Jaffe
Past-President
SMMPTA Council

SMMUSD Summer Programs 2009



**A Report to the Board of Education
October 15, 2009**

Santa Monica-Malibu Unified School District

1

Summer Programs 2009

- Program Goals
- Brief Description of Programs
- 2009 Enrollment and Performance Data
- Reflections from Students, Parents, Teachers, and Administrators
- Recommendations for 2010



2

Summer Program Goals for 2009



- Provide students with short-term, intensive academic experiences that will:
 - Accelerate progress toward academic proficiency
 - Assist high school students with credit recovery toward graduation
 - Provide a meaningful, student-centered, transitional experience from 8th to 9th grade
 - Afford under-represented students opportunities to prepare for rigorous Honors/AP courses
 - Offer under-represented students an early college experience
 - Extended School Year (ESY)

3

Summer Programs 2009

| Program | Grades Served* | Enrollment | Location |
|-------------------------|----------------|-------------|--------------------------------------|
| Elementary IISS | 2 – 5 | 423 | Grant, Cabrillo |
| Middle School IISS | 6 – 7 | 180 | JAMS, Lincoln |
| Middle School IISS | 6 – 8 | 30 | Malibu HS |
| Connect for Success | 8 | 150 | Samohi |
| Summer Bridge | 8 – 10 | 81 | Samohi |
| Young Collegians | 9 – 10 | 45 | SMC |
| AVID | 9 | 34 | Samohi |
| APEX On-Line | 9 – 12 | 70 | Samohi |
| Credit Recovery | 9 – 12 | 522 | Samohi (includes Malibu Hi students) |
| Extended School Year | Pre-K - 12 | 211 | Grant, McKinley, Lincoln, Samo, MHS |
| Total Enrollment | | 1830 | |

4

*Rising Grade Levels

Intensity by Design



- Long, 2 - 4 hour blocks
- Short 4 - 6 week term
- Specially designed curricular materials
- Targeted professional development
- Effective classroom management tools
- Increased student response opportunities
 - In some cases, smaller class size
 - Sheltered effect

5



Targeting the Achievement Gap

2009 District and Summer Program Demographics

| | Percent of SMMUSD | Percent of Summer Programs |
|------------------------------------|-------------------|----------------------------|
| African American | 7% | 14% |
| Latino | 27% | 57% |
| Economically Disadvantaged | 25% | 56% |
| English Learners | 12% | 25% |
| Students with Disabilities* | 9% | 17% |

* Does not include students enrolled in Extended School Year Program through Special Education

6

Elementary and Middle School Program Description

- Staffed by Assistant Principals serving as IISS Principals
- Four week program for elementary including ESY
- Five week program for middle schools including ESY
- Elementary located at Grant and Cabrillo
- Middle School located at JAMS, Lincoln and MHS

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Elementary and Middle School Program Description

- ELA Curriculum: Student Onramp Strategies (SOS) and Reading and Writing Sourcebook
- Math Curriculum:
 - Number Worlds for students grades 2-5
 - SRA Algebra Readiness for students grades 6-8
- Assessments
 - Pre and Post Tests
 - Mid and End of Summer Progress Reports for MS
- Parent Communication
 - Information Night with Parent Contract
 - Parent contacts
 - Parent Education Evening
 - Community Liaison/Advisor/Student Outreach Specialist

8

Connect for Success Program Description

- Curriculum: Interdisciplinary, project-based learning developed by team of secondary teachers
 - Included text-based discussions, interview skills, persuasive writing, expository reading, library and school resources, real-world application of number sense
 - Field trips to complement curriculum
 - Culminating Projects: Community based topics for student activism and advocacy
- Clear Expectations for Classroom Management
- Assessments
 - Pre and Post Test (8th grade math test only)
 - Mid and End of Summer Progress Reports (Pinnacle)
- Parent Night
- Student Outreach Specialist

9

Young Collegians Program Description

- Early College Experience
- SMC Courses
 - Cohort 1: History of Rock Music and Library Research Methods
 - Cohort 2: Speech and Counseling (Study Skills/Time Management)
- Assessments
 - Course grades
- CSUN College Tour
- Parent Communication
- Study Sessions, Technology Workshops, Guest Speakers

10

High School Program Description

- Specific courses for credit recovery for 9th –12th graders
- ELD and sheltered courses for English Learners
- Bridge Classes to promote honors and advanced placement
- AVID course for World History
- APEX On-line Program for credit recovery
- Extended School Year services for students with disabilities

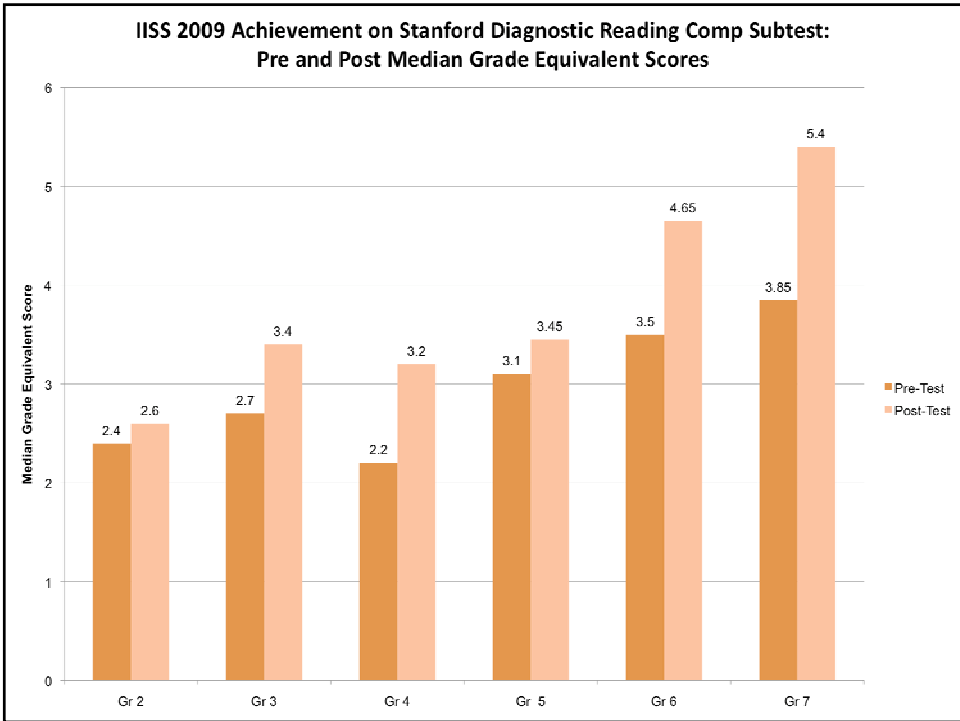
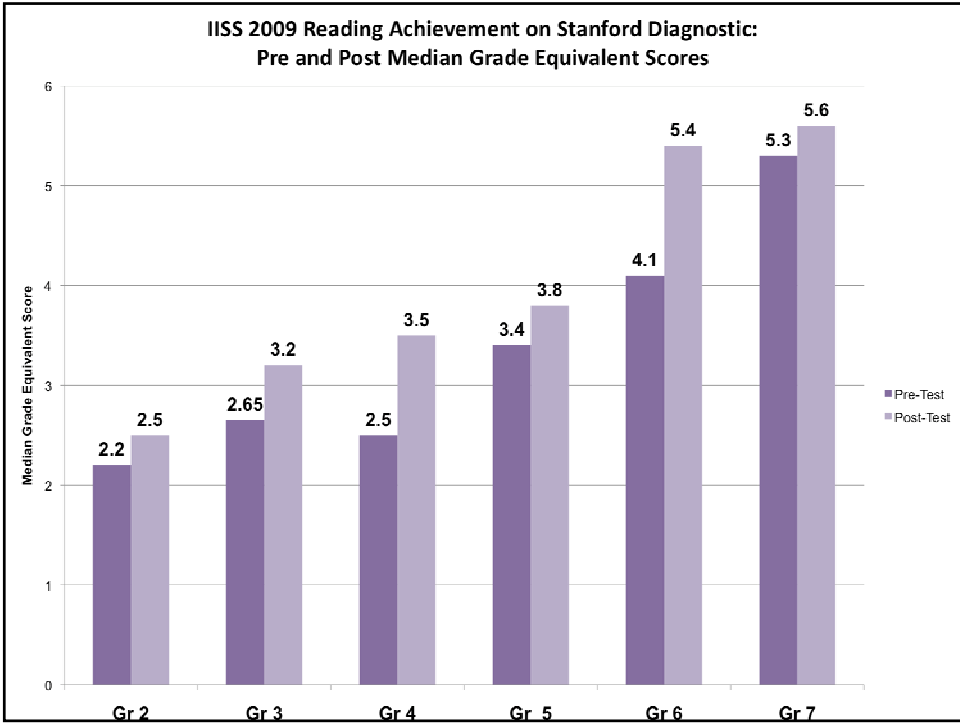
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Continued Gains on Pre/Post Stanford Diagnostic Reading

- 5th year of positive results for literacy
- Gains reported in terms of median grade equivalency scores
- Gains of two months to 28 months after 4 - 5 week program

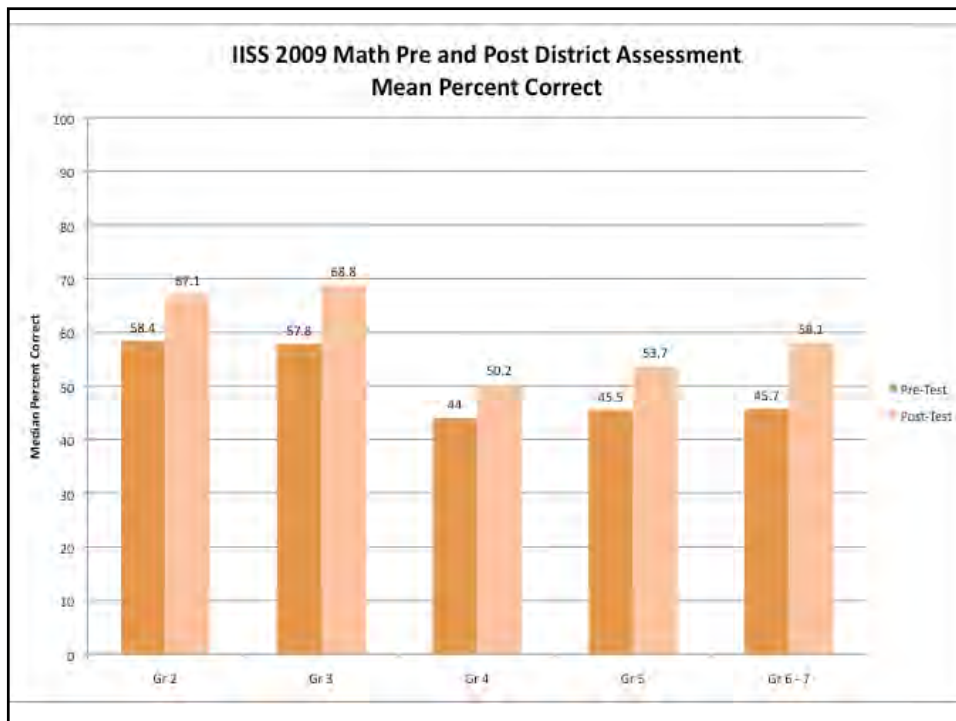


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2009 Pre/Post Math Data

- District-developed assessment
- Reported in “percent correct”
- Solid gains of 8 – 12 percentage points in every grade
- Focus on specific content strands taught at each grade level



Math Focus Topics



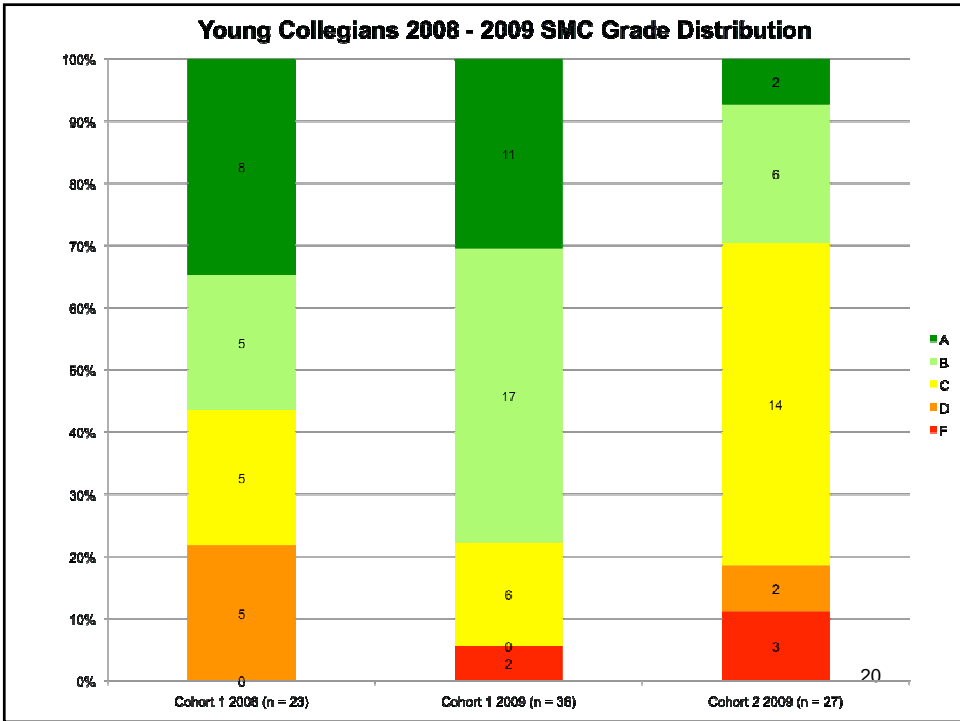
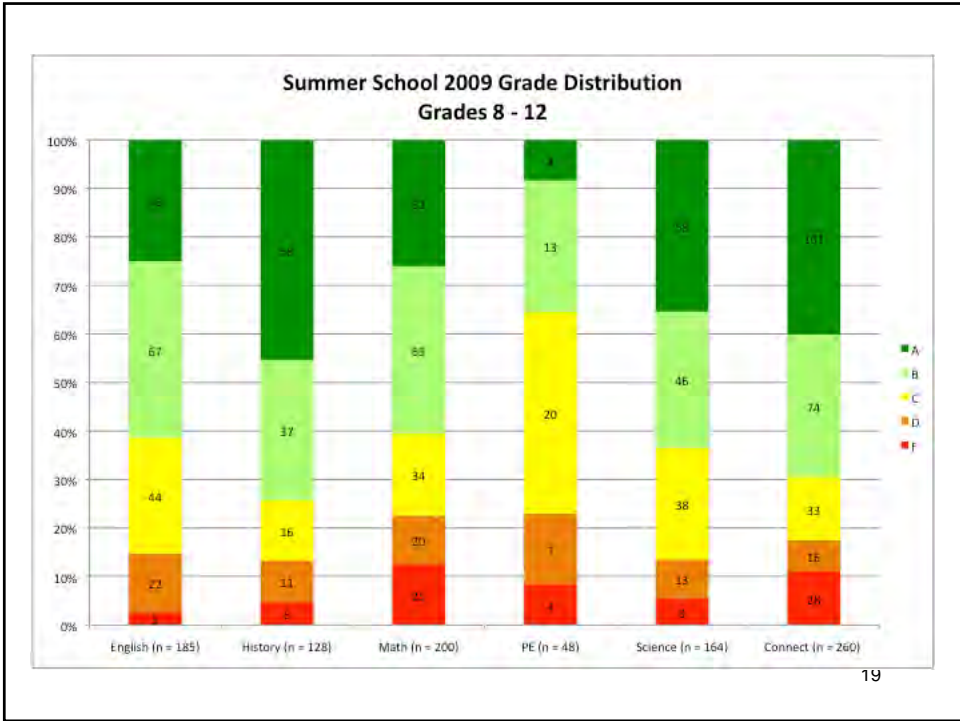
- **Grade 2:** Addition and Subtraction
- **Grade 3:** Addition, Subtraction and Multiplication
- **Grade 4:** Addition, Subtraction, Multiplication and Division
- **Grade 5:** Multiplication, Division, Fractions and Decimals
- **Grade 6 & 7:** Number Sense (Fractions, Decimals and Percents), Algebra and Functions
- **Grade 8:** Number Sense (Fractions, Decimals and Percents), Algebra and Functions, Measurement and Geometry (taught within interdisciplinary approach)

17

Grade 9 - 12 Percent Passing in Earned Grades

| | 2006 | 2007 | 2008 | 2009 |
|-----------------------|------|------|------|------|
| Social Studies | 97% | 93% | 96% | 95% |
| Science | 88% | 97% | 84% | 95% |
| English Language Arts | 81% | 93% | 90% | 97% |
| Math | 75% | 92% | 95% | 88% |

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SMC Concurrent Enrollments

- 345 SMMUSD students took 553 courses at SMC during Summer 2009
- Enrollment and course grade data have been provided by SMC
- Data include our Young Collegians

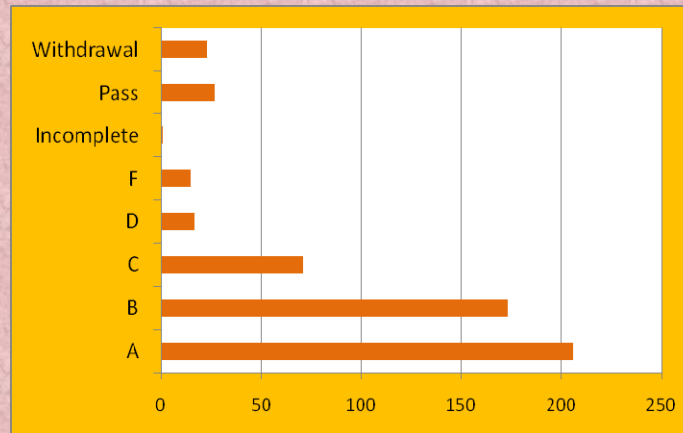
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SMC Concurrent Summer Enrollments

| | | | |
|--------------|----|----------------|-----|
| Anthropology | 2 | Graphic Design | 2 |
| Art | 17 | History | 284 |
| Astronomy | 3 | Library | 18 |
| Auto | 2 | Math | 28 |
| Biology | 19 | Music | 32 |
| Broadcasting | 1 | Nutrition | 1 |
| Business | 6 | Photo | 10 |
| Cosmetology | 2 | Physics | 3 |
| Counseling | 27 | Social Science | 20 |
| CS | 7 | Theater Arts | 2 |
| Dance | 6 | | |
| English | 3 | | |
| Film | 1 | | |

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SMC Concurrent Summer Enrollment Grade Distribution



23

Elementary Student and Parent Reflections

- **200 Parents responded**
 - 96% felt they received adequate notification about IISS
 - 87% received some communication from IISS teachers
 - 94% felt IISS met the academic needs of their child
 - 95% felt IISS met or exceeded their expectations
- **242 Students responded**
 - 97% wanted to succeed in IISS
 - 93% felt IISS will help them to be successful in coming school year
 - 91% felt comfortable asking questions when they didn't understand

24

6th and 7th grade Parent and Student Reflections

- **134 Parents responded**
 - 97% felt they received adequate notification about IISS
 - 91% received communication from IISS teachers
 - 95% felt IISS met their child's academic needs
 - 93% felt IISS met or exceeded their expectations
- **205 Students responded**
 - 91% indicated they wanted to succeed in IISS
 - 91% felt they understood the content in IISS
 - 87% felt summer school will help them in the coming school year
 - 80% felt comfortable asking questions when they didn't understand

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8th Connect for Success Student and Parent Reflections

- **36 Parents responded**
 - 88% felt they received adequate notification about IISS
 - 69% received communication from IISS teachers
 - 94% felt IISS met their child's academic needs
 - 97% felt IISS met or exceeded their expectations
 -
- **84 Students responded**
 - 96% indicated they wanted to succeed in IISS
 - 95% felt they understood the content in IISS
 - 83% felt summer school will help them this year in school
 - 83% felt comfortable asking questions when they didn't understand



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Elementary School Teacher Reflections

- Perceived need for one coordinator/administrator to plan, organize and supervise IISS. Multiple supervisors led to confusion, lack of organization and clarity.
- Four weeks was too short a time frame to complete units of study.
- Student On-Ramp Strategies in literacy instruction continue to work well for IISS students.
- Continue to search for more appropriate math program and assessments.
- Further differentiate professional development to allow more time for collaborative planning.

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High School Administrator Reflections

- Enrollment was slightly less this year, but attendance was improved and there were fewer drops.
- Parents signed contracts specifically related to attendance.
- APEX On-line program worked well for some classes, but less successful in math.
- Further work is needed to improve coordination with ESY programs.

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Recommendation #1

- Develop a Connect for Success summer program model for 5th to 6th grade transition



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5th to 6th Connect

- District-wide achievement levels drop off from 5th to 6th grade
- Drop is more significant for students of color, English learners, economically disadvantaged students and students with disabilities



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5th to 6th Connect

- 5th grade has lowest enrollment in IISS for past several years
- Relatively large numbers of eligible 5th graders do not attend
- Many non-attending eligible 5th graders are among lowest performing
- Many had attended IISS in years prior
- Perhaps a new approach is needed for these students

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5th to 6th Connect

- Integrated, project-based curriculum
- Housed at receiving Middle School, for smoother fall transition
- Continued “connections” and follow up through sixth grade and middle school career



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More on Transition

- Transition is a district-wide issue
- Pathways need to develop and implement of 5th to 6th and 8th to 9th transition activities for *all* students
- A “Connect for Success” summer program would be an *additional* transition program for students who are struggling academically

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Recommendation #2

- Explore “jump start” calendar for some summer programs
 - Move start and end date for ES and MS IISS and/or Bridge programs closer to actual start of school in order to avoid possible loss of summer gains as summer programs end 6 to 7 weeks prior start of school
 - Some schools currently run site-based “jump-starts” for Kindergarten and first grade students
 - Particularly beneficial if programs are further truncated

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Questions and Discussion

