

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

May 19, 2011

A regular meeting of the Santa Monica-Malibu Unified School District Board of Education was held on Thursday, May 19, 2011, in the District Administrative Offices: 1651 16th Street, Santa Monica, CA. The Board of Education called the meeting to order at 4:45 p.m. in the Board Conference Room at the District Offices. At 4:46 p.m., the Board of Education moved to Closed Session regarding the items listed below. The public meeting reconvened at 6:24 p.m. in the Board Room. Dr. Escarce opened the meeting in memory of Dianne Talarico, who served as SMMUSD's Superintendent from 2006-2008. Ms. Leon-Vazquez explained that Ms. Talarico brought innovative programs to SMMUSD, focused on the well-being of all students, and showed the greatest compassion for everyone.

I. CALL TO ORDER

- A. Roll Call
- B. Pledge of Allegiance

II. PUBLIC COMMENTS FOR CLOSED SESSION ITEMS ONLY

III. CLOSED SESSION (90)

- Receipt of recommendation for approval of the proposed settlement cases pursuant to GC §54956.9 (b), as cited in the Brown Act (10):
DN-1014-10/11
- Conference with Superintendent regarding 2011-12 Strategies for Negotiations with S.M.M.C.T.A. pursuant to GC §54957.6 as cited in the Brown Act. (10)
- Conference with Superintendent regarding 2011-12 Strategies for Negotiations with S.E.I.U. pursuant to GC §54957.6 as cited in the Brown Act (10)
- Closed session with legal counsel concerning anticipated litigation pursuant to GC §54956.9 as cited in the Brown Act (2 cases). (20)
- Pupil hearing pursuant to EC §48918 (c) as cited in the Brown Act (*agenda item Nos. A.37 and A.38*) (20)
- Public Employee, to consider appointment, employment, performance evaluation, or dismissal of employee pursuant to GC§54957, as cited in the Brown Act (Superintendent) (20)

6:37 pm **IV. BOARD OF EDUCATION – COMMENDATIONS / RECOGNITIONS (20)**

- **Santa Monica High School Jazz Band and Combo**
Tom Whaley, Visual and Performing Arts Coordinator, introduced the students and explained that the band recently won top honors and scholarships at the 43rd Annual Berklee College of Music High School Jazz Festival, the largest high school music competition in the world. Their awards included first place for big band, first place for jazz combo, most outstanding soloist in the combo division, most outstanding soloist in the big band division, and outstanding musicianship in big band. The Jazz Combo Band then played Some Skunk Funk by Randy Bruner. The board congratulated the band and their teachers on sweeping the Berklee College competition.
- **City Youth Resource Team Group**
Julie Rusk, Human Services Manager for the City of Santa Monica, informed the board that in November 2009, Richie Juarez was killed while waiting for a bus after participating in youth programs at Virginia Avenue Park. As a result, the City Council convened a Youth Resource Team in September

6:55 pm

2010 to examine youth violence, but also to bring community organizations together to look at a youth delivery system to prevent future tragedies. Toby Enlander, Chair of the team's policy group, summarized the committee's actions and goals. She said the team would be coming forward in the future with a series of recommendations. Oscar de la Torre, Co-Chair of the team, remarked that this is the most comprehensive effort he has seen assembled to create the best youth development and violence reduction program in the nation. He said they aim to create a sustained approach. Irene Ziti, representing the Santa Monica Child Care Task Force, explained how the team's efforts are focused on youth, aged birth to twenty-four. Ms. Rusk introduced the committee members in the audience.

7:13 pm

V. APPROVAL OF THE AGENDA

It was moved by Ms. Leon-Vazquez, seconded by Mr. Patel, and voted 6/0 (Mr. de la Torre was absent) to approve the agenda with the Update. They also postponed Item No. A.41 to June 2 (but decided to still take public comments on this item) and Item No. D.03 to June 16.

7:15 pm

VI. APPROVAL OF MINUTES

May 2, 2011
May 5, 2011
May 9, 2011

7:43 pm

VII. CONSENT CALENDAR (30)

As agreed by the President, Vice President, and Superintendent during agenda planning, consent agenda items are considered routine, require no discussion, and are normally approved all at once by the Board of Education. However, members of the Board of Education, staff, or the public may request an item be moved from the consent agenda to Section XI (Major Items) for clarification and/or discussion.

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| A.03 | Overnight Field Trip(s) 2010-11..... | 4 |
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Measure “BB”

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| A.11 | Contract Amendment #29 for Additional Architectural Services for SWPPP – Lincoln Middle School – Replacement of Classroom Building C, Modernization and Site Improvements Project (Package 2) – DLR Group WWCOT – Measure BB | 20-21 |
| A.12 | Acknowledge Change in Company Name from LFR, Inc. to Arcadis U.S., Inc. – Measure BB | 22 |
| A.13 | Contract Amendment #1 for Additional Testing and Special Inspection Services – Malibu Middle and High School – Soil Remediation Project – BTC Labs – Measure BB..... | 23 |
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| A.15 | Contract Amendment #3 for Additional Testing and Special Inspection Services – Santa Monica High School – DSA Compliance Project – BTC Labs – Measure BB..... | 25 |
| A.16 | Award of Bid #10.37.BB-03-113284 – Malibu High School Campus Wide Fire Alarm System Project – Lowest Responsive Responsible Bidder – Measure BB | 26-27 |
| A.17 | Contract Amendment #1 for Additional Inspection Services - McKinley Elementary School – Entry and main Office Reconfiguration – Stephen Payte DSA Inspections, Inc. – Measure BB..... | 28 |
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| A.25 | Approve Amendment to Contract for Bid #10.14.BB-03-112630 Green Fringe & 03-113013 Relocatables – John Adams Middle School – Replacement of Classroom Buildings E, F, & G, New Administration, Modernization and Site Improvements Project – Site Improvements at Perimeter of Athletic Fields (Green Fringe) (Package 1) (03-112630) & Relocatables (Package 2A) (03-113013) – R&H Industries DBA Best Electric – Measure BB..... | 38-39 |
| A.26 | Approve Amendment to Contract for Bid #10.14.BB-03-112630 Green Fringe & 03-113013 Relocatables – John Adams Middle School – Replacement of Classroom Buildings E, F, & G, New Administration, Modernization and Site Improvements Project – Site Improvements at Perimeter of Athletic Fields (Green Fringe) (Package 1) (03-112630) & Relocatables (Package 2A) (03-113013) – R&H Industries DBA Best Electric – Measure BB..... | 40-41 |
| A.27 | Accept Work as Complete for Bid #10.14.BB-03-112630 Green Fringe & 03-113013 Relocatables – John Adams Middle School – Replacement of Classroom Buildings E, F, & G, New Administration, Modernization and Site Improvements Project – Site Improvements at Perimeter of Athletic Fields (Green Fringe) (Package 1) (03-112630) & Relocatables (Package 2A) (03-113013) – R&H Industries DBA Best Electric – Measure BB..... | 42 |

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| A.37 | Replace BB 9270 – Conflict of Interest | 67-78 |
| A.38 | Expulsion of Student (B/D 08/29/96) | 79 |
| A.39 | Expulsion of Student (B/D 07/26/97) | 80 |
| A.40 | Set Date for Additional Board Meeting in Mid-June 2011..... | 81 |

7:45 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 is 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 twenty (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.**

- *Jessica Mendez reported that her recent undergrad project investigated how college counselors inform high school students about the differences between proprietary colleges, community colleges, and four-year universities.*
- *Charlotte Biren and Jenna Pearlman, Co-Presidents of the Samohi Solar Alliance, announced that the districtwide Bike It! Walk It! Day will be on June 1.*
- *Roger Director, Jan Cherubin, Patricia Hoffman, Kate Minelian, Alex Novakovich, Tracey Hom, Lynn Sturgis, and Rebecca Redman addressed the board regarding potential changes to BP 5131.61.*

IX. COMMUNICATIONS (30)

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

A. Student Board Member Reports (15)

Tanya Choo – Santa Monica High School

Student Board Member Choo reported that students in the orchestra and choir finished the Kiwanis prelims last week; finals are next week. The Orchestra Pops Concert will be on May 24. Java Drama opens May 26 at 8:00pm. The Samohi Corale is traveling to Vancouver next Thursday, and Orchestra is travelling to San Francisco. The baseball and softball teams are competing in the first round of CIF games today and tomorrow. The boys' volleyball team won CIFs semifinals last week. CST testing is occurring this week. The California Literature trip, May 26-30, will allow students the opportunity to visit monumental sites all over California that have been portrayed in many of the novels students read this year. June 4 will be the all-class picnic reunion in the quad. Senior prom was last weekend at the Beverly Hilton. The houses will be hosting House Awards Night this and next week. The Samohi Film Festival will be on June 2 at 7:00pm and will showcase original work by talented filmmakers. The Spring Dance Showcase will be on May 31 at 6:00pm.

8:15 pm

8:17 pm

Elizabeth Wilson – Malibu High School

Student Board Member Wilson report that 8th grade exit interviews were held this week. She thanked board members who participated. Middle School Awards Night was held on May 17. The ASB election assembly was yesterday. Today was Club Day, and the various clubs sold food and the spread word about their clubs. Prom will be tomorrow night at the Geisha Hotel in Hollywood. On Saturday, there will be a car wash and bake sale. On May 24, the tenth grade class will visit the Regan Library; while there, students will see a presentation on the Civil War. On May 25, the eleventh grade class will tour UCLA. Open House will be on May 26. She congratulated the boys' varsity tennis team, who won their first round of CIF playoffs last week.

8:19 pm

Billy Foran – Olympic High School

Student Board Member Foran reported that two UCLA graduate students brought STRIDES back to Olympic High. The program engages students in one- to two-mile runs twice a week as they use physical activity and teamwork to decrease depression and increase self-esteem and social support-risk factors and protective factors for suicide and other risk behaviors in youth. On March 31, William Linares, a former Olympic High student who now attends UC Berkeley, spoke to students about plans after high school and how to choose the right school. On April 12, Terry McCarthy, CBS foreign news correspondent, spoke to students about the capture of Osama Bin Laden. Students were very interested and attentive. On April the 26, Scott "Diablo" Marcano, a SAMOHI graduate, author, and publisher, spoke to students about the process of producing graphic novels. Students thought he was the one of the most fascinating guest speakers they've had this year. On April 29, School Resource Officer Erika Aklufi visited the Criminal Justice class and spoke about cyber-bullying and how it can affect people. Open House was on May 3; parents had the opportunity to speak with the teachers about their child's progress. Last Friday, former Olympic teacher Dr. Phil Kearman spoke about violence in school and how students can prevent it. Gerald Summers, a commodities broker and Olympic parent, has contacted the Chamber of Commerce and developed a Summer Paid Internship program for Olympic students. ITT Technical Institute came last week and addressed the top ten careers and how to prepare for them.

8:23 pm

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

Mr. Keiley reported that SMMCTA's executive board members have been reading and educating themselves on the debate regarding teacher quality/effectiveness and evaluation. The board will begin send this literature to the Board of Education and senior cabinet in preparation for future conversations between the district and union.

8:27 pm

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

Ms. Cartee-McNeely reported that SEIU's executive committee continues to meet with the Superintendent and senior cabinet to improve communication moving into next year. The union continues to monitor the state budget situation closely.

8:28 pm

D. PTA Council – Shari Davis (5)

Ms. Davis thanked everyone for attending the PTA installation breakfast. Awards were presented to the following community members: Tim Cuneo, Kim Eyler, Wendy Sidley, Christy Hobart, Lauren Lambert, Thelma Felstiner,

Margo McLeay, Tom Larmore, and Rod Gould. Ms. Davis thanked the student musicians from Olympic, who performed during the breakfast.

Enrollment for Summer Adventure, a joint venture between PTA Council and the Ed Foundation, in the Santa Monica elementary and middle schools is almost full; however, it is low in Malibu. If too few children sign up in Malibu, that class will have to be cancelled. Families have until Monday to register on the SMMEF website. In honor of Week of the Classified Employee, PTA Council thanked the classified staff for their hard work.

Ms. Davis congratulated the student board members for their service. She said was impressed with way they relay the information about their sites and participate in board business. The next PTA Council meeting will be next week in the new Malibu City Hall building. The key topic will be the Youth Resource Team. She encouraged people to support Buy Local.

Mr. Patel said that Ms. Davis was also one of the community members recognized at the breakfast. He asked if PTA Council was going to take a position on the proposed changes to BP 5131.61. Ms. Davis said it would be on Tuesday's agenda.

X. SUPERINTENDENT'S REPORT (5) – no report

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 (105)

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 Section XII (Discussion Items) of the agenda.

| | | | |
|------------------|------|---|-------|
| <i>Postponed</i> | A.41 | Consider Revising BP 5131.61 – Controlled Substance (60)..... | 82-86 |
| <i>8:34 pm</i> | A.42 | Approve Reorganization of Child Development Services for 2011-12 (20) | 87 |
| <i>8:54 pm</i> | A.43 | Adopt Resolution No. 10-45 – Reduction or Elimination of Child Development Program Permit Positions and Notify Affected Employees of Recommendation of Layoff (10)..... | 88-90 |
| <i>9:03 pm</i> | A.44 | Reconvene the Citizens Committee to Examine the Feasibility of An Emergency Parcel Tax and Future Capitol Improvement Bond Measure (15)..... | 91 |

XII. DISCUSSION ITEMS (195)

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

| | | | |
|------------------|------|---|----------|
| <i>7:18 pm</i> | D.01 | Updates on the Santa Monica Education Collaborative (45)..... | 92 |
| <i>9:40 pm</i> | D.02 | Proposed Health Services Delivery Model (45)..... | 93-99 |
| <i>Postponed</i> | D.03 | Writing Instruction/Development of Writing Framework (45) | 100 |
| <i>11:33 pm</i> | D.04 | Review Draft Santa Monica High School Use Agreement with City of Santa Monica (30) | 101-102p |
| <i>12:14 am</i> | D.05 | Budget Update (30) | 103 |

XIII. INFORMATIONAL ITEMS (0)

| | | | |
|--|------|------------------------------|-----|
| | I.01 | Supplemental Textbooks | 104 |
| | I.02 | Textbooks | 105 |

XIV. BOARD MEMBER ITEMS (0)

These items are submitted by individual board members for information or discussion, as per Board Policy 9322.

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

A board member or member of the public may request that a matter within the jurisdiction of the board be placed on the agenda of a regular meeting, as per Board Policy 9322. The request shall be in writing and be submitted to the superintendent or designee with supporting documents and information, if any, at least one week before the scheduled meeting date. Items submitted less than a week before the scheduled meeting date may be postponed to a later meeting in order to allow sufficient time for consideration and research of the issue. The board president and superintendent shall decide whether a request is within the subject matter jurisdiction of the board. Items not within the subject matter jurisdiction of the board may not be placed on the agenda. In addition, the board president and superintendent shall determine if the item is merely a request for information or whether the issue is covered by an existing policy or administrative regulation before placing the item on the agenda.

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 report on his/her own activities relative to Board business. There can be no discussion under "BOARD MEMBER COMMENTS."

XVIII. FUTURE AGENDA ITEMS

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

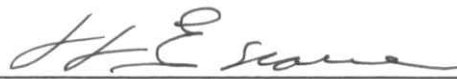
XIV. CLOSED SESSION

The Board of Education will, if appropriate, adjourn to Closed Session to complete discussion on items listed under Section III (Closed Session) following the regular business meeting.


XX. ADJOURNMENT

It was moved by Ms. Lieberman, seconded by Mr. Mechur, and voted 6/0 (Ms. Leon-Vazquez was absent) to adjourn the meeting at 12:35 a.m. The next regular meeting is scheduled for **Thursday, June 2, 2011**, at 6:00pm at the district office: 1651 16th Street, Santa Monica, CA.

Approved: 6-2-11



President



Superintendent

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 2010-2011

Closed Session begins at 4:30pm
Public Meetings begin at 6:00pm

| July through December 2010 | | | | | |
|---------------------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|---|
| Month | 1 st Thursday | 2 nd Thursday | 3 rd Thursday | 4 th Thursday | Special Note: |
| July | | | 7/14* DO | | *Wednesday, 7/14 |
| August | 8/4* DO | | 8/18* DO | | *8/4: Workshop *Wednesday, 8/18 |
| September | 9/2 9/1* DO 9/4* DO | | 9/16* DO | 9/23 DO | *Wednesday, 9/1 *9/4: Special Closed Session First day of school: 9/7 *9/16: Special Meeting |
| October | 10/7 M | | 10/21 DO | 10/29* DO | *10/29: Special Meeting |
| November | 11/4 M | | 11/18 DO | | Thanksgiving: 11/25-26 |
| December | 12/2* M | 12/9 DO | | winter break | *12/2: Special Meeting in Malibu |
| December 18 – 31: Winter Break | | | | | |
| January through June 2011 | | | | | |
| January 1 – 2: Winter Break | | | | | |
| January | 1/3* DO | 1/13 DO | 1/20* DO | | *1/3: Special Meeting *1/20: Special Meeting |
| February | 2/3 M | | 2/17 DO | | |
| March | 3/3 DO | | 3/17 DO | 3/24* DO | *3/24: Special Closed Session |
| April 11 – 22: Spring Break | | | | | |
| April | 4/2-3* DO 4/6* DO | spring break | spring break 4/23* DO | | *4/2-3: Special Closed Session *Wednesday, 4/6 (rescheduled from 4/14) *Stairway: 4/7 & 4/8 * 4/23: Special Closed Session |
| May | 5/2* DO 5/5 M | 5/9* DO | 5/19 DO | | * 5/2: Special Meeting * 5/9: Special Meeting |
| June | 6/2 DO | | 6/16* DO | 6/30 DO | Last day of school: 6/22 *6/16: Special Meeting |

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

**Santa Monica-Malibu Unified School District
Board of Education
May 5, 2011**

I. CALL TO ORDER

A. Roll Call

Jose Escarce – President
Ben Allen – Vice President
Oscar de la Torre
Maria Leon-Vazquez – *left at 12:05am*
Laurie Lieberman
Ralph Mechur
Nimish Patel

4:45pm
4:46pm
6:24pm

Student Board Members

*Tanya Choo – Santa Monica HS
Elizabeth Wilson – Malibu HS
Billy Foran – Olympic HS*

B. Pledge of Allegiance

Led by Ms. Leon-Vazquez

II. CLOSED SESSION

- *Settlement agreement in case Nos. DN-1014-10/11*

1. Case No. DN-1014-10/11

The substance of the Agreement was as follows:

- a) *Educational therapy & academic remediation: \$45,500*
- b) *Legal fees: \$11,000*

The total cost for this case is \$56,500. It was moved by Ms. Leon-Vazquez, seconded by Mr. Patel, and voted 7/0 to approve the settlement case.

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

ACTION
05/19/11

RECOMMENDATION NO. A.01

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

May 2, 2011
May 5, 2011
May 9, 2011

Ms. Choo made a correction to the May 5 minutes: The new Student Board Member from Samohi is Ms. Huber.

May 2, 2011:

MOTION MADE BY: Ms. Leon-Vazquez
SECONDED BY: Ms. Lieberman
STUDENT ADVISORY VOTE: Aye
AYES: Six (6) (Mr. de la Torre was absent for the vote)
NOES: None (0)

May 5, 2011:

MOTION MADE BY: Ms. Leon-Vazquez
SECONDED BY: Ms. Lieberman
STUDENT ADVISORY VOTE: Aye
AYES: Six (6) (Mr. de la Torre was absent for the vote)
NOES: None (0)

May 9, 2011:

MOTION MADE BY: Ms. Leon-Vazquez
SECONDED BY: Ms. Lieberman
STUDENT ADVISORY VOTE: Aye
AYES: Six (6) (Mr. de la Torre was absent for the vote)
NOES: None (0)

CONSENT ITEMS

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/19/11

FROM: TIM CUNEO / CHIUNG-SALLY CHOU / JANECE L. MAEZ / PEGGY HARRIS /
STUART SAM

RE: APPROVAL OF INDEPENDENT CONTRACTORS

RECOMMENDATION NO. A.02

It is recommended that the Board of Education enter into an agreement with the following Independent Contractors. These contracts are included in the 2010-2011 budget.

| Contractor/ Contract Dates | Description | Site | Funding (Measure BB) |
|---------------------------------------|--------------------|-------------|---------------------------------|
| <i>NONE</i> | | | |

| Contractor/ Contract Dates | Description | Site | Funding |
|---|---|----------------------------|--|
| Martha Ramirez-Oropeza 2/22/11 – 6/30/11 Not to exceed \$2137.50 | Coordination and Implementation of Visual Arts program for Gr. K-5 | Edison | 01-90150-0-11100-83000-5890-001-1501 |
| Angels At Risk (Susie Spain) 2/1/11 to 6/30/11 Not to exceed: \$5,000 | Provide parent and student support group for teens struggling with substance abuse. | Malibu High | 001-90141-0-11100-10000-5802-010-4100 (Shark Fund) |
| Family Services of Santa Monica 4/1/11 to 9/30/11 Not to exceed: \$2,500 (4/1/11-9/30/11) & \$5,000 (10/1/11-9/30/11) | To provide social services through family counselors to Early Head Start Children in the Infant and Toddler Center at SAMOHI. | Child Development Services | 12-52108-0-85000-10000-5802-070-2700 (Early Head Start) |

(Continued on next page)

| | | | |
|--|--|--|--|
| Travis Ross 5/27/11 to 8/12/11 Not to exceed: \$ 6,300 | To provide professional development module emphasizing the use of the California content standards as a guide to planning and mapping content-area curriculum. | St. Anne's St. Monica's Elementary and Our Lady of Malibu | <u>\$1,500</u> : 01-40350-0-11100-10000-5802-036-1300 (St. Anne's) <u>\$1,500</u> : 01-40350-0-11100-10000-5802-037-1300 (St. Monica's) <u>\$1,500</u> : 01-40350-0-11100-10000-5802-033-1300 (Our Lady of Malibu for PD) <u>\$600</u> : 01-40350-0-11100-10000-5802-036-1300 (St. Anne's) <u>\$600</u> : 01-40350-0-11100-10000-5802-037-1300 (St. Monica's) <u>\$600</u> : 01-40350-0-11100-10000-5802-033-1300 (Our Lady of Malibu for inservice supplies; Title II) |
|--|--|--|--|

MOTION MADE BY: Ms. Lieberman
SECONDED BY: Mr. Mechur
STUDENT ADVISORY VOTE: Aye
AYES: All (7)
NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

5/19/11

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

RE: OVERNIGHT FIELD TRIP(S) 2010-2011

RECOMMENDATION NO. A.03

It is recommended that the Board of Education approve the special field trip(s) listed below for students for the 2010-2011 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 |
|--|--|---|---|---|--|
| SMASH 8th 19 | UC Berkeley, Hostel International, San Francisco, CA 6/13/11 – 6/17/11 | J. Rishe/ K. Holland | \$500 per student paid by parents and fundraising | College Visit | Build College-Bound Mindset. Celebrate 8 th grade. |
| Samohi 9 th – 12 th 5 | Dana Hills Team Tennis Tournament, Dana Hills High School, Dana Point, CA 3/18/11 – 3/19/11 | H. Pedroza/ W. Poon | \$100 per student paid by parents and fundraising | PE (Tennis) | Students participated in the Dana Hills Team Tennis Tournament. |
| Samohi 9 th – 12 th 5 | Ojai Tennis Tournament at the Ojai Valley Tennis Club, Ojai, CA 4/28/11 – 4/30/11 | H. Pedroza/ W. Poon | \$150 per student paid by parents and fundraising | PE (Tennis) | Students competed at the Ojai Tennis Tournament. |
| Samohi 9 th – 12 th 14 | Ann Kang Invitational Volleyball Tournament in Honolulu, HI 8/10/11 – 8/17/11 | H. Pedroza/ L. Boone/ L. Sato/ D. Escalera | \$2,000 per student paid by parents and fundraising | PE (Girls Varsity Volleyball Team) | Students will be competing at the Volleyball Tournament. Please see the attached letter. |

MOTION MADE BY: Ms. Lieberman

SECONDED BY: Mr. Mechur

STUDENT ADVISORY VOTE: Aye

AYES: All (7)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/19/11

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

RE: CONFERENCE AND TRAVEL APPROVAL/RATIFICATION

RECOMMENDATION NO. A.04

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 |
|--|---|--------------------------|
| <u>BERMAN, Lauren</u> Franklin Elementary No Cost | Regional Symposium on Traditional Kindergarten Downey, CA May 4, 2011 | \$0 +1 SUB |
| <u>CROMARTIE, Lanette</u> Fiscal Services 01-00000-0-00000-73100-5220-051-2510 General Fund- Function: Fiscal Services | 2011 May Budget Workshop Downey, CA June 1, 2011 | \$25 |
| <u>GATES, Janie</u> Olympic High No Cost | Association of California School Administrators Task Force Meeting Sacramento, CA June 3, 2011 | \$0 |
| <u>HO, Pat</u> Fiscal Services 01-00000-0-00000-73100-5220-051-2510 General Fund- Function: Fiscal Services | May Revision Workshop Ontario, CA May 23, 2011 | \$165 |
| <u>MAEZ, Janece</u> Business Services 01-00000-0-00000-73000-5220-050-1500 General Fund- Function: Business Services | May Revision Workshop Santa Barbara, CA May 20, 2011 | \$145 |
| <u>MARRON, Esther</u> Child Development Services 12-52101-0-85000-10000-5220-070-2700 Child Development Fund- Resource: Head Start | Center on the Social and Emotional Foundations for Early Learning (CSEFEL) Los Angeles, CA 3/1, 3/2, 4/5, 4/6 2011 | \$235 |
| <u>MCELVAIN, Nora</u> Santa Monica High 01-00000-0-11100-31400-5300-041-1400 General Fund- Function: Health Services | Childhood Neurology Glendale, CA May 19, 2011 | \$250 +1 SUB |
| <u>SERRATORE, Rosa</u> Ed Services 01-40350-0-11100-21000-5220-035-1300 General Fund- Resource: Title II | Common Core State Standards In Math Downey, CA May 20, 2011 | \$80 |

| | | |
|---|---|-------|
| <u>SAMARGE, Susan</u> Human Resources 01-00010-0-11100-10000-5220-025-1250 General Fund- Resource: Tier III | BTSA Cluster 4 Spring Directors Meeting Claremont, CA May 4, 2011 | \$175 |
| <u>SUOMU, Susan</u> McKinley Elementary 01-91700-0-11100-10000-5220-004-4040 General Fund- Resource: Cotsen Family Foundation | CGI Speaker Series Los Angeles, CA February 3, 2011 | \$25 |
| <u>SUOMU, Susan</u> McKinley Elementary 01-91700-0-11100-10000-5220-004-4040 General Fund- Resource: Cotsen Family Foundation | CGI For Non-Beginners Los Angeles, CA February 5, 2011 | \$160 |
| <u>TASLIMI, Laila</u> McKinley Elementary 01-91700-0-11100-10000-5220-004-4040 General Fund- Resource: Cotsen Family Foundation | CGI For Non-Beginners Los Angeles, CA February 5, 2011 | \$160 |

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

| Group Conference and Travel: In-State * a complete list of conference participants is on file in the Department of Fiscal Services | | |
|--|---|----------------|
| <u>HO, Pat</u> <u>ONTIVEROS, Larry</u> Fiscal Services 01-00000-0-00000-73100-5220-051-2510 General Fund- Function: Fiscal Services | 2010/2011 Year-End Closing Diamond Bar, CA May 26, 2011 | \$10 Total |
| <u>TANIOS, Elhamy</u> <u>+8 Additional Staff</u> Fiscal Services 01-00000-0-00000-73100-5220-051-2510 General Fund- Function: Fiscal Services | 2010/2011 Year-End Closing Downey, CA May 16, 2011 | \$130 Total |

| Out-of-State Conferences: Individual | | |
|---|--|--|
| | | |

| Out-of-State Conferences: Group | | |
|--|--|--|
| | | |

MOTION MADE BY: Ms. Lieberman
 SECONDED BY: Mr. Mechur
 STUDENT ADVISORY VOTE: Aye
 AYES: All (7)
 NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/19/11

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

RE: SUPPLEMENTAL TEXTBOOKS

RECOMMENDATION NO. A.05

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

COMMENT: In accordance with the Board of Education policy, the textbooks(s) listed below have been on public display for the past two weeks in the Educational Services Department at 1638 – 17th Street, Santa Monica, CA 90404.

Zeitoun, by Dave Eggers for Santa Monica High School schoolwide summer reading book.
Adoption requested by Meredith Louria.

Alice's Adventures in Wonderland, by Lewis Carroll for SMMUSD Summer Reading List for grades 6-8. Adoption requested by Kelly Urtz, Librarian.

War of the Worlds, by H.G. Wells for SMMUSD Summer Reading List for grades 6-8.
Adoption requested by Kelly Urtz, Librarian.

Candy Bomber: The Story of the Berlin Airlift's "Chocolate Pilot", by Michael O. Tunnell for SMMUSD Summer Reading List for grades 6-8.
Adoption requested by Kelly Urtz and Susan Bodok, Librarians.

Claudette Colvin: Twice Toward Justice, by Phillip Hoose for SMMUSD Summer Reading List for grades 6-8.
Adoption requested by Kelly Urtz and Susan Bodok, Librarians.

Code Talker, by Joseph Bruchac for SMMUSD Summer Reading List for grades 6-8.
Adoption requested by Kelly Urtz and Susan Bodok, Librarians.

Knucklehead, by Jon Scieszka for SMMUSD Summer Reading List for grades 6-8.
Adoption requested by Kelly Urtz and Susan Bodok, Librarians.

Savvy, by Ingrid Law for SMMUSD Summer Reading List for grades 6-8.
Adoption requested by Kelly Urtz and Susan Bodok, Librarians.

Smile, by Raina Tellegmeier for SMMUSD Summer Reading List for grades 6-8.
Adoption requested by Kelly Urtz and Susan Bodok, Librarians.

(Continued on next page)

We Beat The Street: How a Friendship Pact Led to Success, by Dr. Sampson Davis, Dr. Geroge Jenkins, Dr. Rameck Hund, and Sharon M. Draper SMMUSD Summer Reading List for grades 6-8.
Adoption requested by Kelly Urtz and Susan Bodok, Librarians.

Zeus: King of the Gods, by George O'Connor for SMMUSD Summer Reading List for grades 6-8.
Adoption requested by Kelly Urtz and Susan Bodok, Librarians.

MOTION MADE BY: Ms. Lieberman
SECONDED BY: Mr. Mechur
STUDENT ADVISORY VOTE: Aye
AYES: All (7)
NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/19/11

FROM: TIM CUNEO / CHIUNG-SALLY CHOU / JANIE GATES

RE: 2011/2012 ADULT EDUCATION CENTER APPROVAL

RECOMMENDATION NO. A.06

It is recommended that the Board of Education approve the Adult Education courses to be offered for the 2011/2012 school term.

COMMENTS: The list of courses represent course titles approved by the Department of Education, State of California. Only courses on the approved list may be used to generate ADA for which the district will be reimbursed. The list is not available in the electronic agenda. However, it is printed in the published agenda and is available for the public review in the Adult Education Office and as part of the public copies of the agenda, which are available at the meeting.

MOTION MADE BY: Ms. Lieberman

SECONDED BY: Mr. Mechur

STUDENT ADVISORY VOTE: Aye

AYES: All (7)

NOES: None (0)

California Department of Education

Date: 05/09/2011

To: Janie Gates
Adult Education Administrator
Santa Monica-Malibu Unified School District
CDS: 19-64980

From: Cliff Moss
Education Programs Consultant
Adult Education Office
916-327-6378



Subject: Course Approval for 2011-12

Your request for approval of the following 30 courses have been received, recorded, and approved for the 2011-12 school year.

| Course Number | Course Name | Most Recent Year Course Outline Developed/Updated | Job Market Study Year |
|---------------|---------------------------------|---|-----------------------|
| 1.1001 | English Language Arts | 2003 | --- |
| 1.1002 | Mathematics | 2003 | --- |
| 1.2011 | English 1 | 2003 | --- |
| 1.2012 | English 2 | 2003 | --- |
| 1.2013 | English 3 | 2003 | --- |
| 1.2014 | English 4 | 2003 | --- |
| 1.2015 | Literature | 2003 | --- |
| 1.2018 | English Language Arts Electives | 2003 | --- |
| 1.2019 | Consumer Mathematics | 2011 | --- |
| 1.2021 | Algebra I | 2003 | --- |
| 1.2022 | Integrated Math | 2003 | --- |
| 1.2023 | Geometry | 2005 | --- |
| 1.2027 | Mathematics Electives | 2003 | --- |
| 1.2030 | Earth Science | 2006 | --- |
| 1.2031 | Physical Science | 2006 | --- |
| 1.2032 | Health & Life Sciences | 2003 | --- |
| 1.2041 | US History | 2005 | --- |
| 1.2042 | World History | 2005 | --- |
| 1.2043 | American Government | 2003 | --- |

| | | | |
|--------|--------------------------------|------|-----|
| 1.2044 | Economics | 2003 | --- |
| 1.2045 | Psychology | 2004 | --- |
| 1.2055 | Visual and Performing Arts | 2003 | --- |
| 1.2057 | Electives | 2003 | --- |
| 1.2058 | Test Preparation | 2003 | --- |
| 2.1020 | ESL Beginning (Low-High) | 2003 | --- |
| 2.1030 | ESL Intermediate (Low-High) | 2003 | --- |
| 2.1040 | ESL Advanced (Low-High) | 2003 | --- |
| 2.1050 | ESL Multi Level | 2003 | --- |
| 2.1090 | ESL/Citizenship | 2003 | --- |
| 2.2000 | Citizenship Preparation | 2003 | --- |

You are authorized to claim apportionment for the above courses. It is recommended that you use these Course Titles with your suggested classes listed under them when communicating your program offerings to the public.

Course Outlines for all apportionment classes shall be on file and available for review at the adult school or the district office (5 CCR 10508).

To meet optimum educational standards, these course outlines should contain:

- Goals and purposes
- Performance objectives or competencies
- Instructional strategies
- Units of study, with approximate hours allotted for each unit
- Evaluation procedures
- Clear course completion requirements of established goals and objectives

From EC 1900; 41976; 52506; 52515; 52518; 52570.

For Vocational Education courses:

Before establishing a Vocational or Occupational Education Program, you must conduct a job market study in your market area and have it reviewed every two years to justify the vocational program. Refer to the Job Market Study *in EC 52519; 52520* for more information.

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/19/11

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

RE: APPROVAL OF SANTA MONICA HIGH SCHOOL'S SINGLE PLAN FOR STUDENT ACHIEVEMENT

RECOMMENDATION NO. A.07

It is recommended that the Board of Education approve Santa Monica High School's Single Plan for Student Achievement (SPSA).

COMMENT: On February 17, 2011, the board approved the SPSAs for all school sites, except for Santa Monica High School. The board requested that this plan be returned to Samohi's site governance council for review along with the proposed amendment from council members before it returns for board action.

The Single Plan for Student Achievement establishes a focus for raising the academic performance of students to meet or exceed state standards. The plan includes how the school allocates its categorical and Equity funds in support of improvement goals and also how categorically funded centralized services support the plan. Each School Site Council (SSC) is responsible for the development, implementation, and review of its SPSA. The development of the plan consists of twelve steps:

- 1) Obtain the input of the school community
- 2) Review the school characteristics
- 3) Analyze current educational practices and staffing
- 4) Analyze student performance data
- 5) Establish school goals
- 6) Review available resources
- 7) Select specific improvements
- 8) Consider centralized services
- 9) Recommend the plan to the local governing board
- 10) Monitor progress
- 11) Evaluate the effectiveness of planned activities
- 12) Modify the plan

A copy of the plan is available for viewing in Educational Services and at the school site.

Because the site council changed its meeting date and has not yet discussed this topic, the board agreed to postpone this item until June 2.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/19/11

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

RE: APPROVAL OF SPECIAL EDUCATION CONTRACTS – 2010-2011

RECOMMENDATION NO. A.08

It is recommended that the Board of Education approve the following Special Education Contracts for fiscal year 2010-2011 as follows:

NPS

2010-2011 Budget 01-65000-0-57500-11800-5125-043-1400

| Nonpublic School/Agency | SSID | Service Description | Contract Number | Cost Not to Exceed |
|-------------------------|------------|---------------------|-----------------|--------------------|
| Heritage School | 9103131371 | NPS | #67-SPED11168 | \$ 4,200 |
| West Ridge Academy | 4107929670 | NPS | #68-SPED11171 | \$ 3,707 |

| | | |
|--|---------|---------------------|
| Amount Budgeted NPS 10/11 | | \$ 1,450,000 |
| Prior Board Authorization as of 05-05-11 | | <u>\$ 1,669,670</u> |
| | Balance | \$ - 219,670 |
| Positive Adjustment (See Below) | | <u>\$ 40,000</u> |
| | | \$ - 179,670 |
| Total Amount for these Contracts | | <u>\$ 7,907</u> |
| | Balance | \$ - 187,577 |

| 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 2010-2011 in the amount of \$40,000 as of 05/19/11 | | | | | |
| NPS | Service Description | Contract Number | Reduce (R) Eliminate (E) | Adjusted Amount | Comment |
| Provo Canyon | NPS | #54-SPED11137 | R | \$ 5,000 | Student discharged |
| Family Life Center | NPS | #19-SPED11026 | R | \$ 25,000 | |
| Cathedral Home for Children | NPS | #26-SPED11043 | R | \$ 10,000 | Student returned |

NPA

2010-2011 Budget 01-65000-0-57500-11800-5126-043-1400

| Nonpublic School/Agency | SSID | Service Description | Contract Number | Cost Not to Exceed |
|---------------------------|------------|---------------------|-----------------|--------------------|
| Dynamic Therapy Solutions | 6168093794 | AAC Consultation | #41-SPED11169 | \$ 1,440 |

| | | |
|--|---------|-------------------|
| Amount Budgeted NPA 10/11 | | \$ 650,000 |
| Prior Board Authorization as of 05-05-11 | | <u>\$ 914,194</u> |
| | Balance | \$ -264,194 |
| Positive Adjustment (See Below) | | <u>\$ 0</u> |
| | | \$ - 264,194 |
| Total Amount for these Contracts | | <u>\$ 1,440</u> |
| | Balance | \$ -265,634 |

| 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 2010-2011 in the amount of \$ 0 as of 05/19/11 | | | | | |
| NPA | Service Description | Contract Number | Reduce (R) Eliminate (E) | Adjusted Amount | Comment |
| | | | | | |

Instructional Consultants

2010-2011 Budget 01-65000-0-57500-11900-5802-043-1400

| Instructional Consultant | SSID | Service Description | Contract Number | Cost Not to Exceed |
|--|------------|----------------------|-----------------|--------------------|
| Anne Marie Baer / ASL Assessment Service – contract increase | 4191337170 | ASL Assessment | #26-SPED11130 | \$ 400 |
| Big Fun Therapy – contract increase | 6168093794 | Occupational Therapy | #3-SPED11009 | \$ 2,875 |

| | |
|---|-------------------|
| Amount Budgeted Instructional Consultants 10/11 | \$ 450,000 |
| Prior Board Authorization as of 05-05-11 | \$ <u>636,291</u> |
| Balance | \$ -186,291 |
| Positive Adjustment (See Below) | \$ <u>0</u> |
| | -186,291 |
| Total Amount for these Contracts | \$ <u>3,275</u> |
| Balance | \$ -189,566 |

| 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 2010-2011 in the amount of \$0 as of 05/19/11. | | | | | |
| Instructional Consultant | Service Description | Contract Number | Reduce (R) Eliminate (E) | Adjusted Amount | Comment |
| | | | | | |

Non-Instructional Consultants

2010-2011 Budget 01-65000-0-57500-11900-5890-043-1400

| Non-Instructional Consultant | SSID | Service Description | Contract Number | Cost Not to Exceed |
|-------------------------------------|------------|----------------------|-----------------|--------------------|
| Dilette Chiprin – contract increase | Various | Parent Support Group | #26-SPED11139 | \$ 510 |
| Parent Reimbursement | 9103131371 | Travel reimbursement | #32-SPED11167 | \$ 1,200 |
| Parent Reimbursement | 4107929670 | Travel reimbursement | #33-SPED11170 | \$ 1,200 |

| | |
|---|-------------------|
| Amount Budgeted Non-Instructional Consultants 10/11 | \$ 200,000 |
| Prior Board Authorization as of 05-05-11 | \$ <u>339,642</u> |
| Balance | \$ -139,642 |
| Positive Adjustment (See Below) | \$ <u>0</u> |
| | \$ -139,642 |
| Total Amount for these Contracts | \$ <u>2,910</u> |
| Balance | \$ - 142,552 |

| 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 2010-2011 in the amount of \$ 0 as of 05/19/11. | | | | | |
| Non- Instructional Consultant | Service Description | Contract Number | Reduce (R) Eliminate (E) | Adjusted Amount | Comment |
| | | | | | |

Legal

2010-2011 Budget 01-65000-0-57500-11900-5820-043-1400

| Legal Contractor | Service Description | Contract Number | Cost Not to Exceed |
|------------------|---------------------|-----------------|--------------------|
| | | | |

| | | |
|--|---------|----------------|
| Amount Budgeted Legal Services 10/11 | | \$ 200,000 |
| Prior Board Authorization as of 05-05-11 | | <u>200,000</u> |
| | Balance | \$ 200,000 |
| Adjustments for this period | | <u>\$ 0</u> |
| | | 200,000 |
| Total Amount for these Contracts | | <u>\$ 0</u> |
| | Balance | \$ 0 |

| Adjustment | | | | |
|--|-----------------|--------------------------|-----------------|---------|
| Legal Services Budget 01-65000-0-57500-11900-5820-043-1400 | | | | |
| There has been a reduction in authorized expenditures of Legal Services contracts for FY 2010-2011 in the amount of \$ 0 as of 05/19/11. | | | | |
| Legal Contractor | Contract Number | Reduce (R) Eliminate (E) | Adjusted Amount | Comment |
| | | | | |

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

The 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: Ms. Lieberman
 SECONDED BY: Mr. Mechur
 STUDENT ADVISORY VOTE: Aye
 AYES: All (7)
 NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/19/11

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

RE: AWARD OF PURCHASE ORDERS – 2010-2011

RECOMMENDATION NO. A.09

It is recommended that the Board of Education approve the following Purchase Orders and Changed Purchase Orders from April 26, 2011, through May 10, 2011, for fiscal /11.

MOTION MADE BY: Ms. Lieberman

SECONDED BY: Mr. Mechur

STUDENT ADVISORY VOTE: Aye

AYES: All (7)

NOES: None (0)

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF MAY 19, 2011

PAGE 1

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

| PO NO. | VENDOR | DESCRIPTION | LOCATION | AMOUNT | |
|------------------------------------|--------------------------------|--------------------------------|--------------------------------|----------|----|
| <u>*** NEW PURCHASE ORDERS ***</u> | | | | | |
| 115652 | ABF CHEMICAL EXTERMINATORS INC | OPERATIONS PEST MANAGEMENT | FACILITY OPERATIONS | 770.00 | U |
| 115692 | AIRGAS INC (SO CAL AIRGAS) | MAINT METAL SHOP SUPPLIES | FACILITY MAINTENANCE | 500.00 | R |
| 115598 | AMFRO INC | PIZZA FOR MALIBU SITES | FOOD SERVICES | 1,300.00 | F |
| 115648 | AMTECH ELEVATOR SERVICES | SAMOHAI ELEVATOR TESTING | FACILITY MAINTENANCE | 5,100.00 | R |
| 115689 | APPLE COMPUTER CORP | Ipad | INFORMATION SERVICES | 970.69 | U |
| 115722 | ARCH WIRELESS | | PURCHASING/WAREHOUSE | 86.00 | U |
| 115599 | ATLANTIC EXPRESS OF LA INC | TRANSPORTATION BASEBALL | SANTA MONICA HIGH SCHOOL | 452.50 | U |
| 115702 | ATLANTIC EXPRESS OF LA INC | BASEBALL TEAM/ BISHOP AMAT | SANTA MONICA HIGH SCHOOL | 407.50 | U |
| 115725 | BARBER, JASON | INDEPENDENT CONTRACTOR PAYMENT | SANTA MONICA HIGH SCHOOL | 1,100.00 | R |
| 115663 | CALIFORNIA PEST MANAGEMENT INC | OPEN ORDER OPERATIONS PEST CON | FACILITY OPERATIONS | 700.00 | U |
| 115711 | CALIFORNIA SCHOOL NURSES ORG | The Green Book | HEALTH SERVICES | 67.24 | U |
| 115708 | CANON BUSINESS SOLUTIONS-WEST | YR 1 SERVICE AGREE.FOR COPIER | JOHN ADAMS MIDDLE SCHOOL | 1,143.60 | BB |
| 115713 | CANON BUSINESS SOLUTIONS-WEST | 1 MO SERVICE AGREE.FOR COPIER | JOHN ADAMS MIDDLE SCHOOL | 90.30 | BB |
| 115622 | CARLOS GUZMAN INC | Open order for bus repairs | TRANSPORTATION | 1,500.00 | R |
| 115678 | CDW-G COMPUTING SOLUTIONS | DATA SWITCH | R O P | 349.26 | R |
| 115670 | CHANNING L. BETE CO INC | HEARTSAVER CPR AED MATERIAL | HEALTH SERVICES | 679.90 | R |
| 115750 | CHEVRON U.S.A. INC. | MAINTENANCE VEHICLE GAS | FACILITY MAINTENANCE | 2,500.00 | R |
| 115673 | COACH AMERICA LOS ANGELES | MHS CHOIR/PLACENTIA/DISNEYLAND | MALIBU HIGH SCHOOL | 1,575.00 | R |
| 115617 | COCA COLA BOTTLING COMPANY | NONCARB DRINKS FOR VIKES CAPE | FOOD SERVICES | 800.00 | F |
| 115693 | CPI/CRISIS PREVENTION INST INC | TRAINING WORKBOOKS | HEALTH SERVICES | 386.03 | R |
| 115661 | DANIELS TIRE SERVICE | OPEN ORDER OPERATIONS VEHICLES | FACILITY OPERATIONS | 1,000.00 | U |
| 115611 | DECOSTER, DIANA | MILEAGE REIMBURSEMENT | SPECIAL EDUCATION REGULAR YEAR | 250.00 | R |
| 115642 | DOALL INDUSTRIAL SUPPLY | OPEN ORDER OPERATIONS SUPPLIES | GROUPS MAINTENANCE | 40.68 | R |
| 115659 | DOALL INDUSTRIAL SUPPLY | Operations Rain Gear | GROUPS MAINTENANCE | 58.21 | R |
| 115628 | EAST BAY RESTAURANT SUPPLY INC | FREEZER FOR ROOSEVELT | FOOD SERVICES | 3,378.71 | F |
| 115705 | EVENTFUL FLOWER DESIGN | FLORAL SUPPLIES | R O P | 1,102.50 | R |
| 115638 | EWING IRRIGATION PRODUCTS | OPEN ORDER IRRIGATION SUPPLIES | GROUPS MAINTENANCE | 1,500.00 | R |
| 115709 | EXECUTIVE ENVIRONMENTAL | MOLD TESTING AT GRANT | FACILITY MAINTENANCE | 232.26 | R |
| 115677 | FEDERAL EXPRESS | SHIPMENTS FOR SPECIAL ED DEPT4 | SPECIAL EDUCATION REGULAR YEAR | 450.00 | R |
| 115619 | GALE SUPPLY CO | CUSTODIAL ITEMS | CHILD DEVELOPMENT CENTER | 620.16 | CD |
| 115620 | GALE SUPPLY CO | CUSTODIAL SUPPLIES | CHILD DEVELOPMENT CENTER | 1,297.31 | CD |
| 115621 | GALE SUPPLY CO | CUSTODIAL SUPPLIES | CHILD DEVELOPMENT CENTER | 1,380.27 | CD |
| 115639 | GALE SUPPLY CO | OPEN ORDER OPERATIONS SUPPLIES | FACILITY OPERATIONS | 1,500.00 | U |
| 115688 | GALE SUPPLY CO | CUSTODIAL SUPPLY | GRANT ELEMENTARY SCHOOL | 1,678.17 | R |
| 115662 | GEORGE'S HARDWARE | OPEN ORDER GROUNDS SUPPLIES | FACILITY OPERATIONS | 500.00 | U |
| 115610 | GLOBE BOOK/PEARSON EDUCATION | Math Text Books | SPECIAL ED SPECIAL PROJECTS | 981.04 | R |
| 115627 | GOLDEN STAR TECHNOLOGY INC | NEC LAMP - NP05LP | GRANT ELEMENTARY SCHOOL | 254.68 | U |
| 115635 | HASLER INC | POSTAL METER RENTAL-SAMOHAI | PURCHASING/WAREHOUSE | 297.68 | U |
| 115704 | HOWARD INDUSTRIES | MAINT HVAC SUPPLIES | FACILITY MAINTENANCE | 1,000.00 | R |
| 115691 | HYATT, VIRGINIA | MILEAGE REIMBURSEMENT | PURCHASING/WAREHOUSE | 200.00 | U |
| 115656 | INTELLI-TECH | PRINTSHOP COMPUTER | PRINTING SERVICES | 919.49 | U |
| 115681 | INTELLI-TECH | Laptop | INFORMATION SERVICES | 5,022.10 | U |
| 115683 | INTELLI-TECH | Symantec Lic & Maintenance | INFORMATION SERVICES | 8,313.73 | U |
| 115630 | INTERNATIONAL PAPER | copy paper | PT DUME ELEMENTARY SCHOOL | 269.99 | R |
| 115668 | JOYCE-WEST,JENNIFER | REIMBURSEMENT: REFRESHMNETS | JOHN ADAMS MIDDLE SCHOOL | 96.69 | R |
| 115600 | KORADE & ASSOCIATE BUILDERS | ASPHALT WALKWAY MCKINLEY | FACILITY MAINTENANCE | 1,750.00 | R |
| 115614 | MAKARIAN,TENI | MILEAGE REIMBURSEMENT | SPECIAL EDUCATION REGULAR YEAR | 500.00 | R |
| 115641 | MANCE, MIKE J. | OPEN ORDER OPERATIONS SUPPLIES | FACILITY OPERATIONS | 2,225.00 | U |
| 113492 | MONASTERO,JON | INDEPENDENT CONTRACTOR PAYMENT | LINCOLN MIDDLE SCHOOL | 2,100.00 | R |

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
PURCHASE ORDERS TO BE APPROVED AT THE BOARD MEETING OF MAY 19, 2011

PAGE 2

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

| PO NO. | VENDOR | DESCRIPTION | LOCATION | AMOUNT | |
|--------|--------------------------------|--------------------------------|--------------------------------|-----------|----|
| 115613 | MORGAN, JENNIFER | MILEAGE REIMBURSEMENT | SPECIAL EDUCATION REGULAR YEAR | 350.00 | R |
| 115612 | MULLEN,RUSS | REIMBURSEMENT FOR REFRESHMENTS | JOHN ADAMS MIDDLE SCHOOL | 98.37 | R |
| 115707 | NICHOLAS, HARRY | PRODUCE FOR FARMERS' MRKT SBP | FOOD SERVICES | 1,000.00 | F |
| 115667 | NICK RAIL MUSIC | BARITONE HORN | CURRICULUM AND IMC | 2,133.34 | R |
| 115697 | OFFICE MAX | OPEN ORDER/PRINTING | CHILD DEVELOPMENT CENTER | 1,000.00 | CD |
| 115629 | PIONEER CHEMICAL CO | VACUUM CLEANERS | SANTA MONICA HIGH SCHOOL | 2,379.75 | R |
| 115706 | POLITO FAMILY FARMS | PRODUCE FOR FARMERS' MRKT SBP | FOOD SERVICES | 1,000.00 | F |
| 115658 | QUESTYS SOLUTIONS | SOFTWARE PRINTSHOP COMPUTER | PRINTING SERVICES | 8,266.80 | U |
| 115647 | REES ELECTRONICS OFFICE | COPIER SERVICE CALL | SANTA MONICA HIGH SCHOOL | 115.87 | U |
| 115723 | RICOH BUSINESS SOLUTIONS | COPY MACHINE MAINTENANCE | GRANT ELEMENTARY SCHOOL | 333.55 | U |
| 115732 | RICOH BUSINESS SOLUTIONS | PRINTING | PURCHASING/WAREHOUSE | 124.53 | U |
| 115740 | ROBINSON ANDERSON & ASSOCIATES | EEI OPO/PRINTING/SEMPRA GRANT | CURRICULUM AND IMC | 20,000.00 | R |
| 115213 | SANTA MONICA COLLEGE BOOKSTORE | YOUNG COLLEGIANS MATERIALS | STATE AND FEDERAL PROJECTS | 5,487.50 | R |
| 115717 | SANTA MONICA MUN BUS LINES | Bus passes for homeless studnt | STUDENT SERVICES | 2,000.00 | U |
| 115747 | SCHOLASTIC INC | INSTRUCTIONAL MATERIALS | STATE AND FEDERAL PROJECTS | 12,909.81 | R |
| 115716 | SCHOOL SPECIALTY INC | INCREASE PO | GRANT ELEMENTARY SCHOOL | 27.00 | U |
| 112957 | SEA CLEAR POOLS | LINCOLN POOL REPAIR | FACILITY MAINTENANCE | 3,759.00 | R |
| 115297 | SEHI COMPUTER PRODUCTS | TONER CARTRIDGES | SMASH SCHOOL | 217.59 | R |
| 115592 | SIMPLEXGRINNELL | ALARM REPAIRS | FACILITY MAINTENANCE | 1,823.49 | R |
| 115653 | SIR SPEEDY PRINTING #0245 | PRINTING | JOHN ADAMS MIDDLE SCHOOL | 76.02 | R |
| 115679 | SIR SPEEDY PRINTING #0245 | OPEN ORDER - PRINTING | BOE/SUPERINTENDENT | 900.00 | U |
| 115685 | SIR SPEEDY PRINTING #0245 | OPEN ORDER FOR PRINT NEEDS | BOE/SUPERINTENDENT | 900.00 | U |
| 115687 | SIR SPEEDY PRINTING #0245 | BUSINESS CARDS | HEALTH SERVICES | 28.67 | U |
| 115695 | SIR SPEEDY PRINTING #0245 | OPEN ORDER/PRINTING | CHILD DEVELOPMENT CENTER | 1,800.00 | CD |
| 115696 | SIR SPEEDY PRINTING #0245 | OPEN ORDER/PRINTING | CHILD DEVELOPMENT CENTER | 2,500.00 | CD |
| 115726 | SIR SPEEDY PRINTING #0245 | PRINTING | STUDENT SERVICES | 600.00 | U |
| 115727 | SIR SPEEDY PRINTING #0245 | PRINTING | STUDENT SERVICES | 143.33 | U |
| 115602 | SOUTHWEST SCHOOL SUPPLY | INCREASE PO 115302 | GRANT ELEMENTARY SCHOOL | 37.83 | U |
| 115149 | STAPLES DIRECT | OFFICE SUPPLIES,PRINTER INK | STUDENT SERVICES | 2,000.00 | U |
| 115626 | STAPLES INC & SUBSIDIARIES INC | Office Supplies | OLYMPIC CONTINUATION SCHOOL | 113.19 | R |
| 115666 | STAPLES INC & SUBSIDIARIES INC | Open PO | INFORMATION SERVICES | 1,000.00 | U |
| 115686 | STAPLES INC & SUBSIDIARIES INC | OPEN PO / OFFICE SUPPLIES | INFORMATION SERVICES | 1,000.00 | U |
| 115672 | STAPLES/P-U/SANTA MONICA/WILSH | Increase PO 113429 | EDISON ELEMENTARY SCHOOL | 63.56 | R |
| 115649 | STAPLES/P-U/VENICE/LINCOLN BL | CLASSROOM SUPPLIES | SANTA MONICA HIGH SCHOOL | 100.00 | R |
| 115603 | SWRCB ACCOUNTING OFFICE | ANNUAL WATER BOARD STATE FEES | FACILITY MAINTENANCE | 1,008.00 | R |
| 115645 | TARGET SPECIALTY PRODUCTS | OPERATIONS GROUNDS SUPPLIES | FACILITY OPERATIONS | 817.70 | U |
| 115690 | TAYLOR ENGINEERING INC. | EDISON GAS LEAK | FACILITY MAINTENANCE | 375.00 | R |
| 115721 | TONOOKA, JANIS | MILEAGE REIMBURSEMENT | SPECIAL EDUCATION REGULAR YEAR | 625.00 | R |
| 115654 | TUMBLEWEED TRANSPORTATION | TRANSPORTATION: LMS-GRAMMY/USC | LINCOLN MIDDLE SCHOOL | 420.00 | R |
| 115655 | TUMBLEWEED TRANSPORTATION | TRANSPORTATION/LMS-MAGIC MTN | LINCOLN MIDDLE SCHOOL | 2,900.00 | R |
| 114461 | VERHAM, KAREN | MATERIALS FOR WEBSTERVILLE | WEBSTER ELEMENTARY SCHOOL | 930.07 | R |
| 115615 | WARREN DISTRIBUTING INC. | VEHICLE REPAIR | PURCHASING/WAREHOUSE | 100.00 | U |
| 115644 | WILSON & VALLELY TOWING | OPERATIONS VEHICLES TOWING | GROUNDS MAINTENANCE | 131.00 | R |
| 115694 | WISHING WELL MEDICAL | CHANGING NEEDS FOR SPECIAL ED | HEALTH SERVICES | 89.38 | R |
| 115676 | WOOD MFT, CRISTINA | ANGER MGMT WB (BLDGS/GROUNDS) | BUSINESS SERVICES | 665.00 | U |
| 115624 | WRABEL,CAROL | REIMBURSEMENT | STATE AND FEDERAL PROJECTS | 75.00 | R |

** NEW PURCHASE ORDERS 141,822.04

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/19/11

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

RE: ACCEPTANCE OF GIFTS – 2010/2011

RECOMMENDATION NO. A.10

It is recommended that the Board of Education accept, with gratitude, checks and gifts totaling \$42,430.51 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 2010-2011 income and appropriations by \$42,430.51 as described on the attached listing.

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

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

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

MOTION MADE BY: Ms. Lieberman

SECONDED BY: Mr. Mechur

STUDENT ADVISORY VOTE: Aye

AYES: All (7)

NOES: None (0)

BOE Date: 05/19/11

Current Gifts and Donations 2010/2011

| School/Site Account Number | | Equity Fund 15% Contrib. | In-kind Value | Donor | Purpose |
|--|--|-----------------------------|---------------|---|--|
| JAMS 01-90120-0-00000-00000-8699-011-0000 | \$ 212.28 \$ 20.00 | \$ - \$ - | \$ 406.00 | Kroger Joanne Segal John Adams PTSA | General Suplies and Materials General Suplies and Materials Refrigerator for Student Store |
| 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 | \$ 11,505.50 \$ 1,800.00 \$ 540.00 | \$ - \$ - \$ - | | Various Various Parents Various Parents | Field Trip General Supplies and Materials Field Trip Bus |
| CDS 12-90120-0-00000-00000-8699-070-0000 | | | | | |
| Edison 01-90120-0-00000-00000-8699-001-0000 | | | | | |
| Franklin 01-90120-0-00000-00000-8699-002-0000 | | | | | |
| Grant 01-90120-0-00000-00000-8699-003-0000 | | | | | |
| Lincoln 01-90120-0-00000-00000-8699-012-0000 | \$ 2,125.00 | \$ 375.00 | | Murry S. Gerber | General Supplies and Materials |
| Malibu High School 01-90120-0-00000-00000-8699-010-0000 | \$ 590.00 | \$ - | | Various Students | General Supplies and Materials |
| McKinley 01-90120-0-00000-00000-8699-004-0000 | \$ 900.00 \$ 285.00 | \$ - \$ - | | McKinley PTA Various | General Supplies and Materials General Supplies and Materials |
| Muir 01-90120-0-00000-00000-8699-005-0000 | \$ 6,185.00 | \$ - | | Various | Field Trip |

BOE Date: 05/19/11

Current Gifts and Donations 2010/2011

| School/Site Account Number | Gift Amount | Equity Fund 15% Contrib. | In-kind Value | Donor | Purpose |
|--|---------------------|-----------------------------|------------------|--|--------------------------------|
| Olympic HS 01-90120-0-00000-00000-8699-014-0000 | | | | | |
| Rogers 01-90120-0-00000-00000-8699-006-0000 | \$ 60.00 | \$ - | | Young Champions Recreation Programs | General Supplies and Materials |
| Roosevelt 01-90120-0-00000-00000-8699-007-0000 | | | | | |
| Samohi 01-90120-0-00000-00000-8699-015-0000 | \$ 1,648.77 | \$ 290.96 | | Wells Fargo Gift Matching Program | General Supplies and Materials |
| 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 | \$ 15,487.00 | \$ - | | Edge Logistics Service Corp. | General Supplies and Materials |
| 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 | \$ 41,358.55 | \$ 665.96 | \$ 406.00 | | |

BOE Date: 05/19/11

Current Gifts and Donations 2010/2011

| School/Site Account Number | Y-T-D Adjusted Gift Total | Current Gift Amount | Equity Fund 15% Contrib. | Cumulative Gift Amount | Y-T-D In-Kind Value | Current In-Kind Value | Cumulative In-Kind Value |
|---|------------------------------|------------------------|-----------------------------|---------------------------|------------------------|--------------------------|-----------------------------|
| JAMS 01-90120-0-00000-00000-8699-011-0000 | \$ 80,648.88 | \$ 232.28 | \$ - | \$ 80,881.16 | | \$ 406.00 | \$ - \$ 406.00 |
| 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 | \$ 7,379.54 | \$ 13,845.50 | \$ - | \$ 21,225.04 | | | \$ - |
| CDS 12-90120-0-00000-00000-8699-070-0000 | | | | \$ - | \$ 33,799.87 | | \$ 33,799.87 |
| Edison 01-90120-0-00000-00000-8699-001-0000 | \$ 6,009.61 | | | \$ 6,009.61 | \$ 1,250.00 | | \$ 1,250.00 |
| Franklin 01-90120-0-00000-00000-8699-002-0000 | \$ 3,165.67 | | | \$ 3,165.67 | | | \$ - |
| Grant 01-90120-0-00000-00000-8699-003-0000 | | | | \$ - | | | \$ - |
| Lincoln 01-90120-0-00000-00000-8699-012-0000 | \$ 102,136.00 | \$ 2,125.00 | \$ 375.00 | \$ 104,636.00 | | | \$ - |
| Malibu High School 01-90120-0-00000-00000-8699-010-0000 <i>Malibu Shark Fund - Resource #90141</i> | \$ 49,199.68 | \$ 590.00 | \$ - | \$ 49,789.68 | | | \$ - |
| McKinley 01-90120-0-00000-00000-8699-004-0000 | \$ 21,145.20 | \$ 1,185.00 | \$ - | \$ 22,330.20 | | | \$ - |
| Muir 01-90120-0-00000-00000-8699-005-0000 | \$ 10,157.69 | \$ 6,185.00 | \$ - | \$ 16,342.69 | | | \$ - |
| Olympic HS 01-90120-0-00000-00000-8699-014-0000 | \$ 575.00 | | | \$ 575.00 | | | \$ - |
| Rogers 01-90120-0-00000-00000-8699-006-0000 | \$ 23,357.92 | \$ 60.00 | \$ - | \$ 23,417.92 | | | \$ - |
| Roosevelt 01-90120-0-00000-00000-8699-007-0000 | \$ 551.70 | | | \$ 551.70 | | | \$ - |
| Samohi 01-90120-0-00000-00000-8699-015-0000 | \$ 18,977.04 | \$ 1,648.77 | \$ 290.96 | \$ 20,916.77 | | | \$ - |
| Pt. Dume Marine Science 01-90120-0-00000-00000-8699-019-0000 | | | | \$ - | | | \$ - |
| Webster 01-90120-0-00000-00000-8699-008-0000 | | | | \$ - | | | \$ - |

BOE Date: 05/19/11

Current Gifts and Donations 2010/2011

| School/Site Account Number | Y-T-D Adjusted Gift Total | Current Gift Amount | Equity Fund 15% Contrib. | Cumulative Gift Amount | Y-T-D In-Kind Value | Current In-Kind Value | Cumulative In-Kind Value |
|--|------------------------------|------------------------|--|---------------------------|-----------------------------|--------------------------|-----------------------------|
| ALL OTHER LOCATIONS: | | | | | | | |
| Superintendent's Office 01-90120-0-00000-00000-8699-020-0000 | | | | \$ - | | | \$ - |
| Educational Services 01-90120-0-00000-00000-8699-030-0000 | \$ 74,051.56 | \$ 15,487.00 | | \$ 89,538.56 | \$ 7,039.50 | | \$ 7,039.50 |
| Student and Family Support Services 01-90120-0-00000-00000-8699-041-0000 | | | | \$ - | | | \$ - |
| Special Education 01-90120-0-00000-00000-8699-044-0000 | | | | \$ - | | | \$ - |
| Information Services 01-90120-0-00000-00000-8699-054-0000 | | | | \$ - | | | \$ - |
| District 01-90120-00000-0-00000-8699-090-0000 | | | | \$ - | | | \$ - |
| Food & Nutrition Services 01-90120-0-00000-00000-8699-070-0000 | | | | \$ - | | | \$ - |
| TOTAL GIFTS | \$ 397,355.49 | \$ 41,358.55 | \$ 665.96 | \$ 439,380.00 | \$ 42,089.37 | \$ 406.00 | \$ 42,495.37 |
| Total Cash Gifts for District: | | \$ 41,358.55 | Total Equity Fund 15% Contribs. \$ 665.96 | | Total In-Kind Gifts: | \$ 406.00 | |

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/19/11

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

RE: CONTRACT AMENDMENT #29 FOR ADDITIONAL ARCHITECTURAL SERVICES FOR SWPPP – LINCOLN MIDDLE SCHOOL – REPLACEMENT OF CLASSROOM BUILDING C, MODERNIZATION AND SITE IMPROVEMENTS PROJECT (PACKAGE 2) – DLR GROUP WWCOT – MEASURE BB

RECOMMENDATION NO. A.11

It is recommended that the Board of Education approve Contract Amendment #29 with DLR Group WWCOT to provide architectural and engineering services for the Storm Water Pollution Protection Plan at the Lincoln Middle School - Replacement of Classroom Building C, Modernization and Site Improvements - Replacement of Classroom Building C & Site Improvements Project (Package 2), in an amount of \$7,748 for a total contract amount of \$4,087,690.

Funding Information

Budgeted: Yes

Fund: 82

Source: Building Fund

Account Number: 82-00000-0-00000-85000-5802-012-2600

Description: Consultant Services

COMMENTS: All projects that disturb one or more acres of soil or disturb less than one acre but are part of a larger common plan of development that in total disturbs one or more acres, are required to obtain coverage under the General Permit for Discharges of Storm Water Associated with Construction Activity. The General Permit requires the development and implementation of a Storm Water Pollution Prevention Plan (SWPPP) and filing of an NOI (Notice of Intent). The SWPPP and NOI have to be submitted and approved prior to start of construction site activities.

This Contract Amendment #29, for \$7,748, is for the additional engineering services to develop and complete the required SWPPP and NOI for the Lincoln Middle School - Replacement of Classroom Building C, Modernization and Site Improvements Project (Package 2). The revised contract total will be \$4,087,690.

The scope of work for the civil engineering team includes the following:

- Be the designated Qualified SWPPP Developer
- Complete the Notice of Intent (NOI)
- Perform the Project Risk Level Determination.
- Prepare a Site Map, including construction site boundaries, discharge location, site drainage areas, areas of soil disturbance, sampling locations, location of all erosion control BMPs, location of all post construction BMPs, and location of contractor fueling, storage, and wash down areas
- Prepare Storm Water Pollution Prevention Plan (SWPPP) manual
- Assist District in submitting and filing all the required documents via the new online system

| | |
|--|--------------------|
| ORIGINAL CONTRACT AMOUNT (Prog./Schematic Design) | \$ 936,032 |
| CONTRACT AMENDMENT #1 (McKinley SDC, Roosevelt Preschool) | 131,663 |
| CONTRACT AMENDMENT #2 (Data Center) | 99,420 |
| CONTRACT AMENDMENT #3 (DD/CD/CA Lincoln) | 2,195,078 |
| CONTRACT AMENDMENT #4 (Roosevelt Revised Design) | 70,435 |
| CONTRACT AMENDMENT #5 (Data Center structural revisions) | 6,925 |
| CONTRACT AMENDMENT #6 (McKinley Safety Proj.) | 168,697 |
| CONTRACT AMENDMENT #7 (Lincoln MS Revised Design) | 92,592 |
| CONTRACT AMENDMENT #8 (Lincoln Fire Protection) | 17,538 |
| CONTRACT AMENDMENT #9 (Landscape and Planting Standards) | 30,245 |
| CONTRACT AMENDMENT #10 (Add'l Landscape Standards) | 5,200 |
| CONTRACT AMENDMENT #11 (PV Standard Specs) | 26,100 |
| CONTRACT AMENDMENT #12 (Lincoln Interim housing) | 31,755 |
| CONTRACT AMENDMENT #13 (Lincoln sewer line) | 15,569 |
| CONTRACT AMENDMENT #14 (Lincoln sprinklers at E) | 54,933 |
| CONTRACT AMENDMENT #15 (Data Center fire protection) | 7,913 |
| CONTRACT AMENDMENT #16 (Lincoln trash enclosure design) | 14,989 |
| CONTRACT AMENDMENT #17 (Lincoln additional hydrant) | 3,989 |
| CONTRACT AMENDMENT #18 (Data Center, Fire Protection, existing District Office building) | 49,036 |
| CONTRACT AMENDMENT #19 (Data Center, Previous DSA Application Certification Study) | 13,181 |
| CONTRACT AMENDMENT #20 (Lincoln carpet revisions) | 2,264 |
| CONTRACT AMENDMENT #21 (Lincoln hydrant revisions for relocatables) | 5,100 |
| CONTRACT AMENDMENT #22 (Data Center, Prev. DSA Appl. Certification Phase 2) | 28,005 |
| CONTRACT AMENDMENT #23 (Lincoln science lab revisions – new building) | 11,198 |
| CONTRACT AMENDMENT #24 (Lincoln science lab revisions - modernization) | 11,198 |
| CONTRACT AMENDMENT #25 (Data Center, Prev. DSA Appl. Certification Phase 2 Add) | 13,077 |
| CONTRACT AMENDMENT #26 (Lincoln, Previous DSA Application Certification Study) | 24,440 |
| CONTRACT AMENDMENT #27 (Data Center Design Revisions) | 9,331 |
| CONTRACT AMENDMENT #28 (Lincoln, Relocatables, site plan revisions, structural) | 4,039 |
| CONTRACT AMENDMENT #29 (Lincoln New Construction, SWPPP) | 7,748 |
| TOTAL CONTRACT AMOUNT | \$4,087,690 |

A Friday memorandum on this subject was provided on 04/08/11.

MOTION MADE BY: Ms. Lieberman
 SECONDED BY: Mr. Mechur
 STUDENT ADVISORY VOTE: Aye
 AYES: All (7)
 NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/19/11

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

RE: ACKNOWLEDGE CHANGE OF COMPANY NAME FROM LFR, INC. TO
ARCADIS U.S., INC. – MEASURE BB

RECOMMENDATION NO. A.12

It is recommended that the Board of Education acknowledge a company name change of a current consultant from LFR, Inc. to Arcadis U.S., Inc.

MOTION MADE BY: Ms. Lieberman
SECONDED BY: Mr. Mechur
STUDENT ADVISORY VOTE: Aye
AYES: All (7)
NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/19/11

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

RE: CONTRACT AMENDMENT #1 FOR ADDITIONAL TESTING AND SPECIAL
INSPECTION SERVICES – MALIBU MIDDLE AND HIGH SCHOOL – SOIL
REMEDIATION PROJECT – BTC LABS – MEASURE BB

RECOMMENDATION NO. A.13

It is recommended that the Board of Education approve Contract Amendment #1 with BTC Labs for Testing and Special Inspection Services at Malibu Middle and high School, Soil Remediation Project, in the amount of \$10,802 for a total contract amount of \$13,991.

Funding Information

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

Comments: Division of the State Architect (DSA) Testing and Special Inspection Services are required by code to ensure that school facilities are built to the DSA approved plans and specifications. District staff requested a proposal from BTC Labs to provide Testing and Special Inspection Services for the Soil Remediation Project at Malibu Middle and High School, in preparation for DSA Application No. 03-113456.

This Contract Amendment #1, for \$10,802, is for Testing and Special Inspection Services for Malibu Middle and High School, Soil Remediation Project. The revised contract total will be \$13,991. This cost was anticipated in the budget.

| | |
|---|---------------|
| ORIGINAL CONTRACT (Cabrillo, DSA A#03-113115) | \$ 3,189 |
| <u>Contract Amendment #1 (Malibu Soil, DSA A#03-113456)</u> | <u>10,802</u> |
| TOTAL CONTRACT AMOUNT | \$13,991 |

MOTION MADE BY: Ms. Lieberman
SECONDED BY: Mr. Mechur
STUDENT ADVISORY VOTE: Aye
AYES: All (7)
NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/19/11

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

RE: CONTRACT AMENDMENT #2 FOR ADDITIONAL TESTING AND SPECIAL
INSPECTION SERVICES – POINT DUME ELEMENTARY SCHOOL – GAS
LINE PROJECT – BTC LABS – MEASURE BB

RECOMMENDATION NO. A.14

It is recommended that the Board of Education approve Contract Amendment #2 with BTC Labs for Testing and Special Inspection Services at Point Dume Elementary School, Gas Line Project, in the amount of \$5,364 for a total contract amount of \$19,355.

Funding Information

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

Comments: Division of the State Architect (DSA) Testing and Special Inspection Services are required by code to ensure that school facilities are built to the DSA approved plans and specifications. District staff requested a proposal from BTC Labs to provide Testing and Special Inspection Services for the Gas Line Project at Point Dume Elementary School, DSA Application No. 03-112541.

This Contract Amendment #2, for \$5,364, is for Testing and Special Inspection Services for Point Dume Elementary School, Gas Line Project. The revised contract total will be \$19,355. This cost was anticipated in the budget.

| | |
|---|--------------|
| ORIGINAL CONTRACT (Cabrillo, DSA A#03-113115) | \$ 3,189 |
| Contract Amendment #1 (Malibu Soil, DSA A#03-113456) (A.13) | 10,802 |
| <u>Contract Amendment #2 (Pt. Dume Gas Line, DSA A#03-112541)</u> | <u>5,364</u> |
| TOTAL CONTRACT AMOUNT | \$19,355 |

MOTION MADE BY: Ms. Lieberman
SECONDED BY: Mr. Mechur
STUDENT ADVISORY VOTE: Aye
AYES: All (7)
NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/19/2011

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

RE: CONTRACT AMENDMENT #3 FOR ADDITIONAL TESTING AND SPECIAL
INSPECTION SERVICES – SANTA MONICA HIGH SCHOOL – DSA
COMPLIANCE PROJECT – BTC LABS – MEASURE BB

RECOMMENDATION NO. A.15

It is recommended that the Board of Education approve Contract Amendment #3 with BTC Labs for Testing and Special Inspection Services at Santa Monica High School, DSA Compliance Project, in the amount of \$1,682 for a total contract amount of \$21,037.

Funding Information

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

Comments: The Division of State Architect (DSA) is mandating that all previous applications on a project scope area be certified before new approval is issued. It has been determined that Santa Monica High School has a prior application on file with DSA (A# 03-101212) which has been closed without certification. District staff requested a proposal from BTC Labs to provide Testing and Special Inspection Services for the DSA Compliance Project at Santa Monica High School, DSA Application No. 03-101212.

This Contract Amendment #3, for \$1,682, is for Testing and Special Inspection Services for Santa Monica High School, DSA Compliance Project. The revised contract total will be \$21,037. This cost was anticipated in the budget.

| | |
|--|--------------|
| ORIGINAL CONTRACT (Cabrillo, DSA A#03-113115) | \$ 3,189 |
| Contract Amendment #1 (Malibu Soil, DSA A#03-113456) (A.13) | 10,802 |
| Contract Amendment #2 (Pt. Dume Gas Line, DSA A#03-112541) (A.14) | 5,364 |
| <u>Contract Amendment #3 (Samohi DSA Compliance DSA A#03-101212)</u> | <u>1,682</u> |
| TOTAL CONTRACT AMOUNT | \$21,037 |

MOTION MADE BY: Ms. Lieberman
SECONDED BY: Mr. Mechur
STUDENT ADVISORY VOTE: Aye
AYES: All (7)
NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/19/11

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

RE: AWARD OF BID #10.37.BB-03-113284 – MALIBU HIGH SCHOOL CAMPUS
WIDE FIRE ALARM SYSTEM PROJECT – LOWEST RESPONSIVE
RESPONSIBLE BIDDER – MEASURE BB

RECOMMENDATION NO. A.16

It is recommended that the Board of Education award Bid #10.37.BB-03-113284, Malibu High School, Campus Wide Fire Alarm System Project, to the lowest responsive responsible bidder, up to a not to exceed amount of \$1,600,000.

Funding Information

Budgeted: Yes
Fund: 21
Source: Building Fund
Account Number: 21-00000-0-00000-85000-6200-010-2600
Project: Fire Alarm 21-0-010-04
Description: Construction Contract
DSA #: 03-113284

COMMENTS: The bidding opportunity for the Malibu High School, Campus Wide Fire Alarm System Project was advertised in the Santa Monica Daily Press and The Daily Breeze on 03/28/2011 and 04/04/2011; and in the Malibu Surfside News on 3/31/2011 and 04/07/2011. Bid solicitations were emailed, faxed, and published in The Bluebook of Construction and McGraw Hill Dodge Report. Direct invitations were solicited to multiple local and non-local contractors. Thirty-five (35) contractors attended the mandatory job walk held on April 7, 2011. Sixteen (16) contractors completed the prequalification process and were approved to bid.

Eleven (11) contractors submitted bids, on May 3, 2011:

| | | |
|-----|-------------------------|-------------|
| 01. | Moment Construction | \$1,456,700 |
| 02. | First Fire Systems | \$1,460,000 |
| 03. | SBS Corporation | \$1,467,594 |
| 04. | Oilfield Electric | \$1,482,000 |
| 05. | AVA Builders | \$1,538,000 |
| 06. | K-Son Construction | \$1,595,000 |
| 07. | Fast Track Construction | \$1,614,500 |
| 08. | Shefir Construction | \$1,642,000 |
| 09. | Axis Construction | \$1,670,000 |
| 10. | Alfa 26 Construction | \$1,772,000 |
| 11. | Technion Contractors | \$1,971,100 |

(Continued on next page)

The team is currently evaluating the bids listed above. We intend to complete the award and mobilization in time to start work at the site as soon as school is out. To facilitate that schedule, we are requesting that the Board pre-approve the contract award. Notice to Proceed will be issued to the lowest responsive responsible bidder so the project schedule is not impacted.

This project is part of the Malibu High School Campus Improvement Project. The pre-bid estimated construction cost for this project was \$1,950,000.

An item will be presented at the June 2, 2011 BOE meeting ratifying the contract award to the lowest responsive responsible bidder.

MOTION MADE BY: Ms. Lieberman
SECONDED BY: Mr. Mechur
STUDENT ADVISORY VOTE: Aye
AYES: All (7)
NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/19/2011

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

RE: CONTRACT AMENDMENT #1 FOR ADDITIONAL INSPECTION SERVICES –
MC KINLEY ELEMENTARY SCHOOL – ENTRY AND MAIN OFFICE
RECONFIGURATION – STEPHEN PAYTE DSA INSPECTIONS, INC. –
MEASURE BB

RECOMMENDATION NO. A.17

It is recommended that the Board of Education approve Contract Amendment #1 with Stephen Payte DSA Inspections, Inc. for Inspection Services at McKinley Elementary School, Entry and Main Office Reconfiguration Project, in the amount of \$23,120 for a total contract amount of \$205,360.

Funding Information

Budgeted: Yes

Fund: 21

Source: State School Building Fund

Account Number: 21-00000-0-00000-85000-5802-004-2600

Description: Independent Contractor/Consultant

Comments: Division of the State Architect (DSA) Inspection Services are required by code to ensure that school facilities are built to the DSA approved plans and specifications. District staff requested a proposal from Stephen Payte DSA Inspections, Inc. to provide Inspection Services for Entry and Main Office Reconfiguration at the McKinley Elementary School Project, DSA Application No. 03-113674.

This Contract Amendment #1, for \$23,120, Inspection Services for McKinley Elementary School Project, Entry and Main Office Reconfiguration. The revised contract total will be \$205,360. This cost was anticipated in the budget.

| | |
|--|---------------|
| ORIGINAL CONTRACT (Malibu Fire Alarm Replacement DSA #03-113284) (A.19) | \$182,240 |
| <u>Contract Amendment #1 (McKinley Entry & Office DSA A#03-113674)</u> | <u>23,120</u> |
| TOTAL CONTRACT AMOUNT | \$205,360 |

MOTION MADE BY: Ms. Lieberman

SECONDED BY: Mr. Mechur

STUDENT ADVISORY VOTE: Aye

AYES: All (7)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/19/11

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

RE: CONTRACT AMENDMENT #6 FOR ADDITIONAL TESTING AND SPECIAL INSPECTION SERVICES – MC KINLEY ELEMENTARY SCHOOL – ENTRY AND MAIN OFFICE RECONFIGURATION PROJECT - MTGL, INC. – MEASURE BB

RECOMMENDATION NO. A.18

It is recommended that the Board of Education approve Contract Amendment #6 with MTGL, Inc. for Additional Testing and Special Inspection Services at McKinley Elementary School, Entry and Main Office Reconfiguration Project, in the amount of \$5,650 for a total contract amount of \$19,818.

Funding Information

Budgeted: Yes
Fund: 21
Source: State School Building Fund
Account Number: 21-00000-0-00000-85000-5802-004-2600
Description: Independent Contractor/Consultant

Comments: Division of the State Architect (DSA) Testing and Special Inspection Services are required by code to ensure that school facilities are built to the DSA approved plans and specifications. District staff requested a proposal from MTGL, Inc. to provide Testing and Special Inspection Services for Entry and Main Office Reconfiguration at the McKinley Elementary School Project, DSA Application No. 03-113674.

This Contract Amendment #6, for \$5,650, is for Testing and Special Inspection Services for McKinley Elementary School Project, Entry and Main Office Reconfiguration. The revised contract total will be \$19,818. This cost was anticipated in the budget.

| | |
|--|-----------------|
| ORIGINAL CONTRACT (Grant ES, DSA A#03-112845) | \$5,800 |
| Contract Amendment #1 (Rogers, DSA A#03-112998) | 1,250 |
| Contract Amendment #2 (Rogers Relo's, ELA, DSA A#03-113389) | 4,600 |
| Contract Amendment #3 (Rogers-DSA Compliance, DSA A#03-59916) | 1,200 |
| Contract Amendment #4 (Grant –Main Entry, DSA A#03-112845) | 468 |
| Contract Amendment #5 (ELA Relo's, DSA A#03-113389) | 850 |
| Contract Amendment #6 (McKinley Office & Entry DSA A# 03-113674) | 5650 |
| TOTAL CONTRACT AMOUNT | \$19,818 |

MOTION MADE BY: Ms. Lieberman
SECONDED BY: Mr. Mechur
STUDENT ADVISORY VOTE: Aye
AYES: All (7)
NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/19/11

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

RE: AWARD OF CONTRACT FOR INSPECTION SERVICES – MALIBU MIDDLE
AND HIGH SCHOOL – CAMPUS-WIDE FIRE ALARM REPLACEMENT
PROJECT – STEPHEN PAYTE DSA INSPECTIONS, INC. – MEASURE BB

RECOMMENDATION NO. A.19

It is recommended that the Board of Education award Inspection Services to Steven Payte DSA Inspection, Inc. at Malibu Middle and High School for the Campus-Wide Fire Alarm Replacement Project, in the amount of \$182,240.

Funding Information

Budgeted: Yes

Fund: 21

Source: State School Building Fund

Account Number: 21-00000-0-00000-85000-5802-010-2600

Description: Independent Contractor/Consultant

Comments: Division of the State Architect (DSA) Inspection Services are required by code to ensure that school facilities are built to the DSA approved plans and specifications. District staff solicited proposals from the sixteen (16) prequalified IOR firms. Steven Payte DSA Inspections, Inc. is recommended to provide Inspection Services for the Malibu Middle and High School Campus-Wide Fire Alarm Replacement Project, DSA Application No. 03-113284.

This award of Contract, for \$182,240, is for Inspection Services for the Malibu Middle and High School Campus Wide Fire Alarm Replacement Project, with a construction value of \$1.8 Million. This cost was anticipated in the budget.

MOTION MADE BY: Ms. Lieberman

SECONDED BY: Mr. Mechur

STUDENT ADVISORY VOTE: Aye

AYES: All (7)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/19/11

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

RE: AWARD OF BID #10.42.BB – MALIBU HIGH SCHOOL, SOIL REMEDIATION
PROJECT – LOWEST RESPONSIVE RESPONSIBLE BIDDER – MEASURE BB

RECOMMENDATION NO. A.20

It is recommended that the Board of Education award Bid #10.42.BB, Malibu High School, Soil Remediation Project to the lowest responsive responsible bidder, up to a not to exceed amount of \$399,900.

Funding Information

Budgeted: Yes
Fund: 21
Source: Building Fund
Account Number: 21-00000-0-00000-85000-6200-010-2600
Project: Soil Remediation 21-0-010-06
Description: Construction Contract

COMMENTS: The bidding opportunity for the Malibu High School, Soil Remediation Project was advertised in the Santa Monica Daily Press and The Daily Breeze on 04/09/2011 and 04/16/2011; and in the Malibu Surfside News on 04/14/2011. Bid solicitations were emailed, faxed, and published in The Bluebook of Construction and McGraw Hill Dodge Report. Direct invitations were solicited to multiple local and non-local contractors. Three (3) contractors attended the mandatory job walk held on April 20, 2011. Two contractors completed the prequalification process and were approved to bid.

Two (2) contractors submitted bids, on May 10, 2011:

| | |
|---------------------------------------|-----------|
| 01. Innovative Construction Solutions | \$360,997 |
| 02. Miller Environmental | \$399,900 |

The team is currently evaluating the bids listed above. We intend to complete the award and mobilization in time to start work at the site as soon as school is out. To facilitate that schedule, we are requesting that the Board pre-approve the contract award. Notice to Proceed will be issued to the lowest responsive responsible bidder so the project schedule is not impacted.

This project is part of the Malibu High School Campus Improvement Project. The pre-bid estimated construction cost for this project was \$500,000.

An item will be presented at the June 2, 2011 BOE meeting ratifying the contract award to the lowest responsive responsible bidder.

MOTION MADE BY: Ms. Lieberman
SECONDED BY: Mr. Mechur
STUDENT ADVISORY VOTE: Aye
AYES: All (7)
NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/19/11

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

RE: AUTHORIZATION TO USE COOPERATIVE PURCHASING NETWORK (TCPN)
CONTRACT TO THYSSENKRUPP ELEVATOR CORPORATION FOR
ELEVATOR SERVICES – CONTRACT NO. TCPN-R5042 – MEASURE BB

RECOMMENDATION NO. A.21

It is recommended that the Board of Education authorize the District to use The Cooperative Purchasing Network (TCPN) contract awarded to ThyssenKrupp Elevator Company, to purchases elevator equipment and appropriate services specified under contract # TCPN–R5042 as applicable to the District's Maintenance Department and Measure BB project requirements.

It is further recommended that the District award ThyssenKrupp Elevator Corporation a contract not to exceed \$103,428 to replace equipment and upgrade software as necessary to bring the 3 elevators at Malibu HS up to current California Elevator Codes (Group 4).

Funding Information

Budgeted: Yes

Fund: 21

Source: Building Fund

Account Number: 21-00000-0-00000-85000-6200-010-2600

Project: Malibu Fire Alarm 04

Description: Construction Contract

COMMENT: The TCPN contract allows for elevator service and repair purchases and associated services necessary to install the equipment from design to start-up, including maintenance and training at the lowest offered pricing. The contract period is from September 30, 2010 to September 30, 2015.

By using the contract, it will allow District projects to be completed in as expeditious manner as possible, without having to publically bid the equipment and services for each individual project. Furthermore, by using this direct pricing structure, it eliminates going through a General Contractor who would mark-up the products and services, charging retail pricing instead of the direct contract rates, thus saving the District considerable money.

The Los Angeles County Department of Ed allows Districts to “piggy back” off of these contracts with no restrictions other than standard Public Works contracting requirements.

The upgrade of the three elevators at Malibu High School is needed to support the Measure BB Campus Modernization Project. Current code requires that the new fire alarm system be connected to the elevator controls to allow the fire alarm system to operate specific safety operations on the elevator when the fire alarm system is triggered.

MOTION MADE BY: Ms. Lieberman

SECONDED BY: Mr. Mechur

STUDENT ADVISORY VOTE: Aye

AYES: All (7)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/19/11

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

RE: CONTRACT AMENDMENT #23 FOR SOIL REMEDIATION MONITORING –
MALIBU HIGH SCHOOL, CAMPUS IMPROVEMENT PROJECT – ARCADIS –
MEASURE BB

RECOMMENDATION NO. A.22

It is recommended that the Board of Education approve Contract Amendment #23 to Arcadis U.S., Inc. not to exceed the amount of \$126,291 for a total contract amount of \$758,065.

Funding Information:

Budgeted: Yes

Fund: 21

Source: State School Building Fund

Account Number: 21-00000-0-00000-85000-5802-010-2600

Project: Malibu HS, Soil Remediation Project

Description: Entitlement Services, Site Environmentalist

COMMENTS: In preparation for the Measure BB projects at Malibu High School, approximately 1,200 cubic yards of soil must be remediated at the site. This contract amendment will provide for Arcadis to monitor this remediation work as defined in the Removal Action Workplan (RAW) they have prepared for the project. This work will be performed in an accelerated schedule over the summer school break. This requires working in multiple areas, additional monitoring staff and short turn around sample testing.

Their scope of services includes:

- Soil testing during excavation to verify the limits of the remediation.
- Air monitoring and sampling.
- Sampling of stockpiled materials prior to export.
- Verification of export locations and correct trucking procedures
- RAW Completion Report
- Backfill Material Sampling

This Contract Amendment #23 is in the amount of \$126,291 for a revised contract amount of \$758,065.

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|---|------------------|
| ORIGINAL CONTRACT AMOUNT | \$ 54,300 |
| Contract Amendment #1 (Pipe Risk Eval.,ELA) | \$ 26,686 |
| Contract Amendment #2 (Env. Assessment, Lincoln) | \$ 50,879 |
| Contract Amendment #3 (Env. Assessment, 4 sites) | \$162,335 |
| Contract Amendment #4 (Pipe Risk Phase 2, ELA) | \$ 32,392 |
| Contract Amendment #5 (Contract Extension) | \$0 |
| Contract Amendment #6 (Malibu, SAMOHI) | \$ 4,200 |
| Contract Amendment #7 (Pipe Risk Stage 2, SAMOHI) | \$ 6,770 |
| Contract Amendment #8 (Removal Action Plan,ELA) | \$ 21,010 |
| Contract Amendment #9 (Sampling Lincoln) | \$ 16,808 |
| Contract Amendment #10 (Sampling Adams) | \$ 21,608 |
| Contract Amendment #11 (sampling RAW Adams) | \$ 31,970 |
| Contract Amendment #12 (samp. RAW Lincoln) | \$25,320 |
| Contract Amendment #13 (Revised Phase 1, Malibu) | \$ 860 |
| Contract Amendment #14 (Edison, RAW, Bid assist) | \$ 5,850 |
| Contract Amendment #15 (Edison, RAW, Monitoring) (not approved) | \$0 |
| Contract Amendment #16 (Adams, RAW, Bid assist, monitoring) | \$5,000 |
| Contract Amendment #17 (Lincoln, RAW, Bid assist, monitoring) | \$3,800 |
| Contract Amendment #18 (Malibu, sampling, RAW) | \$34,870 |
| Contract Amendment #19 (Adams, add'l sampling) | \$8,550 |
| Contract Amendment #20 (Edison, Virginia Ave., Remed. Monitoring) | \$69,555 |
| Contract Amendment #21 (Adams, Pkg. 2b, Remed. Monitoring) | \$44,011 |
| Contract Amendment #22 (Malibu HS, Bid Docs.) | \$5,000 |
| Contract Amendment #23 (Malibu HS, Bid Docs.) | \$126,291 |
| TOTAL CONTRACT AMOUNT | \$758,065 |

A Friday Memo will accompany this item.

MOTION MADE BY: Ms. Lieberman
 SECONDED BY: Mr. Mechur
 STUDENT ADVISORY VOTE: Aye
 AYES: All (7)
 NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/19/11

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

RE: ACCEPT WORK AS COMPLETED FOR EMERGENCY RESOLUTION NO. 10-17
– SMASH/MUIR FACILITY GAS LINE REPAIR– ARB, INC. – MEASURE BB

RECOMMENDATION NO. A.23

It is recommended that the Board of Education accept as completed all work contracted for Emergency Resolution #10-17, SMASH/Muir – Gas Line Repair, to ARB, Inc. with the final contract amount of \$96,736.93.

Funding Information

Budgeted: Yes

Fund: 21

Source: Building Fund

Account Number: 21-00000-0-00000-85000-6200-016-2600

Description: Building Improvement

COMMENTS: The contract with ARB, Inc. Emergency Resolution No. 10-17, SMASH/Muir – Gas Line Repair, has been completed. In order to facilitate the release of final payment, a Notice of Completion must be filed for thirty-five (35) days with the County of Los Angeles pending approval by the Board of Education.

| | |
|--|---------------------|
| <u>Original Resolution Amount NTE:</u> | <u>\$100,000.00</u> |
| Total Contract Amount: | \$96,736.93 |

MOTION MADE BY: Ms. Lieberman

SECONDED BY: Mr. Mechur

STUDENT ADVISORY VOTE: Aye

AYES: All (7)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/19/11

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

RE: ACCEPT THE TERMS OF THE MEMORANDUM OF UNDERSTANDING TO CONTRACT FOR BID #10.14.BB-03-112630 GREEN FRINGE & 03-113013 RELOCATABLES – JOHN ADAMS MIDDLE SCHOOL – REPLACEMENT OF CLASSROOM BUILDINGS E, F, & G, NEW ADMINISTRATION, MODERNIZATION AND SITE IMPROVEMENTS PROJECT – SITE IMPROVEMENTS AT PERIMETER OF ATHLETIC FIELDS (GREEN FRINGE) (PACKAGE 1) (03-112630) & RELOCATABLES (PACKAGE 2A) (03-113013) – R&H INDUSTRIES DBA BEST ELECTRIC – MEASURE BB

RECOMMENDATION NO. A.24

It is recommended that the Board of Education accept the terms of the Memorandum of Understanding (MOU) between the Santa Monica Malibu Unified School District and R&H Industries, dba Best Electric, contracted for Bid #10.14.BB-03-112630 Green Fringe & 03-113013 Relocatables, John Adams Middle School – Replacement of Classroom Buildings E, F & G, New Administration, Modernization and Site Improvements Project - Site Improvements at Perimeter of Athletic Fields (Green Fringe) (Package 1) and Relocatables (Package 2A), in the net credit amount of (\$60,000.00), for a revised total contract amount of \$976,462.32.

Funding Information:

| | |
|------------------|--------------------------------------|
| Budgeted: | NA (Credit) |
| Fund: | 82 |
| Source: | Building Fund |
| Account Numbers: | 82-00000-0-00000-85000-6200-011-2600 |
| Description: | Construction Services |
| DSA #: | 03-112630, 03-113013 |
| Description: | Building Improvement |

COMMENTS: At the June 3, 2010, meeting of the Board of Education, Bid #10.14.BB-03-112630 Green Fringe & 03-113013 Relocatables, John Adams Middle School - Site Improvements at Perimeter of Athletic Fields (Green Fringe) (Package 1) and Relocatables (Package 2A) project was approved to R&H Industries dba Best Electric, in the amount of \$1,029,250. The contract amount included \$639,050 for Green Fringe (Package 1) and \$390,200 for Relocatables (Package 2A). The change orders for the two packages were processed separately to align with their individual DSA project numbers.

At their January 13, 2011, meeting the Board of Education approved Change Order GF 01 for \$24,717.44, and Change Order RELO 01 for \$20,748.28.

At their April 6, 2011, meeting the Board of Education approved Change Order GF 02 for (\$42,528.99), and Change Order RELO 02 for \$4,275.59.

| | |
|---|----------------|
| Original Contract Amount: | \$1,029,250.00 |
| Previous Change Order No. GF 01: | \$24,717.44 |
| Previous Change Order No. RELO 01: | \$20,748.28 |
| Previous Change Order No. GF 02 (credit): | (\$42,528.99) |
| Previous Change Order No. RELO 02: | \$4,275.59 |
| Current Contract Amount: | \$1,036,462.32 |

| | |
|----------------------------|----------|
| Original Contract Duration | 124 days |
| Previous Change Order | 0 days |
| Current Contract Duration | 124 days |

The original contract Substantial Completion date was scheduled for September 23, 2010. However Substantial Completion was not achieved until February 23, 2011. The additional expenses incurred by the District due to delayed completion, are associated with the extended hours for Inspection and Construction Management services, resulting in costs of \$56,505.85. In addition, there is a credit for the costs for resin pavement replacement in the amount of \$5,144.79. Together, these total \$61,650.64. Through a Memorandum of Understanding (MOU) between the District and Best Electric, signed on April 28, 2011, Best Electric has proposed to settle this issue by crediting the District a sum of \$65,535.00, to cover the District's expenses and \$5,535.00 of additional work performed by Best. Liquidated Damages were not assessed because the delayed completion of the project did not impact the site programming of the District or other site users. As part of the MOU, all parties mutually agree that from February 23, 2011 until April 28, 2011, and until the Notice of Completion is issued by the District, for administrative purposes no further claims of expenses or damages shall be incurred during this administrative closeout period.

| | |
|--|---------------------|
| Current Contract Amount: | \$1,036,462.32 |
| Additional Work Performed by Contractor: | \$5,535.00 |
| MOU Settlement Agreement (credit): | (\$65,535.00) |
| Total Revised Contract Amount: | \$976,462.32 |

We recommend the Board of Education accept the terms of this settlement agreement.

A Friday memorandum will accompany this item.

MOTION MADE BY: Ms. Lieberman
 SECONDED BY: Mr. Mechur
 STUDENT ADVISORY VOTE: Aye
 AYES: All (7)
 NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/19/11

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

RE: APPROVE AMENDMENT TO CONTRACT FOR BID #10.14.BB-03-112630 GREEN FRINGE & 03-113013 RELOCATABLES – JOHN ADAMS MIDDLE SCHOOL – REPLACEMENT OF CLASSROOM BUILDINGS E, F, & G, NEW ADMINISTRATION, MODERNIZATION AND SITE IMPROVEMENTS PROJECT – SITE IMPROVEMENTS AT PERIMETER OF ATHLETIC FIELDS (GREEN FRINGE) (PACKAGE 1) (03-112630) & RELOCATABLES (PACKAGE 2A) (03-113013) – R&H INDUSTRIES DBA BEST ELECTRIC – MEASURE BB

RECOMMENDATION NO. A.25

It is recommended that the Board of Education authorize Change Order No. GF 03 for Bid #10.14.BB-03-112630 Green Fringe & 03-113013 Relocatables, John Adams Middle School – Replacement of Classroom Buildings E, F & G, New Administration, Modernization and Site Improvements Project - Site Improvements at Perimeter of Athletic Fields (Green Fringe) (Package 1) and Relocatables (Package 2A), R&H Industries dba Best Electric in the credit amount of (\$30,000.00) for a total contract amount of \$1,006,462.32.

Funding Information:

| | |
|------------------|--------------------------------------|
| Budgeted: | NA (Credit) |
| Fund: | 82 |
| Source: | Building Fund |
| Account Numbers: | 82-00000-0-00000-85000-6200-011-2600 |
| Description: | Construction Services |
| DSA #: | 03-112630, 03-113013 |
| Description: | Building Improvement |

COMMENTS: At the June 3, 2010, meeting of the Board of Education, Bid #10.14.BB-03-112630 Green Fringe & 03-113013 Relocatables, John Adams Middle School - Site Improvements at Perimeter of Athletic Fields (Green Fringe) (Package 1) and Relocatables (Package 2A) project was approved to R&H Industries dba Best Electric, in the amount of \$1,029,250. The contract amount included \$639,050 for Green Fringe (Package 1) and \$390,200 for Relocatables (Package 2A). The change orders for the two packages are being processed separately to align with their individual DSA project numbers.

At their January 13, 2011 meeting the Board of Education approved Change Order GF 01 for \$24,717.44. At their April 6, 2011 meeting the Board of Education approved deductive Change Order GF 02 for (\$42,528.99).

In a separate item, a Memorandum of Understanding (MOU) summarizing a settlement agreement with Best Electric was presented to the Board of Education for approval. The MOU results in change order GF 03 in the credit amount of (\$30,000).

| | |
|--|---------------|
| Original Contract Amount: | \$639,050.00 |
| Previous Change Orders (GF 01 and GF 02) | (\$17,811.55) |
| Current Contract Amount: | \$621,238.45 |

| | |
|----------------------------------|---------------|
| Change Order No. GF 03 (credit): | (\$30,000.00) |
| Revised Contract Amount: | \$591,238.45 |

| | |
|----------------------------|----------|
| Original Contract Duration | 124 days |
| Previous Change Order | 0 days |
| Current Contract Duration | 124 days |
| Change Order No. GF 03: | 0 days |
| Revised Contract Duration | 124 days |

The change order breakdown is summarized as below:

| | |
|------------------------------|---------------|
| 1. Unforeseen changes | \$0 |
| 2. Required additional scope | \$0 |
| 3. District directive | \$0 |
| 4. Credit | (\$30,000.00) |
| Change Order No. GF 03: | (\$30,000.00) |

The detailed breakdown for each change order is listed below:

| | |
|--------------------|---------------|
| 1. PCO GF 17 (MOU) | (\$30,000.00) |
|--------------------|---------------|

This Change Order No. GF 03, for (\$30,000.00) (credit) reflects the MOU with Best Electric, for the John Adams Middle School – Site Improvements at Perimeter of Athletic Fields (Green Fringe) (Package 1) and Relocatables (Package 2A). The revised contract total will be \$621,238.45 for Green Fringe (Package 1); the total revised contract total will be \$1,006,462.32. The contract duration will remain unchanged.

| | |
|--|-----------------------|
| Original Contract Amount: | \$639,050.00 |
| Previous Change Orders No. GF 01 & GF 02 | (\$17,811.55) |
| Change Order No. GF 03: | (\$30,000.00) |
| Total Contract Amount (Green Fringe): | \$591,238.45 |
| Current Contract Amount (Relocatables): | \$415,223.87 |
| Total Contract Amount | \$1,006,462.32 |

We recommend the Board of Education approve this change order.

MOTION MADE BY: Ms. Lieberman
 SECONDED BY: Mr. Mechur
 STUDENT ADVISORY VOTE: Aye
 AYES: All (7)
 NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/19/11

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

RE: APPROVE AMENDMENT TO CONTRACT FOR BID #10.14.BB-03-112630 GREEN FRINGE & 03-113013 RELOCATABLES – JOHN ADAMS MIDDLE SCHOOL – REPLACEMENT OF CLASSROOM BUILDINGS E, F, & G, NEW ADMINISTRATION, MODERNIZATION AND SITE IMPROVEMENTS PROJECT – SITE IMPROVEMENTS AT PERIMETER OF ATHLETIC FIELDS (GREEN FRINGE) (PACKAGE 1) (03-112630) & RELOCATABLES (PACKAGE 2A) (03-113013) – R&H INDUSTRIES DBA BEST ELECTRIC – MEASURE BB

RECOMMENDATION NO. A.26

It is recommended that the Board of Education authorize Change Order No. RELO 03 for Bid #10.14.BB-03-112630 Green Fringe & 03-113013 Relocatables, John Adams Middle School – Replacement of Classroom Buildings E, F & G, New Administration, Modernization and Site Improvements Project - Site Improvements at Perimeter of Athletic Fields (Green Fringe) (Package 1) and Relocatables (Package 2A), R&H Industries dba Best Electric in the credit amount of (\$30,000.00) for a total contract amount of \$976,462.32.

Funding Information:

| | |
|------------------|--------------------------------------|
| Budgeted: | NA (Credit) |
| Fund: | 82 |
| Source: | Building Fund |
| Account Numbers: | 82-00000-0-00000-85000-6200-011-2600 |
| Description: | Construction Services |
| DSA #: | 03-112630, 03-113013 |
| Description: | Building Improvement |

COMMENTS: At the June 3, 2010, meeting of the Board of Education, Bid #10.14.BB-03-112630 Green Fringe & 03-113013 Relocatables, John Adams Middle School - Site Improvements at Perimeter of Athletic Fields (Green Fringe) (Package 1) and Relocatables (Package 2A) project was approved to R&H Industries dba Best Electric, in the amount of \$1,029,250. The contract amount included \$639,050 for Green Fringe (Package 1) and \$390,200 for Relocatables (Package 2A). The change orders for the two packages are being processed separately to align with their individual DSA project numbers.

At their January 13, 2011 meeting the Board of Education approved Change Order RELO 01 for \$20,748.28. At their April 06, 2011 meeting the Board of Education approved Change Order RELO 02 for \$4,275.59.

In a separate item, a Memorandum of Understanding (MOU) summarizing a settlement agreement with Best Electric was presented to the Board of Education for approval. The MOU results in change order RELO 03 in the credit amount of (\$30,000).

| | |
|--|--------------------|
| Original Contract Amount: | \$390,200.00 |
| <u>Previous Change Order (RELO 01 and 02):</u> | <u>\$25,023.87</u> |

| | |
|----------------------------------|----------------------|
| <u>Change Order No. RELO 03:</u> | <u>(\$30,000.00)</u> |
| Revised Contract Amount: | \$385,223.87 |

| | |
|----------------------------|----------|
| Original Contract Duration | 124 days |
|----------------------------|----------|

| | |
|----------------------------------|---------------|
| <u>Previous Change Order:</u> | <u>0 days</u> |
| Total duration | 124 days |
| <u>Change Order No. RELO 03:</u> | <u>0 days</u> |
| Revised Contract Duration | 124 days |

The change order breakdown is summarized as below:

| | |
|------------------------------|---------------|
| 1. Unforeseen changes | \$0 |
| 2. Required additional scope | \$0 |
| 3. District directive | \$0 |
| 4. Credit | (\$30,000.00) |
| Change Order No. RELO 03: | (\$30,000.00) |

The detailed breakdown for each change order is listed below:

| | |
|--------------------------|---------------|
| 2. PCO No. RELO 08 (MOU) | (\$30,000.00) |
|--------------------------|---------------|

This Change Order No. RELO 03, for (\$30,000.00) (credit) reflects the MOU with Best Electric for the John Adams Middle School - Site Improvements at Perimeter of Athletic Fields (Green Fringe) (Package 1) and Relocatables (Package 2A). The revised contract total will be \$385,223.87 for Relocatables (Package 2A); the total revised contract total will be \$976,462.32. The contract duration will remain unchanged.

| | |
|---|----------------------|
| Current Contract Amount (Relocatables): | \$415,223.87 |
| <u>Change Order No. RELO 03:</u> | <u>(\$30,000.00)</u> |
| Total Contract Amount (Relocatables): | \$385,223.87 |
| Current Contract Amount (Green Fringe): | \$591,238.45 |
| Total Contract Amount | \$976,462.32 |

We recommend the Board of Education approve this change order.

MOTION MADE BY: Ms. Lieberman
 SECONDED BY: Mr. Mechur
 STUDENT ADVISORY VOTE: Aye
 AYES: All (7)
 NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/19/2011

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

RE: ACCEPT WORK AS COMPLETED FOR BID #10.14.BB-03-112630 GREEN FRINGE & 03-113013 RELOCATABLES – JOHN ADAMS MIDDLE SCHOOL – REPLACEMENT OF CLASSROOM BUILDINGS E, F, & G, NEW ADMINISTRATION, MODERNIZATION AND SITE IMPROVEMENTS PROJECT - SITE IMPROVEMENTS AT PERIMETER OF ATHLETIC FIELDS (GREEN FRINGE) (PACKAGE 1) (03-112630) & RELOCATABLES (PACKAGE 2A) (03-113013) – R&H INDUSTRIES DBA BEST ELECTRIC – MEASURE BB

RECOMMENDATION NO. A.27

It is recommended that the Board of Education accept as completed all work contracted for Bid #10.14.BB-03-112630 Green Fringe & 03-113013 Relocatables, John Adams Middle School – Replacement of Classroom Buildings E, F & G, New Administration, Modernization and Site Improvements Project - Site Improvements at Perimeter of Athletic Fields (Green Fringe) (Package 1) and Relocatables (Package 2A), to R&H Industries dba Best Electric, with the final contract amount of \$976,462.32.

Funding Information

Budgeted: NA (Credit)
Fund: 82
Source: Building Fund
Account Number: 82-00000-0-00000-85000-6200-011-2600
Description: Construction Services
DSA #: 03-112630, 03-113013
Description: Building Improvement

COMMENTS: The contract with Best Electric, Bid #10.14.BB-03-112630 & 03-113013, John Adams Middle School – Green Fringe Pkg 1 & Relocatables Pkg. 2A, 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 approval by the Board of Education.

Beneficial Occupancy for Relocatables (Package 2A) was established on September 7, 2010, which is the effective warranty commencement date for Package 2A.

Substantial Completion for Relocatables and Green Fringe was established as February 23, 2011, which is also the effective warranty commencement date for Green Fringe (Package 1). All parties mutually agree that from February 23, 2011 until April 28, 2011, and until the Notice of Completion is issued by the District, for administrative purposes no further claims of expenses or damages shall be incurred during this administrative closeout period.

| | |
|---------------------------------------|----------------------------|
| Original Contract Amount: | \$1,029,250.00 |
| COs GF01, 02, 03: RELO 01, 02, 03: | (\$52,787.68) |
| Total Revised Contract Amount: | <u>\$976,462.32</u> |

MOTION MADE BY: Ms. Lieberman
SECONDED BY: Mr. Mechur
STUDENT ADVISORY VOTE: Aye
AYES: All (7)
NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/19/11

FROM: TIM CUNEO / DEBRA MOORE WASHINGTON

RE: CERTIFICATED PERSONNEL – Elections, Separations

RECOMMENDATION NO. A.28

Unless otherwise noted, all items are included in the 2010/2011 approved budget.

ADDITIONAL ASSIGNMENTS

CHILD DEVELOPMENT SERVICES

| | | | |
|--------------------------|-----------------|------------------|-----------------------|
| Jeffries, Jane | 5 hrs @\$40.46 | 10/16/10 | Est Hrly/\$202 |
| Morn, Lora | 10 hrs @\$40.46 | 10/2/10-10/23/10 | <u>Est Hrly/\$405</u> |
| TOTAL ESTABLISHED HOURLY | | | \$607 |

Comment: Teach CPR to CDS Staff
12-Head Start – Basic

EDUCATIONAL SERVICES

| | | | |
|--------------------------|----------------|---------|-----------------------|
| Check, Laura | 6 hrs @\$40.46 | 4/30/11 | Est Hrly/\$243 |
| Roman, Bertha | 6 hrs @\$40.46 | 4/30/11 | <u>Est Hrly/\$243</u> |
| TOTAL ESTABLISHED HOURLY | | | \$486 |

Comment: Middle School Initiative Planning Meeting
01-IASA: Title II Teacher Quality

MCKINLEY ELEMENTARY SCHOOL

| | | | |
|--------------------------|-----------------|----------------|-----------------------|
| Langsdale, Jennifer | 20 hrs @\$40.46 | 4/1/11-6/22/11 | <u>Est Hrly/\$809</u> |
| TOTAL ESTABLISHED HOURLY | | | \$809 |

Comment: After School Homework Support
01-IASA: Title I Basic-LW Inc/Neg

SPECIAL EDUCATION

| | | | |
|-----------------|-------------------|----------------|--------------------------|
| Friedman, Nancy | 10 days @\$492.79 | 7/1/10-6/30/11 | Own Daily/\$4,928 |
| Hoover, Michael | 3 days @\$384.38 | 7/1/10-6/30/11 | <u>Own Daily/\$1,153</u> |
| TOTAL OWN DAILY | | | \$6,081 |

Comment: New Assessments
01-Special Education

HOURLY TEACHERS

ADULT EDUCATION

| | | | |
|--------------------------|----------------|-----------------|-----------------------|
| DeMello, Flavia | 6 hrs @\$40.46 | 12/6/10-6/18/11 | <u>Est Hrly/\$243</u> |
| TOTAL ESTABLISHED HOURLY | | | \$243 |

Comment: Staff Development
11-231: ABE/ESL/ESL Ctzn, VESL/VABE -85%
11-Adult Ed: Priority 5, GED/SECND -15%

ADDITIONAL ASSIGNMENT – EXTRA DUTY UNITS

EDISON ELEMENTARY SCHOOL

| Name | Rate | Assignment | Effective | Not to Exceed |
|-------------------|-------|----------------------------|-----------|---------------|
| Morales, Carlos | 2 EDU | 5 th Grade Trip | 9/10-6/11 | \$512 |
| Murcia, Constanza | 2 EDU | 5 th Grade Trip | 9/10-6/11 | \$512 |
| Naranjo, Rocio | 2 EDU | 5 th Grade Trip | 9/10-6/11 | \$512 |
| TOTAL EDUS | | | | \$1,536 |

MCKINLEY ELEMENTARY SCHOOL

| <u>Name</u> | <u>Rate</u> | <u>Assignment</u> | <u>Effective</u> | <u>Not to Exceed</u> |
|---------------------|-------------|-------------------|------------------|----------------------|
| Cervantes, Hayde | 5 EDU | Catalina Trip | 9/10-6/11 | \$1,280 |
| Langsdale, Jennifer | 5 EDU | Catalina Trip | 9/10-6/11 | <u>\$1,280</u> |
| | | | TOTAL EDUS | \$2,560 |

MUIR ELEMENTARY SCHOOL

| <u>Name</u> | <u>Rate</u> | <u>Assignment</u> | <u>Effective</u> | <u>Not to Exceed</u> |
|------------------|-------------|--------------------|------------------|----------------------|
| Benitez, Lourdes | 6 EDU | Science Camp-Coord | 9/10-6/11 | \$1,536 |
| Brizuela, Jose | 4 EDU | Science Camp | 9/10-6/11 | <u>\$1,024</u> |
| | | | TOTAL EDUS | \$2,560 |

ROGERS ELEMENTARY SCHOOL

| <u>Name</u> | <u>Rate</u> | <u>Assignment</u> | <u>Effective</u> | <u>Not to Exceed</u> |
|--------------------|-------------|-------------------|------------------|----------------------|
| Burrows, Erin | 2 EDU | Science Camp | 9/10-6/11 | \$512 |
| Contreras, Sitara | 2 EDU | Science Camp | 9/10-6/11 | \$512 |
| Schneider, Kirsten | 2 EDU | Science Camp | 9/10-6/11 | \$512 |
| Simon, Laura | 2 EDU | Student Council | 9/10-6/11 | \$512 |
| Witt, Carl | 2 EDU | Science Camp | 9/10-6/11 | <u>\$512</u> |
| | | | TOTAL EDUS | \$2,560 |

ROOSEVELT ELEMENTARY SCHOOL

| <u>Name</u> | <u>Rate</u> | <u>Assignment</u> | <u>Effective</u> | <u>Not to Exceed</u> |
|--------------------|-------------|--------------------------|------------------|----------------------|
| DeGregorio, Dana | 2 EDU | Astro Camp | 9/10-6/11 | \$ 512 |
| Levy, Amy | 2 EDU | Astro Camp | 9/10-6/11 | \$ 512 |
| Light, Lindsay | 2 EDU | Astro Camp | 9/10-6/11 | \$ 512 |
| Madnick, Sarah | 4 EDU | Astro Camp/Student Counc | 9/10-6/11 | \$1,024 |
| Ostrom, Michael | 2 EDU | Astro Camp | 9/10-6/11 | \$ 512 |
| Wechselberger, Amy | 2 EDU | Astro Camp | 9/10-6/11 | <u>\$ 512</u> |
| | | | TOTAL EDUS | \$3,584 |

SMASH

| <u>Name</u> | <u>Rate</u> | <u>Assignment</u> | <u>Effective</u> | <u>Not to Exceed</u> |
|------------------------|-------------|----------------------|------------------|----------------------|
| Barba-Castro, Graciela | 1 EDU | Student/Family Nites | 9/10-6/11 | \$256 |
| Berens, Candis | 1 EDU | Student Art Fair | 9/10-6/11 | \$256 |
| Haendel, Erin | 2 EDU | Student Council | 9/10-6/11 | \$512 |
| Holland, Kurt | 1 EDU | Outdoor Learning | 9/10-6/11 | \$256 |
| Mendinueto, Darwin | 1 EDU | Outdoor Learning | 9/10-6/11 | \$256 |
| Mugalian, Tamara | 2 EDU | Student Council | 9/10-6/11 | \$512 |
| Mugalian, Tamara | 1 EDU | Student Art Fair | 9/10-6/11 | \$256 |
| Sherman, Laura | 1 EDU | Student/Family Nites | 9/10-6/11 | \$256 |
| Wold, Jayme | 2 EDU | Student Council | 9/10-6/11 | \$512 |
| Wold, Jayme | 1 EDU | Outdoor Learning | 9/10-6/11 | <u>\$256</u> |
| | | | TOTAL EDUS | \$3,328 |

MALIBU HIGH SCHOOL – 2nd Semester Middle School Academics

| <u>Name</u> | <u>Rate</u> | <u>Assignment</u> | <u>Effective</u> | <u>Not to Exceed</u> |
|--------------------|-------------|---------------------|------------------|----------------------|
| Andino, Melisa | 7 EDU | Student Activities | 1/11-6/11 | \$1,792 |
| Bixler, William | 2 EDU | Band | 1/11-6/11 | \$ 512 |
| Cowgill, Elizabeth | 1 EDU | Scholarship Advisor | 1/11-6/11 | \$ 256 |
| Cowgill, Elizabeth | 3 EDU | Student Activities | 1/11-6/11 | \$ 768 |
| Flohr, Elisabeth | 6 EDU | Student Activities | 1/11-6/11 | \$1,536 |
| Jones, Julie | 4 EDU | Student Activities | 1/11-6/11 | \$1,024 |
| Lambert, Lisa | 6 EDU | Student Activities | 1/11-6/11 | \$1,536 |
| Lapajne, Katherine | 5 EDU | Student Activities | 1/11-6/11 | \$1,280 |

| | | | | |
|-------------------|-------|--------------------|------------|---------------|
| Leonard, Brigitte | 7 EDU | Drama | 1/11-6/11 | \$1,792 |
| Leonard, Brigitte | 4 EDU | Student Activities | 1/11-6/11 | \$1,024 |
| Loch, Amy | 2 EDU | Vocal Music | 1/11-6/11 | \$ 512 |
| Meyer, Kimberly | 7 EDU | Student Activities | 1/11-6/11 | \$1,792 |
| Murphy, Anthony | 5 EDU | Yearbook | 1/11-6/11 | \$1,280 |
| Tucker, Jack | 3 EDU | Student Activities | 1/11-6/11 | \$ 768 |
| Zander, Maia | 2 EDU | Orchestra | 1/11-6/11 | <u>\$ 512</u> |
| | | | TOTAL EDUS | \$16,384 |

TOTAL ESTABLISHED HOURLY, OWN DAILY AND EXTRA DUTY UNITS = \$40,738

ELECTIONS

SUBSTITUTE TEACHERS **PREFERRED SUBSTITUTES**

Effective

(@\$162.00 Daily Rate)

Sweeney, Colin 3/25/11

REGULAR DAY-TO-DAY SUBSTITUTES

(@\$138.00 Daily Rate)

Boskovich, Giovanni 4/7/11

Bushin, Gregory 4/8/11

Sadeghpour, Mojdeh 5/3/11

CHANGE IN ASSIGNMENT

Effective

Blitz, Sarah 8/29/11-6/18/12

Lincoln MS/Humanities

From: 100%

To: 80%

Garcia-Nunez, Veronica 8/29/11-6/18/12

Santa Monica HS/Spanish

From: 100%

To: 80%

Greenfield, Sara 8/29/11-6/18/12

Lincoln MS/English-Humanities

From: 100%

To: 80%

Palumbus Debeeche, Beth 8/29/11-6/18/12

Lincoln MS/English-Humanities

From: 100%

To: 80%

Rishe, Jessica 7/1/11-6/30/12

SMASH/Principal

From: 100%

To: 80% (continuing 80% assignment)

LEAVE OF ABSENCE (with pay)

Name/Location

Effective

Baum, Rena 4/27/11-5/11/11
Santa Monica HS [maternity]

Hinojosa, Judith 4/30/11-5/5/11
Santa Monica HS [maternity]

| | |
|---|-----------------------------------|
| Jung, Parisa John Adams MS | 4/30/11-6/22/11 [medical] |
| Kinsinger, Julie Rogers Elementary | 4/25/11-6/22/11 [catastrophic] |
| Rowton, Russell John Adams MS | 4/1/11-4/29/11 [catastrophic] |
| Sanchez-Aviles, Johanna Child Develop Svcs | 5/2/11-5/12/11 [medical] |

LEAVE OF ABSENCE (without pay)

| <u>Name/Location</u> | <u>Effective</u> |
|---|-------------------------------------|
| Breceda, Brenda John Adams MS | 8/29/11-6/18/12 [40% - personal] |
| Garcia, Veronica Santa Monica HS | 8/29/11-6/18/12 [20% - personal] |
| Levy, Amanda Lincoln MS | 4/30/11-5/23/11 [CFRA] |
| Rishe, Jessica SMASH | 7/1/11-6/30/12 [20% - personal] |
| Toppel, Diane John Adams MS | 8/29/11 – 6/18/12 [personal] |
| Von der Lieth, Jadeane Special Education | 7/1/11-6/30/12 [20% - personal] |

RESIGNATION

| <u>Name/Location</u> | <u>Effective</u> |
|---|------------------|
| Hoefflerle, Quinn Muir Elementary School | 5/17/11 |
| Mabrey, Matthew Santa Monica HS | 6/22/11 |
| Schopflin, Jennifer Santa Monica HS | 6/22/11 |

RETIREMENT

| <u>Name/Location</u> | <u>Effective</u> |
|--|------------------|
| Jacob-Marai, Nora Edison Elementary | 6/24/11 |

MOTION MADE BY: Ms. Lieberman
 SECONDED BY: Mr. Mechur
 STUDENT ADVISORY VOTE: Aye
 AYES: All (7)
 NOES: None (0)

TO: BOARD OF EDUCATION

FROM: TIM CUNEO / WILBERT YOUNG

RE: CLASSIFIED PERSONNEL - MERIT

ACTION/CONSENT
05/19/11

RECOMMENDATION NO. A.29

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

| <u>ELECTION</u> | | <u>EFFECTIVE DATE</u> |
|---|--|------------------------------|
| Flores, Francisco Santa Monica HS | Inst Asst – Bilingual 3.5 Hrs/SY/Range: 20 Step: A | 5/2/11 |
| Harrison, Keith Lincoln MS | Accompanist 5 Hrs/SY/Range: 31 Step: F | 4/25/11 |
| Kerrigan, Michelle Special Education | Inst Asst – Specialized 6 Hrs/SY/Range: 26 Step: A | 4/27/11 |
| Miller, Ronald John Adams MS | Inst Asst – Special Ed 6 Hrs/SY/Range: 20 Step: A | 4/25/11 |
| Yera, Alex Information Svcs | Technology Support Asst 8 Hrs/11 Mo/Range: 32 Step: F | 5/2/11 |
| <u>RE-EMPLOYMENT</u> | | <u>EFFECTIVE DATE</u> |
| Kraus, Eliza Special Education | Inst Asst – Specialized 6 Hrs/SY/Range: 26 Step: F | 4/25/11 |
| <u>TEMP/ADDITIONAL ASSIGNMENTS</u> | | <u>EFFECTIVE DATE</u> |
| Anderson, Bruno Santa Monica HS | Custodian [overtime, as needed] | 3/30/11-4/6/11 |
| Brown, Edward Educational Svcs | Campus Security Officer [Stairway to the Stars] | 4/7/11-4/8/11 |
| Casillas, Veronica Educational Svcs | Student Outreach Specialist [evening parent meetings] | 4/4/11-5/26/11 |
| Ciccarello, Nicolle Rogers Elementary | Inst Asst - Classroom [field trip] | 4/27/11 |
| Cooper, Raymond Educational Svcs | Campus Security Officer [Stairway to the Stars] | 4/7/11-4/8/11 |
| Cornejo, Natalie Educational Svcs | Campus Security Officer [Stairway to the Stars] | 4/7/11-4/8/11 |
| Greene, Milton Educational Svcs | Campus Security Officer [Stairway to the Stars] | 4/7/11-4/8/11 |
| Gomez, Jack Theater Operations | Custodian [overtime, as needed] | 4/15/11-6/30/11 |
| Gomez, Jack Facility Permits | Custodian [overtime, as needed] | 4/15/11-6/30/11 |

| | | |
|---------------------------------------|--|-----------------|
| Jaramillo, Guido Educational Svcs | Campus Security Officer [Stairway to the Stars] | 4/7/11-4/8/11 |
| Jones, Chancy Educational Svcs | Campus Security Officer [Stairway to the Stars] | 4/7/11-4/8/11 |
| Lopez, Victoria Educational Svcs | Campus Security Officer [Stairway to the Stars] | 4/7/11-4/8/11 |
| Mangum, Don Educational Svcs | Campus Security Officer [Stairway to the Stars] | 4/7/11-4/8/11 |
| Martin, Anthony Educational Svcs | Campus Security Officer [Stairway to the Stars] | 4/7/11-4/8/11 |
| Martin, Charles Educational Svcs | Campus Security Officer [Stairway to the Stars] | 4/7/11-4/8/11 |
| McGrath, Kathy Business Office | Sr. Office Specialist [overtime – attendance audit] | 12/1/10-3/31/11 |
| Mirabal, Jessica Educational Svcs | Inst Asst – Special Ed [evening parent meetings] | 4/4/11-4/30/11 |
| Nunez, Sherry Educational Svcs | Campus Security Officer [Stairway to the Stars] | 4/7/11-4/8/11 |
| Pena, Jaime Educational Svcs | Campus Security Officer [Stairway to the Stars] | 4/7/11-4/8/11 |
| Porter, Joe Facility Permits | Custodian [overtime, as needed] | 4/1/11-6/30/11 |
| Porter, Joe Theater Operations | Custodian [overtime, as needed] | 4/1/11-6/30/11 |
| Sargent, Darren Educational Svcs | Campus Security Officer [Stairway to the Stars] | 4/7/11-4/8/11 |
| Sato, Naomi Educational Svcs | Inst Asst – Music [music rehearsals] | 2/17/11-6/30/11 |
| Smith, Dunnell Educational Svcs | Campus Security Officer [Stairway to the Stars] | 4/7/11-4/8/11 |
| Smithfield, Dawn Business Services | Office Specialist [Measure R Senior Exemption] | 5/2/11-8/5/11 |
| Thatcher, Laura Rogers Elementary | Inst Asst – Classroom [field trip] | 4/27/11 |
| Torres, Joe Educational Svcs | Utility Worker [overtime – music programs] | 4/8/11-6/30/11 |
| Valle, Dahlia Rogers Elementary | Inst Asst – Classroom [field trip] | 4/27/11 |
| Vasquez, Graciela Educational Svcs | Campus Security Officer [Stairway to the Stars] | 4/7/11-4/8/11 |

| | | |
|-------------------------------------|--|---------------|
| Wilson, Stanley Educational Svcs | Campus Security Officer [Stairway to the Stars] | 4/7/11-4/8/11 |
|-------------------------------------|--|---------------|

SUBSTITUTES

| | | |
|----------------------------------|--------------------|---|
| Kaur, Kulwinder Food Services | Cafeteria Worker I | <u>EFFECTIVE DATE</u> 4/15/11-6/30/11 |
|----------------------------------|--------------------|---|

| | | |
|--------------------------------------|----------------------|-----------------|
| Lopez, Salomon Child Develop Svcs | Children Center Asst | 4/19/11-6/22/11 |
|--------------------------------------|----------------------|-----------------|

| | | |
|-------------------------------|-----------|----------------|
| Peterson, Randy Operations | Custodian | 5/2/11-6/30/11 |
|-------------------------------|-----------|----------------|

INVOLUNTARY TRANSFER

| | | |
|--------------------------------|---|---|
| Asriyan, Aramais Operations | Custodian 8 Hrs/12 Month Fr: 8 Hrs/12 Mo/Lincoln MS | <u>EFFECTIVE DATE</u> 4/25/11 |
|--------------------------------|---|---|

| | | |
|----------------------------|---|---------|
| Cuevas, Jose Lincoln MS | Custodian 8 Hrs/12 Month Fr: 8 Hrs/12 Mo/Operations | 4/25/11 |
|----------------------------|---|---------|

LEAVE OF ABSENCE (PAID)

| | | |
|-----------------------------------|----------------------------------|---|
| Behrens, Irene Human Resources | Sr. Office Specialist Medical | <u>EFFECTIVE DATE</u> 3/22/11-4/26/11 |
|-----------------------------------|----------------------------------|---|

| | | |
|--------------------------------------|-----------------------------------|----------------|
| Herson, Ilana Franklin Elementary | Inst Asst – Special Ed Medical | 5/5/11-6/22/11 |
|--------------------------------------|-----------------------------------|----------------|

| | | |
|---------------------------------------|-------------------------------------|-----------------|
| Jackson, Nisha McKinley Elementary | Inst Asst – Special Ed Maternity | 5/14/11-6/22/11 |
|---------------------------------------|-------------------------------------|-----------------|

PROFESSIONAL GROWTH

| | | |
|--|------------------------|--|
| Delgado, Eduardo Malibu High School | Inst Asst – Special Ed | <u>EFFECTIVE DATE</u> 5/1/11 |
|--|------------------------|--|

| | | |
|-----------------------------|---------------------|--------|
| Emhardt, Jana Purchasing | Administrative Asst | 5/1/11 |
|-----------------------------|---------------------|--------|

| | | |
|--|------------------------|--------|
| Mesrobian, Krikor Franklin Elementary | Inst Asst – Special Ed | 5/1/11 |
|--|------------------------|--------|

| | | |
|-----------------------------|-----------------|--------|
| Smith, Craig Maintenance | HVAC Technician | 6/1/11 |
|-----------------------------|-----------------|--------|

WORKING OUT OF CLASS

| | | |
|------------------------------|---|--|
| Donovan, Marc Maintenance | Glazier Fr: Skilled Maintenance Worker | <u>EFFECTIVE DATE</u> 5/4/11-6/30/11 |
|------------------------------|---|--|

| | | |
|-----------------------------|---------------------------------|----------------|
| Kratz, Damon Maintenance | Utility Worker Fr: Custodian | 5/2/11-6/30/11 |
|-----------------------------|---------------------------------|----------------|

| | | |
|---------------------------------|--|----------------|
| Villa, Alejandro Maintenance | Skilled Maintenance Worker Fr: Utility Worker | 5/4/11-6/30/11 |
|---------------------------------|--|----------------|

TERMINATION DUE TO EXHAUSTION OF ALL PAID LEAVES

(39-MONTH MEDICAL REEMPLOYMENT LIST)

XM4006955

Child Develop Svcs

Children's Center Asst

EFFECTIVE DATE

5/26/11

SUSPENSION WITHOUT PAY

QA1484316

Olympic HS

5/19/11, 5/20/11, 5/23/11, 5/24/11, 5/25/11

EFFECTIVE DATE**RETIREMENT**

Behrens, Irene

Human Resources

Sr. Office Specialist

EFFECTIVE DATE

4/26/11

Hedge, Audrey

Food Services

Cafeteria Worker II

6/22/11

Lopez, Albina

Food Services

Cafeteria Worker I

6/1/11

MOTION MADE BY: Ms. Lieberman

SECONDED BY: Mr. Mechur

STUDENT ADVISORY VOTE: Aye

AYES: All (7)

NOES: None (0)

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

ACTION/CONSENT
05/19/11

RECOMMENDATION NO. A.30

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.

STUDENT WORKER – PEER TUTOR

| | | |
|---------------|-----------------|----------------|
| WOLF, WILLIAM | SANTA MONICA HS | 4/4/11-6/22/11 |
|---------------|-----------------|----------------|

STUDENT WORKER – WORKABILITY

| | | |
|---------------------|-------------------|----------------|
| GARCIA, CHRISTOPHER | SPECIAL EDUCATION | 4/1/11-6/30/14 |
| MCINTYRE, MORGAN | SPECIAL EDUCATION | 3/1/11-6/30/15 |
| SHEVAH, ELAN | SPECIAL EDUCATION | 4/1/11-6/30/14 |
| SZILAGYI, EMILY | SPECIAL EDUCATION | 3/1/11-6/30/15 |
| TAYLER, KOA | SPECIAL EDUCATION | 3/1/11-6/30/15 |

MOTION MADE BY: Ms. Lieberman
SECONDED BY: Mr. Mechur
STUDENT ADVISORY VOTE: Aye
AYES: All (7)
NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/19/11

FROM: JOSE ESCARCE

RE: APPROVE EMPLOYEE AGREEMENT – SUPERINTENDENT

RECOMMENDATION NO. A.31

It is recommended that the Board of Education approve the employee agreement between the Santa Monica-Malibu Unified School District and the Superintendent, effective July 1, 2011.

COMMENT: On May 9, 2011, the Board of Education approved the appointment of Sandra Lyon as the district's new Superintendent. Attached is the employment agreement.

A copy will be kept on file in the Superintendent's office.

MOTION MADE BY: Ms. Lieberman

SECONDED BY: Mr. Mechur

STUDENT ADVISORY VOTE: Aye

AYES: All (7)

NOES: None (0)

**EMPLOYMENT AGREEMENT
BETWEEN THE GOVERNING BOARD OF THE
SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
AND
SUPERINTENDENT**

The following Employment Agreement is entered into between the Governing Board of the Santa Monica-Malibu Unified School District (hereafter referred to as "District" or "Board") and Sandra L. Lyon (hereafter referred to as "Superintendent").

Section 1. Term. Sandra L. Lyon is hereby employed as the Superintendent. The term of employment shall be for a three-year period commencing July 1, 2011, and ending June 30, 2014, and shall be subject to the terms and conditions hereinafter set forth. A contract year is defined as July 1st through June 30th of any given annual period.

Section 2. Salary. The Superintendent shall receive a base salary of Two Hundred Thirty Thousand Dollars (\$230,000.00) for the 2011-12 school year. Salary may be renegotiated with the Board at the end of each contract year. Any salary increase for the Superintendent for each subsequent fiscal year shall be based upon performance and determined at the discretion of the Board. Base salary is contingent on a satisfactory evaluation and the attainment of goals and objectives to be mutually determined by the Board and Superintendent. However, the parties agree not to reduce the annual salary below the figure stated unless by mutual consent.

Section 3. Renewal. This Agreement shall be extended for a period of one (1) year on the then-current terms and conditions set forth herein unless the Board gives the Superintendent written notice of its decision not to so extend this Agreement on or before May 1st of the final year of this Agreement, and thereafter on or before May 1st of any subsequent year of the extended Agreement.

Section 4. Fringe Benefits.

- A. **Health and Welfare Benefits.** The Superintendent and her dependents shall be entitled to receive a choice of health insurance plans for the current school year to be selected from the plans available from the Public Employees' Retirement System (PERS) health benefits program. If the PERS program is discontinued by the District, the Superintendent shall be entitled to the same benefits provided to other District administrators. The District shall also provide full cost coverage of Delta Dental or PMI for the Superintendent and her dependents.
- B. **Disability Insurance.** The Superintendent shall receive disability insurance at the rate indicated in the current SEIU contract.
- C. **Vacation.** The Superintendent shall be entitled to 24 days vacation, non-work time, each year without loss of compensation. Vacation shall be accrued at the rate of 2 days per month. At the conclusion of this Agreement, any unused vacation time shall be paid to the Superintendent at the Superintendent's then existing daily rate of pay. The Superintendent may elect at the conclusion of each

school year, ending June 30 annually, to be paid for any portion of the Superintendent's then accrued vacation time at the Superintendent's then existing daily rate of pay. In the event of the Superintendent's death during the term of this Agreement, her beneficiary shall be entitled to compensation for unused vacation specified in this Agreement.

- D. Sick Leave and Bereavement Leave. The Superintendent shall be entitled to twelve (12) days of sick/personal necessity leave annually. Earned sick leave shall be cumulative, as provided by state law and Board Policy. In addition to the twelve (12) days of sick/personal necessity leave, the Superintendent shall be entitled to up to five (5) days of bereavement leave without loss of pay.
- E. Automobile/Phone Allowance. The Superintendent shall receive Nine Hundred Dollars (\$900.00) per month to use for the purpose of maintaining an automobile and cellular phone to be used by the Superintendent in connection with the services required of the Superintendent under this Agreement.
- F. Relocation Expense. The District shall pay a one-time actual moving expense not to exceed Twelve Thousand Dollars (\$12,000.00), based on verification of costs submitted by the Superintendent to the Board.
- G. Coach. The Board agrees to allocate up to Twelve Thousand Dollars (\$12,000.00) to provide a coach for the Superintendent during her first year of employment. Said coach shall be identified by the Superintendent with concurrence by the Board.

Section 5. Duties and Responsibilities.

- A. The Superintendent shall perform all of her powers and duties in accordance with applicable laws, rules and regulations, including but not limited to the provisions of Education Code Section 35035, the policies adopted by the Board, and the position description for the Superintendent. All powers and duties legally delegated to the Superintendent are to be executed in accordance with the policies adopted by the Board. Acts that require ratification by the Board shall be referred to the Board at the earliest reasonable opportunity.
- B. The Superintendent's duties and functions shall include the following:
 - 1. Serving as the Chief Executive Officer of the District as described by District Policy. The Superintendent shall be delegated all powers and duties necessary for efficient management and administration of the District to the full extent permitted by law. The Superintendent shall have the authority to organize and arrange the administrative and supervisory staff including instruction, personnel, business and operational affairs which in her judgment best serve the District. The responsibility for selection, placement and transfer of existing personnel shall be vested in

the Superintendent. Employment of new personnel shall be recommended by the Superintendent subject to approval by the Board. In the event the Board does not approve the Superintendent's personnel recommendations, the Superintendent shall submit an alternative recommendation.

2. Working with the Board, District personnel, parents and the public, to develop short and long range goals with clear criteria for determining effective achievement and evaluating outcomes.
3. Representing the interests of the Board and the District in day-to-day contact with parents, other citizens, community, and governmental agencies.
4. Providing leadership, guidelines and directions to ensure that policies related to curriculum, instruction, pupil personnel services, personnel, budget, and business affairs are carried out.
5. Reporting information regularly to the Board regarding student learning, analysis of student learning, and analysis of student achievement and test scores.
6. Reviewing all policies adopted by the Board and making appropriate recommendations to the Board for addition, deletion, or modification.
7. Evaluating employees directly accountable to the Superintendent and overseeing the evaluation of other employees as defined by California law and Board policy.
8. Providing leadership and direction in planning and financing school facilities to meet growth needs.
9. Advising the Board and making recommendations regarding possible sources of funds which may be available to implement present or contemplated District programs.
10. Endeavoring to maintain and improve her professional competency by all available means, including reading appropriate periodicals and joining and/or participating in appropriate professional associations and their activities.
11. Establishing and maintaining an effective community relations program including effective relationships with the media.
12. Communicating openly, systematically, and in a timely manner to the Board, staff, and the community, and promptly informing the Board of critical issues or incidents.

13. Providing educational leadership to ensure quality teaching and learning.
14. Performing other duties and functions as assigned or required by the Board.

Section 6. Evaluation of Performance. The Board and Superintendent shall annually develop and agree upon performance goals and objectives that shall serve as the basis for an annual evaluation. Unless otherwise agreed upon by the parties, such goals and objectives shall be established no later than the first meeting of the Board in September of each year.

- A. The Board shall devote a portion of at least one meeting annually for discussion and evaluation of the performance and working relationship between the Superintendent and the Board. Every effort will be made to conduct this meeting by a date to be determined by the Board and the Superintendent. Such meeting shall be conducted in closed session unless mutually agreed otherwise. Evaluations shall be based upon the mutually developed and agreed upon performance goals and objectives for that year's evaluation. In addition thereto, the Board and the Superintendent shall assess the quality and effectiveness of their working relationship. After reviewing the performance of the Superintendent based upon the agreed upon goals and objectives established for the school year, the Board shall notify the Superintendent in writing whether the Superintendent has performed, in the Board's judgment, satisfactorily or unsatisfactorily.
- B. An evaluation shall be deemed to be "satisfactory" if a majority of the Board members have rated the Superintendent's performance as satisfactory in individual evaluations prepared by such Board members.
- C. The Board will provide a formal evaluation of the Superintendent's performance at least once annually, no later than May 31 of each year. The Board and the Superintendent shall also meet during the course of the year in order to provide feedback to the Superintendent concerning the Superintendent's progress towards meeting the mutually agreed upon goals and objectives, and making any agreed upon modifications to those goals and objectives.
- D. The Board and the Superintendent shall agree upon a written evaluation format which shall be used during the term.
- E. If the Board concludes that the Superintendent's performance is unsatisfactory, the Board shall identify in writing specific areas where improvement is required, provide written recommendations for improvement, and notify the Superintendent that another evaluation will be conducted within six (6) months. Such written recommendations and the specifications for improvement shall be provided within thirty (30) days of the date of the evaluation.

- F. The Board, unless otherwise agreed to in writing with the Superintendent, shall maintain confidentiality concerning the contents of any evaluation.

Section 7. Professional Association Dues/Service Club Expenses. The District shall promptly reimburse the Superintendent for all reasonable expenses incurred by the Superintendent in connection with District business. Such reimbursement shall include dues and other expenses associated with membership in a service club to be selected by the Superintendent and approved by the Board. Subject to Board approval, the District shall also pay on behalf of the Superintendent expenses incurred in attendance for regional, state or national conferences, seminars, hearings, or meetings which are devoted to matters that in the Superintendent's judgment relate to the benefit and welfare of the District. The District shall also pay the Superintendent's expenses and dues for membership in professional organizations including the Association of California School Administrators (ACSA), the American Association of School Administrators (AASA), and such other professional associations as the Superintendent may participate in.

Section 8. Work Year. The Superintendent shall be required to render twelve (12) months of full and regular service to the District during each annual period covered by this Employment Agreement. The work year shall be 222 days during the twelve (12)-month period.

Section 9. Termination of Agreement.

- A. The Superintendent may terminate the Superintendent's obligations under this Agreement by giving the District at least ninety (90) days' written notice in advance.
- B. This Agreement shall terminate upon the occurrence of any of the following events:
- B.1 Whenever the Superintendent and the District shall mutually agree to termination in writing;
- B.2 Upon the death of the Superintendent;
- B.3 The Board may terminate the Superintendent for cause based on any of the grounds set forth in Education Code Section 44932. In such event, the Superintendent shall receive a statement of charges setting forth the basis for this termination and be provided an opportunity to respond to the Board in closed session. The Superintendent shall have the right, at her own expense, to have a representative of her choice at the conference with the Board. The conference with the Board shall be the Superintendent's exclusive right to any hearing otherwise required by law.
- B.4 The Superintendent has been unable to perform all or substantially all of the Superintendent's duties due to illness or other disability for a period of three (3) consecutive months, and it is medically determined that the Superintendent is permanently disabled from performing all or

substantially all of the duties of the Superintendent. The determination that the Superintendent is permanently disabled and unable to perform the essential functions of the job with or without accommodation shall be supported by medical opinion as currently required by law.

- B.5 Notwithstanding any other provision of this Agreement, the Board, without cause, in its sole discretion, shall have the option to unilaterally terminate this Agreement upon the provision of written notice of such termination to the Superintendent. In accordance with Government Code Sections 53260 and 53261, if the Board elects the option to terminate this Agreement without cause, then the Superintendent shall receive the Superintendent's regular salary for the remainder of the term, or eighteen (18) months, whichever is less, and shall additionally be entitled to the health insurance benefits the Superintendent has elected for the same period of time. Such termination payments shall be paid in a lump sum, or on the same installment basis as the Superintendent's salary is currently paid, at the Superintendent's election.

Section 10. Applicable Law. This Agreement is subject to all applicable laws of the State of California, rules and regulations of the State Board of Education, and rules, regulations, and policies of this Board.

Section 11. Indemnity. In accordance with the provisions of Government Code Sections 825 and 995, the District shall defend the Superintendent from any and all demands, claims, suits, actions, and legal proceedings brought against the Superintendent in the Superintendent's individual capacity, or official capacity as an agent and employee of the District, provided that the incident giving rise to any such demand, claim, suit, action, or legal proceeding arose while the Superintendent was acting within the scope of employment. Unless there is a finding of criminal action, actual fraud, corruption or actual malice, the District shall hold harmless and indemnify the Superintendent from any and all demands, claims, suits, actions, and legal proceedings brought against the Superintendent in the Superintendent's individual capacity or in the Superintendent's official capacity as an agent and employee of the District, provided that the incident giving rise to any such demand, claim, suit, action, or legal proceeding arose while the Superintendent was acting within a scope of the Superintendent's employment. Such indemnification and hold harmless shall be for any and all claims arising out of or related to this Agreement and its provisions, duties and responsibilities of the Superintendent's job performance, including any extensions of this Agreement.

Section 12. Savings Clause. If any provisions of this Agreement are held to be contrary to law by final legislative act or a court of competent jurisdiction, inclusive of appeals, if any, such provisions will not be deemed valid and subsisting except to the extent permitted by law, but all other provisions will continue in full force and effect.

Section 13. Interpretation.

- A. This Agreement shall be interpreted in accordance with its fair meaning; captions are for the purpose of organization convenience only and shall not be considered in interpreting or construing the meaning of the terms or provisions of this Agreement. This Agreement is subject to all applicable laws of the State of California, the rules and regulations of the California State Board of Education, and the District. Said laws, rules, and regulations are hereby made a part of the terms and conditions of this Agreement as though herein set forth. Said laws, rules, and regulations may be amended from time to time.
- B. Except as otherwise specified, for the purpose of this Agreement, "days" shall be deemed to mean calendar days.

DATED this ____ day of May, 2011.

ACCEPTED

**SANTA MONICA-MALIBU UNIFIED
SCHOOL DISTRICT**

Sandra L. Lyon
Superintendent

By: _____
José Escarce, Board President,
for and on behalf of the Governing Board of the
Santa Monica-Malibu Unified School District

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/19/11

FROM: TIM CUNEO

RE: REVISE BP 1150 – COMMENDATIONS AND AWARDS

RECOMMENDATION NO. A.32

It is recommended that the Board of Education revise BP 1150 – Commendations and Awards.

COMMENT: CSBA is recommending this policy update to clarify that it applies to awards given to parents/guardians, community members, businesses, and organizations. Policy also incorporates and expands material formerly in AR regarding the process for submitting recommendations for awards and the types of awards that may be given, and adds designation of a day, week, or month for special recognition of volunteers.

This item came forward for board discussion on May 5, 2011.

The revised policy is attached.

MOTION MADE BY: Ms. Lieberman

SECONDED BY: Mr. Mechur

STUDENT ADVISORY VOTE: Aye

AYES: All (7)

NOES: None (0)

COMMENDATIONS AND AWARDS

The Board of Education believes that individuals and organizations deserve recognition when they provide contributions or long-standing service to the district. To encourage community involvement in district programs and activities, the Governing Board may publicly recognize and commend parents/guardians, community members, businesses, and organizations that make outstanding contributions or provide longstanding service to the district or district students. The Board believes that commending such service promotes increased community understanding and participation.

~~The Superintendent or designee shall establish procedures by which Board members, employees or members of the community may suggest persons or organizations for Board recognition. At the Board's discretion, letters of recognition, Board resolutions, plaques or awards may be presented.~~

Any Board member, employee, parent/guardian, student, or community member may recommend an individual or organization for Board recognition. He/she shall submit to the Superintendent or designee the name of the individual or organization and a description of the outstanding contribution or service.

At the Board's discretion, the Board may present a letter of recognition, Board resolution, plaque, or other award at a public Board meeting or may hold a reception or informal recognition activity. The Board also may designate a day, week, or month for special recognition of volunteers.

The Board encourages similar forms of recognition for achievement or services as part of school-level commendation programs.

Legal Reference:EDUCATION CODE

[35160](#) Authority of governing boards

[35160.1](#) Broad authority of school districts

[44015](#) Awards to employees and students

**Policy SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
adopted: August 19, 2009 Santa Monica, California**

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/19/11

FROM: TIM CUNEO

RE: REVISE BP 1240 – VOLUNTEER ASSISTANCE

RECOMMENDATION NO. A.33

It is recommended that the Board of Education revise BP 1240 – Volunteer Assistance.

COMMENT: CSBA is recommending this policy update to reflect new law (AB 346), which requires any volunteer who works with students in a student activity program (not just those who supervise, direct, or coach the activity) to obtain an Activity Supervisor Clearance Certificate from the Commission on Teacher Credentialing (CTC), unless the district requires the volunteer to instead clear a Department of Justice (DOJ) and Federal Bureau of Investigation (FBI) criminal background check or the volunteer is otherwise exempted by law.

This item came forward for board discussion on May 5, 2011.

The revised policy is attached.

MOTION MADE BY: Ms. Lieberman

SECONDED BY: Mr. Mechur

STUDENT ADVISORY VOTE: Aye

AYES: All (7)

NOES: None (0)

VOLUNTEER ASSISTANCE

The Board of Education encourages parents/guardians and other members of the community to share their time, knowledge and abilities with students. Volunteer assistance in schools enriches the educational program, enhances supervision of students and contributes to school safety while strengthening the schools' relationships with the community. The Board also encourages community members to ~~serve as mentors providing support and motivation to students~~ share their time, knowledge, and abilities with students.

The Superintendent or designee shall develop and implement a plan for recruiting, screening and placing volunteers, including strategies for reaching underrepresented groups of parents/guardians and community members. He/she may also recruit community members to serve as mentors and/or make appropriate referrals to community organizations.

The Superintendent or designee shall establish procedures to protect the safety of students and adults. These procedures shall include laws related to tuberculosis testing and may also include laws related to criminal record checks.

Volunteers shall be provided with information about school goals, programs and practices and shall receive an orientation and other training related to their specific responsibilities as appropriate. Employees who supervise volunteers shall ensure that volunteers are assigned meaningful responsibilities that capitalize on their skills and expertise and maximize their contribution to the educational program.

Volunteers shall act in accordance with district policies, regulations and school rules. At their discretion, employees who supervise volunteers may ask any volunteer who violates school rules to leave the campus. Employees also may confer with the principal or designee regarding any such volunteers. The Superintendent or designee shall be responsible for investigating and resolving complaints regarding volunteers.

Volunteer maintenance work shall be limited to those projects that do not replace the normal maintenance duties of classified staff. The Board nevertheless encourages volunteers to work on short-term projects to the extent that they enhance the classroom or school, do not significantly increase maintenance workloads and comply with employee commitments and contracts.

Volunteer aides shall not be used to assist certificated staff in performing teaching or administrative responsibilities in place of regularly authorized classified employees who have been laid off. (Education Code [35021](#))

The Board encourages principals to develop a means for recognizing the contributions of each school's volunteers.

Volunteers shall act in accordance with district policies, regulations, and school rules. The Superintendent or designee shall be responsible for investigating and resolving complaints regarding volunteers.

The Superintendent or designee shall periodically report to the Board regarding the district's volunteer assistance program.

Prior to assuming a volunteer position to work with students in a district-sponsored student activity program, a volunteer shall possess an Activity Supervisor Clearance Certificate issued by the Commission on Teacher Credentialing. (Education Code 49024)

A volunteer who obtained both a Department of Justice and Federal Bureau of Investigation criminal background clearance through the district prior to July 9, 2010, shall have satisfied this requirement. (Education Code 49024)

Legal Reference:

EDUCATION CODE

[35021](#) Volunteer aides

[35021.1](#) Automated records check

[44010](#) Sex offense; definition

[44227.5](#) Classroom participation by college methodology faculty

[44814-44815](#) Supervision of students during lunch and other nutrition periods

[45125](#) Fingerprinting requirements

[45340-45349](#) Instructional aides

[45360-45367](#) Teacher aides

[49406](#) Examination for tuberculosis

GOVERNMENT CODE

[3100-3109](#) Oath or affirmation of allegiance

[3543.5](#) Prohibited interference with employees' rights

HEALTH AND SAFETY CODE

[1596.871](#) Fingerprints of individuals in contact with child day care facility clients

LABOR CODE

[3364.5](#) Persons performing voluntary services for school districts

PENAL CODE

[290](#) Registration of sex offenders

[290.4](#) Information re sex offenders

CODE OF REGULATIONS, TITLE 22

[101170](#) Criminal record clearance

[101216](#) Health screening, volunteers in child care centers

UNITED STATES CODE, TITLE 20

[6319](#) Qualifications and duties of paraprofessionals, Title I programs

ATTORNEY GENERAL OPINIONS

62 Ops. Cal. Atty. Gen. 325 (1979)

COURT DECISIONS

Whisman Elementary School District, 15 Public Employee Reporter for California, 22043

Management Resources:

NATIONAL PTA PUBLICATIONS

National Standards for Parent/Family Involvement Programs, 1997

Building Successful Partnerships: A Guide for Developing Parent and Family Involvement Programs, 2000

WEB SITES

California PTA: <http://www.capta.org>

National PTA: <http://www.pta.org>

California Partners in Education: <http://www.capie.org>

National Coalition for Parent Involvement in Education: <http://www.ncpie.org>

U.S. Department of Education, Partnership for Family Involvement in Education: <http://pfie.ed.gov>

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

California Department of Justice, Megan's Law mapping: <http://www.meganslaw.ca.gov>

**Policy SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
adopted: August 19, 2009 Santa Monica, California**

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/19/11

FROM: TIM CUNEO

RE: REVISE BP 1250 – VISITORS/OUTSIDERS

RECOMMENDATION NO. A.34

It is recommended that the Board of Education revise BP 1250 – Visitors/Outsiders.

COMMENT: CSBA is recommending this policy update to encourage individuals to use complaint procedures and to avoid disruptive behavior on school grounds.

This item came forward for board discussion on May 5, 2011.

The revised policy is attached.

MOTION MADE BY: Ms. Lieberman
SECONDED BY: Mr. Mechur
STUDENT ADVISORY VOTE: Aye
AYES: All (7)
NOES: None (0)

VISITORS/OUTSIDERS

The Board of Education encourages parents/guardians and interested members of the community to visit the schools and view the educational program.

To ensure the safety of students and staff and minimum interruption of the instructional program, the Superintendent or designee shall establish procedures which facilitate visits during regular school days. Visits during school hours should be first arranged with the ~~teacher and~~ principal or designee. If a conference is desired, an appointment should be set with the teacher during noninstructional time.

~~To ensure the safety of students and staff and avoid potential disruptions, all visitors~~ Any person who is not a student or staff member shall register immediately upon entering any school building or grounds when school is in session.

~~For purposes of school safety and security, the~~ The principal or designee may design a visible means of identification for visitors all individuals who are not students or staff members while on school premises.

No electronic listening or recording device may be used by students or visitors in a classroom without the teacher and principal's permission. (Education Code [51512](#))

The Board encourages all individuals to assist in maintaining a safe and secure school environment by behaving in an orderly manner while on school grounds and by utilizing the district's complaint processes if they have concerns with any district program or employee. In accordance with Penal Code 626.7, the principal or designee may request that any individual who is causing a disruption, including exhibiting volatile, hostile, aggressive, or offensive behavior, immediately leave school grounds.

*Legal Reference:**EDUCATION CODE*

[32210](#) Willful disturbance of public school or meeting

[32211](#) Threatened disruption or interference with classes; misdemeanor

[32212](#) Classroom interruptions

[35160](#) Authority of governing boards

[35292](#) Visits to schools (board members)

[51512](#) Prohibited use of electronic listening or recording device

EVIDENCE CODE

[1070](#) Refusal to disclose news source

LABOR CODE

[230.8](#) Discharge or discrimination for taking time off

PENAL CODE

[626-626.10](#) Schools

[627-627.10](#) Access to school premises, especially:

[627.1](#) Definitions

[627.2](#) Necessity of registration by outsider

[627.7](#) Misdemeanors; punishment

ATTORNEY GENERAL OPINIONS

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

**Policy SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
adopted: August 19, 2009 Santa Monica, California**

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/19/11

FROM: TIM CUNEO / CHIUNG-SALLY CHOU

RE: REVISE BP 6011 – ACADEMIC STANDARDS

RECOMMENDATION NO. A.35

It is recommended that the Board of Education revise BP 6011 – Academic Standards.

COMMENT: CSBA is recommending this policy update to reflect the State Board of Education's adoption of the Common Core Standards, a set of national voluntary standards in English language arts and mathematics. The policy also adds language regarding (1) involvement of representatives of businesses and postsecondary institutions in the recommendation of district standards; (2) alignment of standards with graduation requirements, college entrance requirements, and other student outcomes; and (3) review of standards in response to changing student needs.

This item came forward for board discussion on May 5, 2011.

The revised policy is attached.

MOTION MADE BY: Ms. Lieberman

SECONDED BY: Mr. Mechur

STUDENT ADVISORY VOTE: Aye

AYES: All (7)

NOES: None (0)

ACADEMIC STANDARDS

The Board of Education shall adopt high academic standards for student achievement which challenge all students to reach their full potential and which clarify what students are expected to know and be able to do at each grade level and in each area of study. These standards shall reflect the knowledge and skills needed for students to be adequately prepared for postsecondary education, employment, and responsible citizenship.

The Superintendent or designee shall provide the Board with recommended standards. In developing these recommended standards, the Superintendent or designee shall use a process that involves teachers, school site and district administrators, students, parents/guardians, and community members. He/she shall ensure the alignment of the standards with the district's vision and goals, graduation requirements, college entrance requirements, and other desired student outcomes. He/she also shall ensure the proper articulation of standards between grade levels and that the standards are easily understandable and measureable.

District content standards for English language arts, English language development, mathematics, science, health education, history-social science, physical education, visual and performing arts, world languages, career technical education, and preschool education shall meet or exceed statewide model content standards adopted by the State Board of Education or the State Superintendent of Public Instruction as applicable.

Teachers and school administrators shall receive professional development to ensure their understanding of the standards and to discuss effective instructional methods in preparing students to meet the standards.

The Superintendent or designee shall annually communicate the applicable standards to students and their parents/guardians to inform them of the expectations for student learning at their grade level.

Staff shall continually assess students' progress toward meeting the standards, report each student's progress to the student and his/her parents/guardians, and offer remedial assistance in accordance with Board policy and administrative regulation.

District standards shall also provide a basis for evaluating the instructional program, making decisions about curriculum and assessment, and, in accordance with Education Code 44662, evaluating teacher performance.

The Superintendent or designee shall ensure that district standards are regularly reviewed and updated as necessary. At a minimum, district standards shall be reviewed whenever applicable statewide standards are revised and whenever data on student achievement demonstrate that students are not adequately achieving the standards in a particular grade level or subject area.

Legal Reference:

EDUCATION CODE

44662 *Evaluation of certificated employees*

51003 *Statewide academic standards*

60605-60605.5 *Adoption of statewide academically rigorous content and performance standards*

UNITED STATES CODE, TITLE 20

6311 *State academic standards and accountability for Title I, Part A*

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

World Language Content Standards for California Public Schools, Kindergarten Through Grade Twelve, 2009

California Preschool Learning Foundations, Vol. 1, 2008

Health Education Content Standards for California Public Schools, Kindergarten Through Grade Twelve, March 2008

California Career Technical Education Model Curriculum Standards, Grades Seven Through Twelve, 2006

Physical Education Model Content Standards for California Public Schools, Kindergarten Through Grade Twelve, January 2005

Visual and Performing Arts Content Standards for California Public Schools, Prekindergarten Through Grade Twelve, January 2001

English-Language Development Standards for California Public Schools, Kindergarten Through Grade Twelve, July 1999

History-Social Science Content Standards for California Public Schools, Kindergarten Through Grade Twelve, October 1998

Science Content Standards for California Public Schools, Kindergarten Through Grade Twelve, October 1998

English-Language Arts Content Standards for California Public Schools, Kindergarten Through Grade Twelve, December 1997

Mathematics Content Standards for California Public Schools, Kindergarten Through Grade Twelve, December 1997

WEB SITES

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

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

U.S. Department of Education: <http://www.ed.gov>

Policy SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

adopted: August 19, 2009 Santa Monica, California

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/05/11

FROM: TIM CUNEO / CHIUNG-SALLY CHOU

RE: REVISE BP 6161.1 – SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS

RECOMMENDATION NO. A.36

It is recommended that the Board of Education revise BP 6161.1 – Selection and Evaluation of Instructional Materials.

COMMENT: CSBA is recommending this policy update to reflect new law (AB 2211), which revises the definition of "sufficiency of instructional materials" to include materials in a digital format as long as specified conditions are met.

This came forward for board discussion on May 5, 2011.

The revised policy is attached.

MOTION MADE BY: Ms. Lieberman

SECONDED BY: Mr. Mechur

STUDENT ADVISORY VOTE: Aye

AYES: All (7)

NOES: None (0)

SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS

The Board of Education desires that district instructional materials, as a whole, present a broad spectrum of knowledge and viewpoints, reflect the diversity of our society, and enhance the use of multiple teaching strategies and technologies. The Board shall adopt instructional materials based on a determination that such materials are aligned with the state content standards, meet other criteria specified in law, and are an effective learning resource to help students achieve grade-level competency and meet criteria specified in law.

To ensure that instructional materials effectively support the district's adopted courses of study, the selection of textbooks, technology-based materials, other educational materials, and tests shall be aligned with the development and evaluation of the district's curriculum and standards.

The Superintendent or designee shall establish a process by which instructional materials shall be reviewed for recommendation to the Board. This process shall involve teachers in a substantial manner and shall also encourage the participation of parents/guardians and community members.

All recommended instructional materials shall be available for public inspection at the district office.

Individuals who participate in selecting and evaluating instructional materials shall not have a conflict of interest in the materials being reviewed, as defined in administrative regulation.

Complaints concerning instructional materials shall be handled in accordance with law, Board policy, and administrative regulation.

The Board's priority in the selection of instructional materials is to ensure that all students in grades K-12 are provided with instructional materials that are aligned to state content standards in the core curriculum areas of reading/language arts, mathematics, science, and history/social science. Students in grades K-8 shall be provided with instructional materials adopted by the State Board of Education.

The district may pilot instructional materials, using a representative sample of classrooms for a specified period of time during a school year, in order to determine how well the materials support the district's curricular goals and academic standards. Feedback from teachers piloting the materials shall be made available to the Board before the materials are adopted.

Public Hearing on Sufficiency of Instructional Materials

The Board shall annually conduct one or more public hearings on the sufficiency of the district's instructional materials. The hearing shall be held on or before the end of the eighth week from the first day students attend school for that year. (Education Code 60119)

The Board encourages participation by parents/guardians, teachers, interested community members, and bargaining unit leaders at the hearing. The Superintendent or designee shall post, 10 days prior to the hearing and in three public places within the district, a notice containing the time, place, and purpose of the hearing. The hearing shall not take place during or immediately following school hours. (Education Code 60119)

At the hearing(s), the Board shall determine, through a resolution, whether each student in each school has sufficient textbooks and/or instructional materials that are aligned to the state content standards adopted pursuant to Education Code 60605 in each of the following subjects: (Education Code 60119)

1. Mathematics
2. Science
3. History/social science
4. English language arts, including the English language development component of an adopted program

The Board shall also make a written determination as to whether each student enrolled in a foreign language or health course has sufficient textbooks or instructional materials that are consistent with the content and cycles of the state curriculum frameworks. The Board shall determine the availability of science laboratory equipment, as applicable to science laboratory courses offered in grades 9-12. (Education Code 60119)

In making these determinations, the Board shall consider whether each student has sufficient textbooks and/or instructional materials to use in class and to take home. However, this does not require that each student have two sets of materials. The materials may be in digital format as long as each student, at minimum, has and can access the same materials in the class and to take home as all other students in the same class or course in the district and has the ability to use and access them at home. However, the materials shall not be considered sufficient if they are photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage. (Education Code 60119)

For the 2008-09 through 2012-13 fiscal years, the Board shall also make a determination that all students within the district who are enrolled in the same course have "identical" standards-aligned textbooks or instructional materials from the same adoption cycle, as defined in Education Code 1240.3, 60119, and 60422. (Education Code 1240.3, 42605)

If the Board determines that there are insufficient textbooks and/or instructional materials, the Board shall provide information to classroom teachers and to the public, setting forth for each school in which an insufficiency exists, the percentage of students who lack sufficient standards-aligned textbooks or instructional materials in each subject area, and the reasons that each student does not have sufficient textbooks and/or instructional materials. The Board shall take any action, except an action that would require reimbursement by the Commission of State Mandates, to ensure that each student has sufficient materials within two months of the beginning of the school year in which the determination is made. (Education Code 60119)

Legal Reference:

EDUCATION CODE

1240 County superintendent, general duties
1240.3 Definition of sufficiency for categorical flexibility
33050-33053 General waiver authority
33126 School accountability report card
35272 Education and athletic materials
42605 Tier 3 categorical flexibility
44805 Enforcement of course of studies; use of textbooks, rules and regulations
49415 Maximum textbook weight
51501 Subject matter reflecting on race, color, etc.
60000-60005 Instructional materials, legislative intent
60010 Definitions
60040-60048 Instructional requirements and materials
60060-60062 Requirements for publishers and manufacturers
60070-60076 Prohibited acts (re instructional materials)
60110-60115 Instructional materials on alcohol and drug education
60119 Public hearing on sufficiency of materials
60200-60206 Elementary school materials
60226 Requirements for publishers and manufacturers
60240-60252 State Instructional Materials Fund
60350-60352 Core reading program instructional materials
60400-60411 High school textbooks
60420-60424 Instructional Materials Funding Realignment Program
60510-60511 Donation for sale of obsolete instructional materials
60605 State content standards
CODE OF REGULATIONS, TITLE 5
9505-9535 Instructional materials, especially:
9531-9532 Instructional Materials Funding Realignment Program

Management Resources:

CSBA PUBLICATIONS

Flexibility Provisions in the 2008 and 2009 State Budget: Policy Considerations for Governance Teams, Budget Advisory, March 2009

CALIFORNIA DEPARTMENT OF EDUCATION CORRESPONDENCE

1002.90 Selection of Instructional Materials, CIL: 90/91-02

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Standards for Evaluation of Instructional Materials with Respect to Social Content, 1986 edition, revised 2000

STATE BOARD OF EDUCATION POLICIES

01-05 Guidelines for Piloting Textbooks and Instructional Materials, September 2001

WEB SITES

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

Association of American Publishers: <http://www.publishers.org>

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

Policy SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
adopted: August 19, 2009 Santa Monica, California
revised: September 1, 2010

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/19/11

FROM: TIM CUNEO

RE: REPLACE BP 9270 – CONFLICT OF INTEREST

RECOMMENDATION NO. A.37

It is recommended that the Board of Education replace BP 9270 – Conflict of Interest.

COMMENT: CSBA is recommending this mandated bylaws update to reorganize and clarify three types of analysis that must be conducted pursuant to different statutes and the common law doctrine to determine whether a conflict exists and, if so, whether the board member must abstain and/or if the contract is prohibited.

This item came forward for board discussion on May 5, 2011.

The revised policy is attached.

MOTION MADE BY: Ms. Lieberman

SECONDED BY: Mr. Mechur

STUDENT ADVISORY VOTE: Aye

AYES: All (7)

NOES: None (0)

CONFLICT OF INTEREST

The Governing Board desires to maintain the highest ethical standards and help ensure that decisions are made in the best interest of the district and the public. In accordance with law, Board members and designated employees shall disclose any conflict of interest and, as necessary, shall abstain from participating in the decision.

The Board shall adopt a resolution that specifies the terms of the district's conflict of interest code, the district's designated positions, and the disclosure categories required for each position.

Upon direction by the code reviewing body, the Board shall review the district's conflict of interest code and submit any changes to the code reviewing body.

When a change in the district's conflict of interest code is necessitated due to changed circumstances, such as the creation of new designated positions, changes to the duties assigned to existing positions, amendments, or revisions, the amended code shall be submitted to the code reviewing body within 90 days. (Government Code 87306)

When reviewing and preparing the district's conflict of interest code, the Superintendent or designee shall provide officers, employees, consultants, and members of the community adequate notice and a fair opportunity to present their views. (Government Code 87311)

Board members and designated employees shall annually file a Statement of Economic Interest/Form 700 in accordance with the disclosure categories specified in the district's conflict of interest code. A Board member who leaves office or a designated employee who leaves district employment shall, within 30 days, file a revised statement covering the period of time between the closing date of the last statement and the date of leaving office or district employment. (Government Code 87302, 87500)

Conflict of Interest under the Political Reform Act

A Board member or designated employee shall not make, participate in making, or in any way use or attempt to use his/her official position to influence a governmental decision in which he/she knows or has reason to know that he/she has a disqualifying conflict of interest. A conflict of interest exists if the decision will have a "reasonably foreseeable material financial effect" on one or more of the Board member's or designated employee's "economic interests," unless the effect is indistinguishable from the effect on the public generally or the Board member's or designated employee's participation is legally required. (Government Code 87100, 87101, 87103; 2 CCR 18700-18709)

A Board member or designated employee makes a governmental decision when, acting within the authority of his/her office or position, he/she votes on a matter, appoints a person, obligates or commits the district to any course of action, or enters into any contractual agreement on behalf of the district. (2 CCR 18702.1)

A Board member who has a disqualifying conflict of interest on an agenda item that will be heard in an open meeting of the Board shall abstain from voting on the matter. He/she may remain on the dais, but his/her presence shall not be counted towards achieving a quorum for that matter. A Board member with a disqualifying conflict of interest shall not be present during a closed session meeting of the Board when the decision is considered and shall not obtain or review a recording or any other nonpublic information regarding the issue. (2 CCR 18702.1)

Additional Requirements for Boards that Manage Public Investments

A Board member who manages public investments pursuant to Government Code 87200 and who has a financial interest in a decision shall, upon identifying a conflict or potential conflict of interest and immediately prior to the consideration of the matter, do all of the following: (Government Code 87105; 2 CCR 18702.5)

1. Publicly identify each financial interest that gives rise to the conflict or potential conflict of interest in detail sufficient to be understood by the public, except that disclosure of the exact street address of a residence is not required.
2. Recuse himself/herself from discussing and voting on the matter, or otherwise acting in violation of Government Code 87100. The Board member shall not be counted toward achieving a quorum while the item is discussed.

However, the Board member may speak on the issue during the time that the general public speaks on it and may leave the dais to speak from the same area as members of the public. He/she may listen to the public discussion of the matter with members of the public.

3. Leave the room until after the discussion, vote, and any other disposition of the matter is concluded, unless the matter has been placed on the portion of the agenda reserved for uncontested matters.

If the item is on the consent calendar, the Board member must recuse himself/herself from discussing or voting on that matter, but the Board member is not required to leave the room during consideration of the consent calendar.

4. If the Board's decision is made during closed session, disclose his/her interest orally during the open session preceding the closed session. This disclosure shall be limited to a declaration that his/her recusal is because of a conflict of interest pursuant to Government Code 87100. He/she shall not be present when the item is considered in closed session and shall not knowingly obtain or review a recording or any other nonpublic information regarding the Board's decision.

Conflict of Interest under Government Code 1090

Board members, employees, or district consultants shall not be financially interested in any contract made by the Board on behalf of the district, including in the development, preliminary discussions, negotiations, compromises, planning, reasoning, and specifications and solicitations for bids. If a Board member has such a financial interest, the district is barred from entering into the contract. (Government Code 1090; Klistoff v. Superior Court, (2007) 157 Cal.App. 4th 469)

A Board member shall *not* be considered to be financially interested in a contract if his/her interest is a "noninterest" as defined in Government Code 1091.5. One such noninterest is when a Board member's spouse/registered domestic partner has been a district employee for at least one year prior to the Board member's election or appointment. (Government Code 1091.5)

A Board member shall *not* be considered to be financially interested in a contract if he/she has only a "remote interest" in the contract as specified in Government Code 1091 and if the remote interest is disclosed during a Board meeting and noted in the official Board minutes. The affected Board member shall not vote or debate on the matter or attempt to influence any other Board member to enter into the contract. (Government Code 1091)

Even if there is not a prohibited conflict of interest, a Board member shall abstain from voting on personnel matters that uniquely affect his/her relatives. However, a Board member may vote on collective bargaining agreements and personnel matters that affect a class of employees to which his/her relative belongs. *Relative* means an adult who is related to the Board member by blood or affinity within the third degree, as determined by the common law, or an individual in an adoptive relationship within the third degree. (Education Code 35107)

A relationship within the third degree includes an individual's parents, grandparents, great-grandparents, children, grandchildren, great-grandchildren, brothers, sisters, aunts, uncles, nieces, nephews, and the similar family of the individual's spouse/registered domestic partner unless the individual is widowed or divorced.

Common Law Doctrine Against Conflict of Interest

A Board member shall abstain from any official action in which his/her private or personal interest may conflict with his/her official duties.

Rule of Necessity or Legally Required Participation

On a case-by-case basis and upon advice of legal counsel, a Board member with a financial interest in a contract may participate in the making of the contract if the rule of necessity or legally required participation applies pursuant to Government Code 87101 and 2 CCR 18708.

Incompatible Offices and Activities

Board members shall not engage in any employment or activity or hold any office which is inconsistent with, incompatible with, in conflict with, or inimical to the Board member's duties as an officer of the district. (Government Code 1099, 1126)

Gifts

Board members and designated employees may accept gifts only under the conditions and limitations specified in Government Code 89503 and 2 CCR 18730.

The limitation on gifts does not apply to wedding gifts and gifts exchanged between individuals on birthdays, holidays, and other similar occasions, provided that the gifts exchanged are not substantially disproportionate in value. (Government Code 89503)

Gifts of travel and related lodging and subsistence shall be subject to the current gift limitation except as described in Government Code 89506.

A gift of travel does not include travel provided by the district for Board members and designated employees. (Government Code 89506)

Honoraria

Board members and designated employees shall not accept any honorarium, which is defined as any payment made in consideration for any speech given, article published, or attendance at any public or private gathering, in accordance with law. (Government Code 89501, 89502)

The term *honorarium* does not include: (Government Code 89501)

1. Earned income for personal services customarily provided in connection with a bona fide business, trade, or profession unless the sole or predominant activity of the business, trade, or profession is making speeches
2. Any honorarium which is not used and, within 30 days after receipt, is either returned to the donor or delivered to the district for donation into the general fund without being claimed as a deduction from income for tax purposes

Legal Reference:

EDUCATION CODE

1006 Qualifications for holding office

35107 School district employees

35230-35240 Corrupt practices, especially:

35233 Prohibitions applicable to members of governing boards

41000-41003 Moneys received by school districts

FAMILY CODE

297.5 Rights, protections, and benefits of registered domestic partners

GOVERNMENT CODE

1090-1099 Prohibitions applicable to specified officers

1125-1129 Incompatible activities

81000-91014 Political Reform Act of 1974, especially:

82011 Code reviewing body

87100-87103.6 General prohibitions

87200-87210 Disclosure

87300-87313 Conflict of interest code

87500 Statements of economic interests

89501-89503 Honoraria and gifts

91000-91014 Enforcement

PENAL CODE

85-88 Bribes

CODE OF REGULATIONS, TITLE 2

18110-18997 Regulations of the Fair Political Practices Commission, especially:

18702.5 Public identification of a conflict of interest for Section 87200 filers

COURT DECISIONS

Klistoff v. Superior Court, (2007) 157 Cal.App.4th 469

Thorpe v. Long Beach Community College District, (2000) 83 Cal.App.4th 655

Kunec v. Brea Redevelopment Agency, (1997) 55 Cal.App.4th 511

ATTORNEY GENERAL OPINIONS

92 Ops.Cal.Atty.Gen. 26 (2009)

92 Ops.Cal.Atty.Gen. 19 (2009)

89 Ops.Cal.Atty.Gen. 217 (2006)

86 Ops.Cal.Atty.Gen. 138(2003)

85 Ops.Cal.Atty.Gen. 60 (2002)

82 Ops.Cal.Atty.Gen. 83 (1999)

81 Ops.Cal.Atty.Gen. 327 (1998)

80 Ops.Cal.Atty.Gen. 320 (1997)

69 Ops.Cal.Atty.Gen. 255 (1986)

68 Ops.Cal.Atty.Gen. 171 (1985)

65 Ops.Cal.Atty.Gen. 606 (1982)

63 Ops.Cal.Atty.Gen. 868 (1980)

Management Resources:

CSBA PUBLICATIONS

Conflict of Interest: Overview of Key Issues for Governing Board Members, Fact Sheet, July 2010

FAIR POLITICAL PRACTICES COMMISSION PUBLICATIONS

Can I Vote? A Basic Overview of Public Officials' Obligations Under the Conflict-of-Interest Rules, 2005

INSTITUTE FOR LOCAL GOVERNMENT PUBLICATIONS

Understanding the Basics of Public Service Ethics: Personal Financial Gain Laws, 2009

Understanding the Basics of Public Service Ethics: Transparency Laws, 2009

WEB SITES

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

Fair Political Practices Commission: <http://www.fppc.ca.gov>

Institute of Local Government: <http://www.ca-ilg.org>

Bylaw CSBA MANUAL MAINTENANCE SERVICE
adopted: July 2010

CONFLICT OF INTEREST

Incompatible Activities

~~Board of Education members shall not engage in any employment or activity which is inconsistent with, incompatible with, in conflict with or inimical to the Board member's duties as an officer of the district. (Government Code 1126)~~

Conflict of Interest Code

~~The district's conflict of interest code shall be comprised of the terms of 2CCR 18730 and any amendments to it adopted by the Fair Political Practices Commission, together with a district attachment specifying designated positions and the specific types of disclosure statements required for each position.~~

~~Upon direction by the code reviewing body, the Board shall review the district's conflict of interest code in even-numbered years. If no change in the code is required, the district shall submit by October 1 a written statement to that effect to the code reviewing body. If a change in the code is necessitated by changed circumstances, the district shall submit an amended code to the code reviewing body. (Government Code 87306.5)~~

~~When a change in the district's conflict of interest code is necessitated by changed circumstances, such as the creation of new designated positions, amendments or revisions, the changed code shall be submitted to the code reviewing body within 90 days. (Government Code 87306)~~

~~When reviewing and preparing conflict of interest codes, the district shall provide officers, employees, consultants and members of the community adequate notice and a fair opportunity to present their views. (Government Code 87311)~~

~~If a Board member or designated employee determines that he/she has a financial interest in a decision, as described in Government Code 87103, this determination shall be disclosed. The member shall be disqualified from voting unless his/her participation is legally required. (2 CCR 18700)~~

~~Statements of economic interests submitted to the district by designated employees in accordance with the conflict of interest code shall be available for public inspection and reproduction. (Government Code 81008)~~

Financial Interest

~~Board members and designated employees shall not be financially interested in any contract made by the Board or in any contract they make in their capacity as Board members or designated employees. (Government Code 1090)~~

~~A Board member shall not be considered to be financially interested in a contract if his/her interest includes, but is not limited to, any of the following: (Government Code 1091.5)~~

- ~~1. ——— That of an officer who is being reimbursed for his/her actual and necessary expenses incurred in the performance of an official duty~~

2. ~~That of a recipient of public services generally provided by the public body or board of which he/she is a member, on the same terms and conditions as if he or she were not a member of the board~~
3. ~~That of a landlord or tenant of the contracting party if such contracting party is the federal government or any federal department or agency, this state or an adjoining state, any department or agency of this state or an adjoining state, any county or city of this state or an adjoining state, or any public corporation or special, judicial or other public district of this state or an adjoining state unless the subject matter of such contract is the property in which such officer or employee has such interest as landlord or tenant in which even his/her interest shall be deemed a remote interest within the meaning of, and subject to, the provisions of Government Code 1091~~
4. ~~That of a spouse of an officer or employee of the district if his/her spouse's employment or officeholding has existed for at least one year prior to his/her election or appointment~~
5. ~~That of a nonsalaried member of a nonprofit corporation, provided that such interest is disclosed to the Board at the time of the first consideration of the contract, and provided further that such interest is noted in its official records~~
6. ~~That of a noncompensated officer of a nonprofit, tax-exempt corporation which, as one of its primary purposes, supports the functions of the nonprofit board or to which the school Board has a legal obligation to give particular consideration, and provided further that such interest is noted in its official records~~
7. ~~That of a person receiving salary, per diem, or reimbursement for expenses from a governmental entity, unless the contract directly involves the department of the government entity that employs the officer or employee, provided that such interest is disclosed to the Board at the time of consideration of the contract, and provided further that such interest is noted in its official records~~
8. ~~That of an attorney of the contracting party or that of an owner, officer, employee or agent of a firm which renders, or has rendered, service to the contracting party in the capacity of stockbroker, insurance agent, insurance broker, real estate agent, or real estate broker, if these individuals have not received and will not receive remuneration, consideration, or a commission as a result of the contract and if these individuals have an ownership interest of less than 10 percent in the law practice or firm, stock brokerage firm, insurance firm or real estate firm~~

~~In addition, a Board member or employee shall not be deemed to be interested in a contract made pursuant to competitive bidding under a procedure established by law if his/her sole interest is that of an officer, director, or employee of a bank or savings and loan association with which a party to the contract has the relationship of borrower or depositor, debtor or creditor. (Government Code 1091.5)~~

~~A Board member shall not be deemed to be financially interested in a contract if he/she has only a remote interest in the contract and if the remote interest is disclosed during a Board meeting and noted in the official Board minutes. The affected Board member shall not vote or debate on the matter or attempt to influence any other Board member to enter into the contract. Remote interests are specified in Government Code 1091(b); they include, but are not limited to, the interest of a parent in the earnings of his/her minor child. (Government Code 1091)~~

~~A Board member may enter into a contract if the rule of necessity or legally required participation applies as defined in Government Code 87101.~~

~~Even if there is no prohibited or remote interest, a Board member shall abstain from voting on personnel matters that uniquely affect a relative of the Board member. A Board member may vote, however, on collective bargaining agreements and personnel matters that affect a class of employees to which the relative belongs. "Relative" means an adult who is related to the person by blood or affinity within the third degree, as determined by the common law, or an individual in an adoptive relationship within the third degree. (Education Code 35107)~~

~~A relationship within the third degree includes the individual's parents, grandparents and great-grandparents, children, grandchildren and great-grandchildren, brothers, sisters, aunts and uncles, nieces and nephews, and the similar family of the individual's spouse unless the individual is widowed or divorced.~~

~~Disqualification for Board Members Who Manage Public Investments~~

~~A Board member who manages public investments pursuant to Government Code 87200 and who has a financial interest in a decision shall, upon identifying a conflict or potential conflict of interest and immediately prior to the consideration of the matter, do all of the following:~~

- ~~1. Publicly identify the financial interest that gives rise to the conflict or potential conflict of interest in detail sufficient to be understood by the public, except that disclosure of the exact street address of a residence is not required. (Government Code 87105)~~
- ~~2. Recuse himself/herself from discussing and voting on the matter, or otherwise acting in violation of Government Code 87100. This Board member shall not be counted toward achieving a quorum while the item is discussed. (Government Code 87105; 2 CCR 18702.5)~~
- ~~3. Leave the room until after the discussion, vote and any other disposition of the matter is concluded, unless the matter has been placed on the portion of the agenda reserved for uncontested matters. (Government Code 87105)~~

~~If the item is on the consent calendar, the Board member must recuse himself/herself from discussing or voting on that matter, but the Board member is not required to leave the room during the consent calendar. (2 CCR 18702.5)~~

~~The Board member may speak on the issue during the time that the general public speaks on the issue. The Board member shall recuse himself/herself from voting on the matter and leave the dais to speak from the same area as members of the public. He/she may listen to the public discussion of the matter with members of the public. (Government Code 87105; 2 CCR 18702.5)~~

~~If the Board's decision is made during closed session, the public identification may be made orally during the open session before the Board goes into closed session and shall be limited to a declaration that his/her recusal is because of a conflict of interest pursuant to Government Code 87100. The Board member shall not be present when the decision is considered in closed session or knowingly obtain or review a recording or any other non-public information regarding the Board's decision. (2 CCR 18702.5)~~

~~Gifts~~

~~Board members and designated employees may accept gifts only under the conditions and limitations specified in Government Code 89503 and 2 CCR 18730.~~

~~The limitations on gifts do not apply to wedding gifts and gifts exchanged between individuals on birthdays, holidays and other similar occasions, provided that the gifts exchanged are not substantially disproportionate in value. (Government Code 89503)~~

~~Gifts of travel and related lodging and subsistence shall be subject to the prevailing gift limitation except as described in Government Code 89506.~~

~~A gift of travel does not include travel provided by the district for Board members and designated employees. (Government Code 89506)~~

Honoraria

~~Board members and designated employees shall not accept any honorarium, which is defined as any payment made in consideration for any speech given, article published, or attendance at any public or private gathering, in accordance with law. (Government Code 89501, 89502)~~

~~The term honorarium does not include: (Government Code 89501)~~

- ~~1. Earned income for personal services customarily provided in connection with a bona fide business, trade or profession unless the sole or predominant activity of the business, trade or profession is making speeches~~
- ~~2. Any honorarium which is not used and, within 30 days after receipt, is either returned to the donor or delivered to the district for donation into the general fund without being claimed as a deduction from income for tax purposes~~

APPENDIX

DESIGNATED POSITIONS/DISCLOSURE CATEGORIES

~~It has been determined that persons occupying the following positions manage public investments and shall file a full statement of economic interests pursuant to Government Code 87200:~~

~~Members of the Board of Education~~

~~Superintendent of Schools~~

- ~~1. Persons occupying the following positions are designated employees in Category 1:~~

~~Assistant/Associate Superintendent~~

~~Purchasing Agent~~

~~Designated persons in this category must report:~~

- ~~a. Interests in real property located entirely or partly within district boundaries, or within two miles of district boundaries or of any land owned or used by the district. Such interests include any leasehold, beneficial or ownership interest or option to acquire such interest in real property.~~
- ~~b. Investments or business positions in or income from sources which:
 - ~~(1) Are engaged in the acquisition or disposal of real property within the district~~~~

- ~~(2) — Are contractors or subcontractors which are or have been within the past two years engaged in work or services of the type used by the district or~~
- ~~(3) — Manufacture or sell supplies, books, machinery or equipment of the type used by the district~~

~~2. — Persons occupying the following positions are designated employees in Category 2:~~

~~Director~~

~~Maintenance and Operations Director~~

~~Designated persons in this category must report investments or business positions in or income from sources which:~~

- ~~a. — Are contractors or subcontractors engaged in work or services of the type used by the department which the designated person manages or directs, or~~
 - ~~b. — Manufacture or sell supplies, books, machinery or equipment of the type used by the department which the designated person manages or directs. For the purposes of this category, a principal's department is his/her entire school.~~
- ~~3. — Consultants are designated employees who must disclose financial interests as determined on a case-by-case basis by the Superintendent or designee. The Superintendent or designee's written determination shall include a description of the consultant's duties and a statement of the extent of disclosure requirements based upon that description. All such determinations are public records and shall be retained for public inspection along with this conflict of interest code.~~

~~A consultant is an individual who, pursuant to a contract with the district, makes a governmental decision whether to: (2 CCR 18701)~~

- ~~a. — Approve a rate, rule or regulation~~
- ~~b. — Adopt or enforce a law~~
- ~~c. — Issue, deny, suspend or revoke a permit, license, application, certificate, approval, order or similar authorization or entitlement~~
- ~~d. — Authorize the district to enter into, modify or renew a contract that requires district approval~~
- ~~e. — Grant district approval to a contract or contract specifications which require district approval and in which the district is a party~~
- ~~f. — Grant district approval to a plan, design, report, study or similar item~~
- ~~g. — Adopt or grant district approval of district policies, standards or guidelines~~

~~A consultant is also an individual who, pursuant to a contract with the district, serves in a staff capacity with the district and in that capacity participates in making a governmental decision as defined in 2 CCR 18702.2 or performs the same or substantially all the same duties for the district that would otherwise be performed by an individual holding a position specified in the district's Conflict of Interest Code. (2 CCR 18701)~~

Legal Reference:

EDUCATION CODE

~~1006 Qualifications for holding office~~

~~35107 School district employees~~

~~35230-35240 Corrupt practices~~

~~35233 Prohibitions applicable to members of governing boards~~

~~35239 Compensation for board members in districts under 70 ADA~~

GOVERNMENT CODE

~~1090-1098 Prohibitions applicable to specified officers~~

~~1125-1129 Incompatible activities~~

~~81000-91015 Political Reform Act of 1974, especially:~~

~~82011 Code reviewing body~~

~~82019 Definition of designated employee~~

~~82028 Definition of gifts~~

~~82030 Definition of income~~

~~87100-87103.6 General prohibitions~~

~~87200-87210 Disclosure~~

~~87300-87313 Conflict of interest code~~

~~87500 Statements of economic interests~~

~~89501-89503 Honoraria and gifts~~

~~91000-91014 Enforcement~~

CODE OF REGULATIONS, TITLE 2

~~18110-18997 Regulations of the Fair Political Practices Commission, especially:~~

~~18702.5 Public identification of a conflict of interest for Section 87200 filers~~

COURT DECISIONS

~~Thorpe v. Long Beach Community College District, (2000) 83 Cal.App.4th. 655~~

~~Kunec v. Brea Redevelopment Agency, (1997) 55 Cal.App.4th 511~~

ATTORNEY GENERAL OPINIONS

~~86 Ops.Cal.Atty.Gen. 138(2003)~~

~~85 Ops.Cal.Atty.Gen. 60 (2002)~~

~~82 Ops.Cal.Atty.Gen. 83 (1999)~~

~~81 Ops.Cal.Atty.Gen. 327 (1998)~~

~~80 Ops.Cal.Atty.Gen. 320 (1997)~~

~~69 Ops.Cal.Atty.Gen. 255 (1986)~~

~~68 Ops.Cal.Atty.Gen. 171 (1985)~~

~~65 Ops.Cal.Atty.Gen. 606 (1982)~~

Management Resources:

WEB SITES

~~Fair Political Practices Commission: <http://www.fppc.ca.gov>~~

**Bylaw ~~SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT~~
adopted: June 25, 2009 ~~Santa Monica, California~~**

TO: BOARD OF EDUCATION

ACTION/MAJOR

05/19/11

FROM: TIM CUNEO / DEBRA WASHINGTON / MAROLYN FREEDMAN

RE: EXPULSION OF STUDENT (B/D 8/29/96)

RECOMMENDATION NO. A.38

It is recommended that the Board of Education expel student (B/D 8/29/1996).

COMMENT: The Superintendent of Santa Monica-Malibu Unified School District has recommended the expulsion based on the student's violations of Education Code Sections 48900 (c), 48915(c):

Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind. **SECTION 48900 (c)**

The principal or superintendent of schools shall immediately suspend, pursuant to Section 48911, and shall recommend expulsion of a pupil that he or she determines has committed any of the following acts at school or at a school activity off school grounds: (3) Unlawfully selling a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code. **SECTION 48915 (c)**

MOTION MADE BY: Ms. Lieberman

SECONDED BY: Mr. Mechur

STUDENT ADVISORY VOTE: Aye

AYES: All (7)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/MAJOR

05/19/11

FROM: TIM CUNEO / DEBRA WASHINGTON / MAROLYN FREEDMAN

RE: EXPULSION OF STUDENT (B/D 7/26/97)

RECOMMENDATION NO. A.39

It is recommended that the Board of Education expel student (B/D 7/26/1997).

COMMENT: The Superintendent of Santa Monica-Malibu Unified School District has recommended the expulsion based on the student's violations of Education Code Sections 48900 (c), 48915(c):

Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind. **SECTION 48900 (c)**

The principal or superintendent of schools shall immediately suspend, pursuant to Section 48911, and shall recommend expulsion of a pupil that he or she determines has committed any of the following acts at school or at a school activity off school grounds: (3) Unlawfully selling a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code. **SECTION 48915 (c)**

MOTION MADE BY: Ms. Lieberman

SECONDED BY: Mr. Mechur

STUDENT ADVISORY VOTE: Aye

AYES: All (7)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/CONSENT

05/19/11

FROM: TIM CUNEO

RE: SET DATE FOR ADDITIONAL BOARD MEETING IN MID-JUNE 2011

RECOMMENDATION NO. A.40

It is recommended that the Board of Education schedule an additional meeting in mid-June 2011 to be held at the district offices and begin at 6:00pm. Due to the board's heavy docket leading up to June 30, this additional meeting will enable the board to distribute its agenda items among three, rather than two, meetings.

JUNE 2011

| Monday | Tuesday | Wednesday | Thursday | Friday |
|---------------|----------------|------------------|---------------------------------------|-----------------------|
| | | 1 | 2 Regular board meeting | 3 |
| 6 | 7 | 8 | 9 | 10 |
| 13 | 14 | 15 | 16 Additional board meeting | 17 |
| 20 | 21 | 22 | 23 <i>Furlough</i> | 24 <i>Furlough</i> |
| 27 | 28 | 29 | 30 Regular board meeting | |

MOTION MADE BY: Ms. Lieberman
SECONDED BY: Mr. Mechur
STUDENT ADVISORY VOTE: Aye
AYES: All (7)
NOES: None (0)

MAJOR ITEMS

TO: BOARD OF EDUCATION

ACTION/MAJOR

05/19/11

FROM: LAURIE LIEBERMAN

RE: CONSIDER REVISING BP 5131.61 – CONTROLLED SUBSTANCE

RECOMMENDATION NO. A.41

It is recommended that the Board of Education consider revising BP 5131.61 – Controlled Substance.

COMMENTS: At the request of Board Member Lieberman, this policy came forward for board discussion on May 5, 2011. During that discussion, the board requested the policy return for action with Ms. Lieberman's proposed language changes inserted.

The board agreed to postpone this item until June 2.

MOTION MADE BY:

SECONDED BY:

STUDENT ADVISORY VOTE:

AYES:

NOES:

CONTROLLED SUBSTANCE**Policy Statement**

Unlawfully possessing, using, selling, being under the influence of or otherwise furnishing to others a controlled substance or alcoholic beverage, or intoxicant of any kind, at any school activity or on any school district or adjacent property, is considered to be a threat to the educational process. For the offenses indicated, the student, under guidelines indicated below, may be subject to suspension, transfer to another school, expulsion and an obligation to complete the district counseling requirement.

The disciplinary penalties set forth herein shall establish maximum penalties and not mandatory penalties. When implementing this policy, School District officials may, in their discretion, impose penalties that are less than the maximum penalties provided herein. In determining the appropriate penalty applicable in individual disciplinary situations, the School District official shall take into account:

1. The student's pattern of behavior;
2. The seriousness of the misconduct and its risk to the overall learning process;
3. The student's attitude toward the misconduct and his/her willingness to follow a rehabilitation program, or other appropriate regimen.

Students disciplined under this Policy, or their parents, shall have the right to an appeal following the District's appeal procedures set forth under the applicable Board Policy.

Definitions of Evidence

1. Hard Evidence:
 - a. An admission by the student of unlawfully possessing, using, selling, being under the influence of, or otherwise furnishing to others a controlled substance or alcoholic beverage, or intoxicant of any kind.
 - b. Discovery of the controlled substance and/or alcoholic beverage, or intoxicant of any kind, on the student's person or in possessions such as lockers or backpacks under the student's control.
 - c. Eyewitness testimony of any school personnel of the actual unlawful possession, sale, use or furnishing to others.
 - d. Eyewitness testimony of two or more students of the actual unlawful possession, sale, use or furnishing to others.
2. Soft Evidence:

Soft evidence is more subjective; it involves all other forms of evidence and usually based on observation of student behavior.

Discipline and Counseling Procedures for Governing Use, Possession, Being Under the Influence of a Controlled Substance (Grades 1-12)

1. Hard Evidence: - First Offence:

If the Superintendent or designee determines, in the presence of hard evidence, that the student unlawfully possessed, used, sold, was under the influence of or otherwise furnished to others a controlled substance or alcoholic beverage, or intoxicant of any kind, the following steps shall be taken.

- a. The student shall be suspended for a maximum of five days. (Enrollment at Saturday School cannot be used in lieu of suspension.)

The rights and responsibilities section of the school district suspension form shall be observed by the school principal or designee. This includes the parent's right to have access to student records and the parent's or student's right to an appeal following the district's appeal procedures. When make-up work can be reasonably provided, the student shall be allowed to complete all assignments and tests missed during a suspension.

- b. Students in grades 1-12 shall be placed on academic probation for a period of ten weeks.

The terms of probation include loss of privileges from participating in the following: all sports, dramatic, choral or musical performances, dances, cheerleading, graduation and awards ceremonies.

- (1) Students must complete 24 hours of substance abuse counseling in a program offered by the district, or students must obtain preapproval if counseling will be provided by a private agency or therapist. Parents must attend 12 hours of substance abuse counseling designed for parents.
- (2) Students must complete 40 hours of community service from a list of approved agencies provided by the district, or receive preapproval for community services with other organizations.
- (3) The principal has the option of requiring that the student participate in a 12-step program if the behavior warrants additional intervention.
- (4) If the student does not complete and provide documentation for all of the above measures, he/she will remain on probation with loss of privileges until all are completed. If the student fails to complete all of the above by the last day of the semester in which the 10-week probation was scheduled to end, the student will be transferred to another school in the district for the entire next semester. At the end of that semester, the student will be returned to his/her home school.

- c. Hard Evidence - Second Offense:

If the Superintendent or designee determines, in the presence of hard evidence, that for a second time within middle school (Grades 6-8) or a second time within high school (Grades 9-12), the student unlawfully possessed, used, was under the influence of or otherwise furnished to others a controlled substance or alcoholic beverage or intoxicant of any kind, the following steps shall be taken:

- (1) The student shall be suspended for a maximum of five days. The rights and responsibilities section of the district suspension form shall be observed by the principal or designee. This includes the parent's right to have access to student records and the parent's or student's right to appeal following the district's appeal procedures. When make-up work can be reasonably provided, the student shall be allowed to complete all assignments and tests missed during the suspension.
 - (2) The principal shall recommend that the student be expelled from the district unless it is determined that expulsion is inappropriate under the particular circumstances of the case. During the period when the student is awaiting the expulsion hearing, make-up work will be provided.
 - (3) If a student is attending school in the district on an interdistrict permit, the principal will meet with the parents at the end of the five day suspension, the permit will be revoked and the student will be directed to enroll in his/her neighborhood school.
2. The Santa Monica Police Department or the Los Angeles County Sheriff shall be notified.

Discipline Procedures for Providers of Controlled Substances or Alcoholic Beverage, or Intoxicant of Any Kind To Others (Grades 1-12)

In cases where the principal or Superintendent determines, in the presence of hard evidence, that the student sold or provided a controlled substance or alcoholic beverage, or intoxicant of any kind, to others, the following steps shall be taken:

1. The student shall be suspended for a maximum of five days. (Enrollment at Saturday School cannot be used in lieu of suspension.)
2. The Santa Monica Police Department or the Los Angeles County Sheriff shall be notified.
3. The principal shall inform the Superintendent or designee of the incident and actions taken.
4. The Superintendent or designee shall recommend that the student be expelled from school, unless the principal finds, and so reports to the Superintendent or designee in writing, that expulsion is inappropriate under the particular circumstances of the case.

Soft Evidence Procedures

Soft evidence cases will usually involve situations in which the student is suspected of being under the influence of a controlled substance, alcoholic beverage or intoxicant of any kind. In such a case, the administrator may consult with the school nurse and may require the completion of the Behavioral Observation Form shown in the Discipline Handbook.

Distribution Guidelines

1. The above policy and procedure shall be distributed to all students Grades 1-12 at the beginning of each school year and to transfer students at the time of enrollment.

2. Within the first 10 days of school each principal shall implement procedures to ensure that all students have acknowledged that they have received a copy of the above policy and indicated their obligation to share the contents of the policy with the parent/guardian.
3. Each principal will ensure that all middle and high school students are explicitly informed of the provisions of the controlled substance policy through assemblies, presentations and/or direct instruction in appropriate classes.

Legal Reference:

EDUCATION CODE

[44049](#) Known or suspected alcohol or controlled substance abuse by student

[51262](#) Use of anabolic steroids; legislative finding and declaration

CALIFORNIA CONSTITUTION

Article 9, Section 5 Common school system

CODE OF REGULATIONS, TITLE 5

[350](#) Fees not permitted

COURT DECISIONS

Board of Education of Independent School District No. 92 of Pottawatomie County v. Earls, (2002) 122 S.Ct. 2559

Vernonia School District v. Acton, (1995) 115 S.Ct. 2385

Hartzell v. Connell, (1984) 35 Cal. 3d 899

Management Resources:

OFFICE OF NATIONAL DRUG CONTROL POLICY PUBLICATIONS

What You Need To Know About Drug Testing in Schools, August 2002

WEB SITES

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

Office of National Drug Control Policy: <http://www.whitehousedrugpolicy.gov>

National Institute on Drug Abuse: <http://www.nida.nih.gov>

Partnership for a Drug-Free America: <http://www.drugfreeamerica.org>

U.S. Department of Education: <http://www.ed.gov>

**Policy SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
adopted: August 19, 2009 Santa Monica, California**

TO: BOARD OF EDUCATION

ACTION/MAJOR

05/19/11

FROM: TIM CUNEO / CHIUNG-SALLY CHOU / JUDY ABDO

RE: APPROVE REORGANIZATION OF CHILD DEVELOPMENT SERVICES FOR
2011-12

RECOMMENDATION NO. A.42

It is recommended that the Board of Education approve the reorganization of the Child Development Services Department.

COMMENTS: At the May 5, 2011, board meeting, staff made a presentation regarding a proposed 2011-12 service plan for Child Development Services and demonstrated how the changes affect current organizational structure.

The District has received information regarding the funding changes in Child Development Services: 15% reduction of contract amounts; the reduction of eligibility from 75% of state median income to 70%; the ineligibility for 11- and 12-year-olds to receive subsidy for childcare; and an increase of 10% in family fees based on sliding scale.

Therefore, Child Development Services will adjust its program services to meet the fiscal and operational challenges of reductions in state programs and contracts by reorganizing its services to families in the District.

Public Comments:

- *Mr. Keiley said SMMCTA opposes the reorganization at this time. He encouraged the board to remain open about potential alternative funding sources.*

Ms. Maez explained that staff's recommendations are based on budget actions the state has already taken. Ms. Abdo said the district has applied for additional Head Start funds.

The board directed staff to continue conversations with SMMCTA to make sure all options are explored.

MOTION MADE BY: Mr. de la Torre

SECONDED BY: Ms. Lieberman

STUDENT ADVISORY VOTE: N/A

AYES: All (7)

NOES: None (0)

TO: BOARD OF EDUCATION

ACTION/MAJOR

05/19/11

FROM: TIM CUNEO / DEBRA MOORE WASHINGTON

RE: ADOPT RESOLUTION NO. 10-45 - REDUCTION OR ELIMINATION OF CHILD DEVELOPMENT PROGRAM PERMIT POSITIONS AND NOTIFY AFFECTED EMPLOYEES OF RECOMMENDATION OF LAYOFF

RECOMMENDATION NO. A.43

It is recommended that the Board of Education approve Resolution 10-45 for the reduction or elimination of Child Development program permit positions, as indicated on the Resolution, effective June, 2011.

COMMENT: The Superintendent of the Santa Monica-Malibu Unified School District recommends to the Governing Board that the services enumerated in Resolution No. 10-45 are to be reduced or eliminated no later than the beginning of the 2011-2012 school year, and that the Board give notice as required by Education Code Section 8366 to those employees whose services will not be required.

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

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

**REDUCTION OR ELIMINATION OF CHILD DEVELOPMENT PROGRAM
PERMIT POSITIONS PURSUANT TO EDUCATION CODE SECTION 8366**

RESOLUTION NO. 10-45

WHEREAS, Education Code section 8366 authorizes a district to employ persons working in positions requiring a child development permit for the supervision and instruction of children, or in the supervision of the child development program;

WHEREAS, Education Code section 8366 provides that a district may layoff child development permit employees at any time during the school year for lack of work or lack of funds; and

WHEREAS, it is the determination of the Board of Education of the Santa Monica-Malibu Unified School District, in analyzing and balancing educational and service priorities, and based on a lack of work and/or lack of funds, that the following positions be reduced:

Reduce Child Development Permit School Age/CREST Teachers.....~~2.56~~ 3.0 FTE

Reduce Child Development Permit Preschool Teachers.....2.0 FTE

Reduce Child Development Program Lead Teachers.....6.31 FTE

Total FTE: ~~10.87~~ 11.31

NOW, THEREFORE, IT IS RESOLVED AND ORDERED by this Board of Education as follows:

1. That due to a lack of funds and/or lack of work, the number of employees and the amount of service rendered as specified above shall be reduced by layoff pursuant to Education Code section 8366.
2. That the Superintendent is directed to give notice of layoff to the affected employees pursuant to the requirements of law.
3. That said layoff shall become effective on July 3, 2011.
4. That affected child development program employees shall be offered the opportunity to displace less senior child development program employees who occupy positions for which the affected employee(s) is/are qualified and appropriately credentialed.
5. That permanent employees laid off pursuant to this Resolution shall be eligible for reemployment pursuant to Education Code section 8366.

The foregoing Resolution was adopted by the Board of Education of the Santa Monica-Malibu Unified School District on the 19th day of May, 2011 by the following vote:

Ayes: 7
Noes: 0
Absent: 0



Jose Escarce, President
Board of Education of the
Santa Monica-Malibu Unified School District

I, Tim Cuneo, Secretary of the Board of Education of the Santa Monica-Malibu Unified School District, do certify that the foregoing Resolution was regularly introduced, passed, and adopted by the Board of Education at its regular meeting held on May 19, 2011.

Dated: May 19, 2011



Tim Cuneo, Secretary
Board of Education of the
Santa Monica-Malibu Unified School District

TO: BOARD OF EDUCATION

ACTION/MAJOR

05/19/11

FROM: TIM CUNEO / JANECE L. MAEZ

RE: RECONVENE THE CITIZENS COMMITTEE TO EXAMINE THE FEASIBILITY OF
AN EMERGENCY FUNDING MEASURE AND FUTURE CAPITAL
IMPROVEMENT BOND MEASURE

RECOMMENDATION NO. A.44

It is recommended that the Board of Education reconvene the citizens committee to examine the feasibility of an emergency funding measure for the November 2011 ballot to offset all or a portion of the district's deficit due to the continuing state budget crisis. It is also recommended that the committee study the feasibility of a future bond measure in order to complete all or a portion of the district's capital improvement plan.

COMMENT: The superintendent is recommending that the citizens committee reconvene and be charged to:

1. Study the feasibility of an emergency funding measure to be placed on the November 2011 ballot and make a recommendation to the Board of Education no later than August 10, 2011.
2. Study the feasibility of a bond measure and make a recommendation in the spring of 2012.
3. To study the viability of a progressive structure funding measure – one based on the size of the parcel.

The committee would be authorized to expend up to \$50,000 to poll the electorate regarding funding measure feasibility.

It is recommended that this committee have no more than thirty-five members. The committee membership will consist of those members approved on August 19, 2009.

Ms. Lieberman clarified that this item was brought forward because the committee was originally charged to come back with recommendations regarding a capital improvement bond measure. Dr. Escarce added that, given the range of possible reductions in funding to public education, it seemed prudent to have this committee begin to think about funding options in case the worst case scenarios are realized. Mr. de la Torre suggested adding the examination of a progressive funding measure – one based on the size of the parcel. Mr. Cuneo said the committee examined this option last time, but recommended against it. Ms. Lieberman said she wanted to see more people representing Malibu; she suggested asking those people who were not selected to serve on the FOC to serve on this committee.

Mr. Keiley supported putting together this group to examine potential, sustainable funding.

MOTION MADE BY: Mr. de la Torre

SECONDED BY: Ms. Leon-Vazquez

STUDENT ADVISORY VOTE: Aye

AYES: All (7)

NOES: None (0)

DISCUSSION ITEMS

TO: BOARD OF EDUCATION

DISCUSSION

FROM: TIM CUNEO / CHIUNG SALLY CHOU

05/19/11

7:00pm

RE: UPDATES ON THE SANTA MONICA-MALIBU EDUCATIONAL
COLLABORATIVE

RECOMMENDATION NO. D.01

It is recommended that the Board of Education review and support the continuing work that has taken place between Santa Monica-Malibu Unified School District and Santa Monica College District in providing students with enriched scholastic and career and technical education programs.

On May 21, 2008, the Board of Education approved a Memorandum of Understanding with Santa Monica College District for both districts to collaborate to increase opportunities for school district students to participate in coursework as well as collaborations in other programs and activities.

One of the programs staff will be highlighting tonight is the Young Collegians. This is a program to inspire students to be college-bound and provide them with the necessary skills and knowledge to be successful in high school while earning college credits. The district is celebrating the graduation of its first cohort of students.

Dr. Chou's presentation can be found under Attachments at the end of these minutes. Dr. Chou Ms. Harris, and Ms. Serratore introduced the program. Dr. Chou commented that former Superintendent Talarico helped to bring this program to the district three years ago, and now the first cohort is graduating. Senior Oscar Duenas remarked that looking at the picture of the students at the beginning of the program years ago makes him realize how much they have grown and how much the program has opened his eyes to his potential.

Dr. Escarce congratulated the students and said they made the district very proud. The board presented the students with certificates.

TO: BOARD OF EDUCATION
FROM: TIM CUNEO / DEBRA MOORE WASHINGTON
RE: PROPOSED HEALTH SERVICES DELIVERY MODEL

DISCUSSION
05/19/11

DISCUSSION ITEM NO. D.02

In February 2011, the Superintendent asked that an Ad-Hoc Committee be formed to consider and make recommendations to the Superintendent on alternative methods for the delivery of health services in the Santa Monica-Malibu Unified School District. The committee met five times to examine data, look at mandated tasks for a school nurse, study current district patterns, and consider student need. The committee consisted of a broad-based group representing public and private health agencies, school nurses, LACOE, physicians, educators, community members, and Cedars-Sinai Hospital.

The recommendation from the Ad-Hoc Committee included a three-year phase-in plan to employ school nurses, licensed vocational nurses, and health clerks. The Superintendent also surveyed school leaders and principals on this topic. Those results were joined with the committee's recommendation, and the final Superintendent's recommendation was then formed. The work of these groups and the Superintendent's recommendation are summarized in the attached document.

Public Comments:

- *Curtis Brooks, Elizabeth Forer, Keryl Cartee-McNeely, Lee Jones, Kelly Pye, Leslie Butchko, Pat Nolan, and Claudia Landis addressed the board regarding the ad-hoc committee's recommendations.*

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

Mr. Patel asked about nursing services for diabetic students at Cabrillo ES. Ms. Freedman said the district was not required to have a nurse on campus, but rather nearby; there is a nurse at the high school campus, which shares the same property. Dr. Escarce supported the Ad-Hoc's recommendation for the first year. Ms. Leon-Vazquez and Mr. Mechur agreed. Mr. de la Torre suggested site visits to those districts using health clerks. He suggested rescinding the 2.6 FTE in nursing services. Mr. Allen supported the recommendation of the committee, but understood that health clerks could help reduce the nurses' clerical duties. Ms. Lieberman said she saw the validity in the Superintendent's recommendation in regards to the principals' request. She and Mr. Patel supported a slow phase-in. Dr. Escarce said the next step should be for a subcommittee of the board to visit other districts and discover who the health clerks are, how they are trained, and what they do. He suggested adopting the first year recommendation, with no commitment to the second year. The board requested that the superintendent bring back a plan that would include 9.6 nurse FTEs.

Mr. Cuneo said the purpose of adding health clerks would be to allow nurses to focus their time on students who require actual medical attention. He said the principals' major concern was having sufficient coverage in the health office, but that more than half of the students coming to the health office did not require the services of a nurse. Therefore, his recommendation for health clerks the first year was to address this concern.

May 19, 2011

To: The Board of Education
From: Tim Cuneo, Superintendent
Re: Recommendation for Delivery of Health Services in SMMUSD

In February of 2011, an Ad-Hoc Committee was convened to consider and make recommendation to the superintendent on alternative methods for the delivery of health services in SMMUSD. The committee met five times to examine data, look at mandated tasks for a school nurse, study current distribution patterns and consider student need. A list of committee members is included in the appendices. The committee consisted of a broad-based group representing public and private health agencies, school nurses, LACOE, physicians, educators, community members and the CEO from Cedars-Sinai Hospital. Each participant attended one or more meetings. Two house principals and one assistant principal attended, though there were no principals on the committee. The recommendation from the Ad-Hoc Committee included a three-year phase-in plan to employ school nurses, licensed vocational nurses and health clerks. See Exhibit A below.

Exhibit A

Year 1: (2011-2012)

| | |
|--------------------------|--------------------|
| 9.6 FTE School Nurses | \$1,027,200 |
| 1.0 FTE LVN | 55,000 |
| 2.0 PTE LVNs | 35,000 |
| 2.0 PTE Health Clerks | 27,760 |
| Vision/Hearing/Scoliosis | 10,395 |
| | <u>\$1,155,355</u> |

Year 3: (2013-2014)

| | |
|--------------------------|--------------------|
| 8.0 FTE School Nurses | \$ 856,000 |
| 3.0 FTE LVNs | 165,000 |
| 4.0 PTE LVNs | 70,000 |
| 4.0 PTE Health Clerks | 55,520 |
| Vision/Hearing/Scoliosis | 8,835 |
| | <u>\$1,155,355</u> |

Year 2: (2012-2013)

| | |
|--------------------------|--------------------|
| 9.0 FTE School Nurses | \$ 963,000 |
| 2.0 FTE LVNs | 110,000 |
| 3.0 PTE LVNs | 52,500 |
| 2.0 PTE Health Clerks | 27,760 |
| Vision/Hearing/Scoliosis | 2,095 |
| | <u>\$1,155,355</u> |

A sub group of the ad-hoc committee based this recommendation on their belief that the optimum delivery of health services to SMMUSD students must be determined by evaluating; (1) the long term needs and goals of the District, (2) best practices, and (3) alternative funding sources and potential partners. They recommend a task force be formed to undertake a long-term view of health services. The Committee as a whole endorsed Exhibit A.

At the April 26, 2011 Principal's Meeting, the school leaders were asked to share what they considered to be health service needs at their sites both for the nurse function and for the health clerk function. Principals considered the daily operations at their individual sites and replied to the question by school. This information was then joined with the recommendations given by the ad-hoc committee and the superintendent's recommendation was formed. In the principals' study, 80% of the principals indicated that certain designated services could be provided by a health clerk on their campuses. Specifically, principals considered the board-approved health clerk job description and felt health clerks could, at a minimum, perform the following functions:

- attend to sick and injured students with routine first aid
- assist with medication administration
- maintain health files/records, daily logs
- assist with lice outbreaks
- receive and relay telephone messages
- do data entry

- maintain office
- order supplies
- coordinate immunizations
- assist with communicative disease prevention
- coordinate public health warnings
- perform other duties as assigned

All principals requested the services of a nurse to varying degrees. Comments showed they were most interested in continuity of coverage with the same person(s) coming to the campus on a consistent basis. They further stated that before and after school programs needed coverage, and students with special health issues needed care from a credentialed school nurse. Principals felt the need for a school nurse to perform mandated functions, such as:

- administration of insulin
- analysis of student health information
- vision and hearing screenings
- Special Ed and 504 requirements
- deliver presentations at staff training sessions

Six of the seventeen sites, CDS, Olympic HS, Grant Elementary, Santa Monica HS, Cabrillo Elementary, and Malibu HS, felt a nurse was needed at least 95% of the time.

The committees, senior staff and the principals examined a host of data in coming up with their recommendations. One consideration was comparability with other districts. Our district's attorney and the Director of Student Services helped in determining the following data from a sampling of other districts. This chart depicts the enrollment at different sites and the number of credentialed school nurses serving that population.

| District | Enrollment | Nurses | (Ratio) | Schools | Health Clerks |
|-----------------|-------------------|---------------|----------------|----------------|----------------------|
| Tustin | 23,000 | 5 | (4,600:1) | 30 | 30 (PT) |
| Palos Verdes | 11,088 | 5 | (2,217:1) | 18 | 12 (PT) |
| Santa Ana | 53,000 | 21 | (2,523:1) | 60 | (to be updated) |
| Irvine | 26,000 | 14 | (1,857:1) | 33 | (to be updated) |
| Beverly Hills | 4,800 | 1 | (4,800:1) | 6 | 5 |
| Las Virgenes | 11,644 | 3 | (3,881:1) | 15 | 15 |
| Culver City | 6,783 | 3 | (2,261:1) | 8 | 3 |
| | | | | | |
| SMMUSD | 11,500 | 9.6 | (1,198:1) | 16 | 0* |

(SMMUSD employed 2 temporary nurses for the 2010-2011 school year: ratio 1,045:1)

* Currently, 3 schools have Administrative Assistants working in the health office.

After careful study, the superintendent recommends an initial plan for the 2011-12 school year and a phase-in plan for the school years 2012-2013 and 2013-2014. The superintendent's recommendation to the board for delivery of health services for 2011-2012 includes 7 credentialed school nurses and 8.5 health clerks. The superintendent recommends organizing the health services delivery model by pathway. This will ensure continuity and parity between units while at the same time consider the district logistics and special student needs. The 2011-2012 recommendation to the board represents a total cost of \$1,154,875, which is virtually the same amount the ad-hoc committee was given as a planning budget. The benefits of the district's plan are three fold:

1. Health services will be delivered by 15.5 FTE rather than the 9.6 FTE permanent nursing staff. This represents a 62% increase in service from health providers.

2. In a LACOE survey, 60% of responding school districts indicated they employ health clerks. SMMUSD will emulate these Los Angeles County districts and will be able to study the results of adding health clerks to the workforce. In particular, the district can study the rate of response and monitor the number of students and types of complaints presented at the health office.
3. The district believes the mandated services can be performed by the remaining credentialed school nurses and will consider phasing in licensed vocational nurses by attrition. The savings in year three are controlled by the number of LVNs or health clerks the district wishes to hire.

An explanation of the first year and a graphic illustration of one distribution example follows:

2011-12 School Year:

Nurse Distribution Total 7

- 1 full time nurse at SAMOHI
- 1 full time nurse at Malibu High/Middle School
- 1 full time nurse serving each pathway: Jams, Lincoln, and Malibu
- 1 full time nurse serving CDS and Olympic
- 1 district coordinating nurse

Health Clerk Distribution Total 8.5

- 1 full time health clerk at Lincoln and Jams
- 1.5 full time health clerk serving Pt. Dume, Webster, and Cabrillo
- 1 full time health clerk serving SAMOHI
- 1 full time health clerk serving SMASH, Muir, and Rogers
- 2 full time health clerks serving McKinley, Roosevelt, and Franklin
- 1 full time health clerk serving Grant and Edison

The chart on the following page further illustrates this distribution:

Phase-In Plan

Although the board originally granted the authority to lay off 5.6 FTE nurses leaving 4.0 FTE, the Superintendent's recommendation is to begin with a 2.6 FTE nursing staff reduction for 2011-2012, and to phase-in additional reductions ending with 5.0 FTE permanent school nurses on staff by 2013-2014. A pilot, attrition-based program replacing credentialed school nurse positions with Licensed Vocational Nurses may be considered. The district envisions the delivery model decreasing to 6.0 nurses in 2012-13, to 5.0 in 2013-14. This model would leave the 5.0 nurses to perform mandated services and LVNs or health clerks to fill remaining needs such as insulin administration. An example of such a phase-in plan is shown below.

2012-2013 (Possible Phase-In Goal)

| | | |
|--------------|--|-----------------------|
| RNs | 6 FTE <ul style="list-style-type: none">• 1 at each high school (Malibu and SAMO) = 2• 1 per pathway = 3• 1 Coordinating Nurse | \$642,000 (\$107,000) |
| LVNs | 3 FTE <ul style="list-style-type: none">• 1 at each middle school (Lincoln and JAMS) = 2• 1 at Olympic/CDS | \$165,000 (\$55,000) |
| HCS | 7 FTE <ul style="list-style-type: none">• 2 share Pt Dume/ Webster/Cabrillo;• 1 each share SMASH/Muir, Roosevelt/Franklin, Edison/McKinley, Rogers/Grant, and SAMOHI | \$334,250 (\$47,750) |
| Total | 16 FTE | \$1,141,250 |

2013-2014 (Possible Phase-In Goal)

| | | |
|--------------------------------------|--|-----------------------|
| RNs | 5 FTE <ul style="list-style-type: none">• 1 SAMOHI, 1 Coordinating Nurse, 1 per pathway = 3 | \$535,000 (\$107,000) |
| LVNs | 4 FTE <ul style="list-style-type: none">• 1 at MHS, 1 in each middle school, 1 Olympic/CDS | \$220,000 (\$55,000) |
| HCS | 7 FTE <ul style="list-style-type: none">• 2 share Pt Dume/ Webster/Cabrillo;• 1 each share SMASH/Muir, Roosevelt/Franklin, Edison/McKinley, Rogers/Grant, and SAMOHI | \$334,250 (\$47,750) |
| Contracting Hearing and Vision | <ul style="list-style-type: none">• \$10/student grades K, 2, 5, 8, 10, (1,000 students per grade level) | \$50,000 |
| Total | 16 FTE | \$1,139,250 |

Appendix:

CURRENT SCHOOL NURSE SCHEDULE

| <i>School</i> | <i>Monday</i> | <i>Tuesday</i> | <i>Wednesday</i> | <i>Thursday</i> | <i>Friday</i> |
|--|----------------------|------------------------|-------------------------|------------------------|------------------------------------|
| Malibu Pathway | | | | | |
| MHS | Ernst | Ernst | Ernst | Ernst | Ernst |
| Cabrillo-4 | Mahon | Mahon | Mahon | Mahon | Housman am |
| Pt Dume | | | Relles | | |
| Webster | | Relles | | | Housman pm |
| | | | | | |
| JAMS Pathway | | | | | |
| JAMS | Bronstein | Bronstein | Bronstein | Bronstein | Bronstein |
| Muir-1 | Cano | (Morn) | Cano | (Cano) | (Morn) |
| Smash | | | | Cano 0.5 | |
| Grant-1 | Kelly (CREST-SK) | Bressler (CREST-RB) | Bressler (CREST-RB) | Kelly (CREST-SK) | Bressler 0.5 / Kelly (CREST-RB) |
| Edison-1 | Rand pm | Kelly am | (Jeffries) | Rand pm | Kelly |
| Rogers | Housman | Jeffries | Jeffries | | |
| | | | | | |
| Lincoln Pathway | | | | | |
| Lincoln | Sachs | Sachs | Sachs | Sachs | Sachs |
| McKinley | Bressler | | | Bressler | Bressler 0.5 |
| Roosevelt-2 | Waldorf | (Sachs) | Waldorf | (Sachs) | Waldorf |
| Franklin-1 | (Sachs) | Waldorf | Kelly | Waldorf | (Sachs) |
| | | | | | |
| SAMOHl | McElvain | McElvain/ Kelly pm | McElvain | McElvain/ Cano pm | McElvain |
| Olympic | Rand am | | | Rand am | |
| CDS | | Housman | Housman | Housman | |
| Sp Ed preschool/ Coordinating Nurse | Morn | Morn | Morn | Morn | Morn |

Appendix:**HEALTH DELIVERY SERVICES AD-HOC COMMITTEE**

| Name | Affiliation | Category |
|------------------------|--|--------------------------|
| Anette Bolan | SMMUSD SEIU Rep. | Education |
| Leslie Butchko | Health and Safety District Advisory Committee | Community |
| Susan Chaides | LACOE Consultant, School Health Programs | Health and Safety |
| Shirley Compton | Assistant Principal John Adams Middle | Education |
| Marolyn Freedman | SMMUSD Director of Student Services | Education |
| Jason Kurtenbach | Samohi S House Principal | Education |
| Jan King | Los Angeles County Dept. of Public Health Area Health Officer SDA 5/6 | Health and Safety |
| Dr. Claudia Landis | Special Education DAC Chairperson | Community |
| Dr. Margarita Loeza | Venice Family Clinic/ Samohi Teen Clinic | Public Health and Safety |
| Meg Mahon | SMMUSD Nurse Secondary & Elementary | Education |
| Martha Monahan | Assistant Principal Grant Elementary | Education |
| Debra Moore Washington | SMMUSD Asst. Superintendant | Education |
| Lora Morn | SMMUSD Coordinating Nurse | Education |
| Pat Nolan | DAC Chairperson | Community |
| Suzanne Post | Santa Monica Fire Department | Public Health and Safety |
| Thomas Priselac | Cedars Sinai Hospital | Public Health and Safety |
| Kelly Pye | Community Member | Community |
| Julie Rusk | City of Santa Monica Human Services Manager | Community |
| Renée Semik | Samohi I House Principal | Education |

TO: BOARD OF EDUCATION

DISCUSSION

05/19/11

FROM: TIM CUNEO / CHIUNG SALLY CHOU / PEGGY HARRIS

RE: WRITING INSTRUCTION / DEVELOPMENT OF WRITING FRAMEWORK

DISCUSSION ITEM NO. D.03

Over the last several months, a team of elementary, middle, and high school English Language Arts teachers has been working to create a comprehensive framework to systematically guide writing instruction in district classrooms.

This report provides background information and a status update on this project.

The board agreed to postpone this item until June 16, 2011.

TO: BOARD OF EDUCATION

DISCUSSION

05/19/11

FROM: TIM CUNEO

RE: REVIEW DRAFT SANTA MONICA HIGH SCHOOL USE AGREEMENT WITH
CITY OF SANTA MONICA

DISCUSSION ITEM NO. D.04

It is recommended that the board review the draft Santa Monica High School Use Agreement with the City of Santa Monica and provide direction as appropriate.

Background:

The City of Santa Monica placed a sales and transactions and use tax proposition on the November 2, 2010, ballot. In addition an advisory measure was also included. The language of the proposition and advisory measure were:

| | |
|---|---|
| <u>Measure Y</u> Shall an ordinance be adopted to offset severe state budget cuts, protect and stabilize City finances, and maintain essential services including: police, fire, paramedic and emergency 911 response, school, educational and afterschool programs, public transit, services for the disabled, gang and drug prevention programs, environmental, library and other general fund services, by enacting a City of Santa Monica ½ percent transactions and use tax, subject to independent annual audits, and no money going to Sacramento? | YES: 61.22% NO: 38.78% |
| <u>Measure YY</u> ADVISORY VOTE ONLY: If a local transactions and use tax is enacted in the City of Santa Monica, should half of its revenue be used to support school, educational and afterschool programs, with half of its revenue being used for general City services such as: police, fire, paramedic and emergency 911 response, public transit, services for the disabled, gang and drug prevention programs, environmental, library and other general fund services? | YES: 68.26% NO: 31.74% |

As a result of the advisory measure the School District is offering the City the opportunity to lease and utilize facilities at Santa Monica High School including a swimming pool, play fields, courts, a gymnasium and other facilities which are unused or underutilized during non-school hours. In consideration for the use of these facilities, the City would pay the District an annual amount from the City's General Fund equivalent to one half of the transaction and use tax revenue received by the City in the previous year. The initial term of the Agreement would be ten years with the option to extend for an additional 10 years for a total agreement term of 20 years.

The Agreement:

The proposed draft program agreement (attached) would provide for City access to Santa Monica High School facilities during designated times when school is not in session. High School facilities would include tennis courts, playfield and track, south gymnasium, storage space, and parking lots. Additionally, to facilitate the City's use of the High School's facilities, the District would also make available program-related equipment and furnishings.

Under the proposed draft agreement, District and City staff would jointly establish an annual Facility Use Plan that would designate specific community use times based on the school calendar, special events, and scheduled maintenance. The Theater Operations and Facilities Permits staff will provide scheduled monitoring of these sports facilities or provide an on-site district representative during program hours for the purposes of protecting and preserving the facilities by encouraging proper use and providing information to users about property use.

While the City would have priority over any non-district programs for use of all sports facilities, the proposed agreement would also allow the District to make High School facilities available for use by non-profit organizations and others providing programs and activities for Santa Monica youth and other users.

Payment to the District

In consideration for the use of High School facilities, the City would pay the District an annual amount from the City's General Fund equivalent to one half of the transaction and use tax revenue received by the City in the previous year. The City would provide monthly payments to the District based on estimated transaction and use tax revenue projections. At the end of each quarter of the fiscal year, after the City receives actual revenue accounting from the State Board of Equalization, the City would "true up" the amount to be paid to the District by adjusting the next month's payment upward or downward to reflect the difference between estimated and actual use tax revenues.

Public Comments:

- *The Financial Oversight Committee, Mike Gruning, Sheri Davis, Rebecca Kennerly, Barry Snell, Richard Cohen, Ben Swett, and Harry Keiley addressed aspects of the draft agreement.*

Mr. Cuneo clarified that he would negotiate on behalf of the district directly with the City Manager and Assistant City Manager. He thanked Tom Larmore for helping the district in this process.

Mr. Patel suggested including in the contract that the contribution to the district be at least half of the tax revenue. Ms. Lieberman said the will of the voters supported half of the revenue, not more than half. The board agreed that the term of the contract should be in effect for as long as the tax is being collected. Also, termination for cause should be a longer period of time and involve a public process.

TO: BOARD OF EDUCATION
FROM: TIM CUNEO / JANECE L. MAEZ
RE: BUDGET UPDATE

DISCUSSION
05/19/11

DISCUSSION ITEM NO. D.05

As the District continues to receive information regarding the State budget, as it relates to the development of our budget, Staff will regularly update the Board. These updates will be scheduled at each regular meeting of the Board until the District budget is adopted in June. These updates may include the following: new statewide projections, proposed changes to the district budget, enrollment projections, staffing ratios, and other budget-related details.

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

Public Comments:

- *Harry Keiley commented on the state's current budget uncertainties.*

Mr. Patel asked when the district could expect to receive the first round of Proposition Y funds. Mr. Cuneo said the agreement would need to be approved first, and then perhaps the first funds would arrive in June, but would be retroactive to April.

INFORMATION ITEMS

TO: BOARD OF EDUCATION

INFORMATION

05/19/11

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

RE: SUPPLEMENTAL TEXTBOOKS

INFORMATION ITEM NO. I.01

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

COMMENT: In accordance with the Board of Education policy, the textbooks(s) listed below will be on public display for the next two weeks in the Educational Services Department at 1638 – 17th Street, Santa Monica, CA 90404

Shakespeare: The World As Stage, by Bill Bryson for grades 9-12 at Malibu High School. Adoption requested by Bonnie Thoreson.

Autobiography of a Face, by Lucy Grealy for grades 9-12 at Malibu High School. Adoption requested by Bonnie Thoreson.

TO: BOARD OF EDUCATION

INFORMATION

03/03/11

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

RE: TEXTBOOKS

INFORMATION ITEM NO. I.02

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

COMMENT: In accordance with the Board of Education policy, the textbook(s) listed below will be on public display for the next two weeks in the Educational Services Department at 1638 17th Street, Santa Monica, CA 90405.

Introduction to Sociology, A Down-To-Earth Approach, by James M. Henslin for grades 9-12 at Malibu High. Adoption requested by Any Meyer.

ATTACHMENTS

ATTACHED ARE THE FOLLOWING DOCUMENTS:

- Presentation: “Educational Collaborative” (*associated with Item No. D.01*)
- Presentation: “Alternative Health Service Delivery Models” (*associated with Item No. D.02*)
- Presentation: “Budget Update” (*associated with Item No. D.05*)



Educational Collaborative

Presentation to the
Board of Education
May 19, 2011

Memorandum of Understanding May 21, 2008

- ▶ Offering college curriculum and courses at both the college and high school campuses based on identified individual school site needs in both core and elective programs;
- ▶ Summer offerings for high school students through concurrent and dual enrollment;
- ▶ Shared use of facilities that benefits both districts in terms of classroom and athletic spaces;
- ▶ Collaboration and articulation of career and technical educational programs between the school district and the college district;
- ▶ Establishment of a Pre-K-14 Collaborative for curricular articulation in English Language Arts and Mathematics and future collaboration in other disciplines.

Offering of college curriculum and courses at both the college and high school campuses based on identified individual school site needs in both core and elective programs

- ▶ SMC dual enrollment courses at both Santa Monica and Malibu High Schools during the school year
 - Samohi: Music 78 (Jazz Ensemble), Music 84A & B (Guitar 1 & 2)
 - Malibu HS: Music 59 (Chamber Choir)
- ▶ SMC courses on the Webster Elementary School campus for residents of Malibu
 - Art 10A (Design), Art 20A (Drawing), Eng 1 (Reading and Composition), Geog 1 (Intro to the Environment), Psych 1 (Intro to Psychology), and Photo 1 (Intro to Photography)

Summer program for high school students through concurrent and dual enrollment

- ▶ Summer concurrent enrollment program continues for students from SMMUSD.
 - For 2011-12, tuition will be charged for high school students due to budgetary constraints.
 - ▶ Dual enrollment summer programs offered at the high school campus have been discontinued.
 - ▶ SMM Education Foundation is offering the "Ed Ahead" courses: World History, US History, Ceramics, Digital Design, and Chemistry (Malibu HS only)
 - ▶ The Young Collegians Program offers summer coursework at SMC:
 - Speech 5, Counseling 1, History of Rock Music, Library 1, Computer Information Sciences 4, and Communications 1
- All courses meet the UC/CSU transfer requirements.

Shared use of facilities that benefits both district in terms of classroom and athletic spaces

- Santa Monica High School uses SMC athletics facilities when the need arises.
- SMC utilizes the Webster Elementary School campus as a Malibu satellite site.
- SMC uses Automotive Technology classrooms at Santa Monica High School providing ready access for our students.
- JAMS uses the SMC pool for swimming classes.

Collaboration and articulation of career and technical educational programs between the school district and the college district

- Counselors Day
 - November 19, 2010 and April 8, 2011 to introduce the advisors/ counselors to emerging careers and new programs that are offered by SMC.
 - Participants of the April 8 visit toured the student support services offices.
- Workforce and Economic Development – Career Technical Education (CTE) Grant
 - Provided career exploration workshops with the Boys and Girls Club and JAMS.
 - Sponsored the 2011 SMC Latina/o Youth Conference on March 26, 2011
 - Provided junior and senior students with Career Technical Education information
 - Presented guest speaker Michele Serros, a graduate of SMC and a well known author, poet and social commentator.

Establishment of a Pre-K-14 Collaborative for curricular articulation in English Language Arts and Mathematics and future collaboration in other disciplines

► Co-Chairs:

- Dr. Sally Chou, Chief Academic Officer, SMMUSD
- Katharine Muller, Dean, Santa Monica College.

► Participants:

- Administrators and staff from both institutions
- Teacher and faculty union leaders
- Los Angeles County Office of Education, AVID Liaison
- SMM Education Foundation
- UCLA
- Boys and Girls Club of Santa Monica

SMM Educational Collaborative

Major Focus Items 2010-11

- Continuation of implementation and support of Young Collegians
- SMC Placement Assessments and student course enrollment and passage/retention rates at SMC
- Articulation meetings at Samohi with English, Math, and Special Ed Teacher Leaders in February 2011 to review placement and SMC success rates of SMMUSD students attending SMC.
- Reflections and questionnaires were written and shared with SMC counterparts to continue communication and articulation activities.
- Implementation of SMC Basic Skills Initiative to assist SMMUSD 11th and 12th grade students in the summer to be better prepared for SMC placement assessments.

SMMUSD students English and Math placement Fall 2010

- ▶ In Fall 2010, 247 graduating seniors from SMMUSD matriculated to Santa Monica College. 199 of these students were from Santa Monica High School; 11 were from Olympic High School; and 37 were from Malibu High School.
- ▶ Of these 247 students 240 took the English assessment test and 241 took the Math assessment test.
 - In English 148 students (60%) placed below college level.
 - In Math, 161 students (65%) placed below college level.

SMMUSD students English and Math placement, Fall 2010

| English Course | # of students placed | Percentage |
|--------------------------------|----------------------|------------|
| English 1 (college level) | 92 | 37 |
| English 21A | 99 | 40 |
| <i>English 81A</i> | 49 | 20 |
| Did not take the test | 7 | 3 |
| Math Course | # of students placed | Percentage |
| College level | 80 | 32 |
| Math 20 (Int. Algebra) | 31 | 13 |
| <i>Math 31 (Elem. Algebra)</i> | 28 | 11 |
| <i>Math 84 (Pre-Algebra)</i> | 58 | 23 |
| <i>Math 81 (Arithmetic)</i> | 44 | 18 |
| Did not take the test | 6 | 2 |

High School Transfer Academy = SMMUSD–SMC Young Collegians Program

- **Goals:** To foster a college going culture and provide opportunities and support to high school students for whom the pathway to college may not be evident. To experience the rigor of college classes during summer, and in so doing accrue college units and high school credit simultaneously.
- **Targeted student population:** students who have traditionally been underrepresented in postsecondary education, who may not have had access to the academic preparation needed to meet college readiness standards, students for whom the cost of college may be prohibitive, students of color, English Language Learners, and first generation college attendees.
- **The criteria:** Cohorts are formed from rising 10th grade students recommended by high school counselors. Eligible students have a minimum 2.0 G.P.A., minimum C grade in English, and are not enrolled in the AVID program.

Young Collegians Program Design

- **Summer of first year in program:** students take classes as a cohort—Speech 5 and Counseling 1
- **Summer of second and third year:** cohorts attend classes with other SMC students—History of Rock Music, Library 1, Computer Information Services 4, and Communications 1
- **College tours**
 - UCLA USC LMU CSUN SMC

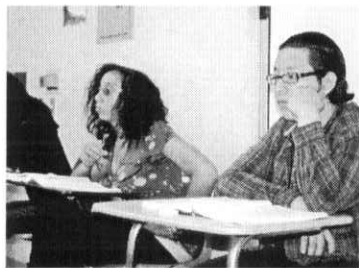
During summer and continuing during school year at before and after school and lunch time sessions:

- Inspirational speakers and guest panels
- Career exploration sessions
- Academic skill building workshops
- Tutorials
- College application and financial aid workshops
- Goal setting and grades reviews

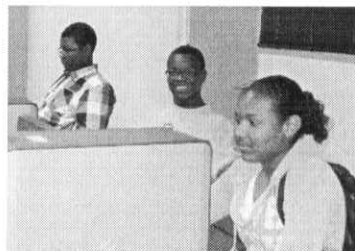
Young Collegians Enrollment

| | Summer 2008 | Summer 2009 | Summer 2010 | Summer 2011 |
|----------|-------------|-------------|-------------|-------------|
| Cohort 1 | N = 24 | N = 18 | N = 16 | |
| Cohort 2 | | N = 23 | N = 17 | |
| Cohort 3 | | | N = 35 | |
| Cohort 4 | | | | N = 37 |

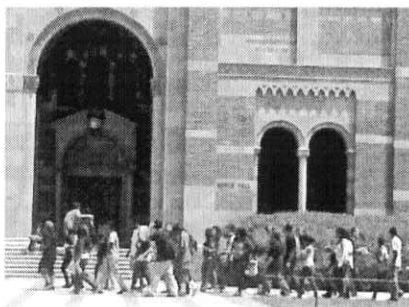
Collegians at SMC



Exploring and Being Inspired



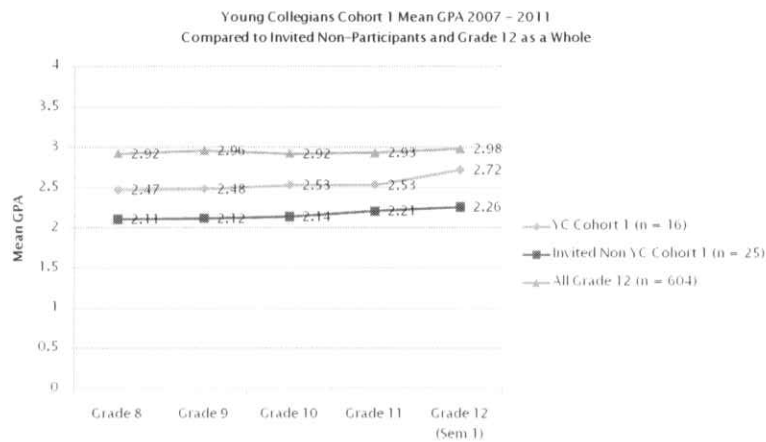
College Tours



Honoring Cohort I

| | |
|---------------------|----------------------------|
| Oscar Duenas | Maxwell Fairchild |
| Victor Flores | Daniel Franco |
| Kimberly Guevara | Giovanni Hajar-Hernandez |
| Bryan Huitz | Fabian Leon |
| Karishma Lopez | Tracy Martinez |
| Cynthia Navarro | Sarah Pena |
| Tiana Randall-Quant | Christian Rodriguez |
| Adrian Rojas | Alejandro Sandoval Escobar |

Honoring Cohort 1



College Plans for Cohort 1

- CSUN—Education, future teacher ☺
- Arizona State—Aviation School
- SMC: path to engineering, business, nursing, photography, enroute to UC Berkley
- Cal State Dominguez Hills—Criminal Justice
- San Francisco State—Theatre; Psychology
- CA State East Bay—business in music management
- St John's University, New York—liberal arts for our Renaissance man
- UC Davis—Spanish Lit
- Five Towns College, New York—music production
- Culinary Arts

All students are pursuing post secondary plans!!!

Come and Celebrate with them!

Please join us to hear the Young Collegians speak about their experiences in the program, and the impact it has had on their lives.

- When: 6:00 PM, June 6, 2011
- Where: The Doubletree Hotel and Suites
- Donation: \$40 per person

Greater donations are welcome to provide financial support for the Young Collegians!



Alternative Health Service Delivery Models

Presentation to the
Board of Education

May 19, 2011

Purpose

- To Enhance Health Service Support to Schools
- To Increase Health Provider Coverage while Staying within Existing Budget
- To Develop Alternatives that Anticipate Future Needs of the Students and District

History

- Ad-hoc committee formed in February of 2010
- Broad Based input: Public Health, LACOE, Venice Family Clinic, Cedars- Sinai, DAC, City
- Meetings, Research, Data, Options
- Whole Group and Sub Group work completed
- Phase-in Plan Recommended by Committee
- Principals Survey Conducted in April 2010
- Superintendent's Recommendation

Current Delivery Model

| | School | Enrollment | Diabetic Students Requiring Nursing Support | Students with Significant Health Conditions | Health Office Service Days per-Week (Nurse) 2010-11 |
|-----------------|------------|------------|---|---|---|
| Lincoln Pathway | SAMOHI | 1,183 | | 363 | 6.0 |
| | Lincoln | 1,153 | | 73 | 4.5 |
| | McKinley | 426 | | 44 | 2.0 |
| | Roosevelt | 768 | 2 | 52 | 3.0 |
| JAMS Pathway | Franklin | 779 | 1 | 68 | 2.0 |
| | JAMS | 1,030 | | 115 | 5.0 |
| | Muir/SMASH | 458 | 1 | 41 | 2.5 |
| | Grant | 602 | 1 | 76 | 3.0 |
| Mathew Pathway | Edison | 431 | 1 | 24 | 1.5 |
| | Rogers | 506 | | 53 | 1.0 |
| | MHS | 1,219 | | 137 | 5.0 |
| | Calabritto | 271 | 4 | 16 | 3.5 |
| CDS | Pt. Dume | 265 | | 26 | 0.5 |
| | Webster | 359 | | 17 | 1.0 |
| | Olympic | 135 | | 12 | 0.5 |
| | CDS | | | | 3.0 |

Three-Year Phase-In Plan

Recommended by Ad Hoc Committee

| Year 1: 2011-12 | | Year 2: 2012-13 | | Year 3: 2013-14 | |
|--------------------------|-------------|--------------------------|-------------|--------------------------|-------------|
| 9.6 FTE School Nurses | \$1,027,200 | 9.0 FTE School Nurses | \$963,000 | 8.0 FTE School Nurses | \$856,000 |
| 1.0 FTE LVN | 55,000 | 2.0 FTE LVNs | 110,000 | 3.0 FTE LVNs | 165,000 |
| 2.0 PTE LVNs | 35,000 | 3.0 PTE LVNs | 52,500 | 4.0 PTE LVNs | 70,000 |
| 2.0 PTE Health Clerks | 27,760 | 2.0 PTE Health Clerks | 27,760 | 4.0 PTE Health Clerks | 55,520 |
| Vision/Hearing/Scoliosis | 10,395 | Vision/Hearing/Scoliosis | 2,095 | Vision/Hearing/Scoliosis | 8,835 |
| | \$1,155,355 | | \$1,155,355 | | \$1,155,355 |

SMMUSD Compared to Other Districts

| District | Enrollment | Nurses | (Ratio) | Schools | Health Clerks |
|---------------|------------|--------|-----------|---------|---------------|
| Tustin | 23,000 | 5 | (4,600:1) | 30 | 30 (PT) |
| Palos Verdes | 11,088 | 5 | (2,217:1) | 18 | 12 (PT) |
| Downey | 22,500 | 5.6 | (4,018:1) | 20 | 2 |
| Irvine | 26,000 | 14 | (1,857:1) | 33 | 30 |
| Beverly Hills | 4,800 | 1 | (4,800:1) | 6 | 5 |
| Las Virgenes | 11,644 | 3 | (3,881:1) | 15 | 15 |
| Culver City | 6,783 | 3 | (2,261:1) | 8 | 3 |
| SMMUSD | 11,500 | 9.6 | (1,198:1) | 16 | 0* |

SMMUSD employed 2 temporary nurses for the 2010-2011 school year: ratio 1,045:1.
* Currently, there are 1.5 FTE Administrative Assistants working in health offices.

Superintendent's Recommendation

2011-12 School Year

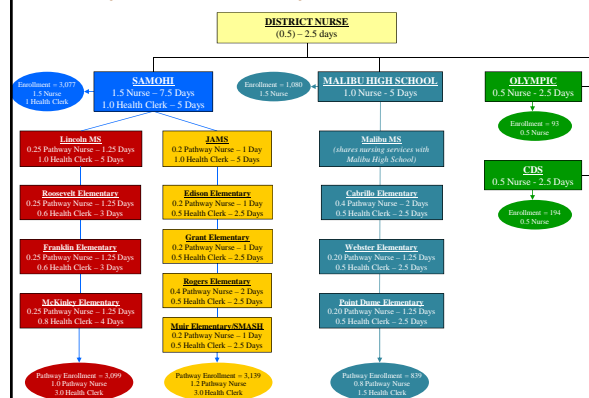
Nurse Distribution: Total 7

- 1.5 full time nurses at SAMOHI
- 1 full time nurse at Malibu High/Middle School
- 1 full time nurse serving each pathway: Jams, Lincoln, and Malibu
- 1 full time nurse serving CDS and Olympic
- 0.5 district coordinating nurse

Health Clerk Distribution: Total 8.5

- 1 full time health clerk each at Lincoln and Jams
- 1.5 full time health clerks serving Pt. Dume/ Webster/Cabrillo
- 1 full time health clerk serving SAMOHI
- 1 full time health clerk serving SMASH/Muir/ Rogers
- 2 full time health clerks serving McKinley/ Roosevelt/ Franklin
- 1 full time health clerk serving Grant/ Edison

Proposed Delivery Model – 2011-12



Comparison of Delivery Service Models

2010-11 & 2011-12

| School | Health Office Service Days (Nurse) 2010-11 | Health Office Support Service Days 2011-12 | Difference in Service Days |
|------------|--|--|----------------------------|
| SAMOHI | 6.0 | 12.5 | +6.5 |
| Lincoln | 4.5 | 6.25 | +1.75 |
| McKinley | 2.0 | 5.25 | +3.25 |
| Roosevelt | 3.0 | 4.25 | +1.25 |
| Franklin | 2.0 | 4.25 | +2.25 |
| JAMS | 5.0 | 6.0 | +1.0 |
| Muir/SMASH | 2.5 | 3.5 | +1.0 |
| Grant | 3.0 | 3.5 | +0.5 |
| Edison | 1.5 | 3.5 | +2.0 |
| Rogers | 1.0 | 4.5 | +3.5 |
| MHS | 5.0 | 5.0 | - |
| Cabrillo | 3.5 | 4.5 | +1.0 |
| Pt. Dume | 0.5 | 3.75 | +3.25 |
| Webster | 1.0 | 3.75 | +2.75 |
| Olympic | 0.5 | 2.5 | +2.0 |
| CDS | 3.0 | 2.5 | -0.5 |

Possible Phase-In: Year 2

| Possible Phase-in Goal – 2012-13 | | |
|----------------------------------|--|--------------------------|
| RNs | 6 FTE • 1 at each high school (Malibu and SAMO) = 2 • 1 per pathway = 3 • 1 Coordinating Nurse | \$642,000 (\$107,000) |
| LVNs | 3 FTE • 1 at each middle school (Lincoln and JAMS) = 2 • 1 at Olympic/CDS | \$165,000 (\$55,000) |
| HCs | 7 FTE • 2 share Pt Dume/ Webster/Cabrillo; • 1 each share SMASH/Muir, Roosevelt/Franklin, Edison/McKinley, Rogers/Grant, and SAMOHI | \$334,250 (\$47,750) |
| Total | 16 FTE | \$1,141,250 |

Possible Phase-In: Year 3

| Possible Phase-in Goal – 2013-14 | | |
|----------------------------------|--|--------------------------|
| RNs | 5 FTE • 1 SAMOHI, 1 Coordinating Nurse, 1 per pathway = 3 | \$642,000 (\$107,000) |
| LVNs | 4 FTE • 1 at MHS, 1 in each middle school, 1 Olympic/CDS | \$165,000 (\$55,000) |
| HCs | 7 FTE • 2 share Pt Dume/ Webster/Cabrillo; • 1 each share SMASH/Muir, Roosevelt/Franklin, Edison/McKinley, Rogers/Grant, and SAMOHI | \$334,250 (\$47,750) |
| Contracting Hearing and Vision | • \$10/student grades K, 2, 5, 8, 10, (1,000 students per grade level) | \$50,000 |
| Total | 16 FTE | \$1,139,250 |

Health Clerk Training

- July/August: 3 Day Training by District Nurse
 - Fundamental First Aid
 - Review of Essential Job Duties
 - Preparation and Simulation
 - Bloodborne Pathogens, Child Abuse, Sexual Harassment
- Aug/Sept: Orientation to Site by School Nurse
 - Orientation Checklist Completed
- School Year Follow Up Training by District Nurse

Health Service Provider Recruitment

- Mail Announcement to Classified Employees
- Reclassify Existing Health Office Assistants
- Advertise Online in Ventura and the Valley
- Ed Join , Craigslist, Health Journals
- Community Colleges and Vocational Schools
- Target RIF Districts
- Provisional Appointments if Necessary
- Assess and Revise after First Year

Discussion

Santa Monica Malibu Unified School District

May 19, 2011 Board Presentation
Budget Update
Item No. D. 05

Update - State Budget

- **The May Revise was announced on Monday**
 - Recognizing \$6.6 billion in additional revenue
 - It again proposes “flat” funding for schools
 - Is dependant upon revenue enhancements
 - Is less likely that Prop 98 will be suspended
- **Legislature had approved many of the expenditure reductions proposed by the Governor in January**
- **Risk to school funding still exists**
 - Cuts ranging from \$350 to \$679 per student continue to be a possibility

Scenarios for the SMMUSD Budget

- **May Revise**
 - Flat Funding as proposed by Governor in January
 - Special Education Costs for Mental Health Services shifted to district
- **Scenario A**
 - Loss of \$350/ADA
 - Expenditure Reductions spread over two years
- **Scenario B**
 - Loss of an additional \$300/ADA
 - Total ADA reduction = \$650/ADA
 - Expenditure Reductions spread over two years

SMMUSD - Budget Assumptions

- Expenditures paid from one time SOS and Federal Jobs funds in General Fund
- Current negotiated furlough days end in June 30, 2011
- AB 3632 Mental Health costs estimated at 600,000 in 2010-11 and 1,500,000 in subsequent years
- The proceeds from Prop Y are included in the revenue estimates
- Tier III and CSR flexibility continues through 2013-14
- Reserve for Uncertainties remains at 3%

| Santa Monica Malibu Unified School District | | | |
|--|--------------------|--------------------|--------------------|
| Multiyear Projection - Unrestricted General Fund | | | |
| MAY REVISE | | | |
| No Reductions to SMMUSD Budget - May 19, 2011 | | | |
| | <u>2011-12</u> | <u>2012-13</u> | <u>2013-14</u> |
| TOTAL REVENUE | 76,292,788 | 77,595,615 | 79,448,431 |
| TOTAL EXPENDITURES | 81,075,618 | 81,365,542 | 83,130,915 |
| INCREASE(DECREASE) FUND BALANCE | <u>(4,782,830)</u> | <u>(3,769,927)</u> | <u>(3,682,484)</u> |
| BEGINNING BALANCE | 15,194,337 | 10,411,507 | 6,641,580 |
| ENDING BALANCE | 10,411,507 | 6,641,580 | 2,959,096 |

| Santa Monica Malibu Unified School District | | | |
|--|--------------------|--------------------|--------------------|
| Multiyear Projection - Unrestricted General Fund | | | |
| Without Tax Extensions - \$350/ADA Cut to Revenue Limit A | | | |
| No Reductions to SMMUSD Budget - May 19, 2011 | | | |
| | <u>2011-12</u> | <u>2012-13</u> | <u>2013-14</u> |
| TOTAL REVENUE | 72,692,788 | 73,995,615 | 75,848,431 |
| TOTAL EXPENDITURES | 81,075,618 | 81,365,542 | 83,130,915 |
| INCREASE(DECREASE) FUND BALANCE | <u>(8,382,830)</u> | <u>(7,369,927)</u> | <u>(7,282,484)</u> |
| BEGINNING BALANCE | 15,194,337 | 6,811,507 | (558,420) |
| ENDING BALANCE | 6,811,507 | (558,420) | (7,840,904) |

| Santa Monica Malibu Unified School District Multiyear Projection - Unrestricted General Fund Without Tax Extensions - \$350/ADA Cut to Revenue Limit Plus Additional \$300/ADA Cut to Revenue Limit B No Reductions to SMMUSD Budget - May 19, 2011 | | | |
|---|---|---|---|
| | 2011-12 | 2012-13 | 2013-14 |
| TOTAL REVENUE | 69,692,788 | 70,995,615 | 72,848,431 |
| TOTAL EXPENDITURES | 81,075,618 | 81,365,542 | 83,130,915 |
| INCREASE(DECREASE) FUND BALANCE | (11,382,830) | (10,369,927) | (10,282,484) |
| BEGINNING BALANCE | 15,194,337 | 3,811,507 | (6,558,420) |
| ENDING BALANCE | 3,811,507 | (6,558,420) | (16,840,904) |

| Prior Year Cuts or Staff Recommendations – Restored or Not Cut in 2010-11 AND Items Requiring Union Agreement in Future Years | |
|--|------------------|
| <u>SOS and Federal Jobs Allocations</u> | |
| Elementary Class Size | 1,080,000 |
| Secondary Class Size | 368,000 |
| Counselors | 285,000 |
| Elementary Music | 320,000 |
| Elementary Library Coordinators | 180,000 |
| College Counselor | 100,000 |
| Reading Specialists | 250,000 |
| Professional Development | 233,250 |
| <u>Restoration of 2 Nursing Positions</u> | 160,000 |
| <u>Extend Furloughs</u> | 2,200,000 |
| <u>Step/Column Freeze</u> | 800,000 |
| <u>Additional Staff Recommendation from 2010-11 Budget Development</u> | |
| Samohi Site Administration | 180,000 |
| Security Officers | 150,000 |
| Nursing Services | 80,000 |
| Library Services | 225,000 |
| Elementary Music | 580,000 |
| Counselors | 90,000 |
| Elementary Class Size | 520,000 |
| TOTAL | 7,801,250 |