# 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

November 5, 2009

A regular meeting of the Santa Monica-Malibu Unified School District Board of Education was held on Thursday, November 5, 2009, in the Malibu City Council Chambers: 23815 Stuart Ranch Road, Malibu, CA. The Board of Education called the meeting to order at 4:15 p.m. in the upstairs Conference Room at the Malibu City Council Chambers. At 4:16 p.m., the Board of Education moved to Closed Session regarding the items listed below. The public meeting reconvened at 6:13 p.m. in the Council Chambers.

#### I. CALL TO ORDER

- A. Roll Call
- B. Pledge of Allegiance

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

#### III. CLOSED SESSION (100)

- 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) Closed session with legal counsel concerning existing litigation pursuant to GC §54956.9(a) as cited in the Brown Act (2 cases: SMMUSD v. Hernandez, et. al. Los Angeles Superior Court Case #BC418869; SMMUSD v. Maruyama, et. al. Los Angeles Superior Court Case #BC418854). (15)
- Closed session with legal counsel concerning anticipated litigation pursuant to GC §54956.9 as cited in the Brown Act (1 cases). (45)
- Conference with Superintendent regarding 2008-2009 Strategies for Negotiations with S.E.I.U. pursuant to GC §54957.6 as cited in the Brown Act. (10)
- Conference with Superintendent regarding 2008-2009 Strategies for Negotiations with S.M.M.C.T.A. pursuant to GC §54957.6 as cited in the Brown Act. (10)
- Closed Session, Superintendent's performance evaluation pursuant to GC §54954.5 as cited in the Brown Act. (20)

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

# $_{6:14\,pm}$ V. APPROVAL OF THE AGENDA

It was moved by Ms. Leon-Vazquez, seconded by Mr. de la Torre, and voted 7/0 to approve the agenda with the Update. The board agreed to move Item D.02 before D.01.

#### VI. APPROVAL OF MINUTES

There are no minutes available for approval.

#### 6:14 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**

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80.A	Selection of Legal Firm for RDA Representation – Civic Center Joint Use Project	19-20
A.09	Acceptance of Work Completed by J. Dreyfuss and Associates (DBA	19-20
Α.03	Dreyfuss Construction) for Boys and Girls Club Facility – John	
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7 1. 10	Fire Damage Reconstruction – PO #101764 and PO #102501	
A.11	Authorization to Use Bid No. P13-08-09 Glendale Unified School District	
	for the Purchase of Apple Computer Products, Services, and	
	Related Components	23
A.12	Approval of Amendment to Transportation Facility Lease between	
	JSLBRA, LLC and the District	.24-24c
Meas	ure "BB"	
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	Cartier Electrical Technologies, Inc. – Measure BB	25
Doros	-	
Person		26.24
A.14 A.15	Certificated Personnel – Elections, Separations	
A.16	Classified Personnel – Merit	
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		50-52
<u>Gene</u>		
A.18	Appoint Member to Emergency/Temporary Parcel Tax Feasibility	53
	Committee	5.3

6:25 pm VIII. PUBLIC COMMENTS

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

 Kenneth Harris, a member of the community, expressed his concern regarding the communication between the district office and school sites.

#### 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 <u>5 minutes or less</u>. However, if more time is necessary, or if a report will not be presented, please notify the Board secretary eight workdays prior to the date of the meeting.

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

#### Pyoung Kim - Santa Monica High School

Student Board Member Kim began her report by reading a statement from the Samohi Solar Alliance regarding Bike It Day. On October 27, students saw a presentation on Invisible Children and 1,000 signatures were collected in opposition against the Ugandan army kidnapping children and forcing them to become soldiers.

6:33 pm

Student artwork for Day of the Dead is on display in the Roberts Art Gallery.

The Powder Puff game was on November 4. The homecoming pep rally will be tomorrow. ASB has been ferociously preparing for rally, the theme of which will be Super Hero Blast from the Past. Homecoming week will have Twin Day, Jersey Day, Animal Day, Super Hero Day, and Blue and Gold Day. The Homecoming game will be against Inglewood. The Homecoming queen will be crowned during half time at the game. The Homecoming dance is on November 14. It will have a super hero theme.

This Saturday in Barnum Hall is Sing for a Cure, a concert benefiting Parkinson's disease research. The Crucible will be performed during November by the Samohi Theatre Department. There will also be a shoe drive for Toms, a company that donates shoes to children in areas where diseases are often contracted through bare feet. Club Day will be on November 13, and over fifty clubs are scheduled to participate.

The cross country meet was today. The girls tennis team won league and are currently at CIF games right now. Yesterday, JV water polo won, but the varsity team lost. Tomorrow, the homecoming game is against Inglewood High School.

#### Roya Sahafi – Malibu High School

Student Board Member Sahafi reported that on in October the MHS college counselor held a UC and CSU application workshop as well as an essay writing workshop. On November 3 and 4, there was a workshop for the common college application. October 23 was the end of the first six-week grading period. Seniors will be taking the SAT on Saturday.

The campus will be holding Coffee House, a mini talent show with singing, acting, instrumental performances, and poetry all performed by students. Coffee Host is being hosted by the journalism class and will have a Halloween Theme.

On October 29, there was an interclass pie eating contest. The freshmen won. On October 30, the middle school held a dance and had a Halloween costume contest during lunch that same day. Tonight is the opening night of the school's production of Caberet. There is also a choral concert. On November 9, the Reflections contest award will be announced.

November 9-13 is Homecoming week, the theme of which is Welcome to the Circus. The will be a tug-a-war contest, powder puff games, Spirit Day, and an animal noise contest. This year's Homecoming court will be announced at half time during the boys' football game. After the game, the homecoming dance will be at 5:00pm.

#### Emily Yeskel – Olympic High School

Student Board Member Yeskel introduced herself to the board. She is a senior at Olympic, but has also attended Samohi and Malibu High School. Ms. Yeskel sadly reported that a former Olympic student, Richard Juarez, was murdered Tuesday night at Virginia Avenue Park. He is remembered by staff as loveable and kind.

6:28 pm

6:39 pm

In October, Renee Talbert the Juvenile Detective from the Santa Monica Police Department, addressed the criminal justice class and discussed the legal ramifications of runaways. She and her team explained SMPD's policies and procedures for dealing with runaways.

On October 20, all students participated in a school wide writing prompt. The information gathered from the writing assessment will be used to augment the school's writing curriculum. The data from the writing assignment will also be incorporated into the school's WASC report.

The 2009-10 school site council held its first meeting of the year. They reviewed the WASC report and identified schools wide needs. The school is currently compiling the WASC report elements in preparation for the WASC visitors.

On October 15, the entire campus participated in the Great Shakeout, a statewide emergency preparedness drill.

All staff attended a training regarding child abuse, facilitated by school psychologist Judy Miller and nurse Amy Rand.

This year, Olympic will resume its relationship with the Police Activity League and Venice Arts, allowing students to participate in learning activities outside of the school setting. Venice Arts photography program allows students to explore the surrounding community. Students can also take a PAL fitness class or PAL design class. The Collaboration with the K9 class continues this spring. The school recently received a donation of guitars and amplifiers, facilitated by Tom Whaley.

Mr. Allen asked if there would be another CSBA training for student board members for Emily. Mr. Cuneo said there might be another session in the spring. Mr. Mechur suggested that the other student board members help train Emily on information they learned at the training.

- B. SMMCTA Update Mr. Harry Keiley (5) no report
- C. S.E.I.U. Update Ms. Keryl Cartee-McNeely (5) no report
- D. PTA Council Shari Davis (5)

Ms. Davis began her report by commending the student board members for doing such a great job on their reports.

Ms. Davis recognized the tragedy that former SMMUSD student Richard Juarez was killed on Tuesday night while at Virginia Avenue Park. The thoughts and prayers of the entire PTA Council are with Mr. Juarez's family.

November is Public Schools Month. The tours of each site have already begun. During school site tours, visitors will have the opportunity to meet with the principal and PTA presidents. The State of Our Schools presentation will be shown in Malibu on November 17 and in Santa Monica on November 18. The presentations will provide information about student achievement, district activities, and the budget.

Ms. Davis reported on the recent activities of the PTA Council Special Education Committee. The Fall Forum, which was held on October 24 at JAMS, focused on strategies for successful learning for all students. Key note speakers provided a great deal of information regarding how our brains

6:44 pm

work while reading. Evaluation forms, filled out by participants, came back with positive comments. Ms. Davis thanked the Special Ed coordinators and parent leaders for their work, Dr. Sara Woolverton for her comments, and Dr. Sally Chou for unveiling the 2009-10 parent handbook.

In regards to communication, Ms. Davis said reiterated a point she made at October 15 board meeting: with funding the current crisis at hand, communication with the community is even more important. The PTA Council encourages the board to think creatively about how to improve communication.

Ms. Davis reminded the board members that December 8 will be the PTA holiday breakfast at Dukes in Malibu.

#### E. Citizens' Bond Oversight Committee – Jeff Jarrow (10)

Mr. Jarrow reported that the committee's report has been given to Ms. Maez to distribute to the board. Mr. Cuneo explained that once the board members had read the report, they could determine if it should come back as a discussion item.

F. Emergency/Temporary Parcel Tax Feasibility Committee – Neil Carey (5)

Mr. Carey reported that the polling survey will begin November 7. The executive committee will be meeting on November 19 to discuss the polling results and possible recommendations regarding a parcel tax to bring to the board. On November 23, the whole committee will meet and agree on which recommendations to bring to the board on December 10. The committee asked him to remark that the community at large has a true lack of understanding about the financial crisis for the state and education. He stressed the importance of educating the community regarding the budget crisis and the need for revenue. Mr. Snell asked if the committee would be looking at local communities whose recent attempt to pass parcel taxes were successful and unsuccessful. Mr. Carey said the committee received a summary of parcel tax measures throughout the state, and the analysis revealed that it is difficult to tell why some passed and others didn't.

### 7:01 pm X. SUPERINTENDENT'S REPORT (5)

6:50 pm

6:51 pm

Superintendent Cuneo thanked Mr. Jarrow and Mr. Carey for their work on their committees.

Flu season is upon us, and the district office has provided the sites with protocols regarding H1N1 and the seasonal flu in general. Information has also been posted on the district website.

The Superintendent announced the tragic death of one of SMMUSD's former students, Richard Juarez. Richard had attended both Samohi and Olympic. Support services for students and faculty are in place at those schools. Mr. Cuneo thanked the Samohi administration and counseling staff, Dr. Chou, Dr. Matthews, and Marolyn Freedman for coming together and providing the necessary support. In regards to safety on campus during tomorrow night's homecoming game at Samohi, Dr. Matthews met with Samohi administrators and SMPD to develop set of protocols. SMC college police will also be participating. There will be security in and around the campus. The district has received a considerable amount of support and help from Police Chief Jackman and his officers. The goal is to ensure a safe event for students and visitors. A letter from the district and SMPD will be emailed to the Samohi community with all this information. Samohi staff is also working closely with the PTA. Staff is confident the game can and will be safe. In response to a board

member question, Mr. Cuneo explained that Samohi administration has also been in communication with the athletic director and principal of Inglewood High School to ensure all students remain safe.

Ten educators from the UK recently visited SMMUSD for a week to discuss their reform efforts. In return, they received information about SMMUSD to take back with them. They would like SMMUSD to know more about the Tony Blair Foundation. Mr. Cuneo will be meeting with the foundation's representative to examine the possibility of a link between the two countries through the foundation.

Mr. Cuneo thanked the Santa Monica Chamber of Commerce for their recent recognition of community leaders, including SMMUSD's new teachers. The chamber also recognized police and fire fighting in the community.

The Education Foundation held a major event with Cirque du Soliel, with a reception prior to the event. Mr. Cuneo commented that it was a wonderful show and a great way for the community to not only enjoy the performance, but also raise money for the Education Foundation.

Mr. Cuneo met with representatives from the Boys and Girls Club of Santa Monica recently. The new center at JAMS is a big success. Membership has been closed at the club because it is already full, evidence of the center's popularity. He commended the club for their work with our students.

The Superintendent attended a Kiwanis luncheon yesterday and presented SMMUSD's strategic plan and goals. He agreed with Mr. Carrey's earlier comments about the community's lack of understanding regarding the budget crisis and how it affects the district. Dr. Escarce wondered what type of information should be dispersed to the community for a possible parcel tax campaign. Mr. Cuneo replied that Ed Source has provided a considerable amount of information to help districts explain school funding information. He added that there was still some money in the contract with Mr. Tom DeLapp that could be used for this.

#### MAJOR and DISCUSSION Items

As a general rule, items under MAJOR and DISCUSSION will be listed in order of importance as determined by the President, Vice President and Superintendent. Individual Board members may move to request a change in the order prior to consideration of any Major item. The Board may also move any of these items out of order to be heard immediately following PUBLIC COMMENTS if it appears that there is special interest by the public or as a courtesy to staff members making presentations to the Board.

#### XI. MAJOR ITEMS (100)

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.

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7:16 pm	A.19	Approve Contract with Gensler to Assist with District Strategic Plan (30)54-58a
8:01 pm	A.20	Adopt Emergency Resolution No. 09-14 for LACOE Governing Board
•		Resolution Public Project Form No. 503-826 for the Replacement
		of the Kitchen Ventilation System – Malibu High School (5)
8:02 pm	A.21	Increase in Staffing (FTE) – Sr. Office Specialist – Special Education (10) 60
0.04	A.22	Approve DAC Charges for 2009-10 (25)
8:04 pm		Childcare Development
Break:		English Learners
8:47pm-		Health and Safety
9:02 pm		Visual and Performing Arts
9:02 pm	A.23	Adopt Policy 3300 – Expenditures and Purchases (15)64-66
9:40 pm	A.24	Adopt Policy 3311 – Bids (5)67-76
9:41 pm	A.25	Adopt Policy 3312 – Contracts (5)77-80
9:44 pm	A.26	Adopt Policy 7000 – Concepts and Roles (5)

#### XII. DISCUSSION ITEMS (120)

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

## XIII. INFORMATIONAL ITEMS (0)

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

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

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

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

#### XVI. CONTINUATION OF PUBLIC COMMENTS

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

#### XVII. BOARD MEMBER COMMENTS

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

 Mr. Mechur reminded the board that there would be a discussion item scheduled on the November 19 agenda among the Board of Education, FOC, and Superintendent's Budget Committee. He asked board members if they would be available for a special meeting on November 21 from 9:00am to noon. Mr. Allen requested that the special meeting to be televised.

#### **XVIII. FUTURE AGENDA ITEMS**

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

#### XIV. CLOSED SESSION

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

#### XX. ADJOURNMENT

It was moved by Mr. de la Torre, seconded by Ms. Leon-Vazquez, and voted 6/0 (Dr. Escarce was absent) to adjourn the meeting at 11:08 p.m. in memory of Richard Juarez, a former SMMUSD student, who was a victim of gun violence on Tuesday night. The next regularly scheduled meeting will be held on **Thursday, November 19, 2009**, at 5:00 p.m. at the District Offices: 1651 16<sup>th</sup> Street, Santa Monica, CA.

Approved: 12 -10 - 200 9

President

Superintendent

Meetings held at Santa Monica City Hall are broadcast live – City TV2, Cable Channel 16.

Meetings held at the District Office and in Malibu are taped and rebroadcast
in Santa Monica on CityTV2, Cable Channel 20 – Check TV listing.

Meetings are rebroadcast in Malibu on Government Access Ch. 3 every Saturday at 8pm.

# SMMUSD Board of Education Meeting Schedule 2009-2010

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

July through December 2009									
Month 1 <sup>st</sup> Thursday		2 <sup>r</sup> Thur:		3 <sup>rd</sup> Thursday		4 <sup>th</sup> Thursday		Special Note:	
July	7/1*	DO		•	7/16	DO		,	*7/1: Special Meeting
August	8/4*	DO			8/20 8/	<u>/19</u> 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	М			10/15	DO	10/26*	DO	*10/26: Special Meeting
November	11/5	М			11/19	DO			Thanksgiving: 11/26-27
December			12/10	DO			winter	break	
December 20	– 31: W	inter E	Break						
				Janu	ary thro	ugh J	une 20	10	
January 1 – 2	: Winter	Break	(						
January			1/14	DO					
February	2/4	М			2/18	DO			
March	3/4	DO			3/18	DO			*Stairway: 3/25 & 3/26
March 29 – A	pril 9: S	pring l	Break						
April	spring	break	spring	break			4/22	DO	
May	5/6	М			5/20	DO			
June	6/3	DO			6/17	DO			Last day of school: 6/25

District Office (DO): 1651 16<sup>th</sup> Street, Santa Monica.

Malibu City Council Chambers (M): 23815 Stuart Ranch Road, Malibu, CA

#### Santa Monica-Malibu Unified School District Board of Education November 5, 2009

# I. CALL TO ORDER 4:15pm A. Roll Call 4:16pm Ralph Mechur – President 6:13pm

Barry Snell – Vice President
Ben Allen – arrived at 4:45pm
Oscar de la Torre
Jose Escarce – left at 9:44pm
Maria Leon-Vazquez
Kelly Pye

#### **Student Board Members**

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

B. <u>Pledge of Allegiance</u> Led by Mr. Allen.

#### **II. CLOSED SESSION**

There was no action to report out of closed session.

TO: BOARD OF EDUCATION ACTION

FROM: TIM CUNEO

RE: APPROVAL OF MINUTES

#### **RECOMMENDATION NO. A.01**

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

There are no minutes available for approval at this time.

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

TO: BOARD OF EDUCATION

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

RE: APPROVAL OF INDEPENDENT CONTRACTORS

#### RECOMMENDATION NO. A.01

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

Contractor/ Contract Dates	Description	Site	Funding
Angela Chan 7/24/09 to 5/30/10 Not to exceed: \$5,025	Ongoing consultation meeting with Principal and Mathematics Focus Group to support implementation of Cognitively Guided Instruction-Math teaching grades K-3	Roosevelt	01-90150-11100-1000-5802-007- 4070
Music Center Education Division 10/01/09 to 6/10/10 Not to exceed: \$8,800	To provide 7 assemblies for students in grades 1, 2, 4, & 5 in music, drama, dance & storytelling (history/cultures) to supplement respective grade level curriculum	Franklin	01-90150-0-11100-10000-5802- 002-4020
Family Services of Santa Monica 10/12/09 to 6/30/10 Not to exceed: \$20,000	Will provide counseling & therapy services students & their families.	Malibu High, Point Dume, Cabrillo, and Webster	\$8,000: 01-91270-0-11100- 10000-5802-010-4100 (City of Malibu) \$10,000: 01-90140-0-11100- 10000-5802-010-4100 (The Shark Fund) \$2,000: 01-00010-0-11100- 10000-5802-019-4100 (Pt. Dume Marine Science)
Donna Iwagaki 9/08/09 to 6/30/10 Not to exceed: \$15,000	To prepare & provide annual board training, assist in self-assessment & provide technical assistance for management and service area staff.	Child Development Services	12-52101-0-58000-10000-5802- 070-2700
Mary Anne Patino, MSRD 7/01/09 to 6/30/10 Not to exceed: \$14,580	To assist the preschool programs on nutritional counseling with parents, staff training, parent training, site monitoring, nutritional assessments, & policy and procedures	Child Development Services	12-52101-0-58000-10000-5802- 070-2700
Family Services of Santa Monica 7/1/09 to 6/30/10 Not to exceed: \$34,100	To provide social services through family counselors to preschool children, assist in the identification of children that need additional services, participate in the self-assessment of program activities.	Child Development Services	\$30,150: 12-52101-0-58000- 10000-5802-070-2700 (Head Start Basic) \$2,000: 12-60550-0-58000- 10000-5802-070-2700 (CA State Preschool) \$650: 12-94150-0-58000-10000- 5802-070-2700 (LAUP-W. West) \$650: 12-94150-0-58000-10000- 5802-703-2700 (LAUP-Grant) \$650: 12-94150-0-58000-10000- 5802-714-2700 (LAUP-Pine St.)

MaryAnne Solomon Art Meets Technology	Maintain and update website and directory.	Santa Monica High School	01-90150-0-11100-10000-5802- 015-4150
7/1/09 to 6/30/10			
Not to exceed: \$4,800			
PS Arts 10/5/09 to 6/8/10	To teach art for all classes, grades K-5	Muir	01-90150-0-11100-10000-5802- 005-4050
Not to exceed: \$5,000			
Guillermo Meudieta Meaningful Learning	Provide professional development and follow up work for Pictorial Math for 4 & 5	Edison, Muir, McKinley, Roosevelt	01-30110-0-11100-10000-5802- 001-4010, 01-30110-0-11100- 10000-5802-005-4050, 01-
10/1/09 and 1/19/10	grade teachers (year 2)	and SMASH	30110-0-11100-10000-5802-004- 4040, 01-91510-0-11100-10000-
Not to exceed: \$4,200 (\$840 per school site)			5802-007-4070, 01-00010-0- 11100-10000-5802-009-4090
Crain & Associates	Parking capacity study at Santa Monica High School.	Business	Special Reserve Fund
Extend Contract Dates:			40-00000-0-00000-82000-5802- 050-2600
7/1/09 to 12/31/09			
Amend Contract Amount:			
Not-to-exceed \$1,530			
Scotia Consulting Services, Inc.	To provide DSA inspection services	Multiple Sites	21-00000-0-00000-85000-5890- 050-2600
Contract Amount \$4,360.00			
UC BB10004			
Zevitz-Redfield & Associates, Inc. Will Carey	Additional support for Information Services Department.	Information Services	01-00000-0-00000-77000-5640- 054-2540
7/1/09 - 6/30/10 <u>Amend Contact</u>			
Amount: Cost: \$125.00 per hour			
(for an additional 200 hours)			
for a not-to-exceed cost of \$25,000 Total Contract Amount to date: \$50,000			

MOTION MADE BY: Dr. Escarce SECONDED BY: Ms. Leon-Vazquez STUDENT ADVISORY VOTE: Yes

AYES: All (7) NOES: None (0)

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

OVERNIGHT FIELD TRIP(S) 2009-2010 RE:

#### **RECOMMENDATION NO. A.02**

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

School Grade # students	Destination Dates of Trip	Principal/ Teacher	Cost Funding Source	Subject	Purpose Of Field Trip
Grant 5 112	Camp Hess - Kramer 2/1/10 – 2/5/10	A. Friedenberg/ Croft/ Smith/ Hynding/ Donovan/ O'Meara	\$300 per student by parent donation and PTA Account	Science	Annual science enrichment supporting the curriculum of the 5 <sup>th</sup> grade science. Hands-on outdoor classroom experience, leadership and team building skills.
Cabrillo 4 54	Sacramento – World Strides 6/4/10	B. Yates/ Matthews/ Baltrushes	\$400 per student by parent donation	Social Studies	Social studies enrichment supporting the curriculum of the 4 <sup>th</sup> grade social studies. Students will visit various historical sites in Sacramento, including the Capitol building, Sutter's Fort, Old Town and Coloma (site of discovery of gold).
Samohi 9 - 12 88	New York 3/28/10-4/5/10	H. Pedroza/ Swenson/ Aiello	\$1,900 per student by parent donation and orchestra fundraising	Music	The orchestra will have the opportunity to perform at the Rauffman Theatre, meet and exchange with the Pre-Julliard Orchestra; attend an open rehearsal of the Juilliard Orchestra conducted by Leonard Slatkin.
9-12 120	Monterrey (CA Literature Trip) 6/3/10-6/6/10	H. Pedroza/ Barraza/ Gasparino/ Mayoral/ Runyon	\$550 per student by parent donation	Langu- age Arts	Culminating trip for California Literature Course. Students will visit the National Steinbeck Center, Cannery Row and other places that correlate with the California Literature Curriculum.

MOTION MADE BY: Dr. Escarce SECONDED BY: Ms. Leon-Vazquez STUDENT ADVISORY VOTE: Yes

AYES: All (7) NOES: None (0) 11/05/09

TO: BOARD OF EDUCATION

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.)

AME SITE Account Number Fund – Resource Number	CONFERENCE NAME LOCATION DATE (S)	COST ESTIMATE
ANDERSON, Stacey 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	\$500
ALLEN, Ben District Office 01-00000-0-00000-71500-5220-020-1200 General Fund- Function: Superintendent	Los Angeles County School Trustees Association Fall Workshop Downey, CA October 24, 2009	\$50
BELL, Ryan Malibu High 01-00010-0-11100-10000-5220-010-4100 General Fund- Resource: Tier III	Enhancing Spanish Language Instruction Anaheim, CA October 28, 2009	\$300 +1 Sub
BEEMAN-SOLANO, Amy Santa Monica High	EIA Conference/Mark Roberge Colloquium Santa Monica, CA October 23, 2009	\$0 +1 Sub
BRADFORD, Maureen Ed services 01-00000-0-19510-31600-5220-030-1300 General Fund- Function: Pupil Testing Services	District Assessment Coordinator Network Meeting Downey, CA October 20, 2009	\$30
BRADFORD, Maureen Ed services 01-00000-0-19510-31600-5220-030-1300 General Fund- Function: Pupil Testing Services	California Educational Research Association 88 <sup>th</sup> Annual Conference San Francisco, CA November 18 – 20, 2009	\$850
GATES-YUGUCHI, Janie Olympic Continuation School General Fund- 01-70900-0-11100-10000-5220-014-4140 Resource: Economic Impact Aid	ACSA Leadership Summit Sacramento, CA November 5 – 6, 2009	\$1,100

JOYCE-WEST, Jennifer Adams Middle General Fund- 01-0010-0-11100-10000-5220-011-4110 Resource: Tier III	California Art Education Association State Art Conference Los Angeles, CA November 13, 2009	\$305 +1 Sub
LADUKE, Stacy Santa Monica High	USC Counselor Conference Los Angeles, CA October 2, 2009	\$0
MAEZ, Jan Business Services 01-00000-0-00000-73000-5220-050-1500 General Fund- Function: Business Services	California Coastal Commission Meeting Oceanside, CA October 7 – 8, 2009	\$109
MAEZ, Jan Business Services 01-00000-0-00000-73000-5220-050-1500 General Fund- Function: Business Services	SSC Federal Funding & Flexibility Garden Grove, CA October 28, 2009	\$65
SNELL, Barry District Office 01-00000-0-00000-71500-5220-020-1200 General Fund- Function: Superintendent	California Coastal Commission Meeting Oceanside, CA October 7 – 8, 2009	\$250

	Adjustments	
\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	penses 10% in excess of approved costs that d by Board/Changes in Personnel Attendance)	
NONE		

Group Conference and Travel: In-State					
* a complete list of conference	* a complete list of conference participants is on file in the Department of Fiscal Services				
AUDET, Amanda	College Board Counselor Workshop	\$0			
LADUKE, Stacy	Los Angeles, CA				
Santa Monica High	October 8, 2009				
BATES, Kelly	Embracing Diversity of GLBT	\$225			
+2 Additional Staff	Youth and Families	Total			
Santa Monica High	Los Angeles, CA	+2 Subs			
01-00000-0-11100-10000-5220-015-4150	October 19, 2009				
General Fund-					
<u>Function:</u> Instruction					
CERVANTES, Martha	California Foreign Language Project-	\$1,394			
WETHERN, Heather	Los Angeles Stars	Total			
Santa Monica High	Los Angeles, CA				
01-00000-0-11100-10000-5220-015-4150	12/12/09, 1/23/10, 2/20/10, 3/20/10 &				
General Fund-	4/24/10				
<u>Function:</u> Instruction					
CORRIGAN, Brian	AP Conference College Board	\$550			
+1 Additional Staff	La Hoya, CA				
Malibu High	October 10, 2009				
01-00010-0-11100-10000-5220-010-4100					
General Fund-					
Resource: Tier III					
GONZALEZ, Maricela	Embracing Diversity of GLBTQ	\$182			
CHECK, Laura	Youth and Families	Total			
Adams Middle	Los Angeles, CA				
01-00010-0-11100-10000-5220-011-4110	October 19, 2009				
General Fund					
Resource: Tier III					

HARRIS, Peggy +2 Additional Staff District Office 01-40350-0-11100-21000-5220-035-1300	Literacy Leaders Collaborative Downey, CA 10/5/09, 1/21/10 & 4/22/10	\$87 Total
General Fund		
Resource: Tier II		
JUNG, Parisa	California Mathematics Conference	\$280
MEYER-QUIN, Kimberly	Palm Springs, CA	Total
Adams Middle	November 6 – 7, 2009	+2 Subs
01-00010-0-11100-10000-5220-011-4110		
Resource: Tier III		
MATTHEWS, Jennifer	Response to Intervention "In the	\$398
STAUFFER, Aimee	Techniques"	Total
Lincoln Middle	Anaheim, CA	
01-00010-0-11100-10000-5220-012-4120	October 12, 2009	
General Fund		
Resource: Tier III		

Out-of-State Conferences: Individual				
NONE				

Out-of-State Conferences: Group					
NONE					

MOTION MADE BY: Dr. Escarce SECONDED BY: Ms. Leon-Vazquez STUDENT ADVISORY VOTE: Yes

AYES: All (7) NOES: None (0) TO: BOARD OF EDUCATION

FROM:

ACTION/CONSENT 11/05/09

TIM CUNEO / CHIUNG-SALLY CHOU / SARA WOOLVERTON

RE: APPROVAL OF SPECIAL EDUCATION CONTRACTS – 2009-2010

**RECOMMENDATION NO. A.04** 

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

#### NPS 2000 2010 Dudwet 01 65000 0 57500 11000 5

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

Nonpublic School/Agency	SSID (or DOB)	Service Description	Contract Number	st Not Exceed
Cathedral Home- increase contract	5/3/93	NPS	#26-SPED10026	\$ 6,312
Devereux Texas – increase contract	8104352488	NPS	#40-SPED10040	\$ 6,829
Westview School	3119528597	NPS	#52-SPED10115	\$ 26,094
LAUSD	9/26/92	NPS	#53-SPED10116	\$ 31,096
Westview School	3051979727	NPS	#54-SPED10117	\$ 5,180
Logan River Academy- increase contract	8103132988	Transportation	#50-SPED10108	\$ 3,573
New Haven Youth & Family Services	4104350010	NPS	#55-SPED10118	\$ 5,085

Amount Budgeted NPS 09/10 \$1,500,000

Prior Board Authorization as of 10/15/2009 \$1,668,390

Positive Adjustment (See Below) \$ 0

Total Amount for these Contracts \$ 84,169

Balance \$ -252,559

#### Adjustment

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

There has been a reduction in authorized expenditures of NPS/NPA contracts for FY 2009-10 in the amount of \$ 0 as of 11/05/09

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	SSID	Service Description	Contract Number	_	ost Not Exceed
EBS Healthcare	Various	SLP Staffing	#23-SPED10114	\$	84,780
Believeability	5119533022	AT Consultation	#24-SPED10122	\$	165
Maxim Healthcare Services	Various	Staffing	#25-SPED10125	\$	71,280

Amount Budgeted NPA 09/10 \$ 860,000 Prior Board Authorization as of 10/15/09 \$ 594,726

Positive Adjustment (See Below)

Balance \$ 265,274

\$ 3,562

#### Adjustment

NPA Budget 01-65000-0-57500-11800-5126-043-1400

There has been a reduction in authorized expenditures of NPS/NPA contracts for FY 2009-10 in the amount of \$ 0 as of 11/05/09

NPA	Service Description	Contract Number	Reduce (R) Eliminate (E)	Adjusted Amount	Comment
Autism Spectrum	Behavior	#3-	R	\$ 3,562	
Therapies	Intervention	SPED10048			

#### **NPS/ NPA PRE SCHOOL**

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

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

 Amount Budgeted NPA Pre School 09/10
 \$ 140,000

 Prior Board Authorization as of 10/15/09
 \$ 0

 Balance
 \$ 140,000

 Total Amount for these Contracts
 \$ 0

 Balance
 \$ 140,000

 \$ 140,000

#### **Instructional Consultants**

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

Instructional Consultant	SSID	Service Description	Contract Number	1	Cost Not to Exceed
Sign Language Services, Inc / Caption Now	5056538512	Sign Language Interpreting	#29-SPED10113	\$	18,360
Pyramid Educational Consultants	Various	PECS Training	#30-SPED10119	\$	7,574
Pyramid Educational Consultants	3104331917	PECS Consultation	#31-SPED10120	\$	76,773
Emily Levine, OTR- contract change	6168093794	Note: contract approved on 9/17/09; resubmitting with different company name	#21-SPED10096	\$	0
Accomodating Ideas	Various	Interpreting Services	#32-SPED10123	\$	2,500

Amount Budgeted Instructional Consultants 09/	′10	\$ 380,000
Prior Board Authorization as of 10/15/09		<u>\$ 310,017</u>
	Balance	\$ 69,983
Positive Adjustment (See Below)		\$ <u>0</u>
		69,983
Total Amount for these Contracts		\$ <u>105,207</u>
	Balance	\$ 35,224

#### Adjustment

Instructional Consultants Budget 01-65000-0-57500-11900-5802-043-1400

There has been a reduction in authorized expenditures of Instructional Consultants contracts for FY 2009-10 in the amount of \$\quad \text{as of } \text{11/0509}

Instructional	Service	Contract	Reduce (R)	Adjusted	Comment
Consultant	Description	Number	Eliminate (E)	Amount	

#### **Instructional Consultants -INFANT**

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

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

Amount Budgeted Instructional Consult-Infants 09/10

Prior Board Authorization as of 10/15/09

\$ 20,000 \$

Balance

20,000

**Total Amount for these Contracts** 

\$ 14,210

Balance

\$ 5,790

#### **Instructional Consultants -PRE SCHOOL**

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

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

Amount Budgeted Instruct Consult-Pre School 09/10

\$ 100,000

Prior Board Authorization as of 10/15/09

Balance \$ 100,000

**Total Amount for these Contracts** 

\$ 9,200

Balance

\$ 90,800

#### **Non-Instructional Consultants**

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

Non-Instructional Consultant	SSID	Service Description	Contract Number	ost Not to Exceed
Parent Reimbursement  – contract increase	8174633668	OT/Speech/ Behavior Intervention/ Education	#5- SPED10113	\$ 36,800
Parent reimbursement	9104351051	Transportation	#6- SPED10124	\$ 1,200

Amount Budgeted Non-Instructional Consultants 09/10

Prior Board Authorization as of 10/15/09

\$ 299,000

\$<u>171,239</u>

Positive Adjustment (See Below)

Balance

127,761

Total Amount for these Contracts

¢ 20 00(

Balance

89.761

#### 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 11/05/09

Non- Instructional	Service	Contract	Reduce (R)	Adjusted	Comment
Consultant	Description	Number	Eliminate (E)	Amount	

#### Legal

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

Legal Contractor	Service Description	Contract	Cost
		Number	Not to Exceed
Littler Mendelson, PC	Legal Services	#1-SPED10121	\$ 5,000

Amount Budgeted Legal Services 09/10 Prior Board Authorization as of 10/01/09		\$ 700,000 20,000
Adjustments for this period	Balance	\$ 680,000 \$ 0
, io, ao amo pones		\$ 680,000
Total Amount for these Contracts	Balance	\$ 5,000 \$ 675,000

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. Leon-Vazquez STUDENT ADVISORY VOTE: Yes

AYES: All (7) NOES: None (0) TO: BOARD OF EDUCATION <u>ACTION/CONSENT</u> 11/05/09

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

RE: AWARD OF PURCHASE ORDERS – 2009-2010

**RECOMMENDATION NO. A.05** 

It is recommended that the Board of Education approve the following Purchase Orders and Changed Purchase Orders from October 7, through October 26, 2009, for fiscal /10.

MOTION MADE BY: Dr. Escarce SECONDED BY: Ms. Leon-Vazquez STUDENT ADVISORY VOTE: Yes

AYES: All (7) NOES: None (0)

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
		*** CHANGED PURCHASE ORDER	S ***		
102702	BSN SPORTS/SPORT SUPPLY GROUP	INCREASE PO 102179	THEATER OPERATIONS&FACILITY PR	184.96	R
02716	CURRICULUM ASSOC INC	INCREASE PO 151839	WEBSTER ELEMENTARY SCHOOL	33.34	R
02721	GALE SUPPLY CO	INCREASE PO 101895	OLYMPIC CONTINUATION SCHOOL	76.52	R
02777	GALE SUPPLY CO	INCREASE PO 102348	MALIBU HIGH SCHOOL	390.00	U
02722	GREAT SOURCE EDUCATION GROUP	INCREASE PO 101477	WEBSTER ELEMENTARY SCHOOL	105.47	R
02678	RAYVERN LIGHTING	CUSTODIAL SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	69.47	U
02720	SCIENCE KIT & BOREAL LABS	INCREASE PO 101812	MALIBU HIGH SCHOOL	160.00	R
			** CHANGED PURCHASE ORDERS	1,019.76	
		*** NEW PURCHASE ORDERS *	×		
02640	A-Z BUS SALES	BUS REPAIRS & PARTS	TRANSPORTATION	7,000.00	R
02040	AAA FLAG AND BANNER/W.L.A.	Signage for Barnum Hall	THEATER OPERATIONS&FACILITY PR	339.31	R
02814	ACE MESSENGER & ATTORNEY	OTHER OPERATING EXPENSES	BOE/SUPERINTENDENT	1,000.00	U
	ACTION LOGOS LLC	REORDER RETRO SHORT	SAMOHI STUDENT STORE	408.00	U
02923		OPEN ORDER OPERATIONS VEHICLES	GROUNDS MAINTENANCE	400.00	R
02986	ADVANCED KEYBOARD TECHNOLOGIES		SPECIAL EDUCATION REGULAR YEAR	513.73	R
02635	ALLAN'S AQUARIUM	OPEN ORDER/SCIENCE	CHILD DEVELOPMENT CENTER	50.00	CD
02855	ALLAN'S AQUARIUM	OPEN ORDER/SCIENCE	CHILD DEVELOPMENT CENTER	50.00	CD
02903	ALLAN'S AQUARIUM	OPEN ORDER/SCIENCE	CHILD DEVELOPMENT CENTER	150.00	CD
02660	AMERITEL INC	MAINT. AGREEM. SURV. CAMERA	TRANSPORTATION	1,584.00	R
	APPLE COMPUTER CORP	COMPUTER SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	365.14	R
2770	APPLE COMPUTER CORP	COMPUTER EQUIP	SANTA MONICA HIGH SCHOOL	3,042.27	R
2771	APPLE COMPUTER CORP	LAPTOPS	SPECIAL EDUCATION REGULAR YEAR	7,776.80	R
2819	APPLE COMPUTER CORP	COMPUTER SOFTWARE	SANTA MONICA HIGH SCHOOL	350.05	R
2983	APPLE STORE (CORPORATION)	COMPUTER	STATE AND FEDERAL PROJECTS	2,015.01	R
2997	AUDIO DESIGN AND SERVICE INC.	speaker repair	THEATER OPERATIONS&FACILITY PR	541.81	R
2944	AUDITORY INSTRUMENTS	AUDITORY EQUIPMENTS	SPECIAL EDUCATION REGULAR YEAR	500.00	R
2715	AVID CENTER	WEEKLY SUBSCRIPTION	LINCOLN MIDDLE SCHOOL	548.75	R
2968	BARNES & NOBLE/SANTA MONICA	BOOKS	SANTA MONICA HIGH SCHOOL	500.00	U
2988	BARNES & NOBLE/SANTA MONICA	English/Spanish Legal Dictnry	SPECIAL EDUCATION REGULAR YEAR	149.69	R
2892	BRIDGES TRANSITIONS COMPANY	ROP INSTRUCTIONAL SUPPLIES	ROP	900.00	R
2691	CAFE BOLIVAR	SmART Schools-Inservice mtrls	CURRICULUM AND IMC	576.80	R
2926	CAL-COAST MACHINERY	OPEN ORDER OPERATIONS VEHICLES	GROUNDS MAINTENANCE	2,797.40	R
2811	CALIFORNIA CONSTRUCTION	TEMP HEAT REMEDIATION AC UNITS	FACILITY MAINTENANCE	4,500.00	DF
2766	CALIFORNIA NEWSPAPER SERVICE	ADVERTISING-BUS DRIVER	PERSONNEL COMMISION	653.00	U
	CALIFORNIA NEWSREEL RESOLUTION	DVDS	SANTA MONICA HIGH SCHOOL	121.24	R
	CALIFORNIA OFFICE SYSTEMS INC	CLASSROOM SUPPLIES	INSURANCE SERVICES	500.00	R
	CALIFORNIA OFFICE SYSTEMS INC		MALIBU HIGH SCHOOL	2,500.00	U
	CALIFORNIA OFFICE SYSTEMS INC			500.00	
	CANON BUSINESS SOLUTIONS-WEST		LINCOLN MIDDLE SCHOOL	3,997.10	R
	CANON BUSINESS SOLUTIONS-WEST	MAINTENANCE AGREMNT IR2202i	LINCOLN MIDDLE SCHOOL	280.00	R
	CAROLINA BIOLOGICAL SUPPLY CO		SANTA MONICA HIGH SCHOOL	226.46	R
	CDW-G COMPUTING SOLUTIONS	COMPUTER EQUIP	SANTA MONICA HIGH SCHOOL		
	CDW-G COMPUTING SOLUTIONS			171.30	
	CDW-G COMPUTING SOLUTIONS		SPECIAL EDUCATION REGULAR YEAR		
	CHAMPION CHEMICAL		FACILITY OPERATIONS	120.90	
	CHENG & TSUI COMPANY INC		STATE AND FEDERAL PROJECTS		
	CHILDRENS BOOK WORLD		SAINT ANNE'S PRIVATE SCHOOL		
2/95	The same and the s	T 45 DA 18 DE TETT TO 10 DE T	PARENCE CHARGE IN NO -		

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

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	_
02785	CINTAS DOCUMENT MANAGEMENT	SHRED DOCUMENTS	STUDENT SERVICES	287.76	U
02746	COMPLETE BUSINESS SYSTEMS	DUPLO SUPPLIES	LINCOLN MIDDLE SCHOOL	2,403.04	R
02973	COMPLETE BUSINESS SYSTEMS	Supplies for Copier	ROOSEVELT ELEMENTARY SCHOOL	867.56	U
02966	COPELAND, BARBARA	Classroom Supplies	SPECIAL EDUCATION REGULAR YEAR	227.36	R
02471	CORPORATE EXPRESS	WORKABILITY SUPPLIES	SPECIAL ED SPECIAL PROJECTS	197.05	R
02800	CORPORATE EXPRESS	TEACHER SUPPLIES	WILL ROGERS ELEMENTARY SCHOOL	1,000.00	U
02935	CORPORATE EXPRESS	DRY ERASE EASELS	LINCOLN MIDDLE SCHOOL	609.11	R
02965	CRANE, LAKIN	Mileage Reimbursement	SPECIAL EDUCATION REGULAR YEAR	380.00	R
02743	CRYSTAL SPRINGS BOOKS	Classroom Supplies	GRANT ELEMENTARY SCHOOL	71.52	U
02937	CUNEO, TIM	GENERAL SUPPLIES/MATERIALS	PUBLIC INFORMATION OFFICE	432.78	U
02637	DIAGNOSTICS DIRECT INC	SAFETY SUPPLIES	CHILD DEVELOPMENT CENTER	263.18	CD
02644	DIAGNOSTICS DIRECT INC	HEALTH SUPPLIES	CHILD DEVELOPMENT CENTER	383.88	CD
02704	DICK BLICK	ART SUPPLIES	SANTA MONICA HIGH SCHOOL	290.37	R
02765	DICK BLICK	ART SUPPLIES	SANTA MONICA HIGH SCHOOL	1,909.57	R
02664	DIGITAL VOICE TECHNOLOGIES, LLC	STUDENT EQUIPMENT	SPECIAL EDUCATION REGULAR YEAR	461.81	R
02495		INSTRUCTIONAL ITEMS	CHILD DEVELOPMENT CENTER	149.64	CD
02496	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL ITEMS	CHILD DEVELOPMENT CENTER	172.83	CD
02497	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL ITEMS	CHILD DEVELOPMENT CENTER	124.93	CD
02566	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL ITEMS	CHILD DEVELOPMENT CENTER	371.42	CD
02567	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL ITEMS	CHILD DEVELOPMENT CENTER	196.86	CD
02568	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL ITEMS	CHILD DEVELOPMENT CENTER	144.81	CD
2652	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL ITEMS	CHILD DEVELOPMENT CENTER	198.88	CD
2655	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL ITEMS	CHILD DEVELOPMENT CENTER	172.76	CD
2886	DISCOUNT SCHOOL SUPPLY	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	125.55	CD
2908	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL ITEMS	CHILD DEVELOPMENT CENTER	261.62	CD
2910	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL ITEMS	CHILD DEVELOPMENT CENTER	245.63	CD
2911	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL ITEMS	CHILD DEVELOPMENT CENTER	246.70	CD
2912	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL ITEMS	CHILD DEVELOPMENT CENTER	102.01	CD
2955	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL ITEMS	CHILD DEVELOPMENT CENTER	169.71	CD
2754	DURHAM TRANSPORTATION	ATHLETIC TRANSPORTATION	MALIBU HIGH SCHOOL	6,500.00	U
2397	DYNIX INC	LIBRARY BAR CODES/DISTRICT	SANTA MONICA HIGH SCHOOL	865.58	U
2706	EAI EDUCATION	Math Manipulatives	ROOSEVELT ELEMENTARY SCHOOL	520.51	U
2859	EAI EDUCATION	INSTRUCTIONAL SUPPLIES	JOHN MUIR ELEMENTARY SCHOOL	186.14	R
2713	EAST BAY RESTAURANT SUPPLY INC	WORK TABLE FOR ROGERS	FOOD SERVICES	1,118.45	F
2714	EAST BAY RESTAURANT SUPPLY INC	FAUCET FOR ROGERS	FOOD SERVICES	346.79	F
(25.47.1TM)(3):	EAST BAY RESTAURANT SUPPLY INC		FOOD SERVICES	126.22	F
	EAST BAY RESTAURANT SUPPLY INC		FOOD SERVICES	4,550.00	F
			THEATER OPERATIONS&FACILITY PR	4,023.56	R
		ED SOURCE PUBLICATIONS		64.00	
			FACILITY MAINTENANCE	2,500.00	R
	ENABLING DEVICES/TOYS FOR		SPECIAL EDUCATION REGULAR YEAR		
		OPEN ORDER OPERATIONS VEHICLES		375.00	
		BOOK DISPLAY	SAINT ANNE'S PRIVATE SCHOOL		
		RESOURCE MATERIALS		252.63	
			SANTA MONICA HIGH SCHOOL		
	FISHER SCIENTIFIC FLINN SCIENTIFIC INC		SANTA MONICA HIGH SCHOOL		
			SANTA MONICA HIGH SCHOOL		
	FOLLETT EDUCATIONAL SERVICES		SMASH SCHOOL	250.00	
	FOLLETT EDUCATIONAL SERVICES	Textbooks	SANTA MONICA HIGH SCHOOL		
	FOLLETT EDUCATIONAL SERVICES	TEXTBOOKS	CABRILLO ELEMENTARY SCHOOL		
	FOLLETT LIBRARY BOOK CO	Books/Supplies			
2838	FOLLETT LIBRARY BOOK CO	LIBRARY BOOKS	SANTA MONICA HIGH SCHOOL	2,000.00	_ /

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

		PROGRIDEION	LOCATION	AMOUNT	
PO NO.	VENDOR	DESCRIPTION CURPLIES	SANTA MONICA HIGH SCHOOL	1,252.81	R
102630	FREY SCIENTIFIC/SCHOOL SPECIAL	MNOVECK/AHANSBERRY	WILL ROGERS ELEMENTARY SCHOOL	1,000.00	R
102894	FRY'S ELECTRONICS	LIBRARY BOOKS	SANTA MONICA HIGH SCHOOL	1,500.00	U
102836	GALE CENGAGE LEARNING		CABRILLO ELEMENTARY SCHOOL	149.92	U
102710	GALE SUPPLY CO	Custodial Supplies TOWEL CABINETS	FACILITY MAINTENANCE	625.58	R
102775	GALE SUPPLY CO	Custodial Supplies	ROOSEVELT ELEMENTARY SCHOOL	1,388.17	U
102840	GALE SUPPLY CO	CUSTODIAL SUPPLIES	CHILD DEVELOPMENT CENTER	340.61	CD
102878	GALE SUPPLY CO	CUSTODIAL SUPPLIES	SANTA MONICA HIGH SCHOOL	3,307.97	R
102930	GALE SUPPLY CO	CUSTODIAL SUPPLIES	ADULT EDUCATION CENTER	835.36	A
102938	GALE SUPPLY CO	CUSTODIAL SUPPLY	JOHN ADAMS MIDDLE SCHOOL	585.79	U
103002	GALE SUPPLY CO	Maintenance Agreement	ROOSEVELT ELEMENTARY SCHOOL	349.00	U
102707		TEXTBOOKS	SANTA MONICA HIGH SCHOOL	253.91	R
102846	GLENCOE/MACMILLAN/MCGRAW-HILL	SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	68.19	R
102698	GONZALEZ, IRENE D	OTHER OPERATING EXPENSES	BOE/SUPERINTENDENT	17,500.00	U
102816	GOODWIN SIMON VICTORIA	REIMB. FOR SUPPLIES FOR CAFE	FOOD SERVICES	600.00	F
102737	GRIEGO, ORLANDO	SOLAR INSPECTOR	PT DUME ELEMENTARY SCHOOL	2,125.00	R
102887	Gateway Science & Engineering	Supplies for classroom	GRANT ELEMENTARY SCHOOL	511.87	U
102742	HANDS-ON EQUATIONS	TEXTBOOKS	SANTA MONICA HIGH SCHOOL	319.61	R
102799	HARCOURT BRACE JOVANOVICH	SECURITY RADIOS/PTSA	JOHN ADAMS MIDDLE SCHOOL	260.93	R
103000	HENRY RADIO INC	OPEN ORDER/SCIENCE ITEMS	CHILD DEVELOPMENT CENTER	50.00	CD
102856	HOME DEPOT- L.A.	OPEN ORDER/SCIENCE	CHILD DEVELOPMENT CENTER	50.00	CD
102862	HOME DEPOT- L.A.	OPEN ORDER/SCIENCE	CHILD DEVELOPMENT CENTER	60.00	CD
102953		CLASSROOM MATERIALS	SPECIAL EDUCATION REGULAR YEAR	81.34	R
102669		Portable A/C and Heater	FRANKLIN ELEMENTARY SCHOOL	648.74	U
102421		HVAC SUPPLIES	FACILITY MAINTENANCE	3,000.00	R
	HOWARD INDUSTRIES	STUDENT EQUIPMENT	SPECIAL EDUCATION REGULAR YEAR	210.97	R
102831	INFOGRIP INC	OPEN ORDER OPERATIONS VEHICLES		200.00	R
102922	INSTA-TUNE	COMPUTER	PERSONNEL SERVICES	858.76	U
102692	INTELLI-TECH	COMPUTER EQUIP	SANTA MONICA HIGH SCHOOL	845.42	R
102769	INTELLI-TECH	LAPTOPS	SPECIAL EDUCATION REGULAR YEAR	13,966.38	R
102772	INTELLI-TECH	NON-CAPITAL EQUIPMENT	BOE/SUPERINTENDENT	1,294.47	U
102794	INTELLI-TECH	CLASSROOM COMPUTERS	SPECIAL EDUCATION REGULAR YEAR	1,717.52	R
	INTELLI-TECH	computer accessories	THEATER OPERATIONS&FACILITY PR	190.97	R
102998	INTELLI-TECH	DIPLOMA COVERS	SPECIAL EDUCATION REGULAR YEAR	277.82	R
102002	JOSTENS/DIPLOMAS	ARM CHAIR FOR J.ELLIS	EDISON ELEMENTARY SCHOOL	313.16	R
102446		CLASSROOM FIXTURE	SPECIAL EDUCATION REGULAR YEAR	1,050.83	R
102735		MEMBERSHIP	SPECIAL EDUCATION REGULAR YEAR	20.00	R
102949		ANNUAL MEMBERSHIP FEE	STATE AND FEDERAL PROJECTS	750.00	
102833		ART SUPPLIES	SANTA MONICA HIGH SCHOOL	1,617.02	R
	LAGUNA CLAY COMPANY	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	100.00	
	LAKESHORE (PICK UP ONLY)	OPEN ORDER/INSTRUCTIONAL ITEMS	CHILD DEVELOPMENT CENTER	325.00	CD
	LAKESHORE (PICK UP ONLY)	Classroom Supplies	GRANT ELEMENTARY SCHOOL	130.00	U
	LAKESHORE (PICK UP ONLY)	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	250.00	CD
	LAKESHORE (PICK UP ONLY)	CLASSROOM SUPPLIES	MCKINLEY ELEMENTARY SCHOOL	152.55	R
	LAKESHORE (PICK UP ONLY)	CLASSROOM SUPPLIES	SAINT ANNE'S PRIVATE SCHOOL	2,000.00	R
	LAKESHORE (PICK UP ONLY)	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	200.00	CD
	LAKESHORE (PICK UP ONLY)	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	350.00	CD
	LAKESHORE (PICK UP ONLY)	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	150.00	CD
	LAKESHORE (PICK UP ONLY)	Classroom Supplies	GRANT ELEMENTARY SCHOOL	180.00	U
	LAKESHORE (PICK UP ONLY)	CLASSROOM EQUIPMENT	SPECIAL EDUCATION REGULAR YEAR	821.49	R
	LAKESHORE CURRICULUM	CLASSROOM EQUIPMENT	SPECIAL EDUCATION REGULAR YEAR	463.43	R 12C
102823	LAKESHORE CURRICULUM	to date model and the second			100

DO NO	UDNIDOE	DESCRIPTION	LOCATION	AMOUNT	
PO NO. 102682	VENDOR LASERCARE	Toner Cartridges	FRANKLIN ELEMENTARY SCHOOL	811.93	R
102913	LAW FIRE PROTECTION SERVICES	OPEN ORDER FIRE EXTINGUISHERS	FACILITY OPERATIONS	700.00	U
102913	LIBRARY VIDEO COMPANY	INST SUP/VALUED YOUTH	JOHN ADAMS MIDDLE SCHOOL	34.33	R
102978	LINGUI SYSTEMS INC	OPEN ORDER/SPEECH SUPPLIES	JOHN ADAMS MIDDLE SCHOOL	56.00	U
102776	LUNCHBYTE SYSTEMS INC	2009/10 NUTRIKIDS UPDATE	FOOD SERVICES	229.01	F
103005	MACMALL/PC MALL	OPEN ORDER/TECH SUPPLIES/PTSA	JOHN ADAMS MIDDLE SCHOOL	1,000.00	R
102813	MAINLINE ROOTER & PLUMBING INC	SEWER REPAIR	FACILITY MAINTENANCE	8,500.00	R
102964	MAKARIAN, TENI	Mileage Reimbursement	SPECIAL EDUCATION REGULAR YEAR	113.30	R
102564	MASUNE/MEDCO SCHOOL FIRST AID	HEALTH / SAFETY SUPPLIES	CHILD DEVELOPMENT CENTER	1,268.70	CD
102856	MAXIMUS INC	MAXIMUS CONTRACT	FISCAL SERVICES	21,100.00	U
102963	MORGAN, JENNIFER	Mileage Reimbursement	SPECIAL EDUCATION REGULAR YEAR	89.10	R
102962	MORICH, KAREN	Mileage Reimbursement	SPECIAL EDUCATION REGULAR YEAR	9.90	R
102302	MULTI HEALTH SYSTEMS	PROTOCOLS	SPECIAL EDUCATION REGULAR YEAR	418.59	R
102823	NATIONAL GEOGRAPHIC SOCIETY	MAGAZINE SUBSCRIPTION	WEBSTER ELEMENTARY SCHOOL	173.41	R
102870	NATL ASSOC OF SECONDARY	Professional Development Books	STATE AND FEDERAL PROJECTS	156.63	R
102987	NEXTWAREHOUSE INC	Student Equipment	SPECIAL EDUCATION REGULAR YEAR	215.11	R
102974	OLIVER WORLDCLASS LABS INC	Whiteboard	GRANT ELEMENTARY SCHOOL	429.63	U
103001	OMEGA INDUSTRIAL SUPPLY	CUSTODIAL SUPPLIES	JOHN ADAMS MIDDLE SCHOOL	770.05	U
102920	PACIFIC TREE CARE	GROUNDS CONTRACT TREE TRIMMING	GROUNDS MAINTENANCE	950.00	R
102920	PAPA JOHNS	PIZZA FOR CAFETERIAS	FOOD SERVICES	85,000.00	F
102916	PARADIGM SERVICES INC	Medi-Cal Billing Service	SPECIAL EDUCATION REGULAR YEAR	12,329.79	U
102940	PEARSON EDUCATION #3	TEXTBOOKS	SANTA MONICA HIGH SCHOOL	27.47	R
102927	PIONEER CHEMICAL CO	OPEN ORDER CUSTODIAL SUPPLIES	FACILITY OPERATIONS	2,500.00	U
102749	POST, JOEL	REIMBURSEMENT/TESTING FEES	STATE AND FEDERAL PROJECTS	303.00	R
102753	PRENTICE HALL	MS SCIENCE BOOKS	MALIBU HIGH SCHOOL	4,885.12	R
102788	PRENTICE-HALL INC	BOOKS ON CD	SPECIAL EDUCATION REGULAR YEAR	90.69	R
102778	PRIORITY MAILING SYSTEMS INC	MAILING SUPPLIES	PURCHASING/WAREHOUSE	44.53	U
102665	PSYCHCORP	TEST KIT & PROTOCOLS	HEALTH SERVICES	1,371.14	R
102821	PSYCHCORP	SOUND AND SYMBOL KIT	WEBSTER ELEMENTARY SCHOOL	437.09	R
102830	PSYCHCORP	PROTOCOLS	SPECIAL EDUCATION REGULAR YEAR	4,151.80	R
102639	OUARTERMASTER	SECURITY UNIFORMS	LINCOLN MIDDLE SCHOOL	466.04	R
102697	OUARTERMASTER	SECURITY UNIFORMS	SANTA MONICA HIGH SCHOOL	211.72	R
102967	OUARTERMASTER	SECURITY EQUIP	SANTA MONICA HIGH SCHOOL	168.57	U
103006	OUARTERMASTER	CAMPUS SECURITY UNIFORMS/PERMI	JOHN ADAMS MIDDLE SCHOOL	143.45	R
102711	RAYVERN LIGHTING	Lamps	CABRILLO ELEMENTARY SCHOOL	81.76	U
102757	RAYVERN LIGHTING	FLOURSCENT LIGHTS	MALIBU HIGH SCHOOL	226.97	U
102759	REALITYWORKS	REAL CARE BABY/PSYCH CLASS	MALIBU HIGH SCHOOL	58.17	R
		ELA AIDS	SAINT ANNE'S PRIVATE SCHOOL	144.22	R
		TEXTBOOKS	ADULT EDUCATION CENTER	7,517.96	A
	RENAISSANCE LEARNING INC	STUDENT EQUIPMENT	SPECIAL EDUCATION REGULAR YEAR	275.97	R
			TRANSPORTATION	164.34	R
102780	RICOH BUSINESS SOLUTIONS	COPIER SUPPLIES	SANTA MONICA HIGH SCHOOL	467.44	R
	RICOH U.S.	COPIER MAINTENANCE	PRINTING SERVICES	11,055.00	U
102738	RISO INC (SUPPLIES ONLY)	INK AND TONER FOR RISO	WILL ROGERS ELEMENTARY SCHOOL	318.40	U
			SPECIAL EDUCATION REGULAR YEAR	1,766.21	R
	S & S ARTS & CRAFTS	INSTRUCTIONAL ITEMS	CHILD DEVELOPMENT CENTER	219.94	CD
	SADDLEBACK EDUCATIONAL INC	BOOKS	SPECIAL EDUCATION REGULAR YEAR	146.74	R
	SALTILLO CORPORATION	STUDENT EQUIPMENT	SPECIAL EDUCATION REGULAR YEAR	80.34	R
		INSTRUCTIONAL SUPPLIES-PHOTO	R O P	433.51	R
	SARGENT WELCH/VWR SCIENTIFIC	SCIENCE SUPPLIES	SANTA MONICA HIGH SCHOOL	506.50	R
		INST SUP/VISUAL ARTS/EXP/TEAM	JOHN ADAMS MIDDLE SCHOOL	286.13	R /
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# SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF NOVEMBER, 2009

DO 110	VENDOE	DESCRIPTION	LOCATION	AMOUNT	
PO NO.	VENDOR CORPORATION	SCANTRON SOFTWARE AGMT	PERSONNEL COMMISION	97.00	U
102767	SCANTRON CORPORATION	MAINTENANCE AGREEMENT-2250 48	PERSONNEL COMMISION	640.00	U
102768	SCANTRON CORPORATION	OPEN ORDER/HEALTH OFF SUPPLIES	JOHN ADAMS MIDDLE SCHOOL	300.00	U
102805	SCHOOL HEALTH CORPORATION	SANITATION & SAFETY PROGRAM	FOOD SERVICES	11,200.00	F
102646	SCHOOL NUTRITION SERVICES	Classroom Supplies	GRANT ELEMENTARY SCHOOL	297.04	Ŭ
102473	SCHOOL SPECIALTY INC	CUBBY FURNITURE	WEBSTER ELEMENTARY SCHOOL	812.13	R
102751	SCHOOL SPECIALTY INC	PRINTER	SANTA MONICA HIGH SCHOOL	253.51	R
102839	SEHI COMPUTER PRODUCTS	INK CARTRIDGES	PURCHASING/WAREHOUSE	272.22	U
102845	SEHI COMPUTER PRODUCTS		SPECIAL EDUCATION REGULAR YEAR	971.70	R
102907	SEHI COMPUTER PRODUCTS	INK	SANTA MONICA HIGH SCHOOL	1,000.00	R
102939	SEHI COMPUTER PRODUCTS	INK FIRE ALARM SERVICE	FACILITY MAINTENANCE	55,899.96	R
102783	SIMPLEXGRINNELL		SPECIAL EDUCATION REGULAR YEAR	5,000.00	R
102668	SIR SPEEDY PRINTING #0245	PRINTING FOR PRN	SMASH SCHOOL	28.54	
102917	SIR SPEEDY PRINTING #0245	business cards	SPECIAL EDUCATION REGULAR YEAR	28.54	R
102947	SIR SPEEDY PRINTING #0245	BUSINESS CARDS	CHILD DEVELOPMENT CENTER	150.00	CD
102634	SMART & FINAL	OPEN ORDER/COOKING & SCIENCE OPEN ORDER/COOKING & SCIENCE	CHILD DEVELOPMENT CENTER	100.00	
102643	SMART & FINAL	FOOD FOR COOKING CLASSES	SANTA MONICA HIGH SCHOOL	200.00	
102725	SMART & FINAL		CHILD DEVELOPMENT CENTER	50.00	
102860	SMART & FINAL	OPEN ORDER/COOKING & SCIENCE	CHILD DEVELOPMENT CENTER	100.00	
102872	SMART & FINAL	OPEN ORDER/COOKING & SCIENCE OPEN ORDER/COOKING & SCIENCE	CHILD DEVELOPMENT CENTER	50.00	
102875	SMART & FINAL		CHILD DEVELOPMENT CENTER	100.00	CD
102876	SMART & FINAL	OPEN ORDER/COOKING & SCIENCE OPEN ORDER/COOKING & SCIENCE	CHILD DEVELOPMENT CENTER	50.00	
.02877	SMART & FINAL		LINCOLN MIDDLE SCHOOL	500.00	R
02932	SMART & FINAL	OPEN ORDER: THEELESTER TO THE	INFORMATION SERVICES	5,037.53	
.02853	SOLARWINDS INC	Orion Network Renewal	GRANT ELEMENTARY SCHOOL	460.38	
02741	SOUTHWEST SCHOOL SUPPLY	Classroom Supplies	ROOSEVELT ELEMENTARY SCHOOL	48.99	
02841	SOUTHWEST SCHOOL SUPPLY	Classroom Supplies	JOHN ADAMS MIDDLE SCHOOL	50.00	
.02977	SOUTHWEST SCHOOL SUPPLY	OPEN ORDER/INST SUP/ASB/AVID	MCKINLEY ELEMENTARY SCHOOL	371.50	
02703	SPORTIME	EARTHQUAKE/SCHOOL SUPPLIES	GROUNDS MAINTENANCE	71.59	
.02925	SPRAYCO INC	OPERATIONS GROUNDS EQUIP REP	WEBSTER ELEMENTARY SCHOOL	30.84	
02807	STAPLES BUSINESS ADVANTAGE	BULLETIN BOARD	FRANKLIN ELEMENTARY SCHOOL	1,168.00	
02744	STAPLES DIRECT	Open PO for supplies	EDISON ELEMENTARY SCHOOL	100.00	
02916	STAPLES/P-U/SANTA MONICA/WILSH	OFFICE SUPPLIES/NORA	LINCOLN MIDDLE SCHOOL	500.00	
02934	STAPLES/P-U/SANTA MONICA/WILSH	OPEN ORDER: SUPPLIES		500.00	
02975	STAPLES/P-U/VENICE/LINCOLN BL	OPEN ORDER/INST SUP/VALUED YTH	WILL ROGERS ELEMENTARY SCHOOL	1,000.00	
.02723	STAPLES/P-U/WLA/CUST#240174490	OFFICE SUPPLIES	GRANT ELEMENTARY SCHOOL	180.00	
	STAPLES/P-U/WLA/CUST#240174490		SPECIAL EDUCATION REGULAR YEAR	86.48	
02942	SUPER DUPER PUBLICATIONS	CLASSROOM MATERIALS		360.00	
		REORDER WOMEN'S SWEATSHIRT			
02961			SPECIAL EDUCATION REGULAR YEAR	990.30	
02951	TARGET SPECIALTY PRODUCTS	OPERATIONS GROUNDS SUPPLIES	GROUNDS MAINTENANCE	75.00	
02642	TARGET STORES	OPEN ORDER/INSTRUCTIONAL ITEMS		1,500.00	
02880	TARGET STORES	OPEN ORDER/INSTRUCTIONAL ITEMS		1,500.00	
02898	TARGET STORES	OPEN ORDER/INSTRUCTIONAL	CHILD DEVELOPMENT CENTER	375.00	
02774	TAYLOR ENGINEERING INC.	TRACE SEWER LINE	FACILITY MAINTENANCE		
02510	THE TICKET FACTORY		THEATER OPERATIONS&FACILITY PR		
02760	TOUCHLINE SOFTWARE	RENEWAL QUICKPERMIT SOFTWARE	MALIBU HIGH SCHOOL	301.81	
02943	TOYS R US	CLASSROOM MATERIALS	SPECIAL EDUCATION REGULAR YEAR		
02763	TUMBLEWEED EDUCATIONAL	Special Ed. Route #67	TRANSPORTATION	2,121.00	
02979	TUMBLEWEED EDUCATIONAL	BUSES FOR CATALINA TRIP	JOHN ADAMS MIDDLE SCHOOL	1,320.00	
	TUMBLEWEED EDUCATIONAL	BUSES TO CSULB/ASB/AVID	JOHN ADAMS MIDDLE SCHOOL	1,300.00	
	U.S. POSTAL SERVICE	MAIL MACHINE POSTAGE	PURCHASING/WAREHOUSE	10,000.00	126

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

PO NO.	VENDOR	DESCRIPTION	LOCATION	AMOUNT	
	US BANK (GOVT CARD SERVICES)		BUSINESS SERVICES	1,000.00	U
	VENICE CULVER MARINA	open PO for breath alcoholtest	TRANSPORTATION	75.00	R
100000000000000000000000000000000000000	VIKES INN	GIFTS FOR VISITING EDUCATORS	SANTA MONICA HIGH SCHOOL	279.86	R
	VONS MARKET-SANTA MONICA	OPEN ORDER/COOKING & SCIENCE	CHILD DEVELOPMENT CENTER	50.00	CD
	VONS MARKET-SANTA MONICA	OPEN ORDER/COOKING & SCIENCE	CHILD DEVELOPMENT CENTER	50.00	CD
102884		OPEN ORDER/COOKING & SCIENCE	CHILD DEVELOPMENT CENTER	50.00	CD
	VONS MARKET-SANTA MONICA	OPEN ORDER/COOKING	CHILD DEVELOPMENT CENTER	100.00	CD
	VONS MARKET-SANTA MONICA	OPEN ORDER/COOKING & SCIENCE	CHILD DEVELOPMENT CENTER	50.00	CD
102954		OPEN ORDER/COOKING	CHILD DEVELOPMENT CENTER	100.00	CD
	VONS STORE #2262	FOOD FOR COOKING CLASS	SANTA MONICA HIGH SCHOOL	300.00	R
	VONS STORE #2262	FOOD FOR PARENT MEETINGS	SANTA MONICA HIGH SCHOOL	150.00	R
	VOYAGER EXPANDED LEARNING	SUBSCRIPTION FOR LEARNING A -Z	WILL ROGERS ELEMENTARY SCHOOL	1,425.65	R
	VWR SCIENTIFIC PRODUCTS	SCIENCE SUPPLIES	SANTA MONICA HIGH SCHOOL	95.60	R
102900	1193 N. C. M. C. M	BUS REPAIRS - SP. ED. TRANSP.	TRANSPORTATION	315.38	R
	WARDS NATURAL SCIENCE	SCIENCE SUPPLIES	SANTA MONICA HIGH SCHOOL	262.25	R
	WEATHERPROOFING TECHNOLOGIES	ROOF REPAIRS	FACILITY MAINTENANCE	72,960.00	R
	WEEKLY READER PERIODICALS	Weekly reader materials	GRANT ELEMENTARY SCHOOL	109.75	U
	WHY TRY INC	CURRICULUM MATERIALS	SPECIAL EDUCATION REGULAR YEAR	538.88	R
		XEROX SUPPLIES	PERSONNEL SERVICES	2,152.81	U
			** NEW PURCHASE ORDERS	521,342.76	
	** FACILITY IMPROVEMEN	TTS: BONDS/STATE MODERNIZATON/NEW	CONSTRUCTION/DEVELOPER FEES **		
102670	CALIFORNIA OFFICE SYSTEMS INC	LECTURNS	CABRILLO ELEMENTARY SCHOOL	2,444.97	
102672	CALIFORNIA OFFICE SYSTEMS INC	LECTURN	FRANKLIN ELEMENTARY SCHOOL	764.38	
102673	CALIFORNIA OFFICE SYSTEMS INC	LECTURNS	GRANT ELEMENTARY SCHOOL	764.38	
102674	CALIFORNIA OFFICE SYSTEMS INC	LECTURN	MCKINLEY ELEMENTARY SCHOOL	1,115.74	
102675	CALIFORNIA OFFICE SYSTEMS INC	LECTURNS	PT DUME ELEMENTARY SCHOOL	2,444.97	
102676	CALIFORNIA OFFICE SYSTEMS INC	LECTURN	ROOSEVELT ELEMENTARY SCHOOL	1,604.67	
102677	CALIFORNIA OFFICE SYSTEMS INC	LECTURN	SMASH SCHOOL	1,115.74	
102679	CALIFORNIA OFFICE SYSTEMS INC	LECTURN	WEBSTER ELEMENTARY SCHOOL	1,604.67	
102680	CALIFORNIA OFFICE SYSTEMS INC	LECTURN	WILL ROGERS ELEMENTARY SCHOOL	1,115.74	
102681	CALIFORNIA OFFICE SYSTEMS INC	LECTURNS	JOHN MUIR ELEMENTARY SCHOOL	764.38	
102994	CORPORATE EXPRESS	OFFICE SUPPLIES	BUSINESS SERVICES	750.00	
102726	COUNTY OF L.A. DEPT OF HEALTH	SUBMITTAL FOR PLAN CHECK	EDISON ELEMENTARY SCHOOL	1,348.00	
102865	COUNTY OF L.A. DEPT OF HEALTH	FOOD CONSTRUCTION PLAN APP	EDISON ELEMENTARY SCHOOL	1,213.00	
102689	MCGRATH RENTCORP	MODULAR CLASSROOMS/LIBRARY-LMS		57,718.75	
102864	SANTA MONICA FENCE CO	CHANGE OF SECURITY GATES	CHILD DEVELOPMENT CENTER	720.00	
102893	STATE OF CALIFORNIA	DSA REVIEW-CABRILLO FENCING	CABRILLO ELEMENTARY SCHOOL	990.00	
102952	STATE OF CALIFORNIA	CABRILLO SAFETY PROJECT REVIEW		990.00	BB
	** FACILITY IMPROV	EMENTS: BONDS/STATE MODERNIZATON	/NEW CONSTRUCTION/DEVELOPER FEES	77,469.39	

TO: BOARD OF EDUCATION <u>ACTION/CONSENT</u>

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

RE: ACCEPTANCE OF GIFTS – 2009/2010

#### **RECOMMENDATION NO. A.06**

It is recommended that the Board of Education accept, with gratitude, checks and gifts totaling \$9,929.32 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 \$9,929.32 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, <u>www.smmusd.org.</u>

MOTION MADE BY: Dr. Escarce SECONDED BY: Ms. Leon-Vazquez STUDENT ADVISORY VOTE: Yes

AYES: All (7) NOES: None (0)

	Gift			In-kind		
School/Site	Amoun		<b>Equity Fund</b>		Donor	Purpose
Account Number		•	15% Contrib.			
JAMS	\$ 850		150.00		Monte Hartman Coca Cola Bottling	General Supplies and Materials
01-90120-0-00000-00000-8699-011-0000			8.70 7.50		Company Well Fargo Foundation	General Supplies and Materials General Supplies and Materials
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	\$ 2,210 \$ 380 \$ 135 \$ 24	.00   3	390.00 5 - 5 -		May Bay Co. Various Various Various	General Supplies and Materials Field Trip Field Trip Field Trip
CDS	Ψ 24	.00	,		Various	Troid Trip
12-90120-0-00000-00000-8699-070-0000						
<b>Edison</b> 01-90120-0-00000-00000-8699-001-0000						
Franklin						
01-90120-0-00000-00000-8699-002-0000						
<b>Grant</b> 01-90120-0-00000-00000-8699-003-0000						
Lincoln 01-90120-0-00000-00000-8699-012-0000						
Malibu High School	\$ 440	00 9	} -		Various Students	General Supplies and Materials
01-90120-0-00000-00000-8699-010-0000	\$ 165				MHS Student	General Supplies and Materials
5. 55.25 5 55555 55555 5555 515 6000	\$ 165		, } -	.	MHS Student	General Supplies and Materials
	\$ 165				MHS Student	General Supplies and Materials
	\$ 102		-		Chase Simpson	General Supplies and Materials
McKinley	\$ 2,126	.00	; -		Various Parents	General Supplies and Materials
01-90120-0-00000-00000-8699-004-0000						
Muir 01-90120-0-00000-00000-8699-005-0000						
Olympic HS 01-90120-0-00000-00000-8699-014-0000						

		Gift			In-kind	_	
School/Site	A	mount		ity Fund	Value	Donor	Purpose
Account Number			15%	Contrib.			
Rogers							
01-90120-0-00000-00000-8699-006-0000							
Roosevelt	\$	40.00	\$	-		Mary Catherine Donohoe	Field Trip
01-90120-0-00000-00000-8699-007-0000							
Samohi	\$	941.00	\$	-		Various	General Supplies and Materials
01-90120-0-00000-00000-8699-015-0000	\$	558.00	\$	-		Various	General Supplies and Materials
							3 Cameras and assorted filters/
					\$ 600.00	Marie Paule Goislard	photography classes
					\$ 230.00	Rich Turk	Camera, lens, filters, film, batteries
					\$ 150.00	Gregory Tapscott	Camera with zoom lens
Barnum Hall							
01-91150-0-00000-00000-8699-015-0000							
Pt. Dume Marine Science							
01-90120-0-00000-00000-8699-019-0000							
Webster							
01-90120-0-00000-00000-8699-008-0000							
Others:							
Superintendent's Office							
01-90120-0-00000-00000-8699-020-0000							
Educational Services							
01-90120-0-00000-00000-8699-030-0000							
Student & Family Services							
01-90120-0-00000-00000-8699-040-0000							
Special Education							
01-90120-0-00000-00000-8699-044-0000							
Information Services							
01-90120-0-00000-0000-8699-054-0000							
Food and Nutrition Services							
01-90120-0-00000-0000-8699-057-0000							
District							
01-90120-0-00000-00000-8699-090-0000							
TOTAL	\$	8,393.12	\$	556.20	\$ 980.00		

School/Site		Y-T-D Adjusted		Current		Equity Fund		umulative	Y-T-D	Current	Cumulative In-Kind Value	
Account Number	Gift Total		Gift Amount		15% Contrib.		Gift Amount		In-Kind Value	In-Kind Value		
JAMS	\$	324.47	\$	941.78	\$	166.20	\$	1,432.45			\$	-
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	\$	1,152.39	\$	2,749.00	\$	390.00	\$	4,291.39			\$	-
01-90120-0-00000-00000-8699-017-0000												
CDS							\$	-			\$	-
12-90120-0-00000-00000-8699-070-0000												
Edison	\$	440.64					\$	440.64			\$	-
01-90120-0-00000-00000-8699-001-0000												
Franklin	\$	152.30					\$	152.30			\$	-
01-90120-0-00000-00000-8699-002-0000												
Grant							\$	-			\$	-
01-90120-0-00000-00000-8699-003-0000												
Lincoln	\$	128.98					\$	128.98			\$	-
01-90120-0-00000-00000-8699-012-0000												
Malibu High School	\$	8,295.32	\$	1,037.34	\$	-	\$	9,332.66			\$	-
01-90120-0-00000-00000-8699-010-0000												
Malibu Shark Fund - Resource #90141												
McKinley			\$	2,126.00	\$	-	\$	2,126.00			\$	-
01-90120-0-00000-00000-8699-004-0000												
Muir	\$	426.15					\$	426.15			\$	-
01-90120-0-00000-00000-8699-005-0000												
Olympic HS	\$	382.00					\$	382.00			\$	-
01-90120-0-00000-00000-8699-014-0000												
Rogers	\$	2,400.00					\$	2,400.00			\$	-
01-90120-0-00000-00000-8699-006-0000												
Roosevelt	\$	112.45	\$	40.00	\$	-	\$	152.45			\$	-
01-90120-0-00000-00000-8699-007-0000												
									\$	\$		
Samohi	\$	3,269.50	\$	1,499.00	\$	-	\$	4,768.50	276.37	980.00	\$	1,256.37
01-90120-0-00000-00000-8699-015-0000												
Pt. Dume Marine Science							\$	-			\$	-
01-90120-0-00000-00000-8699-019-0000							"				,	
Webster							\$	_			\$	_
01-90120-0-00000-00000-8699-008-0000							Ι Ψ				Ψ	

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:		Ont Total		Alliount	137	COILLID.	Ont Amot	<i></i>	111-1	VIIIU VAIUE	III-IXII	iu value	111-	Mila value	
Superintendent's Office							\$	-					\$	-	
01-90120-0-00000-00000-8699-020-0000															
Educational Services	\$	5,592.75					\$ 5,592.	75	\$	1,635.00			\$	1,635.00	
01-90120-0-00000-00000-8699-030-0000															
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															
<u>District</u>					_		\$	-					\$	-	
01-90120-00000-0-00000-8699-090-0000					_										
Food & Nutrition Services					_		\$	-					\$	-	
01-90120-0-00000-00000-8699-070-0000															
TOTAL GIFTS	\$	22,676.95	\$	8,393.12	\$	556.20	\$ 31,626.	27	\$	1,911.37	\$	980.00	\$	2,891.37	
					Т	otal Equity									
						Fund									
					15%	Contribs.									
Total Cash Gifts for District:			\$	8,393.12	\$	556.20			Tota Gifts	al In-Kind s:	\$	980.00			

<sup>\*</sup>CORRECTION: ON 9/14/09 MALIBU HIGH SCHOOL SUBMITTED A CHECK FOR \$6,000 AS A GIFT IN ERROR. ON 10/6/09 FUNDS WERE TRANSFERRED TO THE CORRECT ACCOUNT (SHARK FUND).

TO: BOARD OF EDUCATION <u>ACTION/CONSENT</u> 11/05/09

FROM: TIM CUNEO / MICHAEL D. MATTHEWS

RE: APPROVE CONTRACT WITH BAKER & HOSTETLER, LLP FOR PRO BONO

LEGAL SERVICES FOR THE EMERGENCY/TEMPORARY PARCEL TAX

FEASIBILITY COMMITTEE

#### **RECOMMENDATION NO. A.07**

It is recommended that the Board of Education approve a contract with Baker & Hostetler, LLP to advice the district regarding parcel tax and researching related matters. These services will be provided to the district pro bono.

COMMENTS: At its July 14, 2009, meeting, the Board of Education established the

Emergency/Temporary Parcel Tax Feasibility Committee with the purpose of examining the feasibility of an emergency and temporary parcel tax to offset all or

a portion of the budget deficit due to the State budget crisis.

The legal services of Baker & Hostetler, LLP will help the committee fulfill its

charges.

The board thanked the firm for their pro bono work.

MOTION MADE BY: Dr. Escarce SECONDED BY: Ms. Leon-Vazquez STUDENT ADVISORY VOTE: Yes

AYES: All (7) NOES: None (0) TO: BOARD OF EDUCATION <u>ACTION/CONSENT</u>

FROM: TIM CUNEO / JANECE L. MAEZ

RE: SELCTION OF LEGAL FIRM FOR RDA REPRESENTATION – CIVIC CENTER

JOINT USE PROJECT AT SAMOHI

#### **RECOMMENDATION NO. A.08**

It is recommended that the Board of Education approve the selection of Gibson, Dunn & Crutcher LLP to represent the District with regards to legal services during the negotiations and development of an agreement between the District and the Redevelopment Agency in the City of Santa Monica regarding the joint use project approved by the Agency at Samohi. This project is commonly known as the Civic Center Joint Use Project (CCJUP).

**Funding Information:** 

Currently Budgeted: Yes

Funding Source: Special Reserve Fund – Capital Outlay Projects 40-00000-0-00000-82000-5820-050-1500 Operations / Legal Services / Business Services

COMMENT: In February 2009, the District submitted a proposal for \$235 million to the

Redevelopment Agency (RDA) of the City of Santa Monica for funding of a jointuse project consisting of recreational and cultural facility improvements including new construction and parking on the Santa Monica High School campus

(Samohi).

The Redevelopment Agency has allocated \$57 million for one of the project's three phases. Funding for this project begins in the 2009-10 fiscal year. An additional \$25 million was allocated for "shared parking", which may be on the Samohi site.

In meeting with City staff, it appears that a cooperative agreement or similar agreement will be the appropriate legal instrument used for financing of the project. It is presently envisioned that payment from the RDA would coincide with the issuance of Certificate of Participation required to fund the project. This agreement will also address issues of management, programming and design development, operations and maintenance as well as other concerns as they emerge.

In order to secure legal services with a firm experienced in redevelopment agency funding and knowledgeable about relevant sections of the California Education Code to assist with reviewing and negotiating an agreement that is expected to be initially drafted by counsel representing the RDA, the District requested letters of interest from four firms known for their experience in this area. Those firms included: DLA Piper LLP, Gibson, Dunn & Crutcher LLP, Alston & Bird LLP, and Latham & Watkins LLP. Responses were received from all of the firms, with the exception of Latham & Watkins.

On September 22, 2009, the three remaining firms were interviewed to determine a final recommendation to the Board. Serving the District on that selection panel included: Board Member Ben Allen, Superintendent Tim Cuneo, CFO Jan Maez, FOC representative Paul Silvern and consultant Michael Hill. Questions to the firms included: experience creating and negotiating cooperative, joint use agreements, prior experience with the City of Santa Monica, and specific knowledge of redevelopment financing and laws as they relate to school districts.

Complete resumes of the team who would be assigned to the District were also requested. At the completion of the interviewing process, two of the firms were asked to prepare a defined scope of work and a "not to exceed" cost estimate and hourly rate schedule by October 9, 2009.

The interview panel met again on October 27, 2009 and reviewed proposals from both of the finalists in the process. It was decided that the firm of Gibson, Dunn & Crutcher would best fill the District's need for legal services. During both the interview process and in their proposal, the panel felt that responses by the representatives of the firm were specific to our request, that they clearly understood the issues facing the District and addressed those issues in their proposal, they have working relationships with RDAs as counsel in other jurisdictions, and they have worked on a variety of projects involving public entities.

The proposal from Gibson, Dunn & Crutcher was on an hourly rate and discounted by 25%. They divided the proposal into three phases. Phase I included the researching and structuring of payments from the RDA, Phase II was the drafting and negotiating a Memorandum of Understanding between the District and the RDA, and Phase III was for the preparation of the ground lease and final funding agreement with the RDA. The estimated cost of the first two phases was \$50,000. Because the District did not provide specific, detailed requirements for the third phase, it was difficult for the firm to estimate a not to exceed amount so they provided a very broad range for that phase.

Staff is asking the Board to authorize the Superintendent to enter into a contractual agreement with the law firm of Gibson, Dunn & Crutcher for the first two phases of the CCJUP with a not to exceed amount, agreed upon by both parties. The agreement should include an option for services for Phase III to be determined as the project becomes more defined. Funding for these services is coming from Redevelopment Agency funds provided to the District.

Ms. Maez clarified that this item approves hiring this firm for phases I and II.

Mr. Allen wanted to make sure the cost range for phases I and II was \$30,000 to \$50,000, with the amount not to exceed \$50,000.

MOTION MADE BY: Dr. Escarce SECONDED BY: Ms. Leon-Vazquez STUDENT ADVISORY VOTE: Yes

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

RE: ACCEPTANCE OF WORK COMPLETED BY J. DREYFUSS AND ASSOCIATES

(DBA DREYFUSS CONSTRUCTION) FOR BOYS AND GIRLS CLUB FACILITY -

JOHN ADAMS MIDDLE SCHOOL - BID #9.01

#### **RECOMMENDATION NO. A.09**

It is recommended that the Board of Education accept as completed all work contracted with Dreyfuss Construction, for Bid #9.01, in an amount not to exceed \$2,761,327.66.

#### **Funding Information**

Budgeted: Yes Fund: 21

Source: State School Building Fund

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

COMMENTS: The contract with Dreyfuss Construction 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 \$2,318,742.00 <u>Total Change Order 1</u> 442,585.66 Total Contract Amount \$2,761,327.66

MOTION MADE BY: Dr. Escarce SECONDED BY: Ms. Leon-Vazquez STUDENT ADVISORY VOTE: Yes

TO: **BOARD OF EDUCATION** ACTION/CONSENT 11/05/09

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

RE: ACCEPTANCE OF WORK COMPLETED BY CONSTRUCTION SYSTEM INC.,

FOR WEBSTER FIRE DAMAGE RECONSTRUCTION - PO #101764 AND

PO #102501

#### **RECOMMENDATION NO. A.10**

It is recommended that the Board of Education accept as completed all work contracted with, Construction System Inc. For Webster Fire Damage Reconstruction, Purchase order #101764 and #102501. in an amount not to exceed \$15.350.

#### Funding Information

Yes Budgeted: Fund: 01

Source: General Fund

Account Number: 01-00000-0-00000-85000-6200-008-2600

(This expense will be paid by ASCIP the district's insurance provider) Description:

COMMENTS: The contract with Construction System 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.

> This additional work relates to facility upgrades for handicap accessibility (ADA requirements), fire system and other code compliant items required by the Department of State Architect (DSA). These items were added to the Webster Fire Damage project scope after submittal to DSA for plan review. Staff bid the work, delayed award of contract to Graph Company (Bid # 9.13) until DSA reviewed documents and gave comments. It was determined that the scope of the DSA required changes were different than the original scope of the bid and could be done by others than Graph Construction. Graph was on a strict schedule on two district projects and it was determined that adding additional work to the preexisting bid was more than could be handled by one contractor to complete the project in a timely manner.

As this work was a DSA project and closeout documents are required, staff is bringing this purchase order work forward to the Board Of Education for Acceptance of Work approval to complete the process.

Purchase Order #101764: \$13,450 Purchase Order #102501: 1,900 **Total Amount:** \$15,350

MOTION MADE BY: Dr. Escarce SECONDED BY: Ms. Leon-Vazquez STUDENT ADVISORY VOTE: Yes

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

RE: AUTHORIZATION TO USE BID NO. P13-08-09 GLENDALE UNIFIED SCHOOL

DISTRICT FOR THE PURCHASE OF APPLE COMPUTER PRODUCTS,

SERVICES, AND RELATED COMPONENTS

#### **RECOMMENDATION NO. A.11**

It is recommended that the Board of Education authorize using Bid No.P13- 08-09 Glendale Unified School District for the purchase of Apple computer products, services, and related components, under the terms and conditions of the public agency's contract pursuant to the provisions of public contract code section 20118 and 20652.

COMMENTS: School district governing boards have the authority to "piggyback" on another public agency's bid per public contract code section 20118 and 20652 when it is determined to be in the "best interest of the district". It is often advantageous for district to utilize piggyback bids when contract items are identical to the district's specifications. Using piggyback contracts saves time and money, and they often provide lower prices than a single jurisdiction would be able to obtain

MOTION MADE BY: Dr. Escarce SECONDED BY: Ms. Leon-Vazquez STUDENT ADVISORY VOTE: Yes

FROM: TIM CUNEO / JANECE MAEZ

RE: APPROVAL OF AMENDMENT TO TRANSPORTATION FACILITY LEASE

BETWEEN JSLBRA, LLC AND THE DISTRICT

#### **RECOMMENDATION NO. A.12**

It is recommended that the Board of Education approve the first amendment to the lease between JSLBRA, LLC and the District for the property at 19<sup>th</sup> Street and Olympic Boulevard, which houses the SMMUSD Transportation Facility and Yard.

COMMENT:

In December of 2005, the Board entered into an agreement with the owners of the property at the corner of 19<sup>th</sup> and Olympic Boulevard allowing the District to continue using the location for our Transportation Department. The terms and conditions of that agreement have served the District well since that time. The District has paid a monthly rent as calculated within Section 3.1(d) of that agreement; the current monthly amount is \$14,571. Annually, the rent amount is adjusted as specified in the agreement. The calculation for the increase reflects current CPI changes. The minimum and maximum rent adjustments required or allowed by the agreement are 1% and 5 % respectively. For the July 1, 2009 fiscal year, rent was increased by the minimum amount of 1%.

The original lease expired on June 30, 2008. The District continued to occupy the property without question from the owners and adjusted that year's rent by the calculation in the agreement. As a result of District-initiated conversations, the property owners have agreed to extend the current lease through June 30, 2011 with the same terms and conditions. Staff asked the law firm of Goodwin Procter, LLP (the firm responsible for the original lease) to assist in the drafting of amendment language. That amendment is attached as backup material to this item.

MOTION MADE BY: Dr. Escarce SECONDED BY: Ms. Leon-Vazquez STUDENT ADVISORY VOTE: Yes

### FIRST AMENDMENT TO STANDARD OFFICE LEASE

THIS FIRST AMENDMENT TO LEASE (this "Amendment") is made to be effective as of June 30, 2008, by and between JSLBRA, LLC, a Delaware limited liability company ("Landlord"), and SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT ("Tenant").

#### RECITALS:

- A. Landlord and Tenant entered into that certain Lease dated as of October 31, 2003 (the "Lease"). Pursuant to the Lease, Landlord leases to Tenant certain real property and improvements located at the intersection of 19<sup>th</sup> Street and Olympic Boulevard, Santa Monica, California (the "Premises") and more particularly described in the Lease. Capitalized terms used herein without definition shall have the meanings set forth for such terms in the Lease.
- **B.** Landlord and Tenant now desire to amend the Lease to extend the Term thereof.

#### AGREEMENT:

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Landlord and Tenant hereby agree as follows:

- 1. <u>Extension of Term</u>. The Term of the Lease as described in Section 2.1 of the Lease is hereby amended and restated in its entirety as follows:
  - 2.1 <u>Term</u>. The Premises are leased for a term (the "Term") which shall commence on the Commencement Date and shall end at 11:59 p.m. PST on June 30, 2011.

#### 2. Miscellaneous.

- (a) <u>Entire Agreement</u>. This Amendment embodies the entire understanding between Landlord and Tenant with respect to its subject matter and can be changed only by an instrument in writing signed by Landlord and Tenant.
- (b) <u>Counterparts</u>. This Amendment may be executed in counterparts, including facsimile counterparts, each of which shall be deemed an original, but all of which, together, shall constitute one and the same Amendment.
- (c) <u>Defaults</u>. Tenant hereby represents and warrants to Landlord that, as of the date of this Amendment, Tenant is in full compliance with all terms, covenants and conditions of the Lease and that there are no breaches or defaults under the Lease by Landlord or Tenant, and that Tenant knows of no events or circumstances which, given the passage of time, would constitute a breach or default under the Lease by either Landlord or Tenant.

- (d) <u>Authority</u>. Each individual executing this Amendment for the Tenant represents that he or she is duly authorized to execute and deliver this Amendment for the Tenant and the Amendment is binding upon the Tenant, its successors and assigns in accordance with its terms.
- (e) <u>Reaffirmation of Obligations.</u> Landlord and Tenant each hereby acknowledges and reaffirms all of its obligations under the Lease, as such Lease has been amended by this Amendment, and agrees that any reference made in any other document to the Lease shall mean the Lease as amended pursuant to this Amendment. Except as expressly provided herein, the Lease remains unmodified and in full force and effect.
- (f) Other. Time is of the essence in this Amendment and the Lease and each and all of their respective provisions. The agreements, conditions and provisions herein contained shall apply to and bind the heirs, executors, administrators, successors and assigns of the parties hereto. If any provisions of this Amendment or the Lease shall be determined to be illegal or unenforceable, such determination shall not affect any other provision of the Lease or this Amendment and all such other provisions shall remain in full force and effect. If there is any inconsistency between the provisions of this Amendment and the other provisions of the Lease, the provisions of this Amendment shall control with respect to the subject matter of this Amendment. Paragraph captions are for Landlord's and Tenant's convenience only, and neither limit nor amplify the provisions of this Amendment. This Amendment constitutes a part of the Lease and is incorporated by this reference.

[Signature Page Follows]

IN WITNESS WHEREOF, the parties have executed this Amendment as of the date and year first set forth above.

# LANDLORD:

<b>JSLBRA, LLC</b> , a Delaware limited li	ability company
Ву:	
Name: Jamil Nizam	

## TENANT:

Title: Manager

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

Name:	Tim	Cuneo	
Title:	Super	intendent	

By: Manece L. Maez

Title: Chief Financial Officer

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

RE: CONTRACT AMENDMENT #1 FOR CLASSROOM TECHNOLOGY ADDITIONAL

SCOPE - CARTIER ELECTRICAL TECHNOLOGIES, INC. - MEASURE BB

#### **RECOMMENDATION NO. A.13**

It is recommended that the Board of Education approve Contract Amendment #1 with Cartier Electrical Technologies for additional "SMART" enhancements for specified SMMUSD sites within the contract scope, in the total amount of \$15,200.56 for a total contract amount of \$206,130.56

#### **Funding Information**

Budgeted: Yes Fund: 21

Source: Measure BB

Account Number: 21-00003-0-00000-85000-6200-054-2600

Description: Consultant Services

COMMENTS: The Board of Education previously approved Cartier Electrical Technologies for

construction services for classroom technology installations for SMMUSD.

Contract Amendment #1, for a total amount of \$15,200.56, is for changes to the original contract scope to revise the District standard to be consistent with existing installations, including new video projector, integrated speakers and

adjustable height SMART Boards.

 ORIGINAL CONTRACT - CLASSROOM TECHNOLOGY
 \$190,930.00

 Contract Amendment #1 (COP 001, COP 002, COP 003)
 15,200.56

 TOTAL
 \$206,130.56

Ms. Maez clarified that the speakers for the SMART Boards were not included in the original cost. The Education Services department has requested that the SMART Boards in the Kindergarten classrooms have the ability to lower and raise.

MOTION MADE BY: Dr. Escarce SECONDED BY: Ms. Leon-Vazquez STUDENT ADVISORY VOTE: Yes

FROM: TIM CUNEO / MICHAEL D. MATTHEWS

RE: CERTIFICATED PERSONNEL – Elections, Separations

#### **RECOMMENDATION NO. A.14**

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

# **ADDITIONAL ASSIGNMENT**

ADDITIONAL ASSIG	<u>INIVIEN I</u>		
JOHN ADAMS MIDDLE	<u>SCHOOL</u>		
Kusion, Alex	74 hrs @\$40.46	10/3/09-6/18/10	Est Hrly/\$2,994
Meyer, Kimberly	74 hrs @\$40.46	10/3/09-6/18/10	Est Hrly/\$2,994
Murphy, Titia	74 hrs @\$40.46	10/3/09-6/18/10	Est Hrly/\$2,994
Sato, Glenn	74 hrs @\$40.46	10/3/09-6/18/10	Est Hrly/\$2,994
		TOTAL ESTABLISHED HO	OURLY \$11,976
Comment: Saturda	ay School		
01-Unr	estricted Resource		
Asher, Jeanette	1.5 hrs @\$40.46	9/21/09-10/30/09	Est Hrly/\$ 61
Averett, David	6.0 hrs @\$40.46	9/21/09-10/30/09	Est Hrly/\$243
Hart, Matt	1.5 hrs @\$40.46	9/21/09-10/30/09	Est Hrly/\$ 61
Kilpatrick, Genevieve	1.5 hrs @\$40.46	9/21/09-10/30/09	Est Hrly/\$ 61
Kusion, Alex	6.0 hrs @\$40.46	9/21/09-10/30/09	Est Hrly/\$243
Meyer, Kimberly	5.5 hrs @\$40.46	9/21/09-10/30/09	Est Hrly/\$223
Murphy, Titia	5.5 hrs @\$40.46	9/21/09-10/30/09	Est Hrly/\$223
Toppel, Diane	5.5 hrs @\$40.46	9/21/09-10/30/09	Est Hrly/\$223
		TOTAL ESTABLISHED HOURLY	\$1,338
Comment: After-S	chool Library Hours		
	01-Tier III Programs Ca	at Flex	
Avedian, Ray	178 hrs @\$66.17	9/14/09-6/25/10	Own Hrly/\$11,778
-		TOTAL OWN HOURLY	\$11,778
ath n			

Comment: 6<sup>th</sup> Period Assignment

01-Unrestricted Resource

#### CABRILLO ELEMENTARY SCHOOL

Baltrushes, Susan	33 hrs @\$40.46	10/12/09-6/19/10	Est Hrly/\$1,335
Levy, Nancy	33 hrs @\$40.46	10/12/09-6/19/10	Est Hrly/\$1,335
Posey, Steve	33 hrs @\$40.46	10/12/09-6/19/10	Est Hrly/\$1,335
•		TOTAL ESTABLISHED H	OURLY \$4,005

Comment: Afterschool Homework Club

01-Tier III Programs Cat Flex

Posey, Steve 49.5 hrs @\$40.46 9/15/09-6/25/10 Est Hrly/\$2,003 Thorne, Laurel 49.5 hrs @\$40.46 9/15/09-6/25/10 Est Hrly/\$2,003 TOTAL ESTABLISHED HOURLY \$4,006

Comment: Gate Program Instruction

01-Tier III Programs Cat Flex

#### **EDISON ELEMENTARY SCHOOL**

Kohut. Jennifer 3 hrs @\$40.46 9/4/09 Est Hrly/\$121
TOTAL ESTABLISHED HOURLY \$121

Comment: Professional Development

01-Title I ARRA

Morales, Carlos 7.5 hrs @\$40.46 10/26/09-12/14/09 <u>Est Hrly/\$303</u> TOTAL ESTABLISHED HOURLY \$303

Comment: 5<sup>th</sup> Grade Science Outreach

01-Gifts - Equity Fund

		OFD\/	
<b>EDUCAT</b>	IONAL	SEKV	いとう

Alexander, Laura	4.5 hrs @\$40.46	10/15/09-6/25/10	Est Hrly/\$182
Bouse, Amy	4.5 hrs @\$40.46	10/15/09-6/25/10	Est Hrly/\$182
Bowman-Smith, Carla	4.5 hrs @\$40.46	10/15/09-6/25/10	Est Hrly/\$182
Evensen, Thor	4.5 hrs @\$40.46	10/15/09-6/25/10	Est Hrly/\$182
Fischer, Tania	4.5 hrs @\$40.46	10/15/09-6/25/10	Est Hrly/\$182
Gutierrez, Laurie Ann	4.5 hrs @\$40.46	10/15/09-6/25/10	Est Hrly/\$182
Hacker, Thomas	4.5 hrs @\$40.46	10/15/09-6/25/10	Est Hrly/\$182
Jones, Dave	4.5 hrs @\$40.46	10/15/09-6/25/10	Est Hrly/\$182
Joyce-West, Jennifer	4.5 hrs @\$40.46	10/15/09-6/25/10	Est Hrly/\$182
McGee, Richard	4.5 hrs @\$40.46	10/15/09-6/25/10	Est Hrly/\$182
Pomati, Kate	4.5 hrs @\$40.46	10/15/09-6/25/10	Est Hrly/\$182
Poole, William	4.5 hrs @\$40.46	10/15/09-6/25/10	Est Hrly/\$182
Vandercook, Michael	4.5 hrs @\$40.46	10/15/09-6/25/10	Est Hrly/\$182
Wishart, Bill	4.5 hrs @\$40.46	10/15/09-6/25/10	Est Hrly/\$182
Wood, David	4.5 hrs @\$40.46	10/15/09-6/25/10	Est Hrly/\$182
		TOTAL ESTABLISHED HOURLY	\$2,730

Comment: Visual Arts Meetings

01-Tier III Programs Cat Flex

FRANKLIN ELEMENTARY SCHOOL

Fowler, Gloria 176 hrs @\$40.46 10/1/09-6/25/10 Est Hrly/\$7,121 Teague, Linda 176 hrs @\$40.46 10/1/09-6/25/10 <u>Est Hrly/\$7,121 TOTAL ESTABLISHED HOURLY</u> \$14,242

Comment: Reading Specialist

01-Unrestricted Resource

**HUMAN RESOURCES** 

 Paul, Carmen
 77 hrs @\$40.46
 9/24/09-1/29/10
 Est Hrly/\$3,115

 Sever, Pam
 77 hrs @\$40.46
 9/24/09-1/29/10
 Est Hrly/\$3,115

 TOTAL ESTABLISHED HOURLY
 \$6,230

Comment: Shadowing Volunteer Chinese Teacher at Santa Monica HS

01-Unrestricted Resource

LINCOLN MIDDLE SCHOOL

Moazzez, Rozita	72 hrs @\$40.46	9/14/09-6/25/10	Est Hrly/\$2,913
O'Brien, Marianna	15 hrs @\$40.46	9/14/09-6/25/10	Est Hrly/\$ 607
O Differi, Marianna	13 1113 @ψ+0.+0	3/14/03-0/23/10	$\Box$ 311111y/ $\phi$ 001
Oseguera, Christian	72 hrs @\$40.46	9/14/09-6/25/10	Est Hrly/\$2,913
Urtz, Markelle	30 hrs @\$40.46	9/14/09-6/25/10	Est Hrly/\$1,214
		TOTAL ESTABLISHED HOUF	RLY \$7,647

Comment: After-School Library Hours

01-Reimbursed by PTA

 Stauffer, Nathaniel
 183 hrs @\$52.31
 9/4/09-6/25/10
 Own Hrly/\$ 9,584

 Suffolk, Stefanie
 183 hrs @\$82.76
 9/4/09-6/25/10
 Own Hrly/\$15,145

 TOTAL OWN HOURLY
 \$24,729

Comment: 6<sup>th</sup> Period Assignment

01-Unrestricted Resource

Catanzano, Linda 4 hrs @\$40.46 8/24/09 Est Hrly/\$162 Hylind, Amy 4 hrs @\$40.46 8/24/09 Est Hrly/\$162 Levy, Amanda 4 hrs @\$40.46 8/24/09 Est Hrly/\$162 Montanez, Joe 4 hrs @\$40.46 Est Hrly/\$162 8/24/09 Oseguera, Christian 4 hrs @\$40.46 Est Hrly/\$162 8/24/09 Sherman, Wynn 4 hrs @\$40.46 8/24/09 Est Hrly/\$162 TOTAL ESTABLISHED HOURLY \$972

Comment: Summer Planning – Special Education Department

01-Tier III Programs Cat Flex

Catanzano, Lir	nda	6 hrs @\$40.46	10/1/09-6/25/10	Est Hrly/\$243
Di Leo, Greg		6 hrs @\$40.46	10/1/09-6/25/10	Est Hrly/\$243
Diamond, Ren	ee	6 hrs @\$40.46	10/1/09-6/25/10	Est Hrly/\$243
Duran-Contrer	as, Martha	6 hrs @\$40.46	10/1/09-6/25/10	Est Hrly/\$243
Hylind, Amy		6 hrs @\$40.46	10/1/09-6/25/10	Est Hrly/\$243
Lee, Chon		6 hrs @\$40.46	10/1/09-6/25/10	Est Hrly/\$243
Moazzez, Roz	ita	6 hrs @\$40.46	10/1/09-6/25/10	Est Hrly/\$243
Moe, Eric		6 hrs @\$40.46	10/1/09-6/25/10	Est Hrly/\$243
Murawski, Dar	nielle	6 hrs @\$40.46	10/1/09-6/25/10	Est Hrly/\$243
O'Brien, Maria		6 hrs @\$40.46	10/1/09-6/25/10	Est Hrly/\$243
Seymour, Rob		6 hrs @\$40.46	10/1/09-6/25/10	Est Hrly/\$243
Valenzuela, Ai		6 hrs @\$40.46	10/1/09-6/25/10	Est Hrly/\$243
Ventre, Vanes		6 hrs @\$40.46	10/1/09-6/25/10	Est Hrly/\$243
, , ,			TOTAL ESTABLISHED HO	
Comment:	ASB Dance	e Chaperones		7-7
		rsed by ASB		
Blitz, Sarah		16 hrs @\$40.46	10/1/09-6/25/10	Est Hrly/\$647
Duran-Contrer	as. Martha	16 hrs @\$40.46	10/1/09-6/25/10	Est Hrly/\$647
Ehrke, Shelly	,	16 hrs @\$40.46	10/1/09-6/25/10	Est Hrly/\$647
Lee, Chon		16 hrs @\$40.46	10/1/09-6/25/10	Est Hrly/\$647
Lima, Alaina		16 hrs @\$40.46	10/1/09-6/25/10	Est Hrly/\$647
Moazzez, Roz	ita	16 hrs @\$40.46	10/1/09-6/25/10	Est Hrly/\$647
O'Brien, Maria		16 hrs @\$40.46	10/1/09-6/25/10	Est Hrly/\$647
Ventre, Vanes		16 hrs @\$40.46	10/1/09-6/25/10	Est Hrly/\$647
			TOTAL ESTABSLISHED H	
Comment:	Saturday S	chool		<b>40,</b>
		cted Resource		
MALIBU HIGH	SCHOOL			
DiMercurio, Jo		300 hrs @\$40.46	9/8/09-6/25/10	Est Hrly/\$12,138
,			TOTAL ESTABLISHED HO	
Comment:	After-School	ol Library Hours		<b>*</b> · <b>-</b> , · <b>-</b> ·
	01-Malibu S			
	01-Malibu \$			
MCKINLEY EL		Shark Fund		
		Shark Fund	9/9/09-6/25/10	Own Hrly/\$15,145
MCKINLEY EL Kittel, Gina		Shark Fund SCHOOL	9/9/09-6/25/10 TOTAL OWN HOURLY	<u>Own Hrly/\$15,145</u> \$15,145
		Shark Fund SCHOOL 183 hrs @\$82.76		
Kittel, Gina	MENTARY S	Shark Fund <u>SCHOOL</u> 183 hrs @\$82.76  Assignment		
Kittel, Gina	MENTARY S	Shark Fund <u>SCHOOL</u> 183 hrs @\$82.76  Assignment		
Kittel, Gina	MENTARY S  6 <sup>th</sup> Period A  01-Special	Shark Fund  SCHOOL  183 hrs @\$82.76  Assignment Education	TOTAL OWN HOURLY	\$15,145
Kittel, Gina Comment:	MENTARY S  6 <sup>th</sup> Period A 01-Special	Shark Fund  SCHOOL  183 hrs @\$82.76  Assignment Education	TOTAL OWN HOURLY 9/29/09-5/7/10	\$15,145 Est Hrly/\$12,462
Kittel, Gina Comment:  MUIR ELEME	MENTARY S  6 <sup>th</sup> Period A 01-Special	Shark Fund  SCHOOL  183 hrs @\$82.76  Assignment Education  OOL	TOTAL OWN HOURLY	\$15,145 Est Hrly/\$12,462
Kittel, Gina Comment:  MUIR ELEME	_MENTARY S 6 <sup>th</sup> Period A 01-Special NTARY SCH	Shark Fund  SCHOOL  183 hrs @\$82.76  Assignment Education  OOL	TOTAL OWN HOURLY 9/29/09-5/7/10	\$15,145 Est Hrly/\$12,462
Kittel, Gina Comment:  MUIR ELEMEI DeVeyra, Leah	_MENTARY S 6 <sup>th</sup> Period A 01-Special NTARY SCH	Shark Fund  SCHOOL  183 hrs @\$82.76  Assignment Education  OOL  308 hrs @\$40.46	TOTAL OWN HOURLY 9/29/09-5/7/10	\$15,145 Est Hrly/\$12,462
Kittel, Gina Comment:  MUIR ELEMEI DeVeyra, Leah	_MENTARY S 6 <sup>th</sup> Period A 01-Special NTARY SCHO 1 Science Er 01-Reimbu	Shark Fund  SCHOOL  183 hrs @\$82.76  Assignment Education  OOL  308 hrs @\$40.46  Assignment Classes  Assignment Classes  Assignment Classes  Assignment Classes	TOTAL OWN HOURLY  9/29/09-5/7/10  TOTAL ESTABLISHED HO	\$15,145 Est Hrly/\$12,462
Kittel, Gina Comment:  MUIR ELEME DeVeyra, Leak Comment:	_MENTARY S 6 <sup>th</sup> Period A 01-Special NTARY SCHO 1 Science Er 01-Reimbu	Shark Fund  SCHOOL  183 hrs @\$82.76  Assignment Education  OOL  308 hrs @\$40.46  Assignment Classes  Assignment Classes  Assignment Classes  Assignment Classes	9/29/09-5/7/10 TOTAL ESTABLISHED HO 7/1/09-6/30/10	\$15,145 Est Hrly/\$12,462
Kittel, Gina Comment:  MUIR ELEME DeVeyra, Leah Comment:  ROGERS ELE	_MENTARY S 6 <sup>th</sup> Period A 01-Special NTARY SCHO 1 Science Er 01-Reimbu	Shark Fund  SCHOOL  183 hrs @\$82.76  Assignment Education  OOL  308 hrs @\$40.46  Arichment Classes  Arised by PTA  SCHOOL	TOTAL OWN HOURLY  9/29/09-5/7/10  TOTAL ESTABLISHED HO	Est Hrly/\$12,462 URLY \$12,462
Kittel, Gina Comment:  MUIR ELEME DeVeyra, Leah Comment:  ROGERS ELE	MENTARY S  6 <sup>th</sup> Period A 01-Special  NTARY SCH  Science Er 01-Reimbu  MENTARY S  Interim Prir	Shark Fund  SCHOOL  183 hrs @\$82.76  Assignment Education  OOL  308 hrs @\$40.46  Arichment Classes Arichment SCHOOL  \$534.64, as needed  Arichal	9/29/09-5/7/10 TOTAL ESTABLISHED HO 7/1/09-6/30/10	Est Hrly/\$12,462 URLY \$12,462
Kittel, Gina Comment:  MUIR ELEME DeVeyra, Leah Comment:  ROGERS ELE Harris, Jerold	MENTARY S  6 <sup>th</sup> Period A 01-Special  NTARY SCH  Science Er 01-Reimbu  MENTARY S  Interim Prir	Shark Fund  SCHOOL  183 hrs @\$82.76  Assignment Education  OOL  308 hrs @\$40.46  Arichment Classes Arichment Classes Arichment SCHOOL  \$534.64, as needed	9/29/09-5/7/10 TOTAL ESTABLISHED HO 7/1/09-6/30/10	Est Hrly/\$12,462 URLY \$12,462
Kittel, Gina Comment:  MUIR ELEME DeVeyra, Leah Comment:  ROGERS ELE Harris, Jerold	MENTARY S  6 <sup>th</sup> Period A 01-Special  NTARY SCH  Science Er 01-Reimbu  MENTARY S  Interim Prir	Shark Fund  SCHOOL  183 hrs @\$82.76  Assignment Education  OOL  308 hrs @\$40.46  Arichment Classes Arichment SCHOOL  \$534.64, as needed  Arichal	9/29/09-5/7/10 TOTAL ESTABLISHED HO 7/1/09-6/30/10	Est Hrly/\$12,462 URLY \$12,462
Kittel, Gina Comment:  MUIR ELEME DeVeyra, Leal Comment:  ROGERS ELE Harris, Jerold Comment:	MENTARY S  6 <sup>th</sup> Period A 01-Special  NTARY SCH  Science Er 01-Reimbu  MENTARY S  Interim Prir	Shark Fund  SCHOOL  183 hrs @\$82.76  Assignment Education  OOL  308 hrs @\$40.46  Arichment Classes Arichment Classes Arichment SCHOOL  \$534.64, as needed  Arichal	9/29/09-5/7/10 TOTAL ESTABLISHED HO 7/1/09-6/30/10 TOTAL OWN DAILY	Est Hrly/\$12,462 URLY \$12,462  Own Daily/\$ \$
Kittel, Gina Comment:  MUIR ELEME DeVeyra, Leal Comment:  ROGERS ELE Harris, Jerold Comment:	MENTARY S  6 <sup>th</sup> Period A 01-Special  NTARY SCH  Science Er 01-Reimbu  MENTARY S  Interim Prir	Shark Fund  SCHOOL  183 hrs @\$82.76  Assignment Education  OOL  308 hrs @\$40.46  Arichment Classes Arichment Classes Arichment SCHOOL  \$534.64, as needed  Aricipal Arichmel Arichmel Arichmel Arichmel Arichment Classes Arichment	9/29/09-5/7/10 TOTAL ESTABLISHED HO 7/1/09-6/30/10 TOTAL OWN DAILY 9/9/09-6/25/10	Est Hrly/\$12,462 URLY \$12,462  Own Daily/\$ \$
Kittel, Gina Comment:  MUIR ELEME DeVeyra, Leal Comment:  ROGERS ELE Harris, Jerold Comment: Fels, Abigail	MENTARY S  6 <sup>th</sup> Period A 01-Special  NTARY SCHO  Science Er 01-Reimbut  MENTARY S  Interim Prir 01-Unrestri	Shark Fund  SCHOOL  183 hrs @\$82.76  Assignment Education  OOL  308 hrs @\$40.46  Arichment Classes Ari	9/29/09-5/7/10 TOTAL ESTABLISHED HO  7/1/09-6/30/10 TOTAL OWN DAILY  9/9/09-6/25/10 TOTAL ESTABLISHED HO	Est Hrly/\$12,462 URLY \$12,462  Own Daily/\$ \$ Est Hrly/\$4,046 URLY \$4,046
Kittel, Gina Comment:  MUIR ELEME DeVeyra, Leal Comment:  ROGERS ELE Harris, Jerold Comment: Fels, Abigail	_MENTARY S  6 <sup>th</sup> Period A 01-Special  NTARY SCHIN  Science Er 01-Reimbut  EMENTARY S  Interim Prir 01-Unrestri  Art Instruct 01-Reimbut	Shark Fund  SCHOOL  183 hrs @\$82.76  Assignment Education  OOL  308 hrs @\$40.46  Arichment Classes Ari	9/29/09-5/7/10 TOTAL ESTABLISHED HO  7/1/09-6/30/10 TOTAL OWN DAILY  9/9/09-6/25/10 TOTAL ESTABLISHED HO  9/9/09-6/19/10	Est Hrly/\$12,462 URLY \$12,462  Own Daily/\$ \$ Est Hrly/\$4,046 URLY \$4,046  Est Hrly/\$38,437
Kittel, Gina Comment:  MUIR ELEME DeVeyra, Leah Comment:  ROGERS ELE Harris, Jerold Comment: Fels, Abigail Comment:	_MENTARY S  6 <sup>th</sup> Period A 01-Special  NTARY SCHIN  Science Er 01-Reimbut  EMENTARY S  Interim Prir 01-Unrestri  Art Instruct 01-Reimbut	Shark Fund  SCHOOL  183 hrs @\$82.76  Assignment Education  OOL  308 hrs @\$40.46  Arichment Classes Ari	9/29/09-5/7/10 TOTAL ESTABLISHED HO  7/1/09-6/30/10 TOTAL OWN DAILY  9/9/09-6/25/10 TOTAL ESTABLISHED HO	Est Hrly/\$12,462 URLY \$12,462  Own Daily/\$ \$ Est Hrly/\$4,046 URLY \$4,046  Est Hrly/\$38,437
Kittel, Gina Comment:  MUIR ELEME DeVeyra, Leah Comment:  ROGERS ELE Harris, Jerold Comment: Fels, Abigail Comment:	6 <sup>th</sup> Period A 01-Special NTARY SCHOOL Science Er 01-Reimbu MENTARY S Interim Prir 01-Unrestri Art Instruct 01-Reimbu NY Reading Sp	Shark Fund  SCHOOL  183 hrs @\$82.76  Assignment Education  OOL  308 hrs @\$40.46  Arichment Classes Arichment Classes Arichment Classes Arichment School  \$534.64, as needed  Aricipal Aricted Resource  100 hrs @\$40.46  Arichment Classes  Arich	9/29/09-5/7/10 TOTAL ESTABLISHED HO  7/1/09-6/30/10 TOTAL OWN DAILY  9/9/09-6/25/10 TOTAL ESTABLISHED HO  9/9/09-6/19/10 TOTAL ESTABLISHED HO	Est Hrly/\$12,462 URLY \$12,462  Own Daily/\$ \$ Est Hrly/\$4,046 URLY \$4,046  Est Hrly/\$38,437
Kittel, Gina Comment:  MUIR ELEME DeVeyra, Leah Comment:  ROGERS ELE Harris, Jerold Comment: Fels, Abigail Comment: Estrada, Tiffan	6 <sup>th</sup> Period A 01-Special NTARY SCHOOL Science Er 01-Reimbu MENTARY S Interim Prir 01-Unrestri Art Instruct 01-Reimbu NY Reading Sp 01-IASA: T	Shark Fund  SCHOOL  183 hrs @\$82.76  Assignment Education  OOL  308 hrs @\$40.46  Arichment Classes  rsed by PTA  SCHOOL  \$534.64, as needed  Acipal  cted Resource  100 hrs @\$40.46  ion  rsed by PTA  950 hrs @\$40.46  Decialist and ELD Coach  itle I Basic-LW Inc/Neg	9/29/09-5/7/10 TOTAL ESTABLISHED HO  7/1/09-6/30/10 TOTAL OWN DAILY  9/9/09-6/25/10 TOTAL ESTABLISHED HO  9/9/09-6/19/10 TOTAL ESTABLISHED HO  -50%	Est Hrly/\$12,462 URLY \$12,462  Own Daily/\$ \$ Est Hrly/\$4,046 URLY \$4,046  Est Hrly/\$38,437
Kittel, Gina Comment:  MUIR ELEME DeVeyra, Leah Comment:  ROGERS ELE Harris, Jerold Comment: Fels, Abigail Comment: Estrada, Tiffan	6 <sup>th</sup> Period A 01-Special NTARY SCHOOL Science Er 01-Reimbu MENTARY S Interim Prir 01-Unrestri Art Instruct 01-Reimbu NY Reading Sp 01-IASA: T	Shark Fund  SCHOOL  183 hrs @\$82.76  Assignment Education  OOL  308 hrs @\$40.46  Arichment Classes Arichment Classes Arichment Classes Arichment School  \$534.64, as needed  Aricipal Aricted Resource  100 hrs @\$40.46  Arichment Classes  Arich	9/29/09-5/7/10 TOTAL ESTABLISHED HO  7/1/09-6/30/10 TOTAL OWN DAILY  9/9/09-6/25/10 TOTAL ESTABLISHED HO  9/9/09-6/19/10 TOTAL ESTABLISHED HO	Est Hrly/\$12,462 URLY \$12,462  Own Daily/\$ \$ Est Hrly/\$4,046 URLY \$4,046  Est Hrly/\$38,437

ROOSEVELT I				
Suomu, Susan		5 hrs @\$40.46	9/1/09	Est Hrly/\$202
Comment:	Staff Inser	vice Prep Irsed by PTA	TOTAL ESTABLISHED HOUR	LY \$202
Garcia-Nunez,	Veronica	3 hrs @\$40.46	9/16/09 TOTAL ESTABLISHED HOUR	Est Hrly/\$121 LY \$121
Comment:		ond Back-to-School Night Irsed by PTA	TOTAL EGIABLIGHED HOOK	ΣΙ ΨΙ <b>Σ</b> Ι
Snow, Angela		2 hrs @\$40.46	10/15/09 TOTAL ESTABLISHED HOUR	Est Hrly/\$81 LY \$81
Comment:		tboard Training irsed by PTA		, ,
SANTA MONIC	CA HIGH SC	HOOL		
Jones, Teresa Kemp, Anita		25 hrs @\$40.46 25 hrs @\$40.46	10/1/09-6/25/10 10/1/09-6/25/10 TOTAL ESTABLISHED HOUR	Est Hrly/\$1,012 <u>Est Hrly/\$1,012</u> LY \$2,024
Comment:		ECHO Program Irsed by ASB		
Barraza, Pete Henderson, Lu Lacy, Norm Sato, Liane Skaggs, Debbi Toumayan, Gu Veral, Ramon	e	80 hrs @\$66.25 90 hrs @\$66.17 90 hrs @\$81.18 90 hrs @\$61.29 90 hrs @\$66.25 80 hrs @\$52.99 80 hrs @\$51.71	9/21/09-1/29/10 9/4/09-1/29/10 9/4/09-1/29/10 9/4/09-1/29/10 9/4/09-1/29/10 9/21/09-1/29/10 7OTAL OWN HOURLY	Own Hrly/\$5,300 Own Hrly/\$5,955 Own Hrly/\$7,306 Own Hrly/\$5,516 Own Hrly/\$5,963 Own Hrly/\$4,239 Own Hrly/\$4,137 \$38,416
Comment:		Assignment – 1 <sup>st</sup> Semester icted Resource		φου, σ
Alvardo, Rober Felix, Michael Fulcher, Natha Gow, William Halley-Cox, Sh Kariya, Emily Karyadi, Adrier Louria, Meredit Roberts, Lasor Saenz, Debbie Semik, Renee Sever, Pam  Comment:  Bart-Bell, Dana Beeman-Solan De La Cruz, Gilland Roberdit Roberts	n nannon nne th nia Freshman 01-Unrestr	10 hrs @\$40.46 3 hrs @\$40.46 10 hrs @\$40.46	9/1/09-6/25/10 9/1/09-6/25/10 9/1/09-6/25/10 9/1/09-6/25/10 9/1/09-6/25/10 9/1/09-6/25/10 9/1/09-6/25/10 9/1/09-6/25/10 9/1/09-6/25/10 9/1/09-6/25/10 9/1/09-6/25/10 TOTAL ESTABLISHED HOUR 7/14/09-9/1/09 7/14/09-9/1/09	Est Hrly/\$405 Est Hrly/\$121 Est Hrly/\$405
Louria, Meredit	Summer R	10 hrs @\$40.46 eading Committee icted Resource	7/14/09-9/1/09 TOTAL ESTABLISHED HOUR	Est Hrly/\$405 LY \$1,336
Barraza, Pete Bitner, Beth		\$40.46, as needed \$40.46, as needed	9/4/09-6/25/10 9/4/09-6/25/10	Est Hrly/\$ Est Hrly/\$

Black, Mark	\$40.46, as needed	9/4/09-6/25/10	Est Hrly/\$
Cierra, Jorge	\$40.46, as needed	9/4/09-6/25/10	Est Hrly/\$
Hinojosa, Judith	\$40.46, as needed	9/4/09-6/25/10	Est Hrly/\$
Jimenez, Jaime	\$40.46, as needed	9/4/09-6/25/10	Est Hrly/\$
Lipetz, Sarah	\$40.46, as needed	9/4/09-6/25/10	Est Hrly/\$
Mabrey, Matt	\$40.46, as needed	9/4/09-6/25/10	Est Hrly/\$
McGee, Richard	\$40.46, as needed	9/4/09-6/25/10	Est Hrly/\$
Pitts, Greg	\$40.46, as needed	9/4/09-6/25/10	Est Hrly/\$
Shafiey, Mariam	\$40.46, as needed	9/4/09-6/25/10	Est Hrly/\$
Simone, Laura	\$40.46, as needed	9/4/09-6/25/10	Est Hrly/\$
		TOTAL ESTABLISHE	D HOURLY \$
	turday School		
01	-Unrestricted Resource		
Cierra, Jorge	40 hrs @\$40.46	10/12/09-11/5/09	Est Hrly/\$1,618
Devincentis-Waul,	· ·	10/12/09-11/5/09	Est Hrly/\$1,618
Green, Michael	40 hrs @\$40.46	10/12/09-11/5/09	Est Hrly/\$1,618
Harris, John	40 hrs @\$40.46	10/12/09-11/5/09	Est Hrly/\$1,618
Kim, Doug	40 hrs @\$40.46	10/12/09-11/5/09	Est Hrly/\$1,618
Reardon, Mary Bet	h 40 hrs @\$40.46	10/12/09-11/5/09	Est Hrly/\$1,618
·		TOTAL ESTABLISHE	D HOURLY \$9,708
Comment: CA	HSEE After-School Tutorial		
01	-Unrestricted Resource		
Auer, Kimberly	4.5 hrs @\$40.46	10/17/09	Est Hrly/\$182
Bart-Bell, Dana	4.5 hrs @\$40.46	10/17/09	Est Hrly/\$182
Bitner, Beth	4.5 hrs @\$40.46	10/17/09	Est Hrly/\$182
Black, Mark	4.5 hrs @\$40.46	10/17/09	Est Hrly/\$182
Blagojevic, Milos	4.5 hrs @\$40.46	10/17/09	Est Hrly/\$182
Boyd, Bryn	4.5 hrs @\$40.46	10/17/09	Est Hrly/\$182
Chacon, Martha	4.5 hrs @\$40.46	10/17/09	Est Hrly/\$182
Cierra, Jorge	5.0 hrs @\$40.46	10/17/09	Est Hrly/\$202
Cruz, Marae	4.5 hrs @\$40.46	10/17/09	Est Hrly/\$182
De La Cruz, Gilda	4.5 hrs @\$40.46	10/17/09	Est Hrly/\$182
Felix, Michael	4.5 hrs @\$40.46	10/17/09	Est Hrly/\$182
Fulcher, Nathan	4.5 hrs @\$40.46	10/17/09	Est Hrly/\$182
Gatell, Frank	4.5 hrs @\$40.46	10/17/09	Est Hrly/\$182
Gleason, Beverly	4.5 hrs @\$40.46	10/17/09	Est Hrly/\$182
Halley, Shannon	4.5 hrs @\$40.46	10/17/09	Est Hrly/\$182
Harris, John	4.5 hrs @\$40.46	10/17/09	Est Hrly/\$182
Henderson, Luke	4.5 hrs @\$40.46	10/17/09	Est Hrly/\$182
Hinojosa, Judith	4.5 hrs @\$40.46	10/17/09	Est Hrly/\$182

4.5 hrs @\$40.46 Jimenez, Jaime Est Hrly/\$182 10/17/09 Kim, Doug 4.5 hrs @\$40.46 10/17/09 Est Hrly/\$182 Lipetz, Sarah 4.5 hrs @\$40.46 10/17/09 Est Hrly/\$182 McGee, Richard 4.5 hrs @\$40.46 Est Hrly/\$182 10/17/09 McKellar, Leigh Ann 4.5 hrs @\$40.46 10/17/09 Est Hrly/\$182 Morn, Laura 4.5 hrs @\$40.46 10/17/09 Est Hrly/\$182 Pantallian, Ayana 4.5 hrs @\$40.46 Est Hrly/\$182 10/17/09 Reardon, Mary Beth 4.5 hrs @\$40.46 10/17/09 Est Hrly/\$182 Roman, Bertha 4.5 hrs @\$40.46 Est Hrly/\$182 10/17/09 Semik, Renee 4.5 hrs @\$40.46 Est Hrly/\$182 10/17/09 Silvestri, Marisa 4.5 hrs @\$40.46 Est Hrly/\$182 10/17/09 Trundle, Al 4.5 hrs @\$40.46 10/17/09 Est Hrly/\$182 Vo, Cam-An 4.5 hrs @\$40.46 10/17/09 Est Hrly/\$182 Walker, Megan Est Hrly/\$182 4.5 hrs @\$40.46 10/17/09 Est Hrly/\$182 Webb, Kitaro 4.5 hrs @\$40.46 10/17/09 TOTAL ESTABLISHED HOURLY \$6,026

Comment: PSAT Proctors

01-Reimbursed by ASB

SPECIAL EDUCATION

 Brock, Miriam
 19 hrs @\$40.46
 6/29/09-8/14/09
 Est Hrly/\$ 769

 Johnson, Lisa
 60 hrs @\$40.46
 6/29/09-8/31/09
 Est Hrly/\$2,428

 McGregory, Cynthia
 16 hrs @\$40.46
 6/29/09-8/31/09
 Est Hrly/\$ 647

 TOTAL ESTABLISHED HOURLY
 \$3,844

Comment: Extended School Year Assignments

01-Special Education

**STUDENT SERVICES** 

Hannan, Ellen 100 hrs @\$40.46 9/9/09-6/30/10 <u>Est Hrly/\$4,046</u> TOTAL ESTABLISHED HOURLY \$4,046

Comment: Vision and Hearing Screenings

01-Unrestricted Resource

**SUMMER SCHOOL** 

(80% own daily rate unless otherwise noted)

SPECIAL EDUCATION

Copeland, Barbara 5 days @\$496.54 7/25/09-8/7/09 Own Daily/\$2,483

TOTAL OWN DAILY \$2,483

Comment: Summer School – extension of original assignment

01-Special Education

**HOURLY TEACHERS** 

MUIR ELEMENTARY SCHOOL

Dewer, Ruth 30 hrs @\$40.46 9/29/09-6/23/10 <u>Est Hrly/\$1,214</u>

TOTAL ESTABLISHED HOURLY \$1,214

Comment: Assistance for Reading Program

01-Title I ARRA

PT DUME ELEMENTARY SCHOOL

Farlow, Diane 192.5 hrs @\$40.46 9/22/09-4/28/10 Est Hrly/\$ 7,789 Whitman, Angela 264.0 hrs @\$40.46 9/29/09-4/29/10 Est Hrly/\$10,681 TOTAL ESTABLISHED HOURLY \$18,470

Comment: Reading Specialist

01-Reimbursed by PTA

SPECIAL EDUCATION

Tanzer, Arlene 700 hrs @\$69.41 9/8/09-6/30/10 Own Hrly/\$48,587

TOTAL OWN HOURLY \$48,587

Comment: Speech Pathologist

01-Special Education

ROP

McCrum, Dave 230 hrs @\$45.34 9/4/09-6/25/10 <u>Est Hrly/\$10,428</u>

TOTAL ESTABLISHED HOURLY \$10,428

Comment: ROP Instruction

01-ROP-Classroom/Program

Bixler, William 183 hrs @\$63.61 9/4/09-6/25/10 <u>Own Hrly/\$11,640</u>

TOTAL OWN HOURLY \$11,640

Comment: ROP Instruction/6<sup>th</sup> Period Assignment – Malibu HS

01-ROP-Classroom/Program

### ADDITIONAL ASSIGNMENT - DEPARTMENT CHAIR ASSIGNMENTS

LINCOLN MIDDLE SCHOOL

				Not to
<u>Name</u>	<u>Rate</u>	<u>Assignment</u>	<u>Effective</u>	<u>Exceed</u>
Hirt, Mary	4 EDU	Physical Ed	2009-10 SY	\$1,024
Stauffer, Nate	4 EDU	Physical Ed	2009-10 SY	\$1,024
		-	TOTAL	\$2,048

#### ADDITIONAL ASSIGNMENT – EXTRA DUTY UNITS

SANTA MONICA HIGH SCHOOL - Fall Athletics

				Not to
<u>Name</u>	<u>Rate</u>	<u>Assignment</u>	<b>Effective</b>	<b>Exceed</b>
Fisher, Tania	13 EDU	Girls Cross Country	9/09-11/09	\$3,328
Flanders, Matt	13 EDU	Boys Water Polo	9/09-11/09	\$3,328
Gomez, Anthony	12 EDU	Football Asst	9/09-11/09	\$3,072
Kim, Douglas	12 EDU	JV Football	9/09-11/09	\$3,072
Sato, Glenn	12 EDU	Girls Volleyball Asst	9/09-11/09	\$3,072
Sato, Liane	13 EDU	Girls Volleyball	9/09-11/09	\$3,328
Vollstedt, Todd	13 EDU	Boys Cross Country	9/09-11/09	\$3,328
			TOTAL EDUS	\$22.528

# TOTAL ESTABLISHED HOURLY, OWN HOURLY, OWN DAILY AND EXTRA DUTY UNITS = \$ 368,702

**ELECTIONS** 

SUBSTITUTE TEACHERS Effective

**LONG-TERM SUBSTITUTES** 

(@\$210.00 Daily Rate)

Karels, Kloie 9/24/09-12/18/09 McConcille-Awbry, Gigi 9/24/09-12/18/09

Thomas, William 9/8/09

#### **REGULAR DAY-TO-DAY SUBSTITUTES**

(@\$138.00 Daily Rate)

Brown, Kimberly 9/9/09 Corrigan, Maree 10/6/09 Elliott-McGuffie, Nicole 10/7/09 Martin, Larissa 9/23/09 Maureas. Elleni 10/7/09 Newell, Allison 10/1/09 Ross-Neier, Bobbi 10/6/09 Rowland, Carla 9/23/09 Thomas, William 9/4/09 Thorne, Larry 10/6/09 Vaughn, Wesley 9/21/09

CHILD DEVELOPMENT SERVICES

(@\$16.19 Hourly Rate)

Bhakti-Langley, Gabriella 10/7/09 Johnson, Miyah 9/8/09

CHANGE IN ASSIGNMENT
Baral. Sandra

Effective
7/1/09

Special Education/Psychologist

<u>From</u>: 40% <u>To</u>: 50%

Barba, Graciela 9/4/09

SMASH/Teacher From: Reading Specialist

To: Toochor

To: Teacher

Fullerton, Anabella 9/4/09

Edison Elementary/Kindergarten

From: Cabrillo Elementary

To: Edison Elementary

Friedman, Nancy 7/1/09

Special Education/Psychologist

From: 70% To: 80%

Wold, Jayme 9/8/09-6/25/10

SMASH/Teacher-Reading Specialist

From: 100% K/1 Teacher

To: 50% RSP/10% Reading Specialist

**LEAVE OF ABSENCE (with pay)** 

Name/Location <u>Effective</u>

Fairchild, Lauren 11/9/09-12/15/09 Santa Monica HS [maternity]

Luong, Theresa 10/20/09-1/25/10 Santa Monica HS [maternity]

(change of dates from 9/17/09 Board Agenda)

Magnuson, Ruth 9/4/09-10/24/09 Santa Monica HS [maternity]

Rodstrom, Jennifer 10/19/09-12/13/09

Franklin Elementary [maternity]

Thobe, Christie 11/23/09-12/18/09

Olympic High School [medical]

**LEAVE OF ABSENCE (without pay)** 

Name/Location Effective

Fairchild, Lauren 12/16/09-3/26/10

Santa Monica HS [CFRA]

Fairchild, Lauren 3/27/10-6/25/10 Santa Monica HS [child care]

Rodstrom, Jennifer 12/14/09-12/18/09

Franklin Elementary [CFRA]

**END OF ASSIGNMENT** 

Name/Location Effective 6/18/09

Santa Monica HS/ROP

**RESIGNATION** 

Name/Location Effective Kratzer, Cindy 6/30/09

**Educational Services** 

[rescinding Leave of Absence from 6/4/09 Board Agenda]

**RETIREMENT** 

Name/Location Effective Schellkopf, Nancy 12/31/09

Malibu High School

MOTION MADE BY: Dr. Escarce SECONDED BY: Ms. Leon-Vazquez STUDENT ADVISORY VOTE: Yes

FROM: TIM CUNEO / MICHAEL D. MATTHEWS

RE: SPECIAL SERVICE EMPLOYEES

#### **RECOMMENDATION NO. A.15**

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.

Not to Name/Location Exceed **Effective Dates** Rate Hulbert, Julie \$3,888 9/9/09-6/25/10 \$162/day Student Services: substitute Nursing services 01-00000-0-11100-10000-2917-041-1501 **FUNDING:** -100% Unrestricted Resource Krieger, Sharon \$2.500 9/24/09-6/25/10 \$162/day Student Services; substitute Nursing services 01-00000-0-11100-10000-2917-041-1501 -100% FUNDING: Unrestricted Resource Kunkel, Sedigheh \$810 9/9/09-6/25/10 \$162/day Student Services; substitute Nursing services **FUNDING:** 01-00000-0-11100-10000-2917-041-1501 -100% Unrestricted Resource Sanchez, Kimberly \$2,430 9/9/09-6/25/10 \$162/day Student Services; substitute Nursing services **FUNDING:** 01-00000-0-11100-10000-2917-041-1501 -100%

Unrestricted Resource

MOTION MADE BY: Dr. Escarce SECONDED BY: Ms. Leon-Vazquez STUDENT ADVISORY VOTE: Yes

FROM: TIM CUNEO / WILBERT YOUNG

RE: CLASSIFIED PERSONNEL – MERIT

#### **RECOMMENDATION NO. A.16**

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

ELECTION Carrillo, Rigoberto Facilities Maint	HVAC Mechanic 8 Hrs/12 Mo/Range: 37 Step: A	<u>EFFECTIVE DATE</u> 10/15/09
Fuller, Terry Special Ed/Preschool	Inst Asst – Special Ed 4.5 Hrs/SY/Range: 20 Step: A	10/5/09
Ito, Roxanne Grant Elementary	Inst Asst – Special Ed 6 Hrs/SY/Range: 20 Step: A	10/15/09
McCabe, Pete Santa Monica HS	Inst Asst – Special Ed 6 Hrs/SY/Range: 20 Step: A	10/21/09
Ockner, Sari Special Education	Occupational Therapist 8 Hrs/10 Mo/Range: 77 Step: E	10/16/09
Plascencia, Henry Theater Op/Facilities Maint	Custodian 3 Hrs/12 Mo/Range: 22 Step: A	10/10/09
Valencia, Diana Ed Svcs/Lincoln	Inst Asst – Bilingual 3.5 Hrs/SY/Range: 20 Step: A	9/8/09
Zheng, Jin Santa Monica HS	Inst Asst – Special Ed 6 Hrs/SY/Range: 20 Step: A	9/9/09
RE-ENSTATEMENT Barron-Remigio, Jose Edison Elementary	Inst Asst – Physical Ed 3 Hrs/SY/Range: 20 Step: F	<b>EFFECTIVE DATE</b> 10/14/09
McGuffie, Nicole Lincoln MS	Inst Asst – Music 3 hrs/SY/Range: 18 Step: B	10/8/09
PROMOTION Bott, Michael Facilities Maintenance	Maintenance Supervisor 8 Hrs/12 Mo/Range: 45 Step: E Fr: Lead Person, Building Trades	EFFECTIVE DATE 10/2/09
TEMP/ADDITIONAL ASSIGNMENTS Abdulkareem, Nehal Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Ajnassian, Carrie Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Anderson, Amanda Special Education	Inst Asst – Special Ed	8/27/09-9/4/09

Barnett, Joy Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Battey, Leticia Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Beavers, Marcus Operations	Custodian	7/1/09-6/30/10
Benitez, Angela Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Biren, Sara Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Bolan, Anette Santa Monica HS	Administrative Asst	9/1/09-3/31/10
Brackett, Kimberly Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Brewer, Ariana Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Brigham, Dolores Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Bromberg, Jill Special Education	Inst Asst – Specialized	9/3/09-9/4/09
Brown, Edward Santa Monica HS	Campus Security Officer	9/17/09-9/18/09
Buendia, Carolina Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Burnham, Rex Anne Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Cabrera, Jennifer Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Campos, Mercedes Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Carbajal, Pat Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Carlson, Katy Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Ceron, Gloria Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Cochran, Shaun Special Education	Inst Asst – Specialized	9/3/09-9/30/09

Cornell, Constance Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Cortez, Griselda Children Center Asst	Children Center Asst	9/8/09-6/25/10
Cowan, Barry Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Crawford, Cynthia John Adams MS	Library Assistant	9/21/09-10/31/09
Crawford, Cynthia John Adams MS	Library Assistant	9/14/09-6/25/10
Cunningham, Brett Facilities Maintenance	Plumber	7/1/09-6/30/10
DeAlmeida, Suzanne Lincoln MS	Inst Asst – Special Ed	9/14/09-6/25/10
DeAlmeida, Suzanne Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
DeNoya, Michael Special Education	Speech Lang Path Asst	8/27/09-9/4/09
Dodd, Jason Facilities Maintenance	Carpenter	7/1/09-6/30/10
Donovan, Marc Facilities Maintenance	Skilled Maintenance Worker	7/1/09-6/30/10
Drozdoski, Manuela Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Drummond, Allison Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Farag, Diane Cabrillo Elementary	Administrative Asst	10/5/09-10/19/09
Flores, Ana Marcela Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Flores, Ardis Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Flores, Maria Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Friedenberg, Mindy Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Garcia, Sara Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Gardea-Perez, Guadalupe Educational Svcs	Bilingual Liaison/Translator	9/7/09-6/30/10

Gaylor, Amanda Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Gergis, Sohair Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Gershuni, Pearl Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Glick, Val Facility Permits	Office Specialist	10/1/09-6/30/09
Glick, Val Santa Monica HS	Office Specialist	9/24/09-9/25/09
Gonzalez, Jessica Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Gonzalez, Teresa Lincoln MS	Sr. Office Specialist	9/28/09-10/5/09
Gordon-Johnson, Robin Rogers Elementary	Sr. Office Specialist	10/3/09
Green, Milton Malibu High School	Campus Security Officer	8/1/09
Greer, Kimberly Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Griffis, Crystal Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Guberman, Jessie Special Education	Speech Lang Path Asst	8/27/09-9/4/09
Hall, Amanda Special Education	Inst Asst – Specialized	9/3/09-9/4/09
Hamilton, Vanessa Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Harris, Kenneth Operations	Custodian	7/1/09-6/30/10
Heiderman, Daniel Operations	Custodian	7/1/09-6/30/10
Hendler, Nanette Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Hernandez, Maira Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Hernandez, Rita Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Herrada, Joe Lincoln MS	Custodian	9/14/09-6/25/10

Herrera, Zenon Facilities Maintenance	Glazier	7/1/09-6/30/10
Herson, Ilana Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Holsome, Dorothy Santa Monica HS	Cafeteria Worker I	9/26/09-6/15/10
Hong, Do Thu Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Hunter-Sallustio, Dominique Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Hurtado, Michelle Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Hurtado, Renee Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Inguez, Lucia Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Islas, Haydee Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Jaramillo, Guido Santa Monica HS	Campus Security Officer	9/4/09-6/30/10
Jimenez, Maria Silvia Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Jivani, Sheni Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Johnson, Kerri Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Johnson, Lore Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Klenk, Heather Educational Svcs	Inst Asst – Musi	9/9/09-6/25/10
Kramer, Quinton Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Lembo, Valerie Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Licassi, Juliana Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Lipking, Fred Facilities Maintenance	Locksmith	7/1/09-6/30/10
LoGreco, Vince Special Education	Inst Asst – Special Ed	8/27/09-9/4/09

Logsdon, Adilia Lincoln MS	Sr. Office Specialist	9/28/09-10/5/09
Lopez, Maribel Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Lopez, Manuel Santa Monica HS	Campus Security Officer	9/18/09
Lopez, Sarah Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Lopez, Vickie Santa Monica HS	Campus Security Officer	9/4/09-6/30/10
Lowe, Heather McKinley Elementary	Elementary Librarian	9/3/09-9/8/09
Loza, Adelsa Lincoln MS	Inst Asst – Specialized	9/14/09-6/25/10
Loza, Adelsa Special Education	Inst Asst – Specialized	8/27/09-9/4/09
Loza, Nancy Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Luber, Linda Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Lucas, Ralph McKinley Elementary	Inst Asst – Classroom	9/21/09-9/25/09
Luis, Noemi Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Mangum, Don Santa Monica HS	Campus Security Officer	9/4/09-6/30/10
Marroquin, Robert Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Marshall, Kimberly McKinley Elementary	Inst Asst – Classroom	9/9/09-9/17/09
Martin, Charles Lincoln MS	Campus Security Officer	9/14/09-6/25/10
Martin, Eric Operations	Custodian	7/1/09-6/30/10
Martin, Linda Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Martinez, Daniel Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Martinez, Isabel Special Education	Inst Asst – Special Ed	8/27/09-9/4/09

Martinez, Kim Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Martinez, Melinda Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Marzulli, Margaret Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Mashkovich, Jane Special Education	Inst Asst – Specialized	8/27/09-9/4/09
McGee, Leslee Santa Monica HS	Administrative Asst	9/1/09-3/31/10
Mesrobian, Koko Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Mesrobian, Varso Franklin Elementary	Sr. Office Specialist	8/20/09-8/21/09
Miller, Jeanne Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Minca, Robin Lincoln MS	Administrative Asst	9/14/09-6/25/10
Mirabal, Jessica Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Moton, Wilson Operations	Custodian	7/1/09-6/30/10
Mravik, Tanya Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Narain, Chandra Educational Services	Administrative Asst	10/1/09-6/30/10
Navia, Janene Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Nelli, Maria Special Educaion	Inst Asst – Special Ed	8/27/09-9/4/09
Nunez, Sherry Lincoln MS	Campus Security Officer	9/14/09-6/25/10
Olmos, Maria Rogers Elementary	Sr. Office Specialist	10/3/09
Ong, Mary Cate Special Education	Inst Asst – Specialized	9/3/09-9/4/09
Oyenoki, Elizabeth McKinley Elementary	Sr. Office Specialist	10/1/09-10/30/09
Paddock, Lori Lincoln MS	Sr. Office Specialist	9/14/09-6/25/10

Padilla, Elizabeth Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Parker, Stephen Facilities Maintenance	Skilled Maintenance Worker	7/1/09-6/30/10
Payton, Tawny Special Education	Inst Asst – Specialized	8/27/09-9/4/09
Pena, Jaime Santa Monica HS	Campus Security Officer	9/4/09-6/30/10
Perez, Grace Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Persinger, Lisa Roosevelt Elementary	Office Specialist	10/12/09-12/18/09
Peterson, Ingrid Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Pineda, Bianca Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Pongas, Dorothea Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Preciado, Daniel Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Quan, Nguyen Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Quintanilla, Albert Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Ralph, Linda Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Razon, Monica Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Rising, Robert Operations	Custodian	7/1/09-6/30/10
Rodriguez, Frances Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Romero, Clara Purchaine	Administrative Asst	10/12/09-11/30/09
Sargent, Darren Facility Permits	Campus Security Officer	9/1/09-6/30/10
Sargent, Darren Theater Operations	Campus Security Officer	9/1/09-6/30/10
Schlierman, Cherie Special Education	Inst Asst – Special Ed	8/27/09-9/4/09

Shih, Jennifer Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Simpson, Endeya Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Singer, Elissa Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Smith, Dunell Santa Monica HS	Campus Security Officer	9/4/09-6/30/10
Smith, Zekaia Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Sturgis, Lynn Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Tanamas, Ayda Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Taylor, Candace Operations	Custodian	7/1/09-6/30/10
Taylor, Chris Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Thomas, Frederick Pt Dume Elementary	Inst Asst – Classroom	9/8/09
Thompson, Tiani Santa Monica HS	Campus Security Officer	9/4/09-6/30/10
Trujillo, Sandy Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Walker, Christine Cabrillo Elementary	Inst Asst – Classroom	10/12/09-6/25/10
Walsh, Leslie Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Watts, Anne Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Whitely, Anita Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Wolfe, Petra Lincoln MS	Library Assistant	9/14/09-6/25/10
Worthington, Jamie Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Yashar, Azita Special Education	Inst Asst – Special Ed	8/27/09-9/4/09
Ybarra, Jennifer Child Develop Svcs	Children Center Asst	9/8/09-6/25/10

Yeh, Wendy Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
SUMMER ASSIGNMENTS Ballat, Nawal Child Develop Svcs	Children Center Asst	<b>EFFECTIVE DATE</b> 6/22/09-9/4/09
Campos, Mercedes Child Develop Svcs	Children Center Asst	6/22/09-9/4/09
Cooper, Raymond Santa Monica HS	Campus Security Officer	8/27/09-8/31/09
Crawford, Cynthia John Adams MS	Library Assistant	8/20/09
Franco, Alicia Child Develop Svcs	Children Center Asst	6/22/09-9/4/09
Gaidzik, Rusty Child Develop Svcs	Children Center Asst	6/22/09-9/4/09
Godinez, Josefina Child Develop Svcs	Children Center Asst	6/22/09-9/4/09
Gutierrez, Carolina Child Develop Svcs	Children Center Asst	6/22/09-9/4/09
Mangum, Don Santa Monica HS	Campus Security Officer	8/27/09-8/31/09
McGrath, Kathy John Adams MS	Sr. Office Specialist	8/31/09
Mehta, Jaimini Santa Monica HS	Braille Transcriber	8/7/09-9/4/09
Tirado, Leticia Child Develop Svcs	Children Center Asst	6/22/09-9/4/09
Valadez, Luz Child Develop Svcs	Children Center Asst	6/22/09-9/4/09
Whitely, Anita Child Develop Svcs	Children Center Asst	6/22/09-9/4/09
Zaldivar, Guadalupe Child Develop Svcs	Children Center Asst	6/22/09-9/4/09
SUBSTITUTES Aguilar, Mary Child Develop Svcs	Childrens Center Asst	<u>EFFECTIVE DATE</u> 9/8/09-6/25/10
Arangoa, Isabel Food Services	Cafeteria Worker I	9/8/09-6/30/10
Arriola, Olga Food Services	Cafeteria Worker I	9/8/09-6/30/10

Ballat, Nawal Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Castro, Caroline Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Diaz, Rocio Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Duhalde, Lavonne Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Flores, Ana Business Services	Office Specialist	10/1/09-12/31/09
Flores, Susie Purchasing	Office Specialist	10/12/09-6/30/10
Garcia, Mayra Food Services	Cafeteria Worker I	9/8/09-6/30/10
Gear, Lynn Special Education	Inst Asst – Special Ed	9/9/09-6/25/10
Gilbert, Janet Educational Services	Office Specialist	9/21/09-6/30/10
Gilbreath, Lawrence Theater Operations	Campus Security Officer	9/1/09-6/30/10
Guzman, Yelena Special Education	Inst Asst – Special Ed	9/9/09-6/25/10
Hernandez, Rudy Theater Operations	Campus Security Officer	9/1/09-6/30/10
Lamonea, Hanna Human Resources	Office Specialist	9/1/09-6/30/10
Lockett, Tyrone Theater Operations	Campus Security Officer	9/1/09-6/30/10
Lockett, Tyrone Operations	`Custodian	7/1/09-6/30/10
Lopez, Manuel Theater Operations	Campus Security Officer	9/1/09-6/30/10
Lopez, Manuel Edison Elementary	Campus Security Officer	10/6/09-6/25/10
Marinez, Martha Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
McIntosh, Edna Food Services	Cafeteria Worker I	9/8/09-6/30/10
Mikhail, Christine Webster Elementary	Inst Asst – Classroom	9/29/09-6/25/10

Muhammad, William Theater Operations	Campus Security Officer	9/1/09-6/30/10
Naranjo, Gus Theater Operations	Campus Security Officer	9/1/09-6/30/10
Patterson, Nancy Grant Elementary	Administrative Asst	9/24/09-6/25/10
Plascencia, Henry Operations	Custodian	7/1/09-6/30/10
Robinson, Christine Human Resources	Office Specialist	10/22/09-6/30/10
Romero, Clara Purchasing	Administrative Asst	9/14/09-6/30/10
Santos, Maria Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Stafford, LaTanya Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Tseng, Pei Yi Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Valenzuela, Laurel Pt Dume Elementary	Inst Asst – Classroom	9/8/09-12/18/09
Velasquez, Angel Operations	Custodian	7/1/09-6/30/10
Washington, William Child Develop Svcs	Children Center Asst	9/8/09-6/25/10
Winger, Nedra Human Resources	Office Specialist	9/1/09-6/30/10
INVOLUNTARY TRANSFER Keller, Evelyn Roosevelt Elementary	Inst Asst – Special Ed 6 Hrs/Sy Fr: 6 Hrs/SY/Franklin Elementary	EFFECTIVE DATE 10/5/09
Lembo, Valerie Lincoln MS	Inst Asst – Special Ed 6 Hrs/SY Fr: 6 Hrs/SY/Santa Monica HS	9/9/09
Moton, Wilson Santa Monica HS	Custodian 8 Hrs/12 Mo 8 Hrs/12/Mo/Roosevelt Elementary	10/13/09
VOLUNTARY TRANSFER Everage, Askia Grant Elementary	Inst Asst – Special Ed 6 Hrs/SY Fr: 6 Hrs/SY/Santa Monica HS	EFFECTIVE DATE 10/5/09
INCREASE IN ASSIGNMENT Giagni, Pamela Special Ed/Muir	Inst Asst – Special Ed 6 Hrs/SY Fr: 4 Hrs/SY	EFFECTIVE DATE 10/7/09

James, Carolin Special Education	Sr. Office Specialist 8 Hrs/12 Mo Fr: 4 Hrs/12 Mo	11/6/09
Thomas, Frederick Pt Dume Elementary	Inst Asst – Classroom 5 Hrs/SY Fr: 3 Hrs/SY	10/5/09
LEAVE OF ABSENCE (PAID) Alkotob, Irma Child Develop Svcs	Children Center Asst Medical	<b>EFFECTIVE DATE</b> 9/8/09-10/23/09
Anderson, Sally Rogers Elementary	Administrative Asst Medical	9/30/09-10/18/09
Baker, Terrence Operations	Custodian Medical	10/6/09-11/17/09
Drozdoski, Manuela Child Develop Svcs	Children Center Asst Medical	9/18/09-10/9/09
Flores, Maria Estela Roosevelt Elementary	Sr. Office Specialist Medical – Partial Leave	9/2/09-10/16/09
Flores, Maria Soledad Special Education	Inst Asst – Special Ed Maternity	9/25/09-11/9/09
Ford, Ronald Operations	Painter Medical	9/21/09-11/2/09
Johnson, Karen Grant Elementary	Elementary Library Coord	9/29/09-10/23/09
Miller, Sandra Franklin Elementary	Inst Asst – Classroom Medical	10/3/09-10/16/09
Nguyen, Chieu-Quan Santa Monica HS	Inst Asst – Special Ed Maternity	11/23/09-1/1/10
Peak, Denise Malibu High School	Inst Asst – Special Ed Medical	9/8/09-10/29/09
LEAVE OF ABSENCE (UNPAID) Flores, Maria Soledad Special Education	Inst Asst – Special Ed Child Care	EFFECTIVE DATE 11/10/09-12/18/09
PROFESSIONAL GROWTH Morich, Karin Special Education	Inst Asst – Specialized	EFFECTIVE DATE 12/1/09
WORKING OUT OF CLASS Moore, Sandra Food Services	Cafeteria Worker II Fr: Cafeteria Worker I	EFFECTIVE DATE 10/17/09-10/30/09
Perchlak, Stanley Maintenance	Painter Fr: Skilled Maint Worker	10/1/09-2/16/10
Board of Education Meeting MINUTES: November 5, 2009		

Tirado, Fortino Irrigation Technician 9/24/09-2/5/10

Grounds Fr: Sprinkler Repair Tech

ABOLISHMENT OF POSITION

Lead Person, Building Trades

10/2/09

Lead Person, Building Trades 8 Hrs/12 Mo; Facility Maintenance

SUSPENSION WITHOUT PAY EFFECTIVE DATE

8742-050-09
Muir Elementary

DISMISSAL FROM PROBATION EFFECTIVE DATE

8742-050-09
Muir Elementary

RESIGNATION EFFECTIVE DATE

Kuchel, Mark Inst Asst – Special Ed 10/20/09
Santa Monica HS

Weirick, Tracy Inst Asst - Classroom 6/19/09

Cabrillo Elementary

RETIREMENT EFFECTIVE DATE

Anderson, Sally Administrative Asst 10/23/09
Rogers Elementary

MOTION MADE BY: Dr. Escarce SECONDED BY: Ms. Leon-Vazquez STUDENT ADVISORY VOTE: Yes

FROM: TIM CUNEO / MICHAEL D. MATTHEWS

RE: CLASSIFIED PERSONNEL – NON-MERIT

#### **RECOMMENDATION NO. A.17**

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

AVID TUTOR		
MINCA, ANTHONY	LINCOLN MIDDLE SCHOOL	10/1/09-6/25/10
CHILD CARE ASSISTANT	01111 D DEVELOD 01/00	0/0/00 0/05/40
AQUINO, GILDA	CHILD DEVELOP SVCS	9/8/09-6/25/10
CABRERA, ROMAN	CHILD DEVELOP SVCS	9/8/09-6/25/10
CAMPOS, MARIA	CHILD DEVELOP SVCS	9/8/09-6/25/10
CASIANO, VIOLETA	CHILD DEVELOP SVCS	9/8/09-6/25/10
CRUZ, CARMEN	CHILD DEVELOP SVCS	9/8/09-6/25/10
DIAZ, MARIA	CHILD DEVELOP SVCS	9/8/09-6/25/10
ESCALERA, ALICIA	CHILD DEVELOP SVCS	10/15/09-6/25/10
FAJARDO, VIRGINIA	CHILD DEVELOP SVCS	9/8/09-6/25/10
GODINEZ, JOSEFINA	CHILD DEVELOP SVCS	9/8/09-6/25/10
GONZALEZ, CECILIA	CHILD DEVELOP SVCS	9/8/09-6/25/10
GONZALEZ, MAXIMINA	CHILD DEVELOP SVCS	9/8/09-6/25/10
GUTIERREZ, CORINA	CHILD DEVELOP SVCS	9/8/09-6/25/10
GUTIERREZ, ISAURA	CHILD DEVELOP SVCS	9/8/09-6/25/10
HARO, KRYSTAL	CHILD DEVELOP SVCS	10/15/09-6/25/10
HESS, KATIA	CHILD DEVELOP SVCS	10/15/09-6/25/10
LLAMAS, LETY	CHILD DEVELOP SVCS	9/8/09-6/25/10
PADILLA, ELVA	CHILD DEVELOP SVCS	9/8/09-6/25/10
PALACIOS, ANA	ADULT EDUCATION	9/14/09-6/30/10
RAMOS, YEIDY	CHILD DEVELOP SVCS	10/19/09-6/25/10
ROCHA, PATRICIA	CHILD DEVELOP SVCS	9/8/09-6/25/10
SAENZ, ALICIA	CHILD DEVELOP SVCS	9/8/09-6/25/10
TREJO, MARIA	CHILD DEVELOP SVCS	9/8/09-6/25/10
WOMACK, RAVEN	CHILD DEVELOP SVCS	9/8/09-6/25/10
ZOTELO, GUADALUPE	CHILD DEVELOP SVCS	9/8/09-6/25/10
COACHING ASSISTANT		- / / / / - / - /
HOUSTON, LOVELL	SANTA MONICA HS	9/1/09-6/30/10
HUGHES, GREG	MALIBU HIGH SCHOOL	9/9/09-6/30/10
JOHNSTONE, JOHN	MALIBU HIGH SCHOOL	9/9/09-6/30/10
KEMPAINEN, EDWARD	MALIBU HIGH SCHOOL	9/1/09-6/30/10
MASSEY, PATRICK	SANTA MONICA HS	10/2/09-6/30/10
MILLER, ZACK	SANTA MONICA HS	9/1/09-6/30/10
NOON SUPERVISION		
AGUIRRE, AMANDA	ROOSEVELT ELEMENTARY	9/9/09-6/25/10
AMIREHSANI, TARANEH	FRANKLIN ELEMENTARY	9/9/09-6/25/10
BEAMAN-JACOBS, SHAREEN	PT DUME ELEMENTARY	9/9/09-6/25/10
•	FRANKLIN ELEMENTARY	
BORADEH, FATTANEH		9/9/09-6/25/10
CALVERT, CHERYL	PT DUME ELEMENTARY	9/9/09-6/25/10

DANIELS, ADRIANA DAVIDSON-PORTER, DIANE DE PABLO FLORES, KENNETH EQUIVEL, SANDRA FASAM, SHAB GOMEZ, NOELIA GONZALEZ, SIMONA GUTIERREZ, CORINA HERNANDEZ, HILDA HIROTO, BETTY JOHNSON, JOSEPH JUAREZ, BERTHA KELLEY, MARY ANN LANDAVERDE, ELMER MARION, ROSA MEDINA, ROCIO NUNEZ, MARIA PAPPS, SAMANTHA PERSHEN, NAJMEH SANTINO, SUSAN SOLOWAY, BETH STRAUSS, YOKO THOMAS, FREDERICK VALENZUELA, LAUREL	ROOSEVELT ELEMENTARY PT DUME ELEMENTARY FRANKLIN ELEMENTARY ROOSEVELT ELEMENTARY ROOSEVELT ELEMENTARY MCKINLEY ELEMENTARY MCKINLEY ELEMENTARY MCKINLEY ELEMENTARY FRANKLIN ELEMENTARY FRANKLIN ELEMENTARY FRANKLIN ELEMENTARY ROOSEVELT ELEMENTARY ROOSEVELT ELEMENTARY ROOSEVELT ELEMENTARY ROGERS ELEMENTARY FRANKLIN ELEMENTARY ROGERS ELEMENTARY FRANKLIN ELEMENTARY FRANKLIN ELEMENTARY FRANKLIN ELEMENTARY FRANKLIN ELEMENTARY FRANKLIN ELEMENTARY FROOSEVELT ELEMENTARY ROOSEVELT ELEMENTARY SMASH PT DUME ELEMENTARY PT DUME ELEMENTARY	9/9/09-6/25/10 9/9/09-6/25/10 9/9/09-6/25/10 9/9/09-6/25/10 9/21/09-6/25/10 9/9/09-6/25/10 9/9/09-6/25/10 9/9/09-6/25/10 9/9/09-6/25/10 9/14/09-6/25/10 9/9/09-6/25/10 10/12/09-6/25/10 9/9/09-6/25/10 9/9/09-6/25/10 9/9/09-6/25/10 9/9/09-6/25/10 9/9/09-6/25/10 9/9/09-6/25/10 9/9/09-6/25/10		
WALSH, LESLIE	ROOSEVELT ELEMENTARY	9/18/09-6/25/10		
PROFESSIONAL EXPERT – LEVE MCRAE, PAMELA	EL I ROGERS ELEMENTARY [Support Fresh Fruit Program]	9/16/09-6/30/10		
PROFESSIONAL EXPERT – LEVEL II				
BAKER, ELIZABETH	GRANT ELEMENTARY	9/29/09-6/25/10		
BLAKE, JUDITH	[Vocal Music Instructor] GRANT ELEMENTARY [Art Instructor]	10/16/09-6/25/10		
BOUDREAUX, WANDA	ROGERS ELEMENTARY	9/29/09-6/25/10		
GLASER, JANE	[Art Instructor] GRANT ELEMENTARY [Dance Instructor]	9/25/09-6/25/10		
MARTINEZ, LONNIE	ROGERS ELEMENTARY [Art Instructor]	9/9/09-6/25/10		
MARTINEZ, YOLANDA	FRANKLIN ELEMENTARY [Art Instructor]	9/9/09-6/25/10		
RAFF-LEAL, DAVIDA	GRANT ELEMENTARY [Ceramics Instructor]	10/7/09-6/25/10		
RAFF-LEAL, DAVIDA	ROOSEVELT ELEMENTARY [Art/Ceramics Instructor]	10/16/09-6/19/10		
PROFESSIONAL EXPERT – LEVEL III				
DRESS, STEPHEN	ED SVCS/SANTA MONICA HS	10/1/09-6/25/10		
YOUNG, DAVE	[Orchestra Coach] ED SVCS/SANTA MONICA HS [Orchestra Coach]	9/1/09-6/25/10		

# **STUDENT WORKER – WORKABILITY**

COOLEY, KAMRAN SANTA MONICA HS 10/5/09-6/30/11 CURSON-MAYORGA, LOUIE SPECIAL EDUCATION 2/10/09-6/19/12 MARTIN, QIANA SANTA MONICA HS 10/1/09-6/30/10

MOTION MADE BY: Dr. Escarce SECONDED BY: Ms. Leon-Vazquez STUDENT ADVISORY VOTE: Yes

TO: BOARD OF EDUCATION <u>ACTION/CONSENT</u> 11/05/09

FROM: TIM CUNEO / MICHAEL D. MATTHEWS

RE: APPOINT MEMBER TO THE EMERGENCY/TEMPORARY PARCEL TAX

FEASIBILITY COMMITTEE

## **RECOMMENDATION NO. A.18**

It is recommended that the Board of Education appoint Michael Sidley to the Emergency/ Temporary Parcel Tax Feasibility Committee.

COMMENTS: On August 10, 2009, the Board of Education appointed members to the committee. Since then, Susan Tellem has resigned her position on the

committee. Mr. Sidley would fill this empty position.

The purpose of the committee is to examine the feasibility of an emergency and temporary parcel tax to offset all or a portion of the budget deficit due to the State budget crisis. In addition, the committee is to explore the potential of a capitol

bond measure to modernize the district's schools.

MOTION MADE BY: Dr. Escarce SECONDED BY: Ms. Leon-Vazquez STUDENT ADVISORY VOTE: Yes

AYES: All (7) NOES: None (0)

# **MAJOR ITEMS**

TO: BOARD OF EDUCATION <u>ACTION/MAJOR</u>

FROM: TIM CUNEO

RE: APPROVE CONTRACT WITH GENSLER TO ASSIST WITH DISTRICT

STRATEGIC PLAN

## **RECOMMENDATION NO. A.19**

It is recommended that the Board of Education approve a contract with Gensler to assist the district in determining the progress that has been made on the 2002 Strategic Plan and to develop a future plan going forward. The board discussed this item at its meeting on October 26, 2009, during which the board members directed staff to bring it back for action.

## **Description/Proposal:**

The current District strategic plan was developed in 2002. The staff, in consultation with the Gensler, has developed a process to review the District's present plan and the development of a new plan going forward.

Gensler has developed a scope of work based on the following key tasks. The detailed work program may be found below and is followed by an overall process diagram that illustrates the timeline and sequence of events and activities throughout the proposed process.

## **WORKPLAN**

## **PHASE 1: START UP**

Tasks

## 1.1 Board Presentation: Strategic Plan Process

Gensler will support the Superintendent of the School District in presenting the Strategic Plan process to the SMMUSD School Board, answer any questions, and incorporate agreed upon changes to the process and work plan.

## 1.2 Establish Strategic Plan Team

A key success factor of the strategic planning process will be in the creation of a Strategic Plan Team that sets direction for this project and guides it to completion. The composition and role of the Strategic Plan team will be defined by the Superintendent in consultation with the Board.

## 1.3 Community, Strategic Plan Team and other Stakeholder Interviews

Gensler will work closely with the Strategic Plan Team to identify, schedule, and conduct interviews with community leaders including the Board members, PTA, members of the Strategic Plan Team, SMMUSD staff, teachers, and other selected stakeholders. These interviews, organized in groups of two or three stakeholders, will be about an hour in length and scheduled to occur over the course of a day. These interviews will provide Gensler an opportunity to:

- Tap the insights and knowledge of some of the most visible and influential members of the organization and community
- Understand the landscape of the SMMUSD community and what key stakeholders believe regarding opportunities, community interests, and potential barriers.

The interviews play an invaluable role in not only identifying key information that will help determine the vision and goals but also in communicating SMMUSD's commitment to improving and securing the buy-in and support of the interviewees.

**Deliverables**: Prepare interviews, invitation letter and questionnaire/guide; conduct 5 - 6 interviews; and prepare summary memorandum highlighting common threads across all the interviews

## 1.4 Strategic Plan Team Meeting 1: Project Goals, Scope and Schedule Review

Gensler will conduct the first of a series of Strategic Plan Team Meetings to refine the overall scope, program objectives and desired outcomes for this project; establish a project team and channels of communication; review current and previous strategic planning ("what's worked, what hasn't"); discuss, modify, and finalize the work plan and schedule; and assign areas of responsibility for the Environmental Scan for the following phases of the project. During this meeting Gensler will work with the Strategic Plan Team to identify and select three to four members to serve as part of the project's Core Project Team. The role of the Core Project Team is threefold:

- Provide valuable insights into the structure and context of the overall visioning discussion process;
- 2. Assist Gensler with the identification of interview participants and general coordination;
- 3. Serve as a sounding board in developing and reviewing the project progress and deliverables.

Gensler will prepare a summary memorandum and final work plan that captures all of the key decisions, directions, and schedule items established during the kickoff session. This document will serve as the SMMUSD/Gensler "Road Map" that outlines our way of proceeding forward with the project.

**Deliverables:** Session summary memorandum, proposed "Road Map" (work plan and schedule) and assignments for area of responsibility for the Environmental Scan

# PHASE 2: DISCOVERY (ENVIRONMENTAL SCAN) Tasks

## 2.1 Environmental Scan Prep Meeting

The intent of the Environmental Scan is to measure the School District's progress in implementing the SMMUSD Strategic Plan, potential future directions, organizational culture, management practices, strategic goals, strength and weaknesses, and issues and trends that may influence SMMUSD's plan as it grows and evolves. Gensler will work with the Core Project Team to help prepare SMMUSD staff assigned to perform the Environmental Scan. This preparation may include:

- Confirming goals and objectives
- Refining tasks and assignments
- Defining a process and a schedule
- Recommending data collection methodologies

## 2.2 Background Information

The SMMUSD project team, with Gensler's guidance, will collect and review relevant background material and critical data for use throughout the project. The materials to be collected will include, but are not limited to:

- Previous Strategic Plans and Initiatives
- Organization charts and job descriptions
- Student/teacher performance metrics
- Policies and procedures
- Management tools and IT systems

## 2.3 Environmental Scan Implementation

SMMUSD staff will perform the Environmental Scan and bring back their findings to the Core Project Team. The Superintendent will determine how best Gensler will support SMMUSD staff in this task.

## 2.4 Environmental Scan Summary Meeting

Gensler, working with the Core Project Team and SMMUSD staff, will summarize the findings from the Environmental Scan.

**Deliverables**: Prepare summary memorandum highlighting common threads across all scans. SMMUSD Strategic Plan Preparation Process

## **PHASE 3: DESIGN AND DEVELOP**

Tasks

# 3.1 Strategic Plan Team Meeting 2: Review Environmental Scan and Frame Issues for the Strategic Plan Framework

Gensler will present the preliminary themes emerging from the Environmental Scan. This information will begin to populate the elements for the strategic plan framework, as we begin to identify the current state and redefine the future state of SMMUSD. As importantly, during this meeting, key successes will be identified and an outline developed to celebrate these successes.

## 3.2 Community Open House 1: Collect Input for Strategic Plan Framework

The open house will serve as vehicle for celebrating the current state of education in the school district and for gathering feedback from the community for the strategic plan framework. It is designed to further educate the community about the mission, vision and strategic direction of SMMUSD and to offer an opportunity to comment. Gensler and the Core Project Team will engage participants in discussing various issues, challenges, and goals. Open houses will be held in both the Santa Monica and Malibu locations. Participants will be invited to walk through a 'gallery' where information stations will display presentation boards: wall graphics from the various meetings and focus groups, process banners, and elements of the strategic plan frameworks. We will design the floor plan so that participants walk through the organized 'gallery' of presentation boards and mingle with members of the Core Project. Various tools will be used to record feedback from community members including post-it notes, comment boards, one-on-one communication, and email.

**Deliverables**: Brief summary memorandum of open house

# 3.3 Strategic Plan Team Meeting 3: Review Community Input and Include in Strategic Plan Framework

Based on the feedback and input from the open houses, the Strategic Plan Team and Gensler will further revise the strategic plan framework and refine any necessary language of the mission and vision statements.

**Deliverables**: Draft of populated strategic plan framework

## 3.4 Strategic Planning Advance

Gensler will work closely with Core Project Team to develop the process, identify the attendees, and prepare the agenda for the Strategic Planning Advance workshop. The primary purpose of this meeting is to:

1. Present, review, and refine the strategic plan framework populated with the data collected from the data collection activities and revised from the current strategic plan;

- 2. Review and add to the list of emerging themes populated in the strategic plan framework and revise as necessary based on feedback from the facilitated discussions that ensue:
- 3. Identify additional important considerations that should be factored into the framework;
- 4. Collaborate around central ideas and themes for the mission and vision of SMMUSD;
- 5. Revise and refine strategies to achieve SMMUSD's goals;
- 6. Map out high-level action plans and metrics for the identified strategies.

Gensler will facilitate and graphically record the meeting and will finalize and send out the meeting agenda and any pre-meeting materials/readings, etc. prior to the work session. Using the wall graphics prepared during the session, Gensler will prepare a brief summary memorandum that brings together the key decisions, take-aways, and directions from the second meeting of the Advisory Group and distribute it to the SMMUSD team for circulation.

**Deliverables**: Preparations for the Strategic Planning Advance including follow-up meeting announcement/email, session handouts, pre-session materials to review; session agenda and comment sheets; overall project work plan and schedule. Gensler will prepare a brief summary memorandum that brings together the key decisions, take-aways, and directions from the Advance.

**3.5 Strategic Plan Team Meeting 4: Review Advance Results and Formalize Framework**Based on the results of the Advance, the Strategic Plan Team and the Gensler Team will incorporate any changes to the strategic plan framework and prepare for the second Community Open House.

## 3.6 Community Open House 2: Present Strategic Plan Framework

The second open house will be held to present the Strategic Plan framework to the community and collect any feedback. Organized in the same manner as the previous open house, community participants will be presented with the refined version of the strategic plan in a "gallery" format and will have different tools to provide feedback. Members of the Gensler and Core Project Team will engage community members in answering any questions they may have. Open houses will be held again at both Santa Monica and Malibu locations.

## 3.7 Board Presentation

Gensler will provide support to the Superintendent for one board presentation during this phase. The Superintendent will choose which board meeting Gensler will assist in presenting. Possible presentations are the results from the Environmental Scan, Community Open House 1, and/or the Strategic Advance.

## **PHASE 4: DELIVER**

Tasks

## 4.1 Working Group 5: Review Community Input and Finalize Strategic Plan

The Working Group and the Gensler Team will further revise the strategic plan to include results of the community feedback. Gensler will then finalize the format of the strategic plan with regard to graphic look and organization of the document. This will include a graphic representation of the strategic plan framework. A PowerPoint deck will be created from the final strategic plan to be used in any future presentations.

**Deliverables**: Final Strategic Plan document and PowerPoint presentation.

**4.2 Board Presentation:** Finalized Strategic Plan

## **FEE STRUCTURE**

Phase 1	\$16,800
Phase 2	\$12,180
Phase 3	\$44,820
Phase 4	\$11,860
Total Labor	\$85,660
Direct costs (5% labor)	\$ <i>4,283</i>
Total fee	\$89,943

## Public Comments:

- Shari Davis, PTA Council President, voiced the council's desire to make sure the education aspect of the strategic plan is emphasized.
- Cynthia Torres, Chair of the FOC, expressed the committee's desire the know the selection process for hiring the Gensler group. The committee would also a timeline and schedule and more information on a precise framework.

Jim Oswald from Gensler Group emphasized the need to bring together a strategic planning team and to hold meetings with Superintendent, PTA, and FOC to work a more specific framework. Mr. Cuneo stressed the need for clear priorities and costs associated with them. He said the plan needs to be an overarching vision of the district's core work; the previous strategic plan was too general. The process, he said, should stretch our thinking: other ways to educate children, use the technology that students use today, and prepare children to compete in a global society. A steering Committee would help keep the district on target, but should also be flexible enough to adjust to meet the needs of the community. Mr. Cuneo concluded that the committee would be inclusive regarding membership.

Mr. Snell expressed his concern about the selection process for a firm.

Mr. Mechur mentioned that Gensler is a local business, and the district is making a stronger effort to hire local businesses. The strategic plan itself should be flexible to allow for new information and technology.

Ms. Pye was in favor of passing this item as written. She emphasized the importance of focusing on students and education.

Ms. Leon-Vazquez stressed the importance of board members owning and taking stake in the strategic plan and process because this plan will still be in place with future Superintendents.

Dr. Escarce supported moving this item forward today. He said he understood Mr. Snell's concerns, but agreed with Mr. Mechur's comments.

Mr. de la Torre said it is important to have clear priorities with cost-effective strategies. He requested that during the Discovery Phase to analyze what barriers came up to implementing aspects of the previous strategic plan. During the Start Up Phase, he would like to see stakeholders included who are not normally at the table.

MOTION MADE BY: Mr. de la Torre

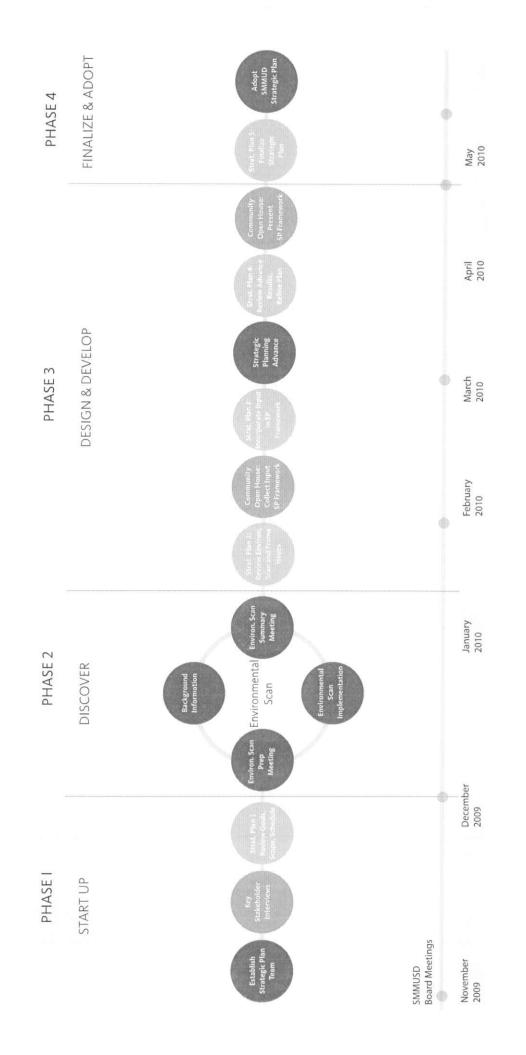
SECONDED BY: Ms. Pye

STUDENT ADVISORY VOTE: N/A

AYES: Five (5) NOES: None (0)

ABSTAIN: Two (2) (Mr. Snell and Mr. Allen)

# SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT STRATEGIC PLAN PREPARATION PROCESS



TO: BOARD OF EDUCATION <u>ACTION/MAJOR</u> 11/05/09

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

<u>UPDATE</u>

RE: EMERGENCY RESOLUTION NO. 09-14 FOR LACOE GOVERNING BOARD

RESOLUTION PUBLIC PROJECT FORM NO. 503-826 FOR THE

REPLACEMENT OF THE KITCHEN VENTILATION SYSTEM - MALIBU HIGH

SCHOOL.

## **RECOMMENDATION NO. A.20**

It is recommended that the Board of Education approve an Emergency Resolution No. 09-14, without advertising, to Canoga Park Heating & Air Conditioning Lumas Air, Inc., for replacement of kitchen air handler- Malibu High School in an amount not to exceed \$17,818 \$17,188.

## Funding Information

Budgeted: Yes Fund: 14

Source: Deferred Maintenance

Account Number:14-62050-0-00000-82000-5640-xxx-2600

Description: Repair by Vendor

COMMENTS: This project will address the replacement of kitchen ventilation system at Malibu

High School. Replacement of two major parts, the shaft and two fan wheels coils. The kitchen is currently inoperable and has been closed down. Three suppliers were invited to submit proposals; of the three, one was non-responsive.

Proposals were as follows:

<u>Lumas Air Inc.</u> \$17,241.00 17,188.00

(repair only new unit)

Canoga Park Heating & Air Conditioning \$17,818.00

(new unit)

It is anticipated that completion of work will be six to eight weeks including delivery and installation. The resolution follows.

MOTION MADE BY: Ms. Pye SECONDED BY: Mr. Snell

STUDENT ADVISORY VOTE: N/A

AYES: All (6) (Mr. Allen was not present for the vote)

NOES: None (0)



Leading Educators • Supporting Students • Serving Communities

# GOVERNING BOARD RESOLUTION FOR **EMERGENCY RESOLUTION - PUBLIC PROJECT**

Santa Monica Malibu Unified School District	Resolution # 09-14			
On Motion of Member Kelly Pye , seconded by	Member Barry Snell			
the following resolution is adopted by the Governing Board of the Santa Monica Malibu School District:				
WHEREAS, The cafeteria kitchen is inoperable and has been closed down ; and				
WHEREAS, due to the breakage of a shaft and two fan wheels d	isabling the whole ventilation system; and			
WHEREAS. This is the main cooking kitchen for three Malib	u sites ; AND			
WHEREAS, Public Contract Code Section 20113 (school districts) or 20654 (community college districts) provides that public agencies may, with the unanimous approval of the governing board and approval of the county superintendent of schools, contract for the performance of labor and purchase of materials without advertising for or inviting bids in an emergency when such work is necessary to permit the continuance of existing school classes or to avoid danger to life and property:				
THEREFORE, BE IT HEREBY RESOLVED, that the Governing Board of District has determined that these circumstances constitute an emergence superintendent of schools to enter contracts for:	*			
he cafeteria kitchen is inoperable and has been closed down due to the breakage of a shaft and two fan wheels disabling the whole ventilation system. This is the main cooking kitchen for three Malibu sites				
without advertising or inviting bids pursuant to Public Contract Code Sec college districts).  PASSED AND ADOPTED by unanimous vote of the members of the Go	verning Board of the			
college districts).  PASSED AND ADOPTED by unanimous vote of the members of the Go SCHOOL DISTRICT Santa monica Malibu  MONTH/DAY/YEAR 11/05/2009	verning Board of the  NUMBER OF VOTES			
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Division of School Financial Services

Santa Monica Malibu	School District
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# **EMERGENCY RESOLUTION REQUEST**

In accordance with Public Contract Code Section district meet the requirements pursuant to the Public Constituting a quorum, that an emergency necessary to permit the continuance of existing s	exists wherein certain repairs, alteration chool classes, or to avoid danger to life	ons, works or improvements are and property as
described in Resolution No	_ dated	_·
Approved by the County Superintendent of So	chools	
BY (DEPUTY)		
DATE SIGNED		

TO: **BOARD OF EDUCATION** ACTION/MAJOR 11/05/09

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

RE: INCREASE IN STAFFING (FTE) - SR. OFFICE SPECIALIST - SPECIAL

**EDUCATION** 

## **RECOMMENDATION NO. A.21**

It is recommended that the Board of Education increase the Sr. Office Specialist position in Special Education from 0.5 FTE to 1.0 FTE in order to best serve the needs of the Special Education Department.

FUNDING NOTE: The 2009-2010 budget will be adjusted \$35,355 for salary and benefits.

MOTION MADE BY: Ms. Leon-Vazquez SECONDED BY: Ms. Pye STUDENT ADVISORY VOTE: N/A

AYES: All (6) (Mr. Allen was not present for the vote)

NOES: None (0)

TO: BOARD OF EDUCATION <u>ACTION/MAJOR</u>

FROM: TIM CUNEO

RE: DISTRICT ADVISORY COMMITTEES -CHARGES FOR 2009-10

## RECOMMENDATION NO. A.22

This item is intended to begin the determination of the goals and direction of the district advisory committees (DACs) for the coming year as directed by the Board of Education, as well as discussion of any funding implications for selected committees. Staff recommends that the board direct the DACs to focus on the following charges. The construction of these are aligned with both State and Federal mandates, the district's strategic plan, and staff's suggested focus given our review of current achievement improvement progress. These charges will return for approval at a November board meeting.

The current District Advisory Committees and their respective district staff liaison are as follows:

District Advisory Committee	Staff Liaison	
English Learners Advisory	Aida Diaz	
Child Care and Development	Judy Abdo	
Community Health and Safety	Marolyn Freedman	
Visual & Performing Arts	Tom Whaley	
Special Education	Sara Woolverton	

## **CHILD CARE and DEVELOPMENT**

The charge to the Child Care and Development DAC shall be to:

- Continue developing a transition plan to prepare 4 yr olds for kindergarten and create a board policy on transition.
  - o Implement best practice models, including culturally relevant staff training and curriculum, that can be used to more to effectively link families, children and schools
  - Involve parent group families of 4 year olds in creating a transition-planning matrix and policy
  - If funding allows, operate a summer transitional pre-kindergarten program for children who will attend SMMUSD kindergarten classes in the fall
  - Create one transition activity for CDS preschool and CREST teachers and kindergarten teachers to interact and improve articulation between preschool and kindergarten
  - Prior to end of school year, meet with School Based Mental Health staff at Edison, McKinley, Rogers, and Muir to discuss opportunities to integrate their work with incoming kindergarten families
- Continue to improve early identification of children who may benefit from assessment before they enter preschool or while they are attending preschool using the RTI model in partnership with the Special Education preschool program.
  - Continue collaboration with the Santa Monica Childcare and Early Education Task Force to establish enhanced communication with the Regional Center, Family Service of Santa Monica, community preschool programs, and Connections for Children. Participate in the Task Force planning to improve services for preschool children and to improve transitions into the school district programs
  - CDS supervisors will meet regularly with Special Education Coordinators to develop training for CDS staff on the RTI model and to coordinate services for children with IEPs in CDS programs
  - CDS DAC members and SEDAC members will plan a joint meeting to identify additional areas for collaboration

- Continue providing professional development activities for CREST staff working with children with special needs
- Provide a forum for ensuring a balanced budget for the CDS department.
  - DAC members will provide expertise and share their experiences in working within budget constraints

## **ENGLISH LEARNERS ADVISORY**

The charge to the ELAC shall be:

- In accordance with State and/or Federal regulations, the District English Learners Advisory
  Committee is charged with the responsibility to advise and assist the program administrator
  and the Board on issues related to English Learners and will focus on the following:
  - Review goals and objectives for programs and services for English learners.
  - Collect, review and analyze data related to English Learners and their academic achievement – Grades, CST, and CELDT results
  - o Revise the district's master plan for English Learners
  - Advise on the support and services needed by parents of language minority students so that they may effectively access the educational process of the district
  - Conduct focus groups with students on a biannual basis to access their needs and develop ways to address those needs

## **COMMUNITY HEALTH and SAFETY**

The charge of the Community Health and Safety DAC shall be to:

 Monitor contemporary issues in health and safety that have a direct impact on school age children

## Activities to meet this goal:

- Collect data on district programs and trainings that support health and safety, with emphasis on current issues of importance established in collaboration with the Board of Education
- Encourage developmentally appropriate best practices in health, nutrition and physical education

## Activities to meet this goal:

o Collect data on the compliance of the district wellness policy

## **VISUAL AND PERFORMING ARTS**

The charge of the Visual and Performing Arts DAC shall be:

- Serve as a vehicle for parents, teachers, students, and community members to
  communicate with the Board of Education on matters related to equitable access to and
  successful participation in comprehensive, sequential, standards-based PreK-12 Arts
  Education. A comprehensive arts education program, with the arts taught as discrete
  disciplines, should be an integral part of the core curriculum offered to all SMMUSD students
  at all grade levels.
- Assess current SMMUSD Visual and Performing Arts programs (Dance, Music, Theatre, and Visual Arts) by comparing the District's curriculum, scheduling, staffing, instructional materials, equipment, and facilities with national and state standards and frameworks.
- Assess progress in the District's implementation of the Board-adopted "Arts for All" 9-year strategic plan.

The Staff liaison is charged with the review of Policy and Administrative Regulation 1220. They are expected to determine adherence to general guidelines with respect to roles, functions, responsibilities, membership, election, and terms of office, meetings, and operations. A report detailing compliance will be filed with the Chief Academic Officer no later than November 1, 2009. Accompanying the report will be a calendar of meetings of which there will be no less than five (5) scheduled during this academic year.

## **End-of-Year Reports to the Board of Education**

The following is the schedule for DAC reports to the Board of Education for Spring 2010:

District Advisory Committee	Date of Report – 2010
Community Health and Safety	May 6, 2010 (Malibu)
Visual & Performing Arts	May 6, 2010 (Malibu)
English Learners Advisory	May 20, 2010 (District Office)
Special Education	May 20, 2010 (District Office)
Child Care and Development	June 3, 2010 (District Office)

Board members discussed the timing of approving the charges. Mr. Snell suggested approving the charges earlier than October or November so the DACs already have specific direction by September. Ms. Leon-Vazquez suggested amending the BP and AR

Ms. Pye suggested holding a workshop the DACs regarding developing of specific targets. She added that this could increase the collaborative relationship between the board and DACs. Mr. Cuneo said this could be included in the administrative regulation for the DAC policy.

Mr. Allen said he would like to see the board taking greater ownership over the DACs and using them more effectively as tools for decision making. He suggested that the DACs meet with the board more frequently.

The board asked DAC members and staff liaisons in the audience to comment. Mr. Mechur asked if deciding on the charges in June would be more helpful for timing. Ms. Abdo said that could be a viable option.

Dr. Escarce said it is important to have input from the DACs regarding the charges. On the other hand, he added, a workshop with all members of the DACs present might be nonproductive.

Mr. de la Torre suggested adding language to the Child Care and Development charge (underlined font). He requested that the ELAC end-of-year report include data regarding student achievement (e.g. grades, CST scores, and CELDT results). He also added language to the ELAC charges regarding culturally relevant training (underlined font).

Dr. Chou outlined the mandated topics for an ELAC: a needs assessment from parents regarding services to English Learner students, participate in census data collection in spring, student attendance, master plan to make sure input in development of EL master plan. Changes were made to the ELAC charges above to be in compliance.

Ms. Pye suggested that in lieu of a mid-year report, each DAC chair and vice chair meet with the board for a progress report.

Mr. Mechur emphasized the need for focused goals to help give the DACs direction and measurable objectives. He requested that mid-year reports be discussion items.

MOTION MADE BY: Ms. Pye SECONDED BY: Mr. de la Torre STUDENT ADVISORY VOTE: N/A

AYES: All (6) (Mr. Allen was absent for the vote)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/MAJOR 11/05/09

FROM: TIM CUNEO / JANECE L. MAEZ

Postponed from 10/15/09

RE: REVISE POLICY 3300 – EXPENDITURES AND PURCHASES

## **RECOMMENDATION NO. A.23**

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, 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 3300 – Expenditures and Purchases

Ms. Maez explained the proposed changes in language, which is the same for Item Nos. A.23 through A.26.

Mr. Allen emphasized the need to purchase "green" products. Mr. Mechur suggested that staff bring forward an information item to update the board on measures being taken to purchase eco-friendly items. Mr. Allen suggested language changes to the first paragraph in BP 300(b) (font in bold). The board agreed to these changes.

Mr. de la Torre suggested a change in language to the third paragraph (font in bold). The board agreed to these changes for this and the next three agenda items.

MOTION MADE BY: Ms. Leon-Vazquez

SECONDED BY: Mr. Allen

STUDENT ADVISORY VOTE: N/A

AYES: All (7) NOES: None (0)

## **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 and in order to strengthen the local economy, the Board of Education deems it imperative that local, small, and women- and minority-owned, 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 businesses competing 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, and sustainability are equal, recycled products with recycled contents 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

ACTION/MAJOR 11/05/09 Postponed

from 10/15/09

FROM: TIM CUNEO / JANECE L. MAEZ

RE: ADOPT POLICY 3311 – BIDS

## **RECOMMENDATION NO. A.24**

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)

Ms. Maez explained the proposed changes in language, which is the same for Item Nos. A.23 through A.26.

Mr. de la Torre suggested a change in language to the sixth paragraph (font in bold). The board agreed to these changes.

MOTION MADE BY: Mr. Snell SECONDED BY: Mr. de la Torre STUDENT ADVISORY VOTE: N/A

AYES: All (7) NOES: None (0)

## **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 and in order to strengthen the local economy, the Board of Education deems it imperative that local, small, and women- and minority-owned, 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 businesses competing 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)

## 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)

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)

- 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.

## **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.
- 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 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)

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)

## **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

ACTION/MAJOR 11/05/09

Postponed from 10/15/09

FROM: TIM CUNEO / JANECE L. MAEZ

RE: ADOPT POLICY 3312 – CONTRACTS

## **RECOMMENDATION NO. A.25**

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, 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 3312 - Contracts

Ms. Maez explained the proposed changes in language, which is the same for Item Nos. A.23 through A.26.

Mr. de la Torre suggested a change in language to the fourth paragraph (font in bold). The board agreed to these changes.

MOTION MADE BY: Mr. Snell SECONDED BY: Ms. Pye

STUDENT ADVISORY VOTE: N/A

AYES: All (7) NOES: None (0) **Business and Noninstructional Operations** 

BP 3312 (a)

## **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 and in order to strengthen the local economy, the Board of Education deems it imperative that local, small, and women- and minority-owned, 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 businesses competing 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

ACTION/MAJOR 11/05/09 Postponed

from 10/15/09

FROM: TIM CUNEO / JANECE L. MAEZ

RE: ADOPT POLICY 7000 – CONCEPTS AND ROLES

## **RECOMMENDATION NO. A.26**

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

Ms. Maez explained the proposed changes in language, which is the same for Item Nos. A.23 through A.26.

Mr. de la Torre suggested a change in language to the fourth paragraph (font in bold). The board agreed to these changes.

MOTION MADE BY: Ms. Leon-Vazquez

SECONDED BY: Mr. de la Torre STUDENT ADVISORY VOTE: N/A AYES: All (6) (Dr. Escarce was absent)

NOES: None (0)

**Business and Noninstructional Operations** 

BP 7000 (a)

## **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 and in order to strengthen the local economy, the Board of Education deems it imperative that local, small, and women- and minority-owned, 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 businesses competing 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, or enhancements in excess of \$10,000 to the existing physical plant 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**

Board of Education Meeting MINUTES: November 5, 2009

TO: BOARD OF EDUCATION

1/05/09

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

Postponed from 10/15/09

DISCUSSION

RE: UPDATE ON MENTAL HEALTH SERVICES FOR STUDENTS

AND FAMILIES

### **DISCUSSION ITEM NO. D.01**

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 children and families in SMMUSD.

Ms. Freedman's presentation can be found under Attachments at the end of these minutes.

Ms. Pye suggested recognizing the work of these organizations, including the City of Santa Monica, at a future board meeting.

Mr. de la Torre requested that staff inform the board if funding for these sources decreases due to state and city budget cuts. Would like to see information regarding long-term trauma support for students.

TO: BOARD OF EDUCATION

DISCUSSION 11/05/09

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

RE: UPDATE ON THE ADVANCED PLACEMENT PROGRAM

### DISCUSSION ITEM NO. D.02

Each year, staff updates the Board of Education on the Advanced Placement Program in district high schools. Students pursuing the most rigorous preparation for college enroll in Advanced Placement courses, including English, mathematics, science, history/ social studies, foreign languages, and art. The Advanced Placement program and associated curriculum is developed by the College Board. Performance in these courses is measured through national examinations tied to the curriculum of each course. Scores range from 1 to 5, and students scoring a 3 or higher may receive college credit.

District performance and participation data from 2009 for all participating students and relevant subgroups of students will be discussed. Additionally, enrollment in Advanced Placement courses for the academic year 2009-2010 will be discussed.

Dr. Bradford's presentation can be found under Attachments at the end of these minutes.

Mr. Snell wondered if staff had considered gender-based classes. Dr. Bradford hadn't heard any discussion about that. Mr. Snell remarked that the achievement of male students does not appear to have improved over the years, so perhaps separating the students by gender could help increase scores.

Ms. Pye asked Dr. Bradford to clarify comments she had made about the Bridge Program. Dr. Bradford reported that House Principal Eva Mayoral said the bridge process should begin with the six weeks of summer, and then be supported for two years. Ms. Pye wondered what kind of AP tutoring was available at the campuses.

Ms. Leon-Vazquez emphasized the benefit of study groups to improve achievement.

Mr. de la Torre requested that future reports include drop out data.

# **INFORMATION ITEMS**

Board of Education Meeting MINUTES: November 5, 2009

TO: BOARD OF EDUCATION <u>INFORMATION</u> 11/05/09

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

RE: TEXTBOOKS

### **INFORMATION ITEM NO. I.01**

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

COMMENT: In accordance with the Board of Education policy, the textbook(s) listed below will

be on public display for the next two weeks in the Educational Services

Department at 1638 17<sup>th</sup> Street, Santa Monica, CA 90405.

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

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

## **ATTACHMENTS**

### ATTACHED ARE THE FOLLOWING DOCUMENTS:

- Presentation: "School-based Counseling Services in the Santa-Monica Malibu Unified School District"
- Presentation: "Advanced Placement Participation and Performance 2003-2009"

School-based Counseling
Services in the
Santa Monica-Malibu Unified
School District

### SMMUSD Counselors and Advisors

- Each middle school and high school has a team of counselors to support students' social and emotional well being
- Short-term individual and group counseling
- Crisis intervention
- Parent support
- Referral to outside mental health agencies
- Referral to school-based mental health

### Santa Monica School-Based Mental Health Collaborative

- El Nido Family Centers
- Family Service of Santa Monica
- Los Angeles County Bar Association, Dispute Resolution Services
- St. John's Child and Family Center, Youth Development Project
- Santa Monica-Malibu Unified School District

### Why School-Based Mental Health?

- Increased access to services
- Improved Attendance
- Improved Grades
- Collaboration with School Staff
- Support students during transitions

### Collaborative Activities

- Piloted and adopted Cognitive-Behavioral Intervention for Trauma in Schools
- Elementary School programs participate in UCLA Pilot Study for Trauma and Elementary School children
- Share referrals for continued services during transition years of elementary to middle school & middle school to high school

### El Nido Family Centers WILL ROGERS LEARNING COMMUNITY Together in Two Languages Juntos a traves de dos idomas

### El Nido Family Centers **Programs & Services**

Dr. Helen Wolff Child and Family Development Program

- Parent education
- . Individual & Family Counseling
- Group Counseling
- Case Management
- Crisis Intervention
- Kindergarten assessments
  - > Services in English & Spanish
  - > Provided by professional clinicians and Master level interns
  - > In-home or on campus

### El Nido Family Centers Number of Students and Families Served

In the 2008/09 school year, El Nido provided services to 335 Youth/Families.

- > 140 kindergarten assessments
- 110 individual/group/case management
- 20 students received crisis intervention
- 35 parents/caregivers were involved in family counseling
- 30 parents/caregivers participated in parent education

### Family Service of Santa Monica

McKinley Elementary School John Muir Elementary School Santa Monica High School

Other School-based Programs: SMASH; Malibu schools; Head Start and State Preschools; SMMUSD Child Care Centers

### Family Service of Santa Monica **Programs and Services**

- > Elementary Schools
  - . Consultation & trainings with
  - Classroom observations & preservations

  - Referral & linkage to community resources
  - . Individual & family counseling Crisis intervention

  - Counseling Groups
     SST and IEP meetings
  - Home visits to Kindergarten families
- > High School
- CatSAFE Teen parenting program Intensive case management, academic support, In-home intervention services Individual, couple, & family counseling

- Weeldy support group
  Collaboration with staff of infant
  Toddler Center and parenting
  education class at Santa Monica HS (SAMOHI)
- . 9th grade girls group

- MHSA program
  Individual & family counseling, crisis intervention, & case management
  Counseling Groups
  Services provided at school, home,

### Family Service of Santa Monica Number of Students and Families Served

- > John Muir 224 students
- > McKinley 359 students
- CalSafe 36 (27 pregnant or parenting teens, 9 at risk girls for 9th grade group)
- > MHSA 17 students
  - . Total # 636 students

### St. John's Child and **Family Center**

Youth Development Project Lincoln Middle School John Adams Middle School Olympic High School

### St. John's Child and Family Center Programs & Services

- YDP staff provide culturally sensitive mental health services that include:
  - Parent training and support
  - Teacher outreach and consultation
  - Case management
  - Advocacy
  - Community outreach
  - Individual and family therapy
  - Group therapy
  - Crisis Intervention

### St. John's Child and Family Center Number of Students and Families Served

- In the 2008/09 school year, YDP provided counseling services to 114 youth.
  - 69 youth participated in group counseling only
  - 34 received individual/family therapy only
  - 11 youth received both individual and group

### Peer Mediation Conflict Resolution Program

Dispute Resolution Services, Inc., Los Angeles County Bar Association

John Adams Middle School
 Lincoln Middle School

### Conflict Resolution Program Programs & Services

- Conflict Resolution Education
- > Valued Youth
- > College Youth Organization
- > Boys and Girls Club of Santa Monica-Pacific Branch
- Community Corp of Santa Monica
- Bullying and Cyberbullying student education with Santa Monica Police Department School Resource Officers
- > Peer Mediation Trainings
- > Peer Mediation

### Conflict Resolution Program Number of Students Served

- > 62 current mediators
- > 40-50 new mediators trained each year
- 63% of mediators and students receiving CRE workshops are at-risk
- > 63 mediations per year over the past three years
- 479 total students served during the 2008-2009 school year in the Peer Mediation and Conflict Resolution Program
  - 100 mediators
  - 73 disputants
  - 306 participants in conflict resolution training

### SMMUSD Pupil Services Counselor Santa Monica High School Programs & Services

- Coordination of Mental Health Services
- Individual counseling
- Group counseling
- Parent consultation & psychoeducation
- Crisis intervention
- Staff consultation
- SST & 504 plan consultation
- Outreach and collaboration with community mental health organizations
- Assessments and referrals to community agencies

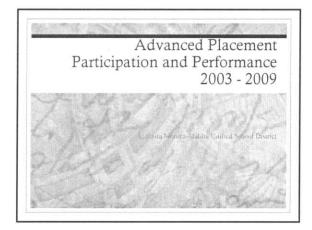
### SMMUSD Pupil Services Counselor Number of Students and Families

- In the 2008/09 school year 117 Santa Monica High School students received counseling services.
  - 30 youth participated in group & individual counseling
    40 received individual/family therapy only

  - · 27 received group counseling only
  - 20 youth received crisis intervention services
  - 65 youth and families referred to community based mental health agencies
- Providers included therapists from Family Service of Santa Monica, Didi Hirsch Community Mental Health Center, and Department of Mental Health, and Santa Monica-Malibu Unified School District

### Youth & Families Served through School-Based Mental Health Services

- > El Nido: 335
- Family Service of Santa Monica: 636
- > St. Johns: 114
- > Dispute Resolution Services: 479
- > SMMUSD @ Santa Monica High School: 117
  - Total=1,681



### Advanced Placement Program Description

- AP courses provide high school students the opportunity to take college-level courses in a high school setting
- Participating students acquire college-level skills and, in many cases, they may also earn college credits while in high school
- Over 90% of the nation's colleges and universities have an AP policy granting incoming students credit, placement, or both for a qualifying AP exam (a score of at least 3).

### Advanced Placement Program Description

- The College Board offers 34 different Advanced Placement courses.
- The College Board website provides:
- Course descriptions containing information regarding course content and instructional materials including visual resources and textbooks.
- Teacher resources and support via AP Central including online workshops and events
- Information, resources and services (called Pre-AP) for teachers in middle and high school for developing students' critical and higher order thinking skill
- SMMUSD has approval from the College Board to offer a total of 22 Advanced Placement subjects/courses.

Source:http://apcentral.collegeboard.com

### Why Advanced Placement?

Research finds that participation in AP courses, and especially an exam score of 3 or higher, is a strong predictor of students' persistence and degree completion in college.\*

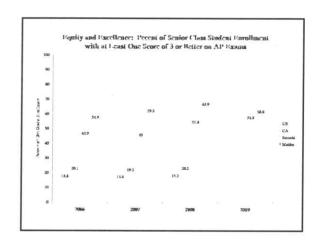
Dougherty, C. Mellor, L. and Jian, S. The Relationship between Advanced Placement and College Graduatien National Center for Educational Accountability, 2005. Geiser, S. and Santelices, V. The Role of Advanced Placement and Horon Courses in College Admissions. Center for Studies in Higher Education, University of California at Berkeley, 2004.

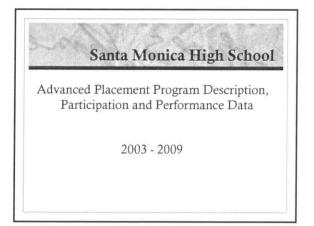
### AP Exam Scores

- 1 5 scale
- A score of 3 or higher is typically used to determine "pass rate" in most data sets
- Most colleges and universities grant college credit or advanced placement for AP Exams of 3 or higher

### AP Equity and Excellence

- In 2005 the College Board College Board introduced a new metric to address two concerns:
  - Narrow focus on pass rates potentially impacts equity and access
  - Narrow focus on participation rates potentially impacts academic rigor.
- Percentage of overall student population that received one or more AP Exam score of 3 or higher during their high school career.
- Encourages schools to expand access to AP courses and exams, while still paying attention to passage rates.

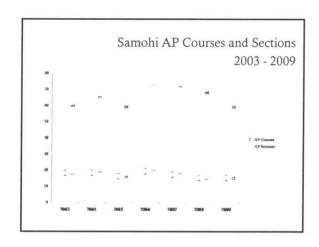


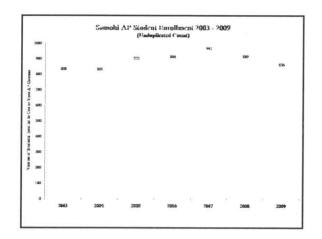


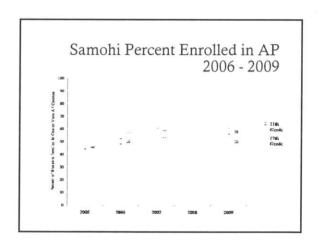
### Samohi AP Courses, Sections and Enrollment for 2009

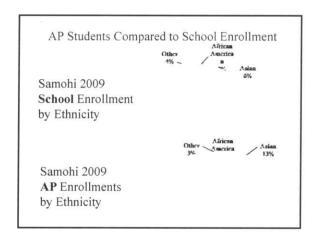
Subject	Courses	Sections	Enrollment
English	2	16	483
Math	3	9	267
Science	3	10	278
Social Science	4	19	530
World Languages	2	3	62
VAPA	1	2	38
TOTAL	15	59	1658*

\*Duplicated Count



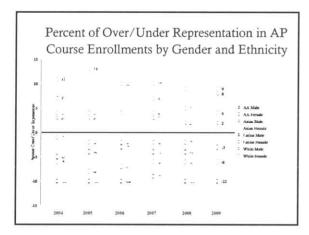






### 2009 Samohi AP Enrollment Compared to School Enrollment

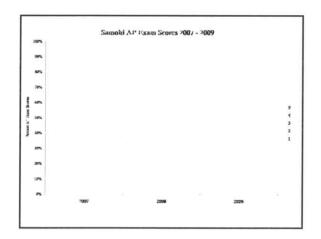
	% of School Enrollment	% of AP Enrollment
African American	9%	(3%)
Asian	6%	13%
Latino	33%	17%
Other	3%	4%
White	48%	64%
Low Income	27%	(13%)
English Learners (EL & R-FEP)	22%	(15%)
Male	51%	(47%)
Female	49%	53%

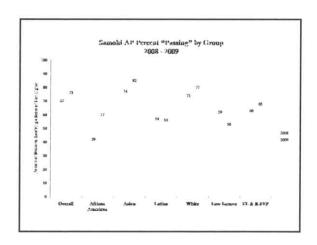


### Samo AP Course Enrollments and Exams

Includes duplicated counts of students enrolled in more than one AP Course

	Enrollments	Exams Taken	Enrolled not Tested	Tested not Enrolled
2005	1752	1680	72 (4%)	16 (1%)
2006	1943	1772	171 (9%)	19 (1%)
2007	1983	1796	292 (15%)	105 (6%)
2008	1878	1895	185 (10%)	66 (3%)
2009	1648	1651	119 (7%)	15 (1%)





### Samohi AP Exam Pass Rates 2004 - 2009

	2005	2006	2007	2008	2009	2009 National Rate
Biology	86% N = 97	82% N = 96	90% N = 96	78% N = 102	71% N = 79	51%
Calculus (AB)	88% N = 123	86% N = 85	61% N = 82	86% N = 78	73% N = 89	88%
Calculus (BC)	100% N = 47	96% N = 68	85% N = 82	90% N = 98	92% N = 90	80%
Chemistry	57% N = 109	68% N = 84	71% N = 126	81% N = 108	86% N = 114	56%
Physics	87% N = 15	89% N = 18	90% N = 30	69% N = 58	79% N = 78	70%

### Samohi AP Exam Pass Rates 2004 - 2009

	2005	2006	2007	2008	2009	2009 Nationa Rate
English 11 (Lang. & Comp.)	61% N = 300	50% N = 323	61% N = 382	62% N = 359	62% N = 393	60%
English 12 (Lit & Comp.)	73% N = 135	62% N = 136	72% N = 143	86% N = 143	79% N = 62	59%
Government	67% N = 39	59% N = 41	52% N = 42	47% N = 94	57% N = 95	62%
Spanish Lang	90% N = 81	99% N = 69	98% N = 56	91% N = 95	94% N = 33	70%
Spanish Lit	96% N = 28	86% N = 21	86% N = 22	89% N = 19	91% N = 22	59%

### Samohi AP Exam Pass Rates 2004 - 2009

	2005	2006	2007	2008	2009	2009 Nationa Rate
Psychology	72% N = 116	59% N = 137	75% N = 124	66% N = 138	70% N = 151	69%
U.S. History	41% N = 157	47% N = 180	45% N = 259	46% N = 205	55% N = 145	53%
Economics (Micro)	84% N = 148	69% N = 161	69% N = 114	64% N = 147	75% N = 87	65%
Economics (Macro)	91% N = 157	67% N = 166	73% N = 118	54% N = 141	74% N = 88	57%
Statistics	56% N = 85	53% N = 147	72% N = 82	63% N = 95	76% N = 85	59%

### Samohi 2009 AP Scholars

### Scholars

■ 146 students passed 3 AP exams

### Scholars with Honors

■ 55 students passed 4 AP exams with an average score of 3.25 or higher

### Samohi AP Scholars

### Scholars with Distinction

■ 75 students passed 5 AP exams with an average score of 3.5 or higher

### National Scholars

■ 6 students scored 4 or 5 on 8 AP exams

### Malibu High School

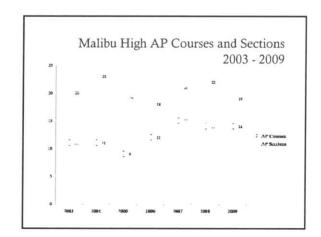
Advanced Placement Program Description, Participation and Performance Data

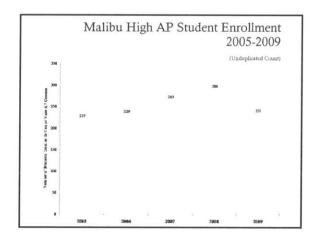
2003 - 2009

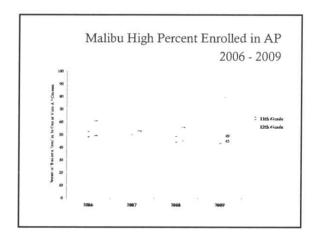
### Malibu High AP Courses, Sections and Enrollment for 2009

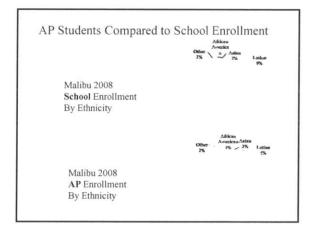
Subject	Courses	Sections	Enrollment
English	2	5	142
Math	2	2	47
Science	2	2	45
Social Science	3	4	154
World Languages	1	1	20
VAPA	4	5	51
TOTAL	14	19	459*

\*Duplicated Count



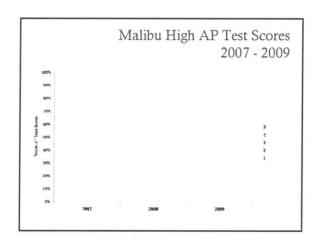






### 2008 Malibu Hi AP Enrollment

	% of School Enrollment	% of AP Enrollment
African American	2%	(1%)
Asian	2%	3%
Latino	9%	(4%)
White	90%	85%
Low Income	7%	(3%)
English Learners	4%	(3%)
Male	54%	44%)
Female	46%	56%



### Malibu Hi AP Pass Rates by Course

	2005	2006	2007	2008	2009	2009 National Rate
Calculus (AB)	100% N = 23	71% N = 28	73% N = 15	52% N = 31	57% N = 30	60%
Calculus (BC)	100% N = 18	100% N = 15	100% N = 15	85% N = 33	95% N = 19	80%
Physics	86% N = 14	96% N = 23	94% N = 31	69% N = 26	100% N = 22	61%

### Malibu Hi AP Pass Rates by Course

	2005	2006	2007	2008	2009	2009 Nationa Rate
English 11 (Lang. & Comp.)	66% N = 64	81% N = 58	87% N = 67	80% N = 54	74% N = 78	60%
English 12 (Lit & Comp.)	70% N = 66	66% N = 71	74% N = 66	67% N = 82	69% N = 65	59%
Music Theory	100% N = 1	100% N = 10	83% N = 12	78% N=9	**	59%
Spanish Language	92% N = 13	80% N = 15	77% N = 13	75% N = 12	71% 71%	53%

### Malibu Hi AP Pass Rates by Course

	2005	2006	2007	2008	2009	2007 National Rate
U.S. History	83% N = 52	78% N = 58	85% N = 61	75% N = 52	94% N = 52	53%
Government	72% N = 54	75% N = 63	61% N = 59	73% N = 67	94% N = 48	56%
European History	69% N = 35	81% N = 53	56% N = 61	53% N = 90	76% N = 37	67%
Studio Art	89% N = 37	72% N = 39	69% N = 48	46% N = 35	76% N = 33	69%

### Malibu Hi AP Scholars

### **Scholars**

 $\blacksquare$  28 students passed 3 AP exams

### Scholars with Honors

■ 24 students passed 4 AP exams

### Malibu Hi AP Scholars

### **Scholars with Distinction**

■ 29 students passed 5 AP exams and had average score of 3.5 or higher

### National Scholars

■ 1 student received a score of 4 or 5 on 8 AP exams

### Samohi AP Student Support

- AP Summer Bridge Program
- Goal: Facilitate effective transition of historically under-represented students into AP English and AP U.S. History courses.
- 2008 AP English Summer Bridge Data
- 22 tenth graders
- 14 took AP English Exam in 11th grade
- 1 passed

### Malibu High AP Student Support

- Efforts to focus on appropriate counseling
- Liberal enrollment policy that allows waiver of prerequisites
- Continued training for teachers
  - Three additional teachers attended week-long summer institute.
- Two teachers attended Saturday Workshops

### Summary of 2009 AP Data

- Both Samohi and Malibu Hi continue to demonstrate strong performance in AP passage rates, far exceeding National and State performance in Equity and Excellence measure
- Seven National AP Scholars recognized!
- Specific content area passage rates for 2009 are up in 11 of 15 subjects for Samohi and 8 of 11 subjects for Malibu
- Passage rates exceed National rate for 12 of 15 subjects at Samohi and 10 of 11 subjects at Malibu

### Summary of 2009 AP Data

- Number of AP courses offered at both campuses has remained steady over 2008, though enrollments and number of sections have dropped slightly
- Percentage of students receiving a 3 or higher on exams has increased over 2008 for both campuses
- 2008 Summer Bridge Support classes at Samohi did not demonstrate strong results
- Under-representation of students of color, particularly male Latinos continues largely unchanged from 2008.

Ouestions and Discussion